

EXECUTIVE BOARD MEETING MINUTES

CALIFORNIA STATE FEDERATION OF CHAPTERS (CSFC)

TULARE, CA.

SEPTEMBER 29 TO OCTOBER 1, 2019

President Linda Ingram conducted the meeting which opened at 9:12 a.m. Flag Salute was led by the President and a moment of silence was held.

DVP III Mary Venerable served as Acting Secretary in absence of **Secretary Sandy Griffin** and conducted the roll call.

ROLL CALL- Present were:

President - Linda Ingram	Executive Vice President	Yoggi Riley
Treasurer - Gerald Hall	District I VP	Bob Davidson
District II VP -Gregg Pericich	District III VP	Mary Venerable
District V VP- Dee Shallenberger	District VI VP	Dottie Schmidt
District VII - Robert Martin	District VIII (In Late)	Stephen Smith

Parliamentarian - Ed Shallenberger

Also included: David Southworth, Document Controller and Legislative Chair Steve Walters.

President Ingram provided brief opening remarks regarding the planned coverage of the first executive board meeting since the election of new officers.

The Agenda was reviewed and members were asked if there were any additions to the agenda. **Executive VP Riley** requested the addition of subparagraph “c”- Incentive Measures for Dues Withholding be added to Item 9 and **President Ingram** added to Item 17 subparagraph “e” – NEB Relationship; “f” – Health Fair Activities and “g” – Question – Where are we Going? The Board unanimously approved the Agenda as amended.

Item 7 – Approval of Previous Minutes of Pre-Convention Minutes for April 23, Post Convention Minutes for April 26 and 27, and June 4, 2019 Telecon Minutes.

An amendment was made to the Post Convention minutes to show Jeannie Sprenger, Jerry Hardison and John Delahunt as additional attendees at the meeting. After review, discussion, and amendment, the minutes were unanimously approved. A note for the Secretary was received for future minutes to include the names of those who were absent from the meeting.

Item 8 – Federation Presidents Report. **President Ingram** provided information about her attendance at the Presidents Meeting in Scottsdale, Arizona. She covered some of the items discussed which included: the decline in membership; 21 Federations on Life support; 961 Chapters within the National and a report that there have been 297 Chapters closed since 2014. The details of her 30-page report will be mailed to the Executive Board members after this meeting. (45 minutes of input and discussion)

Discussion also included the loss of members and Chapter notice decline; NARFE Advocacy, grassroots and benefits. Reference was made to the publication entitled Profile of Civil Service Book that was passed around for review by the Board. Other agenda items included Post Convention Survey and Convention Activities as reported by Carl Bailey in September 2019.

The Status of the AMS system was briefly discussed. Major problems in making changes have occurred making the operation, reporting format ineffective and a basic feeling that we should go back to the way we were. At this time, there is no indication of when the System will be operational.

The date and location of the next convention was delayed until after Lunch.

After lunch 1:45 p.m.

EXVP Riley discussed **Item 9 a. Status of Membership**. She stated that the status of information available from the AMS system is a problem. She was able to pull the information by logging into Region VIII and her specific Chapter. The report includes Federation Dashboard, Federation Chapter List, Federation Member List, Federation Officers, Update Officers from F-7 report, and the opportunity to search for other reports. She noted that the summary included: National members, NARFE email system info and updated information as well as NARFE webhosting information.

National Legislative Chair Steve Walters referred to a service entitled GIS-ESRI that could be used to gather membership information. He indicated that the use cost for one year might be \$100 per year. He volunteered to get additional information about "How to recruit" and he will provide information to the Board via email.

EXVP Riley provided information on the Status of the Federations Membership. The report dated 9/24/19 indicated that:

- there are 9094 Current Chapter Members in the Federation
- 6640 National Members in the Federation
- 15734 combined total of all members
- She also indicated the breakdown by Chapter that included information by chapter on members, total National Members in Chapter area and total of both. Her report also included in the individual chapter report a breakdown of Chapter members by 1 year, 2 year and 3 years; Number of members with dues withholding, life members and honorary/other member.

Item 9b – Status of Training Conference. **EXVP Riley** suggested a date in April for the training. She is currently looking for locations to hold Training. She is looking for a location in the north and south as well as exploring a central location like Tulare. She will explore the chapter demographics to determine where our members are located.

