



**National Active and Retired
Federal Employees Association**

WASHINGTON STATE FEDERATION OF CHAPTERS EXECUTIVE AND ADVISORY BOARD MEETING
Wednesday, November 17, 2010

The Executive and Advisory Boards of the WSFC met at the La Quinta Inn, Tacoma, WA at 8:30 AM. In attendance were:

EXECUTIVE BOARD: President Sandra Cagle, Vice-President Richard Wilson, Secretary Paul Shell, Treasurer Arlene Patton, District I VP Teri Sannar, District II VP Quentin Gates, District III VP Bonnie Seesholtz, District IV VP William Powers and District V VP Steven Anderson.

ADVISORY BOARD: Webmaster and PR Chair Sam Cagle, Finance Chair Mike Ferri, NARFE-PAC Chair Don Binder, Newsletter Editor Mary Binder, National Legislative Chair Mike Teefy and Alzheimer's Chair Ray Patterson.

Opening and Officer Reports

Sandra did the flag salute and welcome.

Steven Anderson motioned for approval of the minutes (with correction of 2 typos). It was seconded and it passed unanimously.

Arlene presented the treasurer's report. The audit has been completed and will be filed in the Secretary's records. She proposed updating and streamlining the per capita and asked for feedback. The report will be attached to the original minutes*. The previous treasurer's proposed changes for expenses in the Policies and Procedures Manual will be tabled until the next meeting as Arlene wants to adjust it, also. She also discussed the new expense report form. This will be handled with the forms discussion, later. She also presented a per-capita proposal. It will be attached to the minutes. Paul motioned for approval. It was seconded and passed unanimously.

Mike Ferri presented the budget. It will be attached to the minutes. It was discussed line-by-line. Sam will look into chapters and DVPs without web sites that may be able to use the state site.

RVP and DVP Reports (copies of reports attached)

A couple of items of note – Bonnie said District III's workshop will be in Tacoma in March or April. Sam will send a letter of thanks to Sheri, the health fair coordinator. Steve did a survey and had nearly 40% response by email. He went over some of the results.

Sandra went over Regional IX VP Lanny Ross' report which will be attached to the minutes. The new life membership chart will be posted on our web site.

Committee Reports (copies of reports and presentations attached)

National Legislative Chair Mike Teefy will send information he receives to the chapter legislative chairs with “cc” to the Board. He asked that someone from the chapters go to the town hall meetings. This will help prepare the way for the National Legislative Conference. He went over the “Hold the Line” presentation. There was a discussion on what approach we can take with AFEs vs. retirees.

State Legislative Chair: Sam Cagle attended the Senior Lobby annual conference. There was talk about the state budget and they developed a list of “must haves”.

NARFE-PAC Chair Don Binder discussed the canvassing problem when there is a request for PAC funds. It was decided that he will ask for input only from DVPs and they will contact their chapters. PAC donation results will be sent to all PAC chairs. He asked if WSFC will fund his attendance to the National Legislative Conference – the same as the legislative chair. Rich motioned to move \$900 from contingencies and \$100 from training to pay for it. It was seconded and passed unanimously.

PR Chair and webmaster Sam Cagle discussed the web site and FEEA.

Alzheimer’s Chair Ray Patterson brought us up to date on donations.

Newsletter Editor Mary Binder discussed the newsletter. She has gotten many positive comments.

Service Officer: Sandra Cagle read Charlie Caughlin’s report. He has had 2 calls from chapter service officers and asked about mileage being a budget item (yes).

Membership: Sandra has one prospect. If nothing pans out, one or more of the officers will need to do it. There will be 2 OPM blind mailings; the first one was November 1st.

Convention Chair Arlene Patton discussed training sessions. Planning is moving nicely. She will need some help with some committees. Volunteers will need to contact her. Sandra said the convention rules need to be in permanent standing rules in the convention book. She will form a committee to write them.

Unfinished Business

Chapter 1801 issue has resolved. They have a new president. The audit has been completed.

Convention Oversight Committee – This is a team to help the host chapter. Members are Rich, Mike, Arlene and possible Carl Gallion. Paul received and printed the guidelines the NEB uses to select convention sites.

Forms – Paul passed out the new forms for comment. He needs input by December 31st otherwise; he will go with what he has. He is working with Sam on fillable forms for the website.

Calendar – Sandra went over the list of issues for the calendar and will send them to Paul. He will re-work the timeline into a calendar format.

Position descriptions – Sandra needs them by December 31st for the nominating committee.

Training committee chair – Autie Bergman will work up criteria, actions and curriculum.

Member of the year – Arlene motioned that we go forward with it. It was seconded and passed unanimously. Don Binder will chair the committee.

Chapter redistribution – Quentin motioned to withdraw the proposal. It was seconded and passed unanimously.

New Business

Legislative Conference – about 12 members are going from the chapters.

Revision of Standing Rules – Teri motioned to remove the word alternate from Article 8, sections "a" and "b". It was seconded and passed unanimously.

GEMS – Sandra and Sam gave a demonstration as to how to send messages.

Nominating committee – The committee was elected at the last convention and is working on 2012 nominees. Sandra said there should be minimal requirements. She will work with the chair, Nancy Crosby.

Sam Cagle asked for workshop dates as soon as possible.

Finale

The next meeting will be Thursday, February 17, 2011, 8:30, at La Quinta Inn, Tacoma.

The meeting was adjourned at 2:50.

Paul Shell
Secretary

* All reports except the audit report will be attached to the original minutes.

PENDING ISSUES TABLED

Evaluation of retention-attention project	May, 2011
Treasurer's proposed change to P&P Manual	February, 2011
Position descriptions of officers and committee chairs	February, 2011
WSFC forms simplification	February, 2011
Calendar of events	February, 2011
Convention rules committee	February, 2011
Minimum qualifications for candidates	February, 2011