

**EXECUTIVE BOARD MEETING  
ILLINOIS FEDERATION OF NARFE**

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**VIA TELECONFERENCE**

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**March 24, 2021**

**Board Meeting** called to Order by Federation President James Glover at 1:05 p.m. on Wednesday, March 24, 2021. Recording Secretary Fran Prokop called the Roll of those present as follows:

**Roll Call:**

President	James Glover
First Vice President	Gene Niewoehner - absent
Second Vice President	Norman Barber - absent
Corresponding Secretary	Linda Glasgow
Recording Secretary	Fran Prokop
Federation Treasurer	William R. Gary White
District 1 Vice President	Malcolm Todd
District 2 Vice President	Vacant
District 3 Vice President	Vacant
District 4 Vice President	Cynthia Soltes
District 5 Vice President	Ray Bonney
Federation Immediate Past President	Michael Wynn -absent
Federation State/Legislative Rep	Herb Smith - absent
Federation Service Officer	Vacant
Federation Alzheimer's Coord.	Faye Zezoff
Federation Newsletter Editor	Vacant
Federation Membership Chairperson	Norman Barber - absent
Federation NARFE-PAC Coordinator	Gene Niewoehner - absent

**Others Present:**

Region IV National Field Vice President	Robert L. Helfrich - absent
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President Glover welcomed members to the telephone conference.

## **Treasurer's Report – William Gary White**

Members discussed the 2022 proposed budget previously sent out; Treas. White appreciates the responses received. He accidentally removed capital dues from chapters for next year's (2022) budget and should not have; the committee only approved this year's budget. We should discuss it and decide whether to leave it in or take it out. He returned the amount since no one approved its removal. Discussion re: 2022 budget. We are ahead roughly \$25K from the normal budget since there were no expenses. We could spend more than we take in in 2022 because there is a current surplus; we'll see how expenditures pan out after Covid. White will send out an End of Year report on March 31 which will have solid numbers re: revenue and expenditures over the last year. We can wait to see how the first six months goes and if we are well ahead, we can give the chapters another break in 2022.

Pres. Glover stated that NARFE is losing \$450-500K per year in operating expenses due to declining membership for the past ten years at least. NARFE had many millions invested in stocks for additional revenue; Headquarters has been using all the dividends and interest from investments to cover any shortfall in operating expenses. The investment is down to \$4M; it was significantly larger. Add \$265K yearly (salary of Executive Director) to that total. Monies coming from HQ to chapters has decreased significantly. National officers do not have the power to cut staff; all power rests in the hands of the Executive Director; she is not cutting any staff or doing anything to streamline the organization. When her position is eliminated, control will return to the President, National Secretary/Treasurer and the NEB; NARFE is losing a half million dollars a year on investments; it is becoming a big problem; there is not sufficient money to make repairs to the National HQ building so that excess space could be rented out or sold. That should have been done ten years ago.

**Motion of Soltes/Bonney to adopt the Treasurer's Report (proposed budget) as presented. Discussion: revisit the per capita issue for 2022 mid-year when we see how matters are progressing. Glasgow/White moved to add the per capita issue to the agenda in conjunction with the September Convention and make a decision at that point; motion carried unanimously. There was no objection to the revised motion by the original movant and second.**

**Policy Book Revisions – Linda Glasgow, Federation Secretary** sent out the revised Policy Manual. She will also send out the Revised Directory with current officers.

The Annual Business Meeting for the Election of Officers and By-Law Changes will be held virtually on May 19, 2021 at 10:00 a.m. Officer Nominations should be submitted to Cynthia Soltes no later than March 31, 2021 along with a one-page resume. Glasgow only has 17 responses to date. Some Board members have not sent their responses. Two new positions are being added to the Board – a National-only Representative and a Convention Chairperson. The Federation must have at least **35 individuals signed up for the meeting to have a quorum**. Glasgow only received one response from a National member. Please contact Linda Glasgow by email at [glasgowlg43@aol.com](mailto:glasgowlg43@aol.com) or by phone at 618-288-2260 or send the completed registration form shown below. Pres. Glover is attending online ZOOM classes re: learning the setup for hosting meetings and voting. The Federation will incur a monthly charge for using the process.

