

**Executive Board Minutes
California State Federation
Teleconference
May 4, 2020**

The meeting was called to order by **President Linda Ingram** at 10:18 AM on May 4th. She made some opening remarks about what she had been doing during this time of sheltering in place, and asked us to each tell a bit about our experiences. **President Ingram** said that she was glad that all are well, staying safe, and occupied.

Secretary Sandy Griffin called the roll. Those present were:

President Linda Ingram	Executive Vice President Yoggi Riley
Secretary Sandy Griffin	Treasurer Gerald Hall
District I Vice President Robert N Davidson	District II Vice President Gregg Pericich
District IV Vice President Ronald Griffin	District VI Vice President Dottie Schmidt
District VIII Vice President Stephen Smith	Legislative Chair Steve Walter

Absent: DVP III Mary Venerable; DVP V Dee Shallenberger; DVP VII Robert Martin: Immediate Past President Lea Zajac; Regional Vice President Helen Zajac; Parliamentarian Ed Shallenberger

President Ingram asked for a moment of silence to remember those who are affected by the Coronavirus. She asked us to let her know if any NARFE members are affected. God bless all.

The **Agenda** was approved.

Approval of Minutes: The minutes of past meetings:

September 30-October 1, 2019—**EVP Riley** moved and **DVP VIII Smith** seconded to approve. Motion carried.

January 13/17, 2019—**EVP Riley** moved and **DVP I Bob Davidson** seconded to approve. Motion carried.

March 16 – 17, 2020 – Motion made and seconded to approve (Names not recorded). Motion carried.

Secretary Griffin will see that these and other past minutes not yet posted will be posted on the Federation Website.

Budget Status: **Treasurer Gerald Hall** reported that the income has been close to what was projected. \$39,453.05 has been received from National which is a bit more than projected and \$7,708.00 has come from per capita dues which is a bit lower than projected. The total income is \$55,529.00 and the total spent is \$23,443.98. Reports had been sent to the board. **EVP Riley**

mentioned that we have spent less partly because of fewer face to face meetings and thinks we have been okay with that. **President Ingram** said, however, that we do miss out on the time to talk more to each other and exchange ideas.

Recruitment and Dues Withholding Incentive Status: **Treasurer Hall** said that only \$45.00 has been spent as an incentive (\$15 per person), representing three people, who moved to dues withholding. He said that we do not have a report for those going on dues withholding and the only way he receives this information is from chapters who inform him of the change to dues withholding and provide information supporting it. These monies, \$15, are sent to the person who has gone on dues withholding. Additionally, the Federation has sent \$10.00 for each person who has recruited new members from June 2019 thru April 2020. We have received a specially prepared report from our national group to support these payments. The recruiters receive \$10 for each person they recruit. Unfortunately, the National association has not sent any monies to any recruiters since June, 2019, even though it has a policy and has advertised these incentives. There has been no indication from National why this is happening. He also reported that most per capita dues have been sent in and that he will pursue those chapters that have not sent their per capita dues yet. There was discussion about how many chapters are in our Federation. The numbers on the National website do not match the listings on their database. There was a question about what has happened to money being held by National for chapters that have closed their bank accounts. There is an issue with when and how chapters begin sending the dues money to the gaining chapters, as well as funds being held at National from chapter closings. The federation also needs to create some form of escrow account to hold payments that chapters send that will require additional distributions to receiving Chapters. **DVP VIII Smith** said that he will send out the “chapter closure process” that he has been working on for Board review.

Membership Status: **EVP Riley** reported the total Federation membership numbers as of today. According to the NARFE website CSF has 8150 Chapter members and 6935 National members for a total of 15,085 members. That is what we should be getting the 10% rebate for each month.

Training Status: **EVP Riley** provided an update. The program was to be held on June 10th at the Old Spaghetti Factory in Duarte and then on the 17th at the Old Spaghetti Factory in Roseville. Because of the Coronavirus, those dates have been cancelled. As of now there can be no concrete date established since it is unknown how long it will be before we can meet in a large group. **EVP Riley** stated that contact has been made with the representatives from Medicare CMS and the four FEHB organizations to try and establish a good time to reschedule training. One issue for the Medicare representative is the Federal government travel ban. We discussed moving the training tentatively to September. **President Ingram** thinks we may need to wait

until October and that maybe by July we will know more. **EVP Riley** had said that dates later in the year can be a problem for the health plan representatives to be available. **Treasurer Hall** said that he has heard from the FEHB reps that they may offer health plan info online rather than at Health Fairs this year. **Legislative Chair, Steve Walter** added that the legislation training could be done by PowerPoint on line by Zoom or other virtual possibilities. At the request of **President Ingram**, he agreed to investigate different virtual possibilities and develop a spreadsheet to send to the Board explaining the options. If there is not a near-term solution to having a training session this year it may have to be cancelled and incorporated into the state convention next year. **President Ingram** stated that even if we cannot conduct training this year, we need to conduct the Annual Meeting as required by the Federation bylaws. Using teleconferencing technology may be the only way to accomplish this in the near term. **DVP Davidson** discussed that many members might not be comfortable with using this technology. It was noted that most such programs, like Zoom, have dial-in capabilities we can utilize. **President Ingram** remarked that these online or telephone options would be better than no meeting.

