

MINUTES OF THE EXECUTIVE BOARD MEETING
SC FEDERATION OF CHAPTERS OF NARFE
JUNE 7, 2010

President Jeanette Keepers called the meeting held at Seawells in Columbia to order at 10:30 a.m. She welcomed those present. Chaplain Nellie Bodenhamer offered the invocation. Sgt. At Arms David Unwin led the Pledge of Allegiance.

Secretary Esther Crandall read the roll call. Acting Parliamentarian Larry Shaff determined there was a quorum. There were 23 in attendance, including Region III VP Bob Harrell, all officers, DFO's, and appointed Committee Chairs with the exception of Ernest Williams and Robbie Ann White, and Guests Sandy Adams, Lillie Love, and Alice Moultrie.

A motion was made by Charles Giavelli, seconded by Joe McCarty to dispense with reading of the minutes of the January 11, 2010 meeting. Motion carried.

Correspondence: Secretary Crandall read a note from Charles Neal submitting his resignation as Historian due to health issues. She announced that she has only received two delegate forms for the National Convention.

Treasurer Barbara Bryan presented the proposed budget for FY 2010/2011. David Unwin moved, seconded by Charles Giavelli to approve the proposed budget as presented. After discussion, it was unanimously approved.

Esther Crandall moved and Bill Nicol seconded that the Federation pay for our guests' lunches. The motion was carried.

Region III VP Bob Harrell reported that the new F100 is far superior to the old one and that every chapter should order some. He said that Jeanette Keepers and John Geiger had done a very good job in encouraging attendance or proxy votes at the National Convention and reiterated the convention deadlines. He said that chapters, federations, and the National Office are impacted by membership losses. NARFE is a dues structured organization, and the 4595 lost members this year cost the National Office \$200K. There will be resolutions at the convention for a dues increase or changes in the way dues are done. The FEEA disaster fund is very low due to west coast fires last year and hurricanes the year before. The National Executive Board wives will sponsor a raffle for FEEA at the convention. Peggy Harrell will purchase a laptop computer as the Region III prize. She has asked chapters and federations to contribute to the cost of the computer. Any excess funds received will be given to FEEA. Bob suggested that members attend Town Hall (public) meetings to find out what the public thinks should be cut from the budget. He urged chapters to notify him and the National Office on what legislative actions they took.

Officer/Committee Reports (Written reports on file):

First Vice President/Membership Officer Sally DePreker reported that today's membership is about 309,000. Between 2006 and 2009, membership dropped 10%. We have the potential to be THE strong voice for the protection of our earned retirement and health benefits. However, we lost 4,617 in the first four months of 2010. NARFE in South Carolina grew by 40 members - 38 of whom were recruited by the National Office. It is up to us to retain that 38. We as a Federation need to form a Membership Action Committee made up of Chapter Membership Chairs to ensure that every name that appears on each chapter's 112 is addressed. National has developed a Membership Plan that can be used as a starting point for a Membership Action committee. Sally asks that each chapter send her the name, e-mail address, and telephone

number of the person in that chapter that has assumed the Membership Chair responsibilities, even if only unofficially.

Second Vice President John Neely had no report.

Immediate Past President Geiger reiterated that our goal is to have 100% participation at the National Convention. He gave DFO's copies of the checklist he had previously sent to Chapter Presidents by e-mail. It was also published in the Federation Newsletter. He asked them to track their chapters and see where they are with convention actions. Any chapter that didn't get the forms required for the convention should contact National Secretary Nat Brown for a copy. It is very important that chapters with no delegates submit proxy forms. If a form has been sent in, the Federation President can change a proxy name at the convention if the designated proxy is unable to attend.

Legislative Officer John Geiger said that the results of the Primaries will allow chapters to focus on the Meet the Candidates initiative (August 9 through September 10) and start scheduling grassroots meetings with candidates and incumbents to educate and publicize NARFE issues. Checklists for forums or meetings with House and Senate candidates and a sample letter to provide a written invitation can be found on the NARFE website (Legislation, Legislative Dept. Home Page, Meet Your Candidates Month supporting materials). John asks that chapters let him know when they have meetings and electronically notify the National Office. The 18-member Bipartisan National Commission on Fiscal Responsibility and Reform (Fiscal Commission) formed three working groups and reconvened on May 26. Website <http://www.fiscalcommission.gov/> will allow you to follow their progress. This is a great subject for chapter Legislative Officers to follow and brief the membership as part of their legislative updates at chapter meetings. As an example of how quickly things can happen, the alert was received last week of the amendment to the military operations in Iraq and Afghanistan and disaster relief supplemental spending bill (HR 4899) that would deny federal workers a pay raise in 2011. Once again, NARFE was quick to act with our National President urging senators to oppose the amendment (#4231). This is another data point as to what NARFE has done for you, in this case going to bat for our active federal employees. President Baptiste cites potential for cuts in our retirement annuity, COLAs and health insurance resulting from recommendations from this Commission.

