



VIRGINIA FEDERATION OF NATIONAL ACTIVE AND RETIRED FEDERAL EMPLOYEES (VFN)

**2025 VFN Conference
Hotel Madison & Shenandoah Valley Conference Center
710 S. Main Street, Harrisonburg, VA 22801
April 6 - 9, 2025**

“Our Future – Stronger Together “

President

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CONFERENCE BULLETIN # 1

The Virginia Federation of National Active and Retired Federal Employees (VFN) Conference will be held, April 6 - 9, 2025, in Harrisonburg, Virginia. We encourage all VFN members, retired and active federal employees, to join us. The following list is important preliminary information:

Convention Dates: April 6 - 9, 2025

- Registration Hours:** Sunday April 6, 2:00 pm - 5:00 pm; Monday : April 7, 7:30 am - 9:00 am; Noon - 1:00 pm; 2:00 pm - 5:00 pm; Tuesday: April 8, 8:00 am - 12:00 noon
- Opening Session:** Monday: April 7, 2025, 9:00 am
- Welcoming Reception:** Monday: April 7, 2025, 7:00 pm
- Banquet:** Tuesday: April 8, 2025, Social Hour 6:00 - 7:00 pm Banquet: **7:00 to 10:00 pm**
- Closing Session:** Wednesday, April 9, 2025, 9:00 am – 12:00 noon

HOTEL INFORMATION

Hotel Name	Hotel Madison & Shenandoah Valley Convention Center	710 S. Main Street Harrisonburg, VA 22801
Telephone	(540) 564-0200	
Room Rate	\$107.00 per night plus tax	Deadline for room reservations March 17, 2025
Group Name	Virginia Federation of NARFE	
Group Code	Virginia Federation of NARFE	
Check-In	Sunday, April 6, 2025	
Check Out	Wednesday, April 9, 2025	

HOSTS: The hosts for this Conference are members of the VFN Board of Directors, Area VII Vice President, Chapter Officers and members.

A DEVELOPMENT: The Program Committee would appreciate suggestions for topics and speakers for the Conference. We are looking for interesting presentations that will interest all attendees. Please submit any suggestions to Deborah Fisk, the Conference Coordinator, valeg@vanarfe.org (804) 641-1655 or Conference Chairpersons, Howie Lore, wveperol@aol.com or Linda Shook, linsho514@icloud.com, no later than **January 10, 2025**.

CONFERENCE THEME: The Conference Theme Is: **“Our Future – Stronger Together”**
The 2025 conference goals are to unite our Virginia Federation of NARFE members with a shared vision of advocacy, education, and empowerment. Bridging the gap ensures that our mission will foster collaboration among retirees, current federal employees, and their families; ensuring that all voices are heard, and all needs met. Through workshops, discussions, and networking opportunities we will equip attendees with the tools and knowledge necessary to navigate the evolving landscape of federal benefits and retirement. Together, we will continue to strengthen our collective impact, advocate for our rights, and build a resilient community that thrives on support and shared purpose as we look toward a brighter future in 2025 and beyond.

MEMORIAL SERVICE: A Memorial Service will be conducted for members who have passed away during 2024. If you know of any member who died prior to January 1, 2025, who has not been recognized in a memorial service at a previous Conference, he or she may be included during the 2025 Memorial Program. Each Chapter is requested to forward a list of deceased members to be recognized in the Memorial Book to Ellie Long, 3416 Londonderry Court, Roanoke, VA 24018-5058 or email jalaw1986@gmail.com. Also provide a copy to their Area Vice Presidents no later than **February 28, 2025**. Please provide your Chapter list in alphabetical order. Chapters/AVPs will be notified if any submitted names have been previously recognized. Please respond even if you have no member to report so that we ensure every Chapter is represented.

REGISTRATION & BANQUET: The 2025 VFN Conference Registration form (Form VFN25-01) will be distributed separate from this document. All forms can be printed and will also be available on the VFN website at www.vanarfe.org/conf2025. If you register by **February 17, 2025**, the registration fee is \$95.00. Registrations accepted after **February 18, 2025**, will cost \$120. Your registration includes conference material, the welcome reception on Monday night, the banquet on Tuesday night, lunch on Monday and Tuesday and morning and afternoon breaks. We cannot guarantee that registrations received after **March 15, 2025** will be included in the Conference Program Book. Each completed registration form together with a check covering the cost of registration and banquet must be forwarded to the Treasurer, Jim Little; 11759 Buckley Court, Woodbridge, VA 22192-5725. Any questions, contact Mr. Little by email: jlittle@vanarfe.org. There will be an opportunity to register and pay online by credit card by accessing, www.vanarfe.org/conf2025.

