



**Executive Board Meeting
October 18, 2016**

On Tuesday, October 18, 2016, the NARFE Florida, Inc. (NFI) Executive Board met via GoToMeeting. President Jane Lemley called the meeting to order at 1:00 pm. Invocation was given by District 6 Vice President (DVP-6) Felicia Bradley. Pledge of Allegiance was led by Vice President (VP) William Leatham. Secretary Busch conducted roll call. Board members present formed a quorum. In attendance were:

President Jane Lemley
Executive Vice President Terry Zitek – Excused Absence
Vice President William Leatham
Secretary Pamela Busch
Treasurer Patricia Staley
District 1 Vice President Robert Shaw – Excused Absence
District 2 Vice President Richard Carroll – Excused Absence
District 3 Vice President Bernice (Virginia) Comella
District 4 Vice President Eleanor Aungst
District 5 Vice President Roland Moore
District 6 Vice President Felicia Bradley
District 7 Vice President Don Stewart
District 8 Vice President David Ross

Guests in attendance:
Regional Vice President III Jerry Janci
Time, Place and Site Committee Chair Bob Lemley
David Galgani, President, Chapter 1154

Minutes of Executive Board meeting of June 1, 2016. Prior to the meeting, Secretary Busch distributed via email to each board member the minutes of the last meeting. One correction was proposed by President Lemley on page 3, Other Business: “President Lemley said the NFI 2017 Convention Committee, along with the NFI Treasurer, will develop the budget for the 2017 Convention.” **Motion 1:** DVP-6 Bradley moved to approve the minutes as corrected. The motion was properly seconded by Treasurer Staley. The motion passed with no opposition.

Treasurer Report.

Treasurer Staley proposed the budget for FY 2016 – 2017 be revised by adding a line for the NARFE Legislative Conference will be held March 12 – 15, 2017, and setting the budget amount at \$3,000. NFI members who attend the conference will be reimbursed the registration fee of \$175 (nonrefundable). Any funds remaining in the conference budget after disbursing registration fees will be divided equally among NFI attendees who provide receipts of related expenses. **Motion 2:** Treasurer Staley moved to approve the revision to the budget of adding \$3,000 for the NARFE Legislative Conference. The motion was properly seconded by DVP-6 Bradley. The motion passed with no opposition. Treasurer Staley stated, prior to this revision, the budget was balanced and the addition results in a \$3,000 budget deficit.

Prior to this meeting, Treasurer Staley distributed an amendment to the NFI Assets statement. Funds in escrow of approximately \$1,600 held for chapters in the process of being closed should not be included as NFI assets.

Secretary Busch requested approval to purchase a portable external drive to store NFI official records at the cost of about \$80. The drive would be used to archive electronic files and be the property of the federation. **Motion 3:** Treasurer Staley moved to approve the purchase of an external storage drive for use by the NFI secretary. The motion was properly seconded by DVP-3 Comella. The motion passed with no opposition.

District Meetings. VP Leatham gave the following dates for upcoming district meetings:

February 6 – District 8
February 16 – District 5
February 21 – District 4
February 23 – District 7
February 28 – District 2
March 9 – District 3
March 14 – District 1

DVP-6 Bradley plans to conduct the meeting for her district in March at a date to be determined. President Lemley directed all meetings include training and presentations on the Chapter Assistance Program, OAM, Service Officer or legislative matters. Presenters may include NFI committee chairs who will be reimbursed for travel expenses if given prior approval by President Lemley. She reminded board members she will attend each district meeting and may bring the NFI projector if requested.

NARFE National Convention.

President Lemley prepared and distributed statewide a summary of proceedings of the convention held in Reno in August 2016 (copy attached). One new rule adopted during the convention that is receiving much discussion among federations is nonmandatory chapter

membership. Currently NARFE membership applications show National and local chapter as membership options. In the future NARFE will revise membership applications so new joining members will no longer have these options. The process will be after joining, new members will receive a welcome letter that explains membership types, either chapter and national, and how to make those choices. Also, when renewal notices are sent to existing members, they may choose to remain a local chapter member and continue paying chapter dues or choose to become a National member. President Lemley entertained comments from the board; consensus was these changes will put existing chapters at serious risk of closing.

Earlier this year all members of eNARFE became National members. On the OAM, National Division members in the state of Florida number almost 2,000. Access to these member records and email addresses is limited to federation presidents, the NFI Legislative Chair and any Congressional District Leaders (CDLs). President Lemley may contact these members only for federation wide activities and for advocacy. Eventually DVPs will have access to these member records. No chapter may contact these members to invite them to join a chapter.