Parliamentarian Ed Shallenberger will determine if the conference has to include an annual report from the President and a short presentation.

EXVP Riley also requested EB input on topics that should be included in the training. Suggestions were for morning topics to include: Recruitment and Retention ideas; A panel discussion and in the afternoon, Legislation and Benefits coverage. Other topics offered included: New Voucher System, Update of By-Laws, and Policy progress report. She will report on her findings at the EB conference call on November 12, 2019 at 9:30 a.m.

Another issue on How to communicate with Chapter Members was discussed and it was suggested that the Board look into ways to communicate with members on what is going on in the Federation.

Item 9 c – Incentive Measure for dues withholding was postponed for further discussion after data is gathered on the subject.

Item 10 – Treasurer's Report.

- a. **Budget for 2019/2020. Treasurer Jerry Hall** provided the Board with copies of a revised Budget Report format from July 2019 through July 2020. (See Revision 2 attached.) It was noted that he would be using the Quick Books accounting system. He maintained the Income category and modified the Expense Category section – eliminating category codes not being used and renumbered codes in need of category change. (See Revision 2 dated 9/16/19 attached) In addition, **Treasurer Hall** passed out the Executive Board Budget for FY 19-20. (See EB Report pg. 1-4 attached) There was a thorough discussion of the revisions and changes and subsequently the Board approved the format.
- b. In addition, **Treasurer Hall** introduced a new procedure for paying for expenditures. Future expense vouchers can be sent to the Treasurer via email along, with required receipts. After review of the voucher, the Treasurer will send notice to the Bank of America to prepare a check for payment of expenses. It was noted that the new procedures are voluntary and if members wish to continue regular procedures they can do so.

Motion #2-2019 dated 9/30/19 by EXVP Yoggi Riley and seconded by DVP III Mary Venerable. The motion read as follows: I move that “the new system of finances presented by **Treasurer Hall** to move to electronic voucher and electronic checks by the Bank be accepted by the CSF members assembled at the Tulare, CA EB Meeting on September 30, 2019 to October 2, 2019. The two systems introduced by the Treasurer will be on all vouchers and checks will be sent by the bank (of America). And the budget for 2019-2020 proposed by the Treasurer will be approved.” The motion was unanimously approved.

Item 11, CSFC Bylaws Update by President Ingram.

Discussion began with a statement from the Parliamentarian that the submitted bylaws that have not yet been approved by the National Office and voted on resolution will be under the 2019 Bylaws. There was lengthy discussion of 1½

hour regarding the lack of approval by National. Lack of approval leaves the Federation in a position where the last Nationally approved bylaws are dated 2011. As a result our realignment of the Fiscal year (approved and submitted to the IRS in 2015) and the Referendum process (approved in 2017) are technically not in compliance. With no opportunity to make further revisions until the 2021 Convention the Executive Board took the following action:

Motion #3-2019 dated 10/1/19 was made by DVP Davidson and seconded by DVP Martin. The motion read as follows: "That the California State Federation operates using the revised 2019 ByLaws pending revision and approval of the NARFE National Office'. The motion was adopted on 10/1/19.

Item 12, Policy and Guidance update status by DVP Davidson. DVP I Davidson explained the process he is establishing to review the Policies and Guidelines. On his Committee will be Dave Southworth who will review the guides. He indicated that the first action would be to work on the Policy guideline for **Per Capita Dues**. He provided the Board with a draft copy of a Per Capita Dues Policy to give members an idea of content and format. It was interesting to note that the guidelines included the matter of when (March 20) the \$1 for Per Capita Dues are due and how Chapter Members will be credited. Also included was the treatment of how National Only Members who wish to be a federation affiliated member will be handled if they pay per capita dues versus not paying per capita dues.(Note in this discussion the terms included "individual affiliation and non affiliated" to identify member status if per capita dues are paid or not paid.)

Action #1 – Treasurer Hall agreed to develop a form for National Only members for them to sign up for payment of Per Capita Dues. He will provide the form to the Policy Committee.

Item 15, National Legislative Chair report- Steve Walter. NLC Walter provided a report on his attendance at the National Legislative Conference. He reported that there are 13 Chapters who do not have CDL's or Legislative Representatives. **It was suggested** that DVP's follow-up with their Chapters to review the policy and need for CDL's and to encourage CDL appointments and activities in their Districts.

