

EXECUTIVE BOARD MINUTES
CALIFORNIA STATE FEDERATION OF CHAPTERS (CSFC)
TELECONFERENCE
February 27, 2018

President Lea Zajac called the meeting to order on February 27, 2018, at 9:30 a.m.

Additions were made to the agenda:

- (1) Under Item 2: Minutes of February 7, 2018
- (2) Under Item 3: Congressional District Leaders (CDL) Program (Dave Southworth)
- (3) Under 9a: Provision of CSFC chapters and presidents to BlueCross/BlueShield Southern California representative (Old Bob Davidson).

President Zajac called the roll. Present were:

President	Lea Zajac	District I VP	(Old) Bob Davidson
District II VP	Greg Pericich	District III VP	Mary Venerable
District V VP	Gerald Hall	District VI VP	Dottie Schmidt
District VII VP	Bob Martin	District VIII VP	Linda Ingram
District IX VP	Mike Siminski	District X VP	Ronald Griffin
Immediate Past President Dee Shallenberger			

Also present were Region VIII Vice President (RVP) Helen Zajac, Vallejo Chapter 0016; CSFC Recording Secretary V. Ann McCraw, Saddleback Valley Chapter 1689; Parliamentarian Ed Shallenberger, San Jose Chapter 0050; and CSFC National Legislative Chair Dave Southworth, Laguna Woods Chapter 0970. **Executive Vice President (EVP) Judy Mayora** and **Treasurer Yoggi Riley** were excused; **EVP Mayora** attended for a brief period at the meeting outset.

The **minutes from February 7, 2018, teleconference meeting** were approved as published.

Update on Training Seminars – EVP Mayora: President Zajac reported that all instructors have been selected and Seminar topics will be published shortly. NARFE Executive Director Barb Sido will attend and address the participants; President Zajac, RVP Zajac, and Membership Committee members will comprise the instructor cadre. EVP Mayora stated that the CSFC March Newsletter will publish all the information stated above as well as registration information; the cost to CSFC chapter members will be \$5 and to non-chapter NARFE members \$20 to include materials, continental breakfast and luncheon. EVP Mayora requested that any questions about hotel accommodations be directed to her. DVP Schmidt will aid in the survey of accommodations in the Roseville area.

Update on Congressional District Leaders (CDL) Program – Dave Southworth requested that all volunteer requests for CDLs be directed to him. The CDL prototype has been completed and will be distributed to all CDLs. CDL reports of activities and congressional visits will be

furnished to the CSFC Executive Board (EB). Badges are being made for all CDLs at a cost of about \$11.40 each.

Update on Motion 17-2, DVP ability to contact National Division members (within his/her servicing area): President Zajac stated that NARFE National President Thissen stated that he had no objection and will research how National Office might be able to adapt the current database to meet the request. National Office is currently exploring the purchase of a new database program that will better meet current and future NARFE requirements. More insight is expected within the next few weeks. RVP Zajac and Dave Southworth suggested that should each District's National Division area membership be approved by President Thissen, they could use zip codes in EXCEL to determine National Division members within each District. RVP Zajac and Dave Southworth will investigate the feasibility of developing such a list. **(A1) Helen Zajac, Dave Southworth.**

Comments on Resolutions – President Zajac stated that there were 5 resolutions submitted by California for FEDCon18 being held in Jacksonville in August; three of them were incorporated into one resolution. There were 11 resolutions adopted by the National Office Resolutions Committee, 13 rejected. The rejected ones will be discussed at the National Executive Board (NEB) meeting in March. The FEDCon18 Resolutions booklet will be available for downloading on the NARFE website (184 pages) or can be requested in hard copy from National Office. (Refer to page 2, **Five CA Resolutions**, minutes from Feb. 7, 2018, Executive Board [EB] Teleconference meeting.) DVPs are requested to encourage their chapters to vote for the CSFC EB resolutions, which are Resolutions 1818, BC03, and BCR01. **(A2) DVPs.** Voting instructions by email will be published by National Office on May 10; written ballots and instructions will appear in the June issues of *narfe* Magazine for those not having email. Deadline for completed ballot submissions is June 30, 2018.

A request for CSFC comments on each resolution for chapter member distribution was tabled for later discussion.

DPV Davidson discussed a memo dated 2/21/2018 from Executive Director Barb Sido to him and others discussing the resolutions to be voted on; a copy will be forwarded to President Zajac and RVP Zajac. **(A3) DVP Davidson.**

Recommendation for NARFE-PAC Coordinator: Tabled for next meeting.

Recommendation for NARFE-FEEA Coordinator: Receipt of NARFE disaster aid was discussed at a previous EB meeting. DVP Ingram and a NARFE chapter friend will study and analyze the NARFE Scholarship program for Region VIII use. **(A4) DVP Ingram.**

Federation Newsletter: **President Zajac** requested newsletter articles be submitted no later than March 10 so that the newsletter can be published in March; articles should be no more than 500 words.