The “One member, one vote” resolution was adopted which applies at the National level. This will not affect federation and chapter voting. The intent is for business to be considered at National conventions will be presented to the membership prior to conventions in some manner, perhaps via NARFE Magazine. National committees would consider proposed resolutions and bylaw revisions and make their recommendations to the membership well in advance of conventions. Votes from the membership may be submitted by mail and online. At conventions, there would be no delegates. Information will be published in the NARFE Magazine on how and when this process will become available.

RVP III Janci will leave office on October 31, 2016. The Georgia Federation President Clarence Robinson was elected as the new regional vice president for this southeastern region. He will take office on November 1, 2016. The board expressed sincere appreciation for all the work RVP III Janci performed on behalf of NFI during his term in office.

NFI 2017 Convention.

NFI will hold its next convention May 10 - 11, in Orlando at the Rosen Plaza. Member training is set for Wednesday and Thursday afternoons. Soon chapters will be asked to submit to the board suggestions for training topics. President Lemley asked board members to email recommendations to her as to whether class registration should be required as part of the procedures.

DVP- 5 Moore is responsible for vendors. Prices have been set for vendor participation. There may be up to 20 vendors in the space allocated. National does get involved with vendor participation. President Lemley has been in touch with one of the “Affinity Partners” so far.

Registration fee has been \$25 in past conventions. The Convention Committee, along with the Treasurer, will review income/expenses and propose to the board any change.

The board considered inviting Tammy Flanagan to speak at the convention. Mrs. Flanagan has been a federal benefits consultant for many years and regularly presents Federal Benefits Seminars via web to NARFE member (no fee) and nonmembers (fee applies). At the NARFE National Convention, she spoke of things to be aware of in retirement. She is a NARFE member and a resident of Lakewood Ranch, Florida. **Motion 4:** Treasurer Staley moved to contract with Mrs. Flanagan to speak at the NFI 2017 Convention and to disburse from the NFI account her fee of \$750 plus speaker expenses. DVP-7 Stewart properly seconded the motion. The motion passed without opposition. DVP-3 Comella recommended extra publicity in the Orlando area of the convention and guest speaker.

The tentative schedule for the convention follows:

- Tuesday at 4 pm – Committees Meet
- Wednesday at 8:30 am – Opening Ceremonies, Business Session, District Caucuses Meet
- Wednesday afternoon – Polls Open for Voting (as necessary)
- Wednesday afternoon – Training
- Wednesday evening – Banquet and Installation of Officers
- Thursday morning – Business Session (continued), Awards, Guest Speaker
- Thursday afternoon – Training
- Friday morning – NFI Board Meeting (when newly elected officers take office)

NFI 2017 Alzheimer’s Cruise. DVP-5 Moore reported there are 29 bookings for the cruise on January 14 – 21, 2017. If 30 or more bookings are made, a representative from Travel and Cruise World will accompany our group.

NARFE Recruitment Contest. President Lemley announced the recruitment contest is underway and will end on December 31, 2016.

NFI 2019 Convention. The request for proposal (RFP) will soon go out to members of the Time, Place and Site Committee for their comments and input. In January 2017, the RFP will be mailed to hotels in the Orlando area.

NARFE 2018 National Convention. The next NARFE National Convention will held be at the Hyatt Regency Jacksonville Riverfront from August 26 - 30, 2018. President Lemley will share details of this event when district meetings are held in February 2017.

Chapter Consolidation. President Lemley has been contacted by chapters and/or DVPs in the following districts where chapters may close in the future: Districts 1, 2, 4, 7 and 8. She is handling all documents, letters and other actions. The process of closing a chapter takes a minimum of 60 days. Guidelines are in the F-10, with a new version being printed now. She asked DVPs to make every effort to keep their respective chapters open. Changes in chapter meeting schedules, such as quarterly meetings, may be considered. If a chapter must close, the chapter president or secretary should access the OAM and set chapter dues at zero so that

National will no longer collect dues from those chapter members. Then the chapter bank account should be closed and any funds should be sent to Treasurer Staley to be held in the NFI escrow account. President Lemley will send a letter to respective chapter members giving them 30 days to respond to her as to their choice of National membership or membership in a chapter in their local area. If no response is received after 30 days, the DVP would advise President Lemley of the closest chapter to the member who hasn't responded, which is where that member will be assigned. She will update the LSA to move effected Zip Codes from the closing chapter to the new chapter. Also, the chapter president or secretary should send their charter to President Lemley during this process.

Other Business. VP Leatham asked to be notified of companies such ID Shield that wish to be considered as vendors for the NFI 2017 Convention.

Next Executive Board Meeting. The next board meeting will be on Thursday, January 26, 2017 via GoToMeeting at 1 pm EST.

President Lemley adjourned the meeting at 2:23 pm.

Submitted by,
Pamela Busch
Secretary
NARFE Florida, Inc.