

PENNSYLVANIA NARFE FEDERATION
EXECUTIVE BOARD MEETING
YORK, PENNSYLVANIA
OCTOBER 30, 2017

The Executive Board of the Pennsylvania Federation of Chapters, NARFE, met on Monday, October 30, 2017, at the Wyndham Garden Hotel, York, Pennsylvania. The meeting was called to order at 1:35 p.m. by President George Shal. A moment of silence was observed, followed by the Pledge of Allegiance.

ROLL CALL OF BOARD MEMBERS. Joseph Saber was excused from attending the meeting. All other members were present. It was good to see David Robertson back at our meeting, accompanied by his wife, Karen, after his long absence due to health reasons. Richard Zuck, President of the Presque Isle Chapter #0143, and Tom Cline, President of Easton Chapter #1102, joined the Board as Congressional District Leaders.

MINUTES OF LAST MEETING HELD MARCH 16, 2017. The Minutes were not read. Ray Hain made a motion to approve the Minutes as presented, seconded by Richard Karakantas. Motion carried.

REPORTS.

Evelyn Kirby, Region II VP: The Strategic Plan has been approved by Headquarters. There will be no hard copies. National Federation Resolutions will be voted on in the upcoming period. They will come out in May 2018 for you to vote on. Maryland Federation has prepared "Profiles in Civil Service" which is a lineup on some federal employees in a flip-book style. You may secure a copy by contacting www.federationmd.org.

Federation Convention June 11-12, 2018. This is not Evelyn's Report. The Federation Convention scheduled in May 2018 has been moved to June 2018. The key event during this time period is the Training Academy on June 10 and 11, followed by the Federation Convention. This will include the NARFE National President joining us for a day as our guest speaker during either event. There will be new bylaws and new processes and procedures. Proxies go away under these new bylaws and voting will be done before the Convention. There are some things we will still have to do, i.e., the work of the Audit Committee. The way this works now, we go to the Convention as we have done in the past. We do a regular meeting in April and turn around in June to do the same thing with the same people. Chapters will follow the bylaws after the Federation has theirs approved. Bill Staarman made a motion that the Federation move the Federation Convention to June 12-13, 2018, beginning the afternoon of the 12th and ending by noon on the 13th. Betty Robinson seconded the motion; motion carried. The chapters need to be alerted of the date change and the level of support. An assertive communication plan will be used. We will need to do website things together this time. It needs to come quickly.

The room payments will be the same for both functions. Food will come with the Training Academy. Ninety dollars, plus taxes, is the expected cost for the rooms for both functions. The Federation would cover the registration fee for training. The Regional District will sponsor the Training Session and the Convention is a Federation event. The Convention consists of two one-half days and one night. The afternoon session includes a banquet. The Convention ends at noon. A room will be available for a meeting of the new Federation Officers at the end of the Convention. This is a short notice but is a tremendous opportunity to bring in members.

Treasurer Jim Brookes said we are capable of fully supporting funds for donating to the registration fees and toward the room costs. A discussion was held about members becoming involved and supporting PA NARFE members with our funds, about \$300.00 per attendee, the same rate for both programs. Either Federation President George Shal or Federation Secretary Virginia Giordano will notify Headquarters about the date change of our Federation Convention. The Federation is looking forward to doing more to support the chapters than in the past. A copy of the Treasurer's Report is attached to and made a part of these Minutes at Attachment 1. Mileage is not included in the cost to members. A motion was made by Bill Staarman for the Federation to provide \$30,000.00 to the chapters for the Convention and the Training Activities, with \$5,000.00 held in reserve. Motion seconded by Rich Karakantas. The \$5,000.00 is to be allocated by approval of the President and Treasurer. Motion carried.

Dick Cellino made a motion that the last scheduled meeting for the current Board Members will be held on June 10-11, 2018. The motion was seconded by Betty Robinson; motion carried.

The PA Federation Convention Banquet will be held following the opening session.

Board Meeting recessed at 3:20 p.m. for a 15-minute break. Reconvened at 3:35 p.m.

Daniel MacDougall, Wyndham Garden Corporation Catering Sales Manager, stopped by briefly to meet the Board Members and welcome them to the Wyndham Garden Hotel. He will be working with the Federation with regards to arrangements for the Training Academy and the Convention in June 2018.