It was interesting to note the lengthy discussion about the use of PAC money when community invitations are involved. It appears funds are allocated to candidates through the use of these invitations and tickets. It was also noted that many Chapters do not have a NARFE PAC Representative.

Item # 16 Federation Newsletter/Public Relations and Federation Website– Dave Southworth. Dave presented information about his review of our Federation website and the new NARFE Rebranding symbol. His initial review of the Federation's Website is that the Website is out of date and needs to be

reviewed. He noted that there was no information on how to join a Chapter and where they are located. He also referred to other data such as the SOS Newsletter that is out of date. He also will initiate CSF website improvements that were discussed today.

The Federation website has three basic audiences: new NARFE members, Federation Board members, and Chapter members. The Executive Board's assistance in improving the Federation website will enhance the experience and education of those new NARFE members visiting the website, who do not understand the Federation's and Chapter's structure, so they will know what they can volunteer for and how to do it.

Updated Policies, Guidelines and Forms will help guide the Federation Board members and Federation committees in efficiently completing their tasks in service to the Federation, Chapters and members.

Chapter members will be informed on the plans, activities and achievements of their Federation to know that their *per capita* funds and other funds were well spent.

He also indicated the need to review the use of the NARFE emblem. It was stated that we need more time to evaluate the action to change the Brand Name on publications and letterhead. He suggested moving slow on changing business cards, letterhead and tablecloths for health fairs.

Break for Lunch returned at 2:04 p.m.

Initial discussion included ideas for resolutions to submit to National for 2020. Discussion included ways to handle resolutions at the next Convention. Ideas included 1 – ways to handle resolutions and voting procedures. Per **DVP Davidson**, debate leads to resolution and vote. 2 – Restriction of 1 member 1 vote to National Officers and National referenda only. **Parliamentarian Ed Shallenberger** recommended changing membership terminology from National only to Chapter affiliated NARFE and non-chapter NARFE members.

Other discussion included a written report from the Convention Site Coordinator for 2021. At this point, there were questions regarding the use of the terminology "Conference" or "Convention" – it was agreed that we would use "Convention" in referring to our biannual meeting. The decision to conduct a 2 day Convention was confirmed. The locations for the Convention included Fresno or Visalia and the convention date suggestions included late April or early May 2020. **National Legislation Chair Steve Walter** offered to help **DVP IV and Site Selection Chair, Ron Griffin** with the site search.

Item #16 –Federation Newsletter/Public Relation – by President Ingram and All EB members. President Ingram requested articles for the Federation Newsletter. She indicated she would prepare a message as the new president

and **EXVP Yoggi Riley** agreed to prepare information about the planned training meetings in 2020. **DVP VII Martin** will prepare an article about his experience as a District VII Vice President and **National Legislative Chair Steve Walter** will prepare an article about the Legislative Program and the responsibilities of the Congressional District Liaison (CDL)

Item # 17 – Strategic Issues Discussion

The following major concerns were discussed under this heading:

- Lack of Focus
- Media footprint
- Image confusion – who we are
- Future direction of NARFE
- Relationship between Federation and National
- Retention of Members
- Why are we losing members and Chapters
- Goals and leadership
- State Tax Parity

Because of the lack of time for discussion, the above discussions were delayed for another meeting. Other items within Item 17 that were listed for coverage included: Item 17 e – NEB Relationship; f – Health Fair activities; and g. – Where are we going, were not covered and will be held for discussion later.

Action Plan - The President plans to send out letters to various Federation Committees to designate Chairs and to assign responsibilities for committee member assignment and responsibility.

Final items discussed:

- Regular Telcon on November 12, 2019 at 9:30 a.m.
Note the agenda for this meeting will include: Resolutions; Effectiveness and acceptance of New Voucher System; Update on Bylaws status; Policies progress report; Site selection for 2020 Convention; and budget status report.
- Possible emergency telcon in December 2019 to review Resolutions input
- Next EB meeting in Tulare on March 15 to March 18, 2020 (\$104 base room rate)

- TelCon on January 13, 2020 at 10 a.m. with Agenda to include:
Training program final details.