BANQUET: Reserved seating will **NOT** be available for the banquet. Special Dietary requests must be clearly marked on the Registration Form (VFN25-01). Please indicate your choice of entrée; banquet

registrations received after **March 26, 2025** may not be accepted. If you have any questions/concerns, contact Deborah Fisk, valeg@vanarfe.org or (804) 641-1655.

ELECTION OF OFFICERS: The five officers on the VFN Executive Committee (i.e., President, 1st Vice President, 2nd Vice President, Secretary, and Treasurer) will be elected by Ballot after the conference unless the presented nominees at the 2025 Annual Meeting is uncontested. If there is no opposition, the presented officers will be elected by acclamation. The eight Area Vice Presidents may be elected during the Area Caucus meetings at the conference or at a predetermined time after the conference. The functions and responsibilities of these positions are listed in the VFN Organizational Handbook, posted on the VFN website, at www.vanarfe.org/conf2025.

NOMINATIONS: If any member is interested in being considered by the Nominating Committee for any of the elected positions, please contact the VFN Nominating Committee Chairperson. A brief biography and headshot must be submitted, by **January 6, 2025**, to: The Nominating Committee Chair, Pat Meyers, pmmeyers2000@aol.com. Additional information is listed on the website, <https://vanarfe.org/conf2025/>. Interested members may also be nominated from the floor during the annual meeting at the conference.

CHAPTER BANNERS: Each Chapter is encouraged to bring their Chapter banner to the Conference for display. Chapter banners will be delivered to the Facilities/Banners Officer, Larry McIlwee, joseph.mcilwee@verizon.net to be displayed per the regulations as determined by the Hotel. (Please bring your own stands). Please contact Larry with questions or concerns. On the last day of the Conference, all Chapter banners must be removed by the chapter designee.

CONFERENCE SUPPORTERS: Resources of funding is appreciated and necessary for a successful VFN Conference. One of the resources of funding is from members who become Conference Supporters. The names of all Supporters whose information is received by **March 15, 2025**, will be listed in the Program Book, which will be distributed to each attendee and all vendors. Members are invited to show their support by contributing in one of the following categories:

Platinum (\$100.00); Gold (\$75.00); Silver (\$50.00); Bronze (\$25.00); Super Angel (\$20.00);
Angel (\$15.00); Booster (\$10.00); Supporter (\$5.00)

- A supporter form will be required for each individual member (Form VFN25-02) and a supporter form for groups of members are required (Form VFN25-03). The forms can be found on the VFN website under 2025 VFN Conference Page (www.vanarfe.org/conf2025). The completed form together with a check made payable to 2025 VFN Conference must be sent to Jim Little, 11759 Buckley Court, Woodbridge, VA 22192-5725. Chapter presidents, please assign a person to be the Chapter Conference Coordinator whose responsibility will be to make sure money is collected and names should be printed clearly or typed, so proper recognition can be given in the Conference Program Book. Please forward names to Cindy Graunke, (cgraunke14001@comcast.net) or Lynn Osborne (jcolmo68@comcast.net).

PROGRAM BOOK ADVERTISEMENT(S): Another source of funding required for the conference is advertisements in the Conference Program Book. One source of advertisements is Virginia Federation members, groups of members, Chapters, and groups of Chapters who are not advertising a commercial operation or business. A completed Form VFN25-07A must be received by **March 15, 2025**, together with a copy of the advertisement and appropriate payment to: Treasurer, Jim Little; 11759 Buckley Court, Woodbridge, VA 22192-5725, jlittle@vanarfe.org. Any questions contact Deborah Fisk, valeg@vanarfe.org. Please make checks payable to the 2025 VFN Conference. An electronic file with the advertisement in PDF format, if possible, is to be sent to Program Chairperson, Deborah Fisk, at valeg@vanarfe.org.