Convention Planning Status: DVP Ron Griffin and Legislative Chair Steve Walter are co-chairs for the 2021 Federation Convention. **DVP Griffin** reported that the hotel contract has been signed and the Embassy Suites has returned their signed copy. **Treasurer Hall** has sent the \$1,000.00 deposit. **DVP Griffin** said that he had talked at length with **Bob Davidson II, the 2019 Convention Chair**, and that he felt it was a good discussion. **Convention Chair Davidson** sent materials by e-mail including a more recent timeline that was very similar to the one received from **Region VIII VP Helen Zajac**, that will be helpful. Possible Convention committee positions were listed and **CC Davidson** had recommended having two people for the treasurer position with one serving as a backup. There had been a suggestion that an ad might be placed in the National Magazine but **Co-chair Walter** had found that the cost would possibly be prohibitive. **President Ingram** said that she had remembered that when **John Dowie** was **National Treasurer**, there was something about a small placement in the magazine announcing a Federation's schedule for balloting would be free. Since balloting in our case would be at the Convention, we could use that means to advertise our Convention. That will be checked into. **EVP Riley** felt that we have enough money to put in an ad and should be the first Federation to do this. **DVP VI Schmidt** thinks the Federation Newsletter is the place to advertise. **Co-chair Walter** reported some numbers he received from the NARFE magazine staff on readership and only 14% of the NARFE magazine readers are on the West Coast. He will check on how we could get a free ad or if we could do an insert? If this does not work, **President Ingram** said she would call **Katherine Hensley** to ask about this.

Co-chair Griffin said that he has the information for what company has done the Convention Book and the Opportunity Tickets. He will check with **Yvonne Williams** and **Nancy Kunishige**

about whether there has been any progress by the Central Coast Chapter on thoughts for the logo or theme. He wants to make a trip to the Embassy Suites to discuss meals and facilities and he will contact **Anita Nelson** who works as the National liaison arranging funding from major donors who provide their contributions to National to have them distributed to Federations having Conventions/Conferences during the year. Concerning Public Relations, he wants to write a “save the date” article for the Federation Newsletter and will send it to **Co-chair Walter** and to **President Ingram**. **President Ingram** talked about an idea from National for the Fedcon that we could use to suggest that people add a day before or after the convention to see the area. She also suggested contacting **Yvonne Williams** and **Nancy Kunishige** when the committee goes to San Luis Obispo. **Co-Chair Griffin** talked about possible public announcements to invite people in that area. Several local political figures were mentioned. **President Ingram** wants the convention packet to be sent to all Federation members including National Only instead of only Chapter Presidents. She reminded us about the feedback that came from the Survey Monkey survey which was sent out in the summer after the last convention. It contained a lot of good feedback and ideas from members on what they would like to see at future Conventions. **Co-chair Griffin** will get a copy of the survey results to use in Convention planning. Either **Co-chair Griffin** or **Co-chair Walter** will contact **Tammy Flanagan** to see if she would be available as a featured speaker.

F-7 Update Status: **President Ingram** got an e-mail from **Network Coordinator Carl Bailey** about the F-7s saying that he does not think any more chapters are going to respond. She read off the list of chapters that have yet to submit their F-7's. **President Ingram** asked the DVPs to reach out to chapters that have not completed the task and motivate them to get it done. It was noted that we have made the process very easy this year so there really is no excuse for not getting it done.

Federation Newsletter NLT May 18: **President Ingram** wants it to include: Status of the Federation from her; Training Event/Medicare from **EVP Riley**; Convention Plan from **Co-chairs Griffin and Walter**; Financial Status of the Federation and per capita from **Treasurer Hall**; and possibly some general comments about the AMS and possible other subjects. **DVP I Davidson** said that his son **Bob Davidson II** is signed up for the AMS Webinar and has prepared some questions. **President Ingram** asked that he be requested to write an article about the answers and his impression.

DVP Actions: All DVPs:

NARFE Liability Insurance and the good reasons to have it were discussed. The premium is due by June 16th and is \$100.00.

IRS /FTB Filings are due by May 15 but are delayed to July 15 this year. The required EIN #s (Entity Identification Number) are listed with other chapter information on the top of each chapter's Membership list on the NARFE website. Someone thought that the secretary used to send out reminders for tax filing and Liability Insurance. There was also concern for what chapters have lost their nonprofit status. This becomes a problem if a chapter is behind more than three years on their tax filing.

Review LSA's (Zip Codes) are they aligned correctly by Chapter after all the chapter closures?

NEB Status/Actions: **RVP VIII Zajac** had sent information that said that the **NEB** had discussed one appeal but not ours. **President Ingram** had looked for minutes of that meeting but could not find any but **DVP I Davidson** said that he got a copy with a list of what they did consider and approve. **President Ingram** also found out that **RVP VIII Zajac** is working on a final version of minutes from the 2019 Convention.

FEDCON20 Go/No Go Decision Input: Several said that they are not comfortable with it being held as scheduled. Next year is the 100th year for NARFE so they may have a FEDCON then but **DVP I Davidson** brought up that bylaws say they have to have an annual meeting. The election is by ballot in the magazine but they still have to have a meeting. They could possibly do this by some sort of telecom. He also emailed the information he had about the last NEB meeting to all the board members.

Future Meeting Dates? Items to be looked at then include:

Looking at chapter closure procedures—**DVP VIII Smith**;

Chapters out of nonprofit status—all **DVPs**.

The proposed date of the next telecom executive board meeting is Tuesday, July 14th at 10:30 AM.

Good of the Order:

A reminder of the May 18th date to sent **President Ingram** newsletter input.

Secretary Sandy Griffin reminded all of the NARFE Webinar concerning the GPO/WEP to be shown on the website on May 14th at 11:00AM PST.

Adjourn: The meeting was adjourned at 1:27 PM

Respectfully submitted,

CSF Secretary

Sandy Griffin