The meeting adjourned at 5:25 p.m.

Respectfully submitted,

Mary Venerable
Acting, Secretary

DISTRICT II VP REPORT

April 21, 2019 – September 20, 2019

The status of the 10 chapters in District II is good. My chapters are close to where I live, so I am able to attend most meetings. That makes a big difference with the Officers and Chapter Members.

Los Angeles- 0003 has 141 members. Attendance at meetings averages 15 members. They have 1 social event every June for 100 members and friends. No new members in over a year. Same officers last 4 years. Secretary had a stroke. She may not be able to continue as an Officer. Non-profit status with the State of California is a problem. Need to resubmit Information request with Secretary of State. 2 Members attended Convention. Arrived late and left early.

Long Beach – 0021 has 215 members. Attendance at meetings averages 20 members. Since last year they have lost 3 officers. No one will step forward to take over vacancies. As an associate member, I volunteered to be 1 st VP.

South Bay – 0465 Torrance has 66 members. 9 members attend meetings. In September moved meeting to Sizzler in Torrance. Nice meeting room no fee required. 20% tip for server.

Southeast - 0482 Whittier has 87 members. Attendance at meetings averages 7 members. Question concerning Non-profit status.

Central Orange County – 1266 has 161 members. Attendance at meetings averages 15 members. No new members this past year. Going year to year.

Lakewood – 2025 has 65 members. Attendance at meetings averages 10 members. Same officers for past 7 years. Participate in 2 health fairs annually. Some new member prospects.

Dominguez Hills-2323 has 81 members. Attendance at meetings averages 15 members. All are officers or board members. Same officers for past 7 years. No new members

Since April 3 new chapters were added to District II: Pasadena, Van Nuys, and Glendale Burbank. I have only been able to attend a meeting at Pasadena. I visited the President and Treasurer. I will visit the

other 2 chapters soon. I did add the Officers to my e-mail distribution list.

Major Concerns – AMS and the lack of being able to gather information concerning chapter and its members. Voting on NARFE bylaw referendum. Trying to generate interest for chapter members to attend meetings. Communication.

Gregg Pericich, District II – Vice President

September 18, 2019

From: Mary Venerable, District III Vice President

To: CSFC Executive Board report for September 29, 2019

Subject: Information about DVP activities from June 2019 to September 30, 2019

My activities during this period have been mixed with action to select and train a new Service Committee

Chair for the Federation and to establish a District III President's Council.

1. Report on appointment and training of Yvonne Williams, newly appointed Chair of the Service Committee.

a. A search for a new Committee Chair began in January 2019 and acceptance of the appointment by Yvonne Williams occurred in May 2019 after a lengthy discussion about the duties and responsibilities of the Chair position. Training began with topics to review and referral of the Service Guide Book. In addition, Yvonne was given the responsibility to confirm District Committee Members by contacting DVP's to determine their recommendations. At this point we have approximately four Committee members confirmed.

2. On June 6, 2019 a meeting was held with my six Chapters for the purpose of establishing a District III Presidents Council. The following are the results of that meeting.

(Attendees: Brenda Phillips, Chapter 478; Gloria Deets-Bryer, Chapter 188; Louis Earthman, San Bernardino, Ca. Kathleen Jeffrey, Mt. Baldy, Chapter 1497; Glenn Flood, Palm Springs, Chapter 587; and Catherine Hackney, Victor Valley, Chapter 1016

3. Five of our six Presidents attended the meeting and there was a unanimous agreement to the following topics:

4. a. It was agreed there would be a District III President's Council.
- b. It was agreed that meetings of the council would be quarterly. (Dates will be decided)
- c. The meeting time of 10:30 a.m. and the location at the San Bernardino Elks Club was agreed to for the next meeting with a discussion for change to be finalized.
- d. A discussion of Officers of the Council was tabled until our next meeting.
- e. It was agreed that other items to be discussed at the next meeting would include: selections of officers (President, Secretary and Treasurer) and a discussion about fund raising to support Council's activities.

