



APPR 07/15/24

Minutes Virginia Federation of NARFE Board of Directors Pre Conference Meeting
Hotel Madison, Harrisonburg, VA
April 7, 2024

Frances Boatman
J. Larry McIlwee
Pat Wolfe
Deborah Fisk
Thomas Rachele
Donna Shackelford
Bob Martin
Dr. Constance Bails
Deborah Brown

Doris McAdams
Ted Pasek
Marilyn Riddle
Betty Warren
Gaston Gianni
Melissa Groppel
John Bankson
Graylin Taylor

Voting Members Absent:
Wynn Hasty
Membership (interim F. Boatman)
Service Officer (Vacant)

Committee Chairs Absent:

Wanda Ware – Chaplain

Committee Chairs Present:
Beatrice Squire, Parliamentarian
John Bails – Sgt-at-Arms & Net Coordinator
Stan Palen
Jim Little – Bylaws
Kathy Arpa – Newsletter Editor

Guests:
William Shackelford, National President
Robert Allen, Region X Vice President
Ann Collins, Past VFN (VFC) President

Welcome and meeting called to order at 5:03 pm by President Boatman. In the absence of the Chaplain, President Boatman gave the invocation followed by presentation of colors by the Sgt-at-Arms. Roll call certified a quorum to conduct business. Call for approval of the agenda. **MOTION** by D. Shackelford w/2nd to approve the agenda. Guests were recognized.

Area II Vice President Julia Hobbs submitted a resignation letter. President Boatman asked for board approval to appoint Betty Warren to temporarily fill the vacancy until June 30, 2024. **MOTION** by D.Shackelford to accept w/2nd Unanimous Consent

Presidents thank you to everyone who participated in developing the conference. Record number of vendors and pleased with the registration numbers. The preparation has been thorough, last-minute changes went smoothly and we are now positioned to experience a great conference.

The January Board of Director minutes were distributed prior to the board meeting. President Boatman asked if there were any additions or corrections to the minutes. **MOTION** by P. Wolfe to accept the minutes as published and distributed. Unanimous Consent

There was a question about a previous Motion to approve \$50 to purchase a gift for a vendor. **MOTION** by P. Wolfe w/2nd to rescind previous MOTION passed on January 24, 2024, to reflect that the board will not expense \$50 to purchase a gift for the intended vendor. Unanimous Consent.

Financial Statements as of March 31, 2024, were distributed prior to the meeting. A copy of the AUP Report for 5/1/22 – 2/28/23 was provided and there was one error identified for \$2.50 discrepancy and a second one for \$2.70. That concludes a 2-year review by an outside firm. Over 40% of Chapters have paid their current dues and some delinquent year dues have been collected. An updated expense voucher form will be sent out in the next week. The calculation format was changed to whole numbers, not fractions.

Robert Allen, Region X Vice President extended his appreciation to the board for inviting him to the conference. He will give a full report at the full member meeting. Membership numbers are slowly beginning to increase; however, they have not leveled out yet. National President William Shackelford also deferred his comments until his address to the full membership. Concerned about membership numbers but confident that with expanding marketing efforts that will continue to increase. Looking forward to the presentation by Nora MacDonald giving the next

steps forward in regard to increasing membership numbers. Mrs. MacDonald is fairly new to NARFE, coming from another nonprofit. She continues to find opportunities to expand and explain NARFE and the important work we do to promote and support active and retired federal employees.

L. McIlwee, 1st Vice President was not available. President Boatman reminded the board that reports were submitted for each Area prior to the meeting. Each Area President was given an opportunity to add highlights. President Boatman again reminded each Area Vice President that she and the 1st Vice President are available to help out as asked. Vienna, Chapter 1116 will celebrate their 55th Anniversary in June.

It was brought to our attention that a former VFN and NARFE President, Joseph Beaudoin was listed in the 2024 Program Book as deceased. Thank you to everyone for the detail in proofreading our document, it is appreciated. Upon research the October 10-13, 2021, and the April 2-5, 2023, Program Booklet listed him as deceased. This will be corrected immediately, and we apologize for the misprint.

