



**Executive Board Meeting  
January 9, 2019**

On Wednesday, January 9, 2019, the NARFE Florida, Inc. (NFI) Executive Board met via GoToMeeting. President Terry Zitek called the meeting to order at 10 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 - Vacant  
District 5 Vice President Roland Moore  
District 6 Vice President - Vacant  
District 7 Vice President Glenda Tyse  
District 8 Vice President David Ross  
\*Technical issues, audio only.

Also attending:

Judy DelBarto, Chapter 0259, Clearwater  
Cheryl Gooding, Chapter 0159, West Palm Beach  
Auditor Linda Harmon, Chapter 1322, West Hernando

1. **Minutes of Executive Board Meeting on October 17, 2018.** Prior to the meeting, Secretary Busch distributed the minutes of the last meeting to board members via email. President Zitek asked that the minutes be corrected to show DVP-3 Seabrook was "Excused Late." **Motion 1:** Secretary Busch moved to approve the minutes as distributed and with the minor correction. The motion was properly seconded by DVP-3 Seabrook. The motion passed with no opposition. VP Leatham will post approved minutes on the NARFE Florida website.

President Terry Zitek noted the Executive Board Meeting originally scheduled on December 5, 2018 could not be held due to technical difficulties.

2. **NFI Conference, May 6-10, 2019.** President Zitek led discussion of a tentative agenda prepared and distributed by DVP-3 Seabrook. Since the last meeting, President Zitek secured

an inspirational speaker, as coordinated via emails with board members, and knows a financial advisor who has expressed willingness to speak. VP Leatham reported NARFE Executive Director Barbara Sido has committed to speak on NARFE Next. The Rosen Plaza Hotel requires a first draft of our agenda within 90 days of the start of our conference.

The board discussed possible contract changes:

- (1) Eliminate the need for any rooms on Friday by ending the conference on Thursday, May 9 at noon.
- (2) Although the contract with Rosen shows a dinner (banquet) on Wednesday night, eliminate the dinner and use the food and beverage fee of \$3,000 (fee exclusive of taxes and gratuities) toward light breakfasts and lunches for all attendees on Tuesday, Wednesday, and Thursday. (Vendors may offset some of that fee by paying \$500 each for hospitality room rentals where refreshments and/or seminars would be offered.)
- (3) Hold the NFI Board meeting on Thursday afternoon, on May 9 starting at 2 pm.
- (4) Eliminate entertainment.
- (5) Increase the registration fee for the 2019 NARFE Florida Federation Conference to \$50 from \$35 in 2017.
- (6) The need for volunteers to support registration and serve as ushers, starting on Monday evening or Tuesday morning.

President Zitek appointed a 2019 Conference Committee of Treasurer Staley, DVP-3 Seabrook and DVP-5 Moore to assist him in meeting contract obligations with Rosen Plaza in light of changes discussed during this meeting and to report back to the full Board.

**3. District Meetings.** The following district meetings are scheduled:

<u>District</u>	<u>Date</u>	<u>Location</u>
1	3/4/2019	GoToWebinar
2	2/22/2019	Holiday Inn & Suites, Orange Park, FL
3	2/15/2019	To Be Determined
4	2/4/2019	Hampton Inn-Turnpike, WPB
5	2/21/2019	Ariana Village Clubhouse, Lakeland
6	3/8/2019	Largo Central Library, Largo, FL
7	1/30/2019	Miramar Library, Miramar, FL
8	1/28/2019	Olde World, North Port

President Zitek will physically attend all meeting, except District 1 which will be held electronically, and will present multiple topics. He gave guidance on agenda items, such as political advocacy by having presenters from Congressional offices and our NARFE congressional district leaders. NARFE Legislative staff member Molly Chesterfield is confirmed to present live via GoToMeeting. Also, NARFE's recorded presentations may be used. DVP-3 Seabrook reported she has had difficulty getting in touch with Congressional leaders. They were sworn in on January 8 and are establishing their offices and staff. Email and phone contact information may be updated by NARFE soon.

4. **Nominations/Resolutions.** The December 2018 issue of the NARFE Florida, Inc. Newspaper advised readers/members of the March 1, 2019 deadline to submit nominations for elected office and resolutions to Secretary Busch. President Zitek noted he may ask the Board to extend the deadline should he become aware of confusion with the bylaws as revised in May 2017. If voting is required, a method of balloting will be needed, such as via NARFE Magazine.

5. **Financial Matters.** Treasurer Staley noted she had closed the state convention bank account as she was advised by the Auditor Linda Harmon that a separate account is not needed to manage convention/conference transactions. She reminded the Board that funds are available to reimburse attendees of the NARFE Legislative Conference in March 2019.

6. **Closing Chapters.** Secretary Busch reported for the four chapters in the process of being closed, she needs letters advising chapter members of the closing chapter of the new chapter the membership would be transferred to in the future. She also needs a letter advising the president of the chapter receiving those members of the transactions. President Zitek sent sample letters that may be used. Those will be coordinated so the process may continue.

President Zitek adjourned the meeting at 11:45 am Eastern Time. The next board meeting will be at 10 am Eastern Time on Wednesday, March 6, 2019 via GoToMeeting.

Submitted by:  
Pamela Busch  
Secretary  
NARFE Florida, Inc.

**Addendum.**

Provided by President Terry Zitek via email of January 22, 2019.

“Pamela, please note for the record (and as an addendum to the January Board Meeting minutes because it was initially brought up at that time) that the Board voted unanimously to approve an increase in the 2019 Florida Federation Conference to \$50, which includes one lunch and two breakfasts. You should also note for the minutes that the Wednesday dinner was cancelled, and that the Board meeting will be held on Thursday afternoon, May 9th, starting at 2:00 p.m. These decisions were made by the 4-person Board Committee (Zitek, Staley, Seabrook and Moore) created at the January Board Meeting, during the January 22nd meeting with Rosen Plaza Hotel official Roger Morin.”

Approved March 6, 2019.