Bylaws Officer Larry Shaff reported that no amendments to the current bylaws have been received since the last Executive Board meeting. Two revisions to the Operating Guidelines were issued subsequent to the January 2010 meeting. Revision 2 clarified the chapter members subject to per capita dues. Revision 3 eliminated the Resolutions Officer position. These revisions were incorporated in the Operating Guidelines posted on the Federation Web Site thanks to Bob Muller. Larry will continue to review and process proposed bylaw amendments as they are submitted and will prepare and issue revisions to the Operating Guidelines as requested by the Executive Board.

Alzheimer's Chair Betty Wessinger reported that from April 1, 2010 through May 31, 2010, South Carolina chapters have sent \$2,967.76 to Chicago for Alzheimer's Research. This includes \$1670 collected for the raffle items. She suggests that chapter Treasurers send their contributions to her every month if they collect as much as \$25. If they collect less than \$25, they should send her a check at least once a quarter. Remittance forms can be found and downloaded on the Federation Web Site. She will mail forms to any chapter that needs them. The Newberry Chapter has invited Betty to make an Alzheimer's presentation at the July chapter meeting.

FEEA Chair David Unwin reported that \$241 was collected at the convention. He made a challenge for each District to raise \$200. At this time, District 1 has raised \$50, District 4, \$50, District 6, \$11.00, and District 7, \$100. One chapter reported that they have a can at their meetings and urge members to donate their loose change.

President Keepers reported for NARFE PAC Coordinator Ernest Williams that he received a request from Rep. Spratt for NARFE funds, and a favorable response was submitted to NARFE HQ on his request. June 4 was the last day at NARFE for Jacob Cassady. Until his replacement starts, PAC requests and questions should be sent to Chris Farrell at cfarrell@narfe.org or 571-483-1265.

Service Officer Larry Shaff reported that during the past five months he has prepared articles for every edition of the Federation monthly newsletter. He also e-mailed his articles to each chapter Service Officer and the four Presidents of chapters that have no Service Officer. On May 14, he attended the Charleston chapter meeting at which Federation President Keepers presented the Service Officer of the Year Award to Chapter Service Officer Robert Strobel. Also present at the meeting were DFO Charles Giavelli, North Charleston President Frank Stevens, Summerville President Barbara Bryan, Charleston President Mimi Scharf and approximately 50 chapter members. This is the third consecutive year that a South Carolina chapter Service Officer has been recognized as Service Officer of the Year for his/her superior accomplishments.

Nominating Officer Bill Nicol proposed that, in accordance with the Operating Guidelines, the District Field Officers comprise the committee and work with the Chapter Presidents to recruit potential nominees. In the late fall, he will survey the current officers to see if they will stand for reelection next April. He will advise the DFO's of the results. In the meantime, he encourages the DFO's to broach this subject in meetings with their chapters. He said that we have some great candidates in our membership and they need to be encouraged to seek Federation offices.

Public Relations Officer John Neely had no report.

Newsletter Editor Bob Muller reported that he has sent out two large newsletters since the convention. He also prepared a full page ad from the Federation to be put in the National Convention Program in September. He will continue with the monthly internet publication of the newsletter, which will be available on the Federation Web Site by the 5th of each month. Articles/photos can be e-mailed to him or sent by USPS. In some cases, mailing of photos is better than scanning them unless JPG is used as the graphic. Bob also said that Chapter Presidents can send his e-mail with the newsletter to all South Carolina members who are on GEMS.

Webmaster Paul Donahue reported that on July 4, 2004, SC NARFE Web Sites for the Federation as well as all 22 chapters were born. The cost was \$200-\$250, which included registering (a one-time charge) all of the Federation's domain and sub-domain names. We were the third NARFE state with complete Web Site coverage. With the name change in 2007, he revamped all Web Sites to include the new logo. At the same time, he incorporated changes suggested in feedback. With Bob Muller's assistance, hyperlinks were added to allow access to newsletters, report forms, HQ, political officials in Washington, and much more using PDF formatted files. NARFE now offers chapter Web Page templates at a one-time charge of \$20. Assistance in setting up and the ability to utilize their servers are available at an annual cost of \$29.95. By comparison, renewing the annual contract with our server costs \$61.60 per year for everybody. In addition to the cost, going the HQ route requires that each chapter/federation must design and maintain their individual Web Page, which he does now when provided the information.

He has offered members the ability to maintain their own chapter's Web Site, but very few have become involved. Each Chapter President can have an e-mail address specifically for NARFE-related matters. If interested in pursuing this free e-mail feature, Presidents should contact him. He solicits comments from all Chapter Presidents about their specific chapter's Web Page.

