



Executive Board Minutes: January 22, 2024

Approved April 7, 2024

VFN Secretary

Attending:

Frances Boatman
J.Larry Mcilwee
Thomas Rachele
Deborah Fisk

Guest: Constance Bails

The meeting was called to order at 4:09 pm by President Boatman. A quorum was certified.

Items on the Agenda:

1. T.Rachele reviewed financial reports, EOY P & L, Fund Balances, & Budget. The 2023 Conference Income Report was distributed. The PAC Report was presented separately.
2. Audit - The Agreed Upon Review is in process. Information recently requested has been sent and the final analysis should be forthcoming.
 - a. Question about how membership recruitment is registered, and free memberships paid by the VFN in terms of procedure and correct posting to account records.
3. Minutes from the October 16, 2023 Executive Board Committee Meeting were approved as distributed.
4. 1st VP Report –
 - a. Visits to chapters continue as time and schedule allow.
 - b. Chapter 180 will remain within the direction of the VFN until official notice from HQs.
 - c. Resource for Memorial Book Information is M-112. Make certain all chapters have access and can pull this important membership report.
5. 2nd VP Report –
 - a. Absent but a report was submitted and is part of the regular board meeting packet
6. Committee Reports – All committees submitted reports that were available for review prior to the meeting except Nominating Committee which was submitted to the President. The Bylaws Committee submitted a proposed Handbook change.
7. President will ask J.Bails to send a list of all members currently assigned to ZOOM Accounts. Reassignments will take place in the future as changes in officer responsibilities change. Every Area should have access to an account, training should take place and an alternate assigned.
8. Strategic Plan – C.Bails gave a summary of the work currently being developed by the committee. The committee is composed of: C.Bails, J.Bails, L.Ravenell, C.Graunke, L.Santiful, W.Hasty, and F.Boatman. Previous strategic plans have been reviewed and there will be suggestions in future discussions. The team has assembled into groups concentrating on important areas which consist of: Training, Affirmative Action, Gaining entry into federal agencies, changes in ADA regulations, etc. The ultimate goal is to develop the plan, find solutions, delegate and provide benchmarks.
9. Plans for 2024 – Energized Training, Program Chair regular meetings, Review F-7 Lists and help chapters participate in the process, Area VP's to have access to a ZOOM account so they can meet regularly, AVP's to meet monthly with Chapter Presidents
10. Round Table Discussion – D.Fisk questioned the 12/20/23 let from President Shackelford regarding "Serving National Only Members". Item #3 (opportunities to receive financial and other support to attend conferences, training events, etc and all members eligible for awards); and item #4 (encouraged to post on their chapter website, facebook, and build rapport) include options that seem difficult enforce or accomplish. This needs to be forwarded to R.Allen. Discussion about quotes for printing. Dates for content delivered for the Program Book is March 1.
11. Adjourn at 6:50 pm

Deborah O. Fisk

DATE: December 20, 2023

FROM: Ltr from National President Shackelford

RE: Serving National Only Members (NOMs)

1. Chapters have no responsibility for National Only Members, if you have anything you think should be distributed Nationally, contact the VFN President.
2. Federations have a responsibility to support all members. They receive 10% money to assist them in providing support for all members.
3. Federations disseminate the type of information that is approved distribution to all:
 - Communications regarding Federation-wide events, such as conferences, training sessions, advocacy events, etc.
 - Federation Newsletters. Federations might want to include a special section addressing NOM issues/questions.
 - Opportunities to be candidates for Federation elected officers and appointed officers.
 - Information on Federation elections, voting process and ballots.
 - Opportunities to receive financial and other support to attend conferences (federation and FEDCON), training events such Legislative Training Conference, and advocacy events.
 - All members should be eligible for Federation awards, such as Member of the Year, Recruiter of Year, etc.
 - Federations should not release the NOM database to chapters.
 - Federations should ensure that Bylaws have been updated IAW the 2016 guidance relative to NOMs and in accordance with the latest Federation Bylaw Update Guidance from NARFE HQ.
 - Federations are encouraged to post upcoming events on the Federation website, Federation Facebook Page, and even FEDHub for all members to view.
4. Chapters do not have responsibility to support National Only Members in their area.
 - Chapters should not send e-mails to NOMs encouraging them to join/rejoin a chapter.
 - Chapters are encouraged to post on their chapter website, chapter Facebook page, and/or FEDHub Community page, or an article in local newspaper information about upcoming chapter events, i.e., special speaker, special program, legislative event, Open Season Health Fair, Christmas Party, Picnic. In the article, a special invitation should be extended to NOMs in the local area.
 - Develop a rapport with former co-workers as well as with friends that are NOMs and encourage them to participate in chapter activities as they so desire.

Remember, there is no "one size fits all." National Only Members are as unique and diverse as a regular chapter member. Don't isolate NOMs from the decision-making process.