



**Executive Board Meeting  
March 6, 2019**

On Wednesday, March 6, 2019, the NARFE Florida, Inc. (NFI) Executive Board met via GoToMeeting. President Terry Zitek called the meeting to order at 10:02 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 - Absent  
District 8 Vice President David Ross - Absent

Also attending:

Jane Lemley, Past President, Chapter 1224, Strawberry Chapter  
Auditor Linda Harmon, Chapter 1322, West Hernando  
Judy DelBarto, Chapter 0259, Clearwater

1. **Minutes of Executive Board Meeting on January 9, 2019.** Prior to the meeting, Secretary Busch distributed the minutes of the last meeting to board members via email. **Motion 1:** Secretary Busch 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. **Elections/Vacancies on NFI Executive Board.** March 1, 2019 was the deadline for nomination of candidates for elected offices for term of office beginning October 1, 2019. NFI Bylaws state at Article VII, Section 3, "Unopposed Candidate. When there is only one candidate for a particular office, the President shall declare that candidate elected without the need for a vote." Being only one candidate nomination was timely filed with Secretary Busch for the following offices, President Zitek declared these nominated candidates elected.

For State-wide offices:

President, Terry A. Zitek, Chapter 0109  
Vice President, William Leatham, Chapter 0717  
Treasurer, Patricia K. Staley, Chapter 1224

For District offices:

District 3 Vice President, Evelyn Seabrook, Chapter 0662  
District 5 Vice President, Jane Lemley, Chapter 1224

At this time, the following are known vacancies in the next term of office beginning on October 1, 2019:

Federation Secretary  
District 4 Vice President  
District 6 Vice President

VP-2 Carroll raised the question of how offices would be filled in the next term where no nomination had been made, such as his office. President Zitek referred to NFI Bylaws at Article VIII, Section 3 and 4 below:

“Section 3. Vacancies in State-wide Offices. In the event of a vacancy in the Office of President, the Vice-President, if otherwise eligible, shall automatically become President for the remainder of the term, thereby vacating the Office of Vice-President. Any vacancy occurring in the Offices of Vice-President, Secretary or Treasurer shall be filled by action of the Board.

Section 4. Vacancies in District Vice-President. In the event of a vacancy in one of the Offices of District Vice-President, the President shall first consult with the Presidents of the Affiliated Chapters in that District regarding the vacancy, and with District members if practicable; and then, subject to the approval of the Board, shall appoint an interim District Vice-President to serve for the remainder of the unexpired term.”

If an officer resigns or otherwise creates a vacancy, any appointment will be made subject to approval of the Board. President Zitek asked for continued assistance in locating qualified candidates to fill vacancies.

3. **NFI Conference, May 7-9, 2019**. President Zitek led discussion of the proposed conference agenda and logistics. He confirmed registration will begin on Tuesday, May 7, the conference will run from Wednesday, May 8 to Thursday, May 9 at 1 pm. President Zitek appointed DVP-3 Seabrook to chair the Conference Committee with support of members DVP-5 Roland and Treasurer Staley and member volunteers.

4. **Closing Chapters**. Secretary Busch reported progress on the four chapters in the process of being closed. Past President Lemley provided the formula for distribution of chapter funds held in escrow for each closing chapter. President Zitek directed the next chapter to begin the closing process be Port St. Lucie Chapter 1589, as chapter funds have been held in escrow since November 2016.

President Zitek adjourned the meeting at 11:18 am Eastern Time. The next board meeting will be on Thursday, May 9, 2019, immediately following the close of the NFI 2019 Conference at the Rosen Plaza Hotel in Orlando.

Submitted by:  
Pamela Busch  
Secretary  
NARFE Florida, Inc.

Minutes approved by NFI Executive Board on May 9, 2019.