President Keepers assigned Board Members to one of three Breakout Sessions. After 30 minutes, a report was given on each session:

Group A - Delegates/Proxies for National Convention; Time and Place for 2011 Federation Convention; Recruitment, Retention and Mentoring Ideas; and Reinvigorating Weak Chapters. Sally DePreker reported that they had discussed whether we needed to have a convention every year. They suggested we consider having a convention one year and a leadership seminar one year. Myrtle Beach has great facilities for a convention, but few chapter participants to host it. Other suggestions were to have the convention centrally located in Columbia, perhaps at Seawell's with participants on their own for selecting a hotel; to condense the convention to one night, with delegates leaving after lunch the second day. Hickory Knob was also favored as the location with alternate chapters hosting. It was noted that a change from an annual convention would have to be voted on at the next convention.

Group B - Odd-year Dilemma; Leadership Training, Legislative, and Mentoring Sessions. Esther Crandall reported that the group had discussed the fact that ad revenues would be down on the odd-years because of them being non-election years. Attendance would also be down because there would be no National Office representative. The group leaned toward concentrating on leadership, legislative, and mentoring seminars at the odd-year conventions. There would be no keynote speaker and less reports. DFO's would submit written reports, with successes and failures discussed in one of the seminars. Small groups would rotate through three or four different seminars. Another suggestion was that the convention general session could begin at 1:00 p.m. and include the Memorial Service and business. A dinner would be held that night, with general session lasting six to eight hours the second day including election of officers. Delegates would depart by 4:00 p.m.

Group C - Audit Committee (2009 and 2010 SC Federation Conventions)

Larry Shaff reported that due to a procedural oversight, records supporting the Beaufort 2009 Convention were not available when the committee reviewed the Federation's financial documents in April 2010. Mamie Clarke brought the complete financial records to this meeting. Larry and Paul Donahue reviewed the records to complete the audit. The committee determined the total income to be \$12,493 with expenses of \$11,707.32. A profit of \$785.68 was shared with \$196.42 to the Federation and \$589.26 to the three chapters hosting the convention. They congratulated Convention Treasurer Jackie Warren for using a computerized program to record income and expenses, as well as a separate list of advertisements for the program booklet.

In addition to financial documentation supporting the Spartanburg 2010 Convention, Larry and Paul reviewed receipts provided at this meeting by Jeanette Keepers to complete the audit. Financial statements showed receipts of \$13,750.89 and expenditures of \$11,882.41, with profit to the Federation of \$467.12 and to Chapter 560 of \$1401.36. They congratulated Convention Treasurer Bill Keepers on his superbly organized computerized ledger of all transactions and electronic copies of bank statements with deposit slips and checks annotated to correspond with the items listed on the ledger. This is the first time an audit was conducted by using electronic communications and may set a precedent for future audits.

Old Business:

2010 Convention Chair Jeanette Keepers provided a final written report on the convention, which was hosted by Chapter 560. She said that Chapter 560 was fortunate that not only was this an election year at NARFE, but it was also a year in which we were entitled to a National Resident Officer as keynote speaker. In addition to our usual sponsors BC/BS, GEHA, A Better Hearing Solution and the NARFE Premier Federal Credit Union, we also gained extra revenue from the National NARFE campaigners through ads and/or booths. There were two new sponsors, Dillard Financial Solutions, Inc., and Comfort Keepers. Chapter 560 was also pleased that fourteen out of twenty-one Federation chapters contributed ads to the program booklet. Bob Muller saved the committee several hundred dollars by laying out the program booklet pages, designing and printing the cover, and putting the books together. They also saved money by using electronic communications extensively.

New Business:

Esther Crandall moved and Dave Unwin seconded to approve the appointment of Paul Donahue as the new Federation Historian. He was approved unanimously.

Bob Harrell installed the new District 6 DFO, Jesse Adams, and Historian Paul Donahue.

In answer to Peggy Harrell's e-mail request for consideration of a donation toward the FEEA raffle prize, David Unwin moved that the Federation donate \$200. Paul Donahue seconded and the motion carried unanimously.

Since no chapter volunteered to host the 2011 Convention, the Board of Directors will host. Esther Crandall will check on rates at several Charleston area hotels. John Geiger will contact Hickory Knob for their rates and availability. We will see what is available in early April and contact the Board by e-mail.

Following the benediction by Chaplain Nellie Bodenhamer, the meeting was adjourned at 3:10 p.m. The next meeting will be on January 10, 2011 at 10:30 a.m. Chapter Presidents are invited and encouraged to attend this meeting.

Respectfully submitted,

ESTHER L. CRANDALL
Federation Secretary