Respectfully submitted,

Mary Venerable

DVP IV Report

May – September 2019

Northern California District IV Chapters all take the summer off from meetings, so essentially no Chapter visits were made. The Chico Chapter with some of the Paradise members did meet in June. It is becoming more and more apparent that Paradise is not going to recover anytime soon from the November 2018 Camp fire. A lot of members, including Miguel Haro CDL – 1 are now moving to Oregon or Idaho. So, a new CDL will need to be found for Congressional District One. The Paradise Chapter would just as soon be considered inactive if there was such a category. In lieu of that they would like to close and be assigned to Chico, except for a few who have already moved.

Two Chapters are in danger of closing besides Paradise. Those are the Siskiyou (Yreka) and the Diamond Mountain (Susanville) Chapters. Yreka has no officers and Susanville only has a Treasurer. I will make

one more visit to each Chapter and if no officers are found, they should be closed.

Barbara Pipari, President of the Clearlake/Lakeport Chapter 1566, recently informed me that her husband Frank had passed away. He was also an officer and he and Barbara are long time NARFE members who have kept that Chapter going.

Sandy and I attended a very meaningful memorial service for one our Chico members at the National Cemetery in Igo, CA. Zeno Meyer had been a member of the Oroville Chapter before it closed and then transferred to the Chico Chapter where he served many terms as an officer.

I have concerns about the CSFC face to face meeting date selection process. In regards to the current scheduled CSFC face to face Board meeting in Tulare on September 30th - October 1st : In the last tele-conference we (I and State Secretary Sandy Griffin) agreed to a date earlier in September and explained that we would be on a 10 day cruise with relatives later in September (returning on October 3 rd).

Whoever scheduled the date that the meeting was changed to, did not consider we could not be there.

In addition, you scheduled it for a date that the Immediate Past President Lea Zajac (if he could) and the Region VIII Vice President, Helen Zajac, also could not attend. I think the fact that these key people cannot attend is not right. Please reconsider the process for date selection in the future so all CSFC Executive Board members can attend. This has happened before as well and should not continue to happen.

We do hope the meeting goes well and wish all attending safe travels.

Ron Griffin

DVP IV

Region 5 Report of Chapters

On August 22, 2019, I e-mailed the Region 5 chapter presidents and asked for information from the chapters to present at this meeting. Having received no information, I called the chapter presidents and have information from eight of the ten chapters.

The following is a brief summary of some information from the chapter presidents that I was

able to talk with:

Chapter 40 - Oakland (Betty Hicks, President) on Sept. 23, 2019

- . Meet each month (18 th & Adelaide), in Oakland.
- . About 20 come to the meetings.
- . Chapter is holding on, but difficult at times.
- . Planning to have a pot-luck to celebrate chapter's birthday (no date given).
- . December luncheon will be on 1st Saturday.

Oakland wants NARFE National to send out a letter/post card to members whose address is in the Oakland area and to invite them to come to the Oakland chapter meetings.

Chapter 50 – San Jose (Lorraine Guerrero, President)

- . Around 290 members; chapter holding on but struggling to get members to come to the meetings.
- . Officers are event planners and assemble the monthly newsletter.
- . Will consider changing meeting dates to one meeting every two months.
- . Will continue monthly newsletters by mail and e-mail; good comments from chapter members.
- . Meet every first Friday of month at a local Denny's Restaurant.
- . As long as the present officers remain in office, the chapter will continue to exist.

Chapter 54 – Santa Cruz (Phil Moriconi, President)

Talked with Phil Moriconi on September 23, 2019 and he said:

- . Chapter 54 has 38 members and 32 national members.
- . Chapter is just hanging on, but it is difficult as only 6 to 8 people show up.

Chapter 65 - San Francisco (Jerry Hall, President)

. Jerry Hall sent me a flyer about NARFE & Chapter 65 and I have a copy for every one as I feel it is important.

. There are 419 chapter members; and 201 national only members. One of the biggest and most active chapters in District V.

. We have always enjoyed going to Chapter 65 functions in the San Francisco area.

Jerry – please add whatever else you feel this group should know about Ch. 65.

Chapter 544 – Redwood City (Donna Marcus, President)

. 98 members and 137 national only members.

. Palo Alto Chapter joined the Redwood City.

. Donna said chapter is “Hanging in there” and needs to target on getting more Chapter members.

Chapter 1494 – Tri City, Fremont (Ellen Culver, President)

. As other chapters, the same people come to the meetings.

. Will have the Health Providers (Kaiser & Etna) scheduled to come this year.

