



**Executive Board Meeting
March 7, 2018**

On Wednesday, March 7, 2018, the NARFE Florida, Inc. (NFI) Executive Board met via GoToMeeting. President Terry Zitek called the meeting to order at 10:00 am. On roll call, board members in attendance formed a quorum:

President Terry Zitek
Vice President William Leatham
Secretary Pamela Busch
Treasurer Patricia Staley
District 1 Vice President Robert Shaw
District 2 Vice President Richard Carroll
District 3 Vice President Evelyn Seabrook
District 4 Vice President Eleanor Aungst
District 5 Vice President Roland Moore
District 6 Vice President Ken Thomas
District 7 Vice President Glenda Tyse
District 8 Vice President David Ross

1. **Minutes of Executive Board meeting of January 3, 2018.** Prior to the meeting, Secretary Busch distributed to board member via email the minutes of the last meeting. **Motion 1:** Treasurer Staley moved to approve the minutes as distributed. The motion was properly seconded by VP Leatham. The motion passed with no opposition. VP Leatham will post approved minutes on the NARFE Florida website.

2. **Status of Technical Updates.** VP Leatham reported he recreated the email database and sent statistics to board members showing a slight increase in members and a large increase with email addresses. He is ready to create congressional district mailing lists. Generating mailing lists for national-only members is simple, while those in chapters would be more challenging as chapters cross congressional district boundaries. There are over 600 Florida federation members who do not live in Florida. He will generate a sample mailing list/report of District 9 for review by DVP-5 Moore and Steve Abney.

3. **Treasurer Report.** Treasurer Staley reminded DVPs that chapters must file IRS Form 990 by May 15 or lose tax exempt status. Reimbursement vouchers for expenses relating to official duties must be submitted monthly in accordance with the fiscal policy. The fiscal year ends May 31, 2018.

4. **NARFE FEDcon18 Reimbursement**. President Zitek reported he received a request from a Florida national member if financial assistance would be made available to attend FEDcon18 in August 2018. The board members discussed methods of notification to the membership for all to be eligible. Attendees would be required to submit reimbursement vouchers with receipts showing attendance. **Motion 2:** DVP-2 Carroll moved to set aside \$5,000 in the next fiscal year budget, subject to availability of funds, to reimburse the first 50 NARFE Florida members who request reimbursement of \$100 of the registration fee for NARFE FEDcon18. The motion was properly seconded by DVP-7 Tyse. The motion passed with no opposition.

5. **Alzheimer's Cruise**. A fundraising cruise is being planned with stops in Key West and Havana. The final draft of the flyer with all specific information is pending correction by the cruise company and will then be distributed to the membership.

6. **NARFE Resolution Proposals**. President Zitek presented the attached six-page evaluation of proposed resolutions to be voted on by NARFE membership by June 30, 2018. **Motion 3:** DVP-2 Carroll moved to adopt for federation use all recommended positions as presented by President Zitek. Motion was properly seconded by VP Leatham. The motion passed with no opposition.

7. **Federation Newspaper**. President Zitek asked for articles to be included in the newspaper be sent to MaryJo Winfield via email by May 18. Her email address is maryjowinfield@gmail.com.

President Zitek adjourned the meeting at 12:15 pm. The next board meeting will be at 10 am Eastern Time on Wednesday, May 2, 2018 via GoToMeeting.

Submitted by:
Pamela Busch
Secretary
NARFE Florida, Inc.

Approved June 6, 2018