Clarification - two checks were approved in November to send checks to Rep Rasoul and Rep Watts. Due to confusion about how to make checks payable and timelines to submit so as not to conflict with session, Rep Watts check was not accepted and sent back. The deadline and criteria were accomplished for Rep Rasoul.

P. Wolfe, 2nd Vice President sent board reports prior to the meeting. A huge welcome back to Gaston, returning back to the board after a brief illness. D. Fisk transitioned from State Legislative Chair to D. Brown. There remain vacancies for Membership and Service Officer. Each Program Chair was invited to give a review of the work they have done and continue to do in their area of responsibility. Membership reported that during the last month we had a net loss of 12 members. However, numbers were pulled between March 31 and April 6 and there was a loss of 35 Chapter Members and 46 National members for a total net loss of 81 additional members. We need a Membership Chair, and we need every Chapter to concentrate on membership strategies. Postal employees are vulnerable due to changes in insurance programs, and we should take every opportunity to reach out. Check out webinars that are archived on narfe.org, even nonmembers can access those areas of the site.

Chair C. Bails reminded the board that training content continues to be developed under the Electronic Communications Committee and added to the Training Committee schedule. Participation on the committee is represented from all Areas of the VFN. It is key to add that attendance continues to grow on the training calls. Currently training is scheduled for the 1st Wednesday and the 4th Wednesday of the month at 2:00 PM.

Chair T. Pasek gave an overview of the types of programs that have been presented and what can be expected for the future. Refer to the board report that was contained in your packet. Newsletter Editor Kathy Arpa reported that reports were received for this meeting and with edits this information can be converted to content for the Spring Newsletter. The due date for articles is May 20.

FEDHub is a great resource for member engagement for Communities, it would be good to be able to create Chapter Communities. There are plans to do this in the future. FEDHub can be used to disseminate information but C. Bails commented that more support needs to be generated at HQ's level because we continue to identify members who are not familiar with the program and its capabilities.

Chair Bails of the Strategic Planning Committee reported that they are divided into teams who are working on suggestions to implement their plan. Strategic Planning will continue to develop strategies and then forward data and suggestions to the appropriate board officer. J. Little reported that he has prepared a brief presentation to give to the general membership. There are 3 Bylaws Amendments that are being presented:

1. Article IX, Section 2 – Eliminate Tenure Limitation on Bylaws Committee Members
2. Article IX, Section 4 – Eliminate Tenure Limitation on Nominating Committee Members
3. Article XI, Section 1, A – Bylaws Changes Proposal Submission Date

M. Groppe, Assistant Conference Chair and Area VII Vice President reviewed changes to the agenda. Parliamentarian Squire added that an item must be added to the agenda to present the credentials report directly after roll call before a vote can be taken to approve the Program Agenda. Exhibitors will be introduced by C. Bails and T. Pasek. Q & A followed with clarification of the program agenda.

MOTION by B. Martin w/2nd to approve the 2024 Ballot & Teller Committee Members: G. Gianni, S. Palen, T. Pasek, R. Orland, & L. Osborne. Unanimous Consent J. Little past committee chair will serve as advisor.

OUTSTANDING ACTION ITEMS:

1. C. Bails to refine a proposal to the board for AVP elections.
2. B. Martin inquiry about social media – Threads (C.Bails has a copy, send copy to F.Boatman)
3. J. Little composing a list of potential committee members for Bylaws Committee

D. Fisk would like to see an Action Team to investigate the creation of an AV/Technology Team.

President Boatman encouraged members to take advantage of our ZOOM licenses. Online meetings give us an opportunity to do the best we can to give all members an opportunity to participate in governance. C. Bails reminded the group that we must always do the best we can do to be all inclusive. This is a difficult task within person, online, and different technology experiences among members.

The meeting was adjourned at 7:03 pm
Deborah O. Fisk, VFN Secretary
05/16/2024