Action Items review from November 10-11, 2017 EB meeting:

Action 1

DVPs will determine training needs for chapter service officers and advise of the availability of the CSFC Standing Service Committee Chair.

A discussion was held on training needs of chapter Service Officers and how to best provide needed or requested information to chapter members. DVP Ingram and DVP Venerable will explore the needs, ways and means to provide Service Officer information and guidance within the CSFC. **(A5) DVP Ingram, DVP Venerable.**

Action 2

President Zajac will query National Office if NARFE/FEEA requires a Presidential National Disaster Declaration to award NARFE/FEEA funds.

Done. (Yes, a presidential declaration is required.)

Action 3

President Zajac will draft a sample resolution for CSFC Bylaw changes for EB review.

Done.

Action 4

DVP Hall will distribute a sample National Division membership letter to the EB; comments or changes will be directed to DVP Ingram who will draft a final form for EB approval.

DVP Hall's revision letter is in process and will be distributed to EB.

(A6) DVP Hall; EB.

Action 5

President Zajac will draft CSFC Bylaw changes and submit them to the Ad Hoc Constitution/Bylaw Committee to review. Any changes will be submitted to the EB for review and approval and, then, will submit them to the CSFC Constitution/Bylaw Committee.

In process: President Zajac.

Action 6

The EB will provide procedural, guideline and checklist input on closing chapters per National Office 2016 Directive to DVP Ingram for consolidation and EB approval; Secretary Mathias will develop and maintain a list of CSFC closed chapter.

In process: DVP Ingram.

Action 7

Treasurer Riley will provide to each DVP the number of dues-paying chapter members in his/her district (per capita numbers).

Done.

Action 8

DVP Pericich will develop and distribute a form to DVPs to analyze their respective chapter makeups in relating to reducing CSFC districts; results will be sent to President Zajac.

President Zajac discussed the need to determine realignment of CSFC districts due to member and chapter losses currently and anticipated in the near future. DVP Pericich and DVP Ingram will determine possible District realignment configurations. President Zajac will inform chapters of the possible realignment needed to meet CSFC physical and financial criteria. A proposal by DVP Ingram and DVP Pericich is requested by May 29,

2018, for EB approval. Chapters will be notified of realignment by October 30, 2018. Approved realignment will be effective July 1, 2019. **(A7) DVP Pericich, DVP Ingram; President Zajac.**

DVPs will solicit from their chapter presidents information on possible chapter closures or mergers by 2019; results need to be submitted to DVPs Ingram and Pericich within the next 2 weeks. **(A8) DVPs.**

Action 9

Solicited results for Convention Program Book advertisers, vendors and “Goody Bag” contents are to be submitted to the Convention Host Chair.

Done.

Action 10

After receiving copies of approved motions requiring CSFC POL changes, Document Controller McCraw will change the POL(s), submit the changes to the EB and advise the CSFC Webmaster to post them on the CSFC website; President Zajac will advise the CSFC Webmaster of the procedure.

Done.

National Conference “FEDCon18”: President Zajac encouraged DVPs to solicit FEDCon18 attendance in Jacksonville, Florida, from their chapters. He reminded the EB that the registration fee is \$150 and Gala tickets \$65 before March 31, 2018. The cost for each increases after this date.

Missing Federation Property:

Candelabra: Joann Wiest has.

Federation Banner: DVP Venerable to check with former CSFC Secretary Sandy Mathias.

Recording Device for Convention: President Zajac to re-check with former EVP George Ramirez.

Next CSFC Meeting: (1) March 20, 2018, 9:30 a.m., Teleconference. RVP Zajac will report on Neb discussions on Resolutions: how many will be voted on; will Headquarters provide pros/cons for each Resolution.

(2) May 9, 2018, 10:00 a.m., Teleconference.

(3) July 31-Aug 1, 2018, next face-to-face meeting, Location TBD.

The meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lea Zajac". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Lea Zajac, President

A handwritten signature in black ink, appearing to read "V. Ann McCraw". The signature is written in a cursive style with a horizontal line extending from the end of the name.

V. Ann McCraw, Recording Secretary

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ACTION ITEMS

Action Item 1

RVP Zajac and CSFC National Legislative Chair Dave Southworth will investigate the use zip codes in EXCEL to determine National Division members within each CSFC District.

Action 2

DVPs are requested to encourage chapter votes for CSFC EB resolutions.

Action 3

DVP Davidson will forward a 2/21/2018 memo from Executive Director Barb Sido to President Zajac and RVP Zajac.

Action 4

DVP Ingram will critique the NARFE Scholarship program for Region VIII use.

Action 5

DVP Ingram and DVP Venerable will explore needs, ways and means to provide Service Officer information and guidance within the CSFC.

Action 6

DVP Hall will distribute a proposed letter to National Division members within the CSFC for EB approval.

Action 7

DVP Pericich and DVP Ingram will submit a CSFC realignment proposal to the EB for consideration and approval.

Action 8

DVPs will obtain chapter information on possible closures or mergers within the next two weeks for DVPs Pericich and Ingram.