. Meets at the Senior Ctr. in Fremont.

Chapter 1496 – Salinas (Jeff Irwin, President)

At a recent Salinas picnic, more than 30 people attended; great food selection.

. Forney & Kaye are key Chapter members and the chapter is doing well. Forney asked me to install the newly elected officers.

. Ed and I also talked with Jeff Irwin (President of Salinas) and Dennis Dyrud, past President of the Monterey Chapter before it closed.

DISTRICT VI REPORT

April – September, 2019

THE CA FEDERATION EXECUTIVE BOARD MEETING

SEPT. 30 – OCT. 1, 2019

District VI chapters are doing ok, but having difficulty in having members step up to take on positions that current officers/committee chairs would like to be relieved from. That's not unusual, but it is somewhat frustrating to those who have served in their offices for many years.

Our District Presidents Council met in July with nine members in attendance representing five chapters. A CDL is necessary for Rep. Doris Matsui's CD-6. Member Carlin Milam has been ill and could not carry on as CDL.

However, three members, Dan Mahoney, Juanita Hobbs and Del Giese attended Rep. Matsui's re-election kickoff in Sacramento. She is a great supporter of NARFE issues.

Dan Mahoney, Chapter #1596, attended an Alzheimer's event where Congressman Ami Bera was speaker. Dan is a great CDL and stays in touch with Rep. Matsui and Rep. Bera regularly.

Jeri Benson, Chapter 1658, John Benson, Mary Jo Smith, Deanna Smith, Dan Mahoney, Carlin Milam took part in the North Highlands Memorial Day parade and the July 4 th Carmichael parade as they do every year. They took first place in North Highlands for Best Vehicle. A picture of the float is viewable on the District VI website – www.narfeca6.org.

Also many other pictures of events our members participate in are also on the website.

They will be participating in the Alzheimer's Walk on Saturday, Sept. 28 th at Raley Field in West Sacramento carrying their NARFE SUPPORTS ALZHEIMER'S placards.

They will also attend all agency health fairs in November in the Sacramento area. this year a member, Gary Peichoto, a Stockton Chapter #49 member, will be at the Stockton/Modesto health fairs. All health fairs in District VI will be covered.

This team of members is also working on being able to attend the Fresno VA “New Employees” orientation every month, where they would be in contact with new employees.

Members are trying to convert to the new AMS from the OAM which was very easy to access and use. There is some frustration with the AMS, but members are adapting – some more than others.

The District VI Annual Meeting is scheduled for Monday, November 4 th , at the Old Spaghetti Factory in Roseville. President Linda Ingram will be speaking. Region VIII V.P. Helen Zajac and CA Federation Immediate Past President Lea Zajac have been invited. Their attendance is tentative in that Helen is scheduled to fly to D.C. the next day, and Lea’s health is an issue.

Robert Martin

DVP VII Summary Report Oct. 1 2019

While most chapters are returning from their summer break, I welcome you back with a message of caution. Our congressional representatives need to see NARFE attending fund raisers, town halls, and continued communication with field staff.

Our message must be consistent and supportive of legislation highlighted in the monthly Bill Tracker. There are a number of house resolutions pending postal reform along with bills to safeguard our hard earned federal benefits. The active federal/postal employees are not exempt from these threats. Pay freeze, increased health care costs, and privatization or contracting out of historically held federal jobs.

We must fully engage the 116th Congress with the knowledge we are the only association dedicated to the federal workforce, a fact I am very proud of. As such, we have gained the respect of our elected leaders who often seek out our advice on common issues. Our presence and working relationship with field staff is key.

We currently have CDL's for all DVP-VII districts to include:

CONGRESSMAN FERS/CSRS

CA-2 Huffman 4389

Ca-3 Garamendi 7290

CA-5 Thompson 7809

CA-9 McNerney 4544

CA-11 DeSaulnier 5488

With nearly 30K federal annuitants residing in the zip codes of our chapters, the organizing potential is always there. Someone once said "There are people who make things happen, there are people who watch things happen and there are people who wonder what happened. That quote is from the Commander of the Apollo 13, Jim Lovell. Our goals can be just as lofty depending on what type of people make up NARFE membership. Please join me in a renewed sense of urgency as we begin the march toward 2020 elections and federal job security.