### **Registration Form for Illinois Virtual Meeting – May 19, 2021**

Name_____	Chapter_____
Email_____	Attend by video_____
_____	Attend by phone_____

The Annual Conference is scheduled to be held at the Marriott Hotel in Normal, IL September 27-29, 2021. Registration is due by August 5, 2021. Please contact Linda Glasgow using the above information. Sec. Glasgow is working on setting up audio; there has not been much activity from insurance companies. National has changed the process last year and they are doing all communications with the insurance companies. This year the insurance companies will contact us directly; three companies have asked for information; they have not planned details or travel arrangements yet; companies are holding off on spending. We may be off on some advertisements we normally get. Glasgow will send out the first call letters by June; that should be sufficient to get everything in place by September; there is a clause in the contract that states if Illinois is not opened up the convention can still be cancelled. It appears we are safe with end of September dates.

**Election of Officers Nominations – Cynthia Soltes** - She has heard back from everyone except Gene. There are no nominees for Districts 2 or 3. There are no offers for National Only or Convention Chair. Pres. Glover stated that Gene Niewoehner has a medical problem and is under doctor supervision; he has emailed him but received no response; he doesn't know his current status. He has a medical problem. We haven't heard from Norm Barber but he has provided a resume to Soltes. Pres. Glover asked about an Election Committee – need three members who are not running for office. The Chair will prepare the text and read the list of officers one at a time, open the floor for nominations, read those aloud three times, and if there are no other nominees presented, then nominations are closed. Glover served on an election committee some time ago; it is not a difficult job. After nominations are over, if there are by-laws changes, they are read aloud at that time; a copy should be sent in advance to the election committee. The election process should take no longer than one-half hour.

Pres. Glover stated that the former Fox Valley Chapter Treasurer, Nick Hyser, passed away suddenly; Carolyn Hyser was Chapter President. There will be a wake on Saturday and funeral arrangements but under Covid censure he is unsure what will happen. When he finds out any information, he will email members.

**Alzheimer's Report – Faye Zezoff, Coordinator**, stated that as of today total NARFE donations were \$13,798,46754. of that total Illinois' contribution during FY'20 was \$7,249. The total donations for FY 2021 is \$6,303, which is ahead of FY'20. The largest donor was Michael C. Nave Chapter with \$2,203; Lake County was next with \$1,104; third was Edwards with \$931.

Zezoff urged all chapters to sign up for the Walk for Alzheimer's in September 2021. Last year Illinois had six Chapters participating; total NARFE donation was \$63,648; our six Illinois Chapters raised \$1,220.

Zezoff stated that the reporting methods have changed; they don't track donations by chapters any more so it is difficult to determine how much each chapter donated. In order to track chapter donations, Zezoff must take additional steps to figure out those totals; she advised members to continue putting the chapter numbers on all checks donated to Alzheimer's. Pres. Glover stated that he will speak to the National Coordinator about this change at the upcoming Federation Presidents' meeting this summer.

**District VPs - Malcolm Todd, Cindy Soltes and Ray Bonney** had no reports since none of the Chapters are holding meetings yet.

What is the status of the Executive Director By-Laws change – Glover stated that National will send out a Notice re: bylaw changes; a time will be set to formally submit the by-laws change. There will be an election next year for National Officers; By-Laws and Resolutions are on that Agenda as well. The Resolutions Committee must approve the format and the language; once that's done the By-Laws change will be put on the ballot. There is no rush since the contract in question runs till July 2022. It is unlikely that her contract will be renewed by the NEB. Glover will discuss these issues with other Federation Presidents on their monthly calls; they will make a coordinated effort to get changes pushed through to benefit the organization. Elected officers are more responsive to membership requests.

We received a request from National re: speaker for the September Convention; staff will not appear unless the Federation pays for Staff travel expenses. Only National Officers could come out at no cost to the Federation; all others staff member expenses must be paid by us.

**Is AMS System working well for chapters?** Pres. Glover asked District VPs to send him any news they gather on how well chapters are getting information from the AMS system. Are reports being received in a timely manner. Do reports reflect answers to the questions that most need answering. Some chapters have not received money from National since June 2020; do financial reports jibe with membership reports on a monthly basis? Is every chapter getting the correct dues amount? Please ask your Chapter Treasurers for this information. Pres. Glover wants to compile a report of problems presented by the AMS and send them to National. National says the AMS is working great with no problems. Are dues being paid automatically; how is everything working with AMS?

Suggest sending out another email to chapters seeking confirmation of attendance at the virtual/ZOOM meeting on May 19 to ensure that we have a quorum with 35 people present at least for one-half hour. Glover will send further instructions for attending by May 1, 2021.

**Adjournment** – The next Illinois Federation Executive Board Meeting Election Committee meeting will take place virtually and telephonically on May 19, 2021 at 10 a.m. The meeting was adjourned at 2:30 p.m.

Fran Prokop,

Recording Secretary