


MINUTES  
TEXAS FEDERATION ANNUAL MEETING  
Electronic Webinar Meeting  
April 21, 2020

The original pages of these minutes, other meeting documents including the printed agenda, notes and other materials that were distributed for this meeting; written reports, etc. are available for review in the Office of Federation Secretary, 9211 Standing Creek Lane, San Antonio, Texas, 78230-4040.

MINUTES  
TEXAS FEDERATION ANNUAL MEETING  
Via Electronic Webinar  
April 21, 2020

1. The Meeting was called to Order at 1:30 pm by President Dr John Creswell.
2. A Moment of Silence was observed.
3. President Creswell advised that a quorum of six members was present.
4. President Creswell provided his Annual President's Report. (Copy attached)
5. Treasurer James Ploen provided his Annual Treasurer's Report as of Mar 31, 2018.  
(Copy attached)
6. The Meeting was adjourned at 1:54 pm.

  
JOHN L CRESWELL, President

  
FRANCES A HINER, Secretary

NARFE Texas Federation President's Annual Report  
April 24, 2019 – April 21, 2020  
John L Creswell, PhD

Since the April 24 Executive Board meeting at the TxFed19 Conference in Longview, TX, the Executive Board:

- Added a North Area, increasing the number serving on the EB to nine. We redrew Area Boundaries and reassigned 11 District Representatives to areas and counties. We currently have 8 District Representatives.

- Had the sad task of closing 2 chapters; Paris 654 and Northeast El Paso 1473; members transferred to other chapters. We currently have 41 chapters in the Texas Federation. As I write this report, we have 4,107 Chapter Members and 3,733 National-Only Members for a total of 7,840. We continue to lose members at an alarming rate.

- Matt Dooley, Texas Federation Register Publisher canceled his contract to print and publish the TFR. This had been a free publication so wasn't in the 2019-2021 budget. The Executive Board reviewed the 2019-21 budget, solicited several proposals and selected a new publisher. Following the first issue, the publisher's health forced her to retire. The Executive Board reviewed other candidates and selected The School of Graphic Arts, Oxford, Co as publisher.

- TFR Editor Sandy Vogel submitted her resignation effective December 31. Alice Pullin was appointed TFR Coordinator.

- Budget reviewed and line items adjusted by the Treasurer to include the TFR cost of setup, publication, mailing and new TFR Coordinator position.

- Editor's salary removed from the budget. We currently have 2 salaried positions, Secretary and Treasurer.

- Represented the TF July 8-10, 2019 at the Federation Presidents Meeting in Scottsdale, AZ.

- NARFE Headquarters approved and signed the TF Bylaws.

- Updated TF-10, Federation Officers Operations Manual.

- Updated 2020-21 Timeline/Calendar.

- Approved Airport Hilton, San Antonio as site of April 13-14 TxFed21. The EB will meet April 12 at 1:30 PM.

- Administrative Management System's (AMS) adverse impact on Federation and Chapter operations. Hopefully the AMS will become more user-friendly.

- Potential impact of Coronavirus (COVID-19) pandemic on Texas Federation very serious. Reduce Chapter and EB meetings, use telephone, text, email, social media, etc.

Texas Federation – NARFE  
Annual Meeting  
Treasurer's Report  
By James Ploen, Treasurer  
April 21, 2020

**General Information:** The March 31, 2020, **Federation Financial Report** was given to the Executive Board and a summary will be available in the next Texas Federation Register. The report shows that we have been very conservative in spending our budgeted funds because of external events beyond our control.

Federation 2019 yearend and quarterly statements, tax forms and reports were issued and required payments made. Monthly and quarterly financial reports were issued to the executive board and in the Texas Federation Register. Audit of the 2019 calendar year was completed, and all transactions were found to be in good order. A Federation Treasurer's Manual was issued in August 2019.

**Per Capita Dues:** 2020 Dues Statements were issued January 15, 2020, to 43 Chapters for a total of \$7,636. All chapters have paid their 2020 Dues.

**Dues Withholding Incentive:** The dues withholding incentive program for the period June thru November 2019 included payments to 14 members and 7 chapters.

James Ploen, Treasurer  
Texas Federation - NARFE

# **Federation Treasurer's Report**

Receipts & Expenses to Budget Report  
as of March 31<sub>1</sub>2020

**Biennial Receipts &**

**Budget Expenses**

7/ /19-6/30/21 7/1/19-3/31/20

**Total Receipts \$115,165 \$28,621**

**Expenses**

**Salaries & Taxes \$21,355 \$9,097**

**Officer Expenses \$26,950 \$1,717**

**General Expenses \$31,310 \$5,791**

**Meetings/Conferences \$35,550 \$1,999**

**Total Expenses \$115,165 \$18,604**