Another source of advertisements are political incumbents, challengers, and commercial businesses. A completed Form VFN25-07B must be sent and received by **March 1, 2025**, together with a paper copy of the advertisement and appropriate payment to Treasurer, Jim Little; 11759 Buckley Court, Woodbridge, VA 22192-5725, jlittle@vanarfe.org. Please make checks payable to the 2025 VFN Conference. Also, please send an electronic file, in PDF format, if possible, to: Program Book Chairperson, Deborah Fisk, valeg@vanarfe.org with written details in the email from the completed form.

As an incentive to political incumbents, challengers, and to commercial businesses, all advertisements purchased for Exhibitor Tables or Full-page ads will be acknowledged on the VFN website. A letter of introduction for members to use in obtaining advertisements is attached, Form VFN25-07 is included to send to potential vendors. The Chapter President, or any other designated Chapter Officer, should complete and provide this form letter to members and vendors who may be interested in an advertising partnership for the 2025 VFN Conference Program Book. Since many organizations prepare their 2025 budgets in the fall, now is the time to approach potential advertisers.

EXHIBITORS: A third source of funding is from exhibitors. Cindy Graunke cgraunke14001@comcast.net and Lynn Osborne (icolmo68@comcast.net) serve as Advertising Chairs. If you have any suggestions for exhibitors, please contact them. Forms VFN25-05B along with a Facilities Requirement Support form, VFN25-04 and additional information. VFN25-05 can be used as an invitation to be an exhibitor. VFN 25-05A can be used to invite exhibitors to attend the reception and or banquet. You can also print the form from the www.vanarfe.org/conf2025 website. Send your form and check made payable to 2025 VFN Conference to: Treasurer, Jim Little; 11759 Buckley Court, Woodbridge, VA 22192-5725, jlittle@vanarfe.org. New exhibitors are welcome.

2024 LEADERSHIP AWARD: Each year the VFN recognizes a member for their outstanding contributions to the VFN. The award criteria are listed on the VFN website www.vanarfe.org/conf2025. Please submit nominations to VFN President, Frances E. Boatman, 5260 Crossbow Circle Unit 5C, Roanoke, VA, feboatman@live.com by **February 15, 2025**.

SILENT AUCTION & 50/50 DRAWING: A silent auction and a 50/50 drawing will be held in support of contributions for Alzheimer's Research. Each Chapter is encouraged to donate one or more items for the Silent Auction. Some of the smaller chapters may want to coordinate with other chapters to create an "area basket" for the auction. The donated items should have a minimum value of \$50.00. Items that have been popular in baskets created for the auction in the past are jewelry, wine, original

paintings, timeshares, and gift cards. The donated items should be delivered to the Alzheimer's room, upon your arrival. A receipt for tax deductions will be provided and all items will be displayed. The auction and 50/50 drawing tickets will be available in the Alzheimer's room. For more information, please contact Donna Shackelford, VFN Alzheimer's Chair, (703) 830-6590 or email kamiahahan@aol.com.

Thank you in advance for your support and participation. As conference information is updated it will be added to the website (<http://www.vanarfe.org/conf2025>) and/or sent to Chapter Presidents and Chapter Conference Coordinators by the Committee Chair or the Area Vice President. Please direct any questions or comments to Deborah Fisk, valeg@vanarfe.org, (804) 641-1655, VFN 2025 Convention Coordinator. Conference forms will be available on the VFN website (www.vanarfe.org/conf2025) under VFN 2025 Conference and are printable, fillable, or options to fill out and pay online with a credit card.

Deborah O. Fisk

Deborah O. Fisk

VFN 1st Vice President

VFN 2025 Conference Coordinator

1. Form VFN25-01, Registration
2. Form VFN25-02, Individual Supporter Letter
3. Form VFN25-03, Multiple Supporter Form
4. Form VFN25-04, Facilities Form
5. Form VFN25-05, Exhibitor Invitation
6. Form VFN25-05A Exhibitor Banquet Invitation Letter
7. Form VFN25-05B, Exhibitor Contract
8. Form VFN25-06, Memorial Book
9. Form VFN25-07, Ad Intro Letter
10. Form VFN25-07A, Contract Members/Chapters
11. Form VFN25-07B, Contract Ads Commercial