Richard Cellino, 1st Vice President/Membership. Dick prepared new draft bylaws to be reviewed by the Board. Every Article was reviewed and changes and additions were noted and discussed. Dick will send the new bylaws to the Secretary for distribution to the Board for its review. After the Board's approval, a copy will go to each chapter president.

Board Meeting recessed at 5:15 p.m. on October 30, 2017.

The Board Meeting reconvened at 9:00 a.m. on October 31, 2017. The Board Members observed a moment of silence and the Pledge of Allegiance.

Dick Cellino will send out the bylaws to the Board Members for their final comments. After the Board's approval, they will go to each chapter.

Richard Cellino, 1st Vice President/Membership. There is concern about members leaving the chapters to go to National Membership Only. Patrick Dempsey is the coordinator for NARFE members. patrickmdempsey@narfe.org. Headquarters is aware of our concerns with membership. See page 51 of our October *NARFE Magazine* to learn more about contacting new members. There is also a problem with notifying Headquarters of the deaths of chapter members. George Shal shall forward everything to the Board which he receives from Evelyn Kirby, unless the information is addressed to George individually. We need to help the chapters to properly manage their memberships. Evelyn forwards all the information she receives to George.

Bylaws. Why do we need to look at chapter bylaws? George hopes we will have the new bylaws by June and they go out to the chapters to be approved then.

Brief recess at 10:25 a.m. Reconvened at 10:40 a.m.

David Robertson, Webmaster/Editor. The newsletter needs to include information about the new bylaws, scheduling of the conference changes and training session. Dave asked that the newsletter be no more than eight pages, at the most. It is becoming too voluminous for him to prepare and mail. Place matters on the website. The deadline for input is November 24, 2018. George suggested that a brief snippet be used about what has happened in our chapters. With reference to the bylaws, hard copies will go only to the Federation Officers.

Maria Ritzman, Immediate Past President. Maria suggested that maybe chapters could join together for meetings. Maybe the Federation could help the joining chapter members, and raise camaraderie among chapters/members. Richard Karakantas has spoken to chapters to explain where NARFE-PAC money goes. Jason Freeman is the coordinator at Headquarters.

Dixie Gasper, Alzheimer's Chair. Dixie reviewed her Alzheimer's information with the Board, a copy of which is attached to and made a part of these Minutes at Attachment 2.

Chapters at Risk. Dick Cellino reported Butler Chapter #1263 and Beaver County Chapter #2093 are doing poorly. It's possible to assign them to National Membership Only. If an area wants to do this, they may do so. George Shal has already sent information to chapters that are thinking of closing. The money needs to follow the members. Betty Robinson asked Jim Brookes if Media Chapter #1940 had submitted its 131; he said no. Bill Staarman said that Lehigh Valley Chapter #1371 meets in the basement of an old church and they need to get out of there and get a social thing going. They need a better place to meet.

Auditing Committee. The managing of accounts requires two names on the account from different households and no co-mingling of NARFE funds with personal funds in an account. The audit will be in the newsletter going out to the chapters. If the chapter does not

perform a satisfactory audit and report good handling of NARFE financial resources, RVP Kirby can and will ask Headquarters to withhold any future member dues funds from the chapter until good financial responsibility is demonstrated.

Service Center Operation. The Federation will allocate funds to the Service Center in Chambersburg. George will follow through with this. Some requests come in by email. The Standing Rules Committee is listed in the October *NARFE Magazine* on page 51. The deadline is November 15, 2017.

Nominating Committee for New Board. Maria Ritzman, Rich Karakantas, and Betty Robinson volunteered to serve on the Nominating Committee. President Shal appointed Maria as Chairman.

The next few issues of *NARFE Magazine* will contain convention information, both National and Federation

Forms F3A (Resolutions) and F3C (Legislation -- Bylaws/Standing Rules) will be available and must be received at Headquarters by December 15, 2017. A Federation Board Meeting will be held between now and June. It will be scheduled and it can be cancelled, if necessary. The next Board Meeting will be held April 12-13, 2018. The proposed place is Wyndham Garden Hotel, same schedule as we have.

Meeting adjourned at 11:55 a.m.

Respectfully submitted,

Virginia L. Giordano
PA Federation Secretary

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