



TEXAS FEDERATION EXECUTIVE BOARD

MEETING MINUTES



APRIL 29, 2024

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Texas Federation
Executive Board Meeting Minutes
Fredericksburg Inn & Suites
201 S. Washington St. Fredericksburg, TX 78624

April 29, 2024

- **President Charles Graffam:** called the meeting to order at 08:30 am the President had the Executive Vice President Johnny Ortiz led the pledge of allegiance to the flag. The President led the meeting in a silent moment of Prayer.
- **Secretary Steven Johnson:** conducted roll call of Executive Board Officers and Appointed Officers:

Executive Board Officers

- President – Charles A. Graffam
- Executive Vice President – Johnny Ortiz
- Secretary – Steven R. Johnson
- Treasurer – James W. Pleon
- ~~North Area Vice President~~
- Northeast AVP – Judith Cuthbertson
- ~~South AVP – Dora Benavides~~
- Southeast AVP – Rodolfo Carr
- ~~West AVP – William R. Cooper~~

Appointed Officers

- ~~Legislative Chair – Earnest C. Hill~~
- ~~Service Officer – Sandra S. Rogers~~
- Membership Chair – Ben Weiger
- ~~Editor – Alice Pullin~~
- ~~Alzheimer’s Coordinator – Linda A. Richards~~
- ~~Audit – Frances A. Hiner~~
- Network Coordinator/ DR 6 – Joel Menking
- Network Coordinator/ DR 5 - Dorothy Creswell
- ~~District Representative 1 – James Novy~~
- ~~District Representative 2 – Dewey H. Laroche~~
- District Representative 3 – Garon Leung
- District Representative 4 – Robert Samborski

SIX (6) Executive Board Officers - FIVE (5) Appointed Officers
Total of 11 Officers Presents.

- **Secretary Steven Johnson:** stated Mr. President a quorum is present.

- **Approval of the Texas Federation November 01, 2023, Executive Board Meeting Minutes** a motion was made by SE AVP Rodolfo Carr and second by Treasurer James W. Ploen, and the motion passed.

FEDERATION OFFICER'S REPORTS

- **PRESIDENT – Charles A Graffam:**

- **Texas Federation Register:** The Jan-Mar 2024, and Apr-Jun 2024 editions of the Texas Federation Register (TFR) were printed and distributed.
- **NARFE's Membership Challenge:** Federation Presidents have recommended to our National President two initiatives for action by the National staff: increase name or brand recognition of NARFE; and use the increased recognition with other major changes to recruit new members into NARFE. The professional staff at National Headquarters recognize the need for bold action to use our resources to stop member losses and to instead build up membership in the future.
- **Reductions in Current Membership Losses:** As part of these new initiatives, Nora MacDonald, Director of Member Engagement has begun a program of contacting lapsed members and has been at getting hundreds of lapsed members to rejoin NARFE. A key to retention is personal contact to let the lapsed members know how important they are to NARFE being able to fulfill its missions.
- **NARFE PAC and Grassroots:** We need to continue to build a coalition in support of Congressional action to protect and enhance our retirement benefits. At present, we have gained over 300 House cosponsors of H.R. 82 and 50 Senate cosponsors of S. 597, the Social Security Fairness Act. Although there is no guarantee of Congressional action despite the high number of sponsors, there are enough cosponsors in the House to force the bill to committee and to the floor for a vote. These bills would repeal both the Windfall Elimination Provision and the Government pension Offset. Donations to NARFE PAC and Grassroots activities are essential to accomplishing this repeal as well as the other goals NARFE has set.
- **Cleanup of Honorary Members on Federation Rolls:** Using a personal search service, I have established that all but three Honorary members on the list I was given have deceased. National Headquarters has agreed to remove the members from our rolls.
- **Chapter Mergers:** Chapters continue to cease operating for lack of attendance and a failure to step up to assume leadership positions in the chapters. I have received approval from National Headquarters for the merger of the Houston-NE Chapter 1349 and the Gulf Freeway-Houston Chapter 941 with the SW Houston Chapter 1375. This reduces the number of chapters in the Southeast Area to five. In the Northeast Area, the Dallas-Red Bud Chapter 0981 has had no reported activity in two years and will be submitted to National Headquarters for closure soon. It may be difficult to obtain the necessary documentation for this closure since no one appears to be filling officer positions in the Red Bud chapter.

- **Open Officer Positions in the Texas Federation:** Many officer positions remain open in the Texas Federation. Key to keeping the five areas in the Texas Federation is finding an effective North Area Vice President. We have realigned chapters with the filled District Representative positions and eliminated the unfilled positions. Both the NARFE PAC Coordinator and the Alzheimer's Coordinator positions continue to be vacant.

➤ *President stated this one Key position, I have been talking to Robert Bradford asking would he like to fill this position for the remainder of the term. He stated he would. The Treasurer James Ploen make a motion to appoint Robert Braford as North Area Vice President. It was second by Executive Vice President Johnny Ortiz motion passed.*

○ **Executive Vice President – Johnny A. Ortiz:**

- **Recruiting/PR:** Chapter 1345 Bonham – Fannin County participated in the Fannin County Expo on 4/13/2024. This will increase visibility to people all over Fannin County and surrounding areas. Dewey LaRochelle, District 3 Representative spoke with a Federal Employee, from Federal Correctional Facility. He gave them packages of NARFE Information to take back to other Federal Employees. I visited with a newly retired Federal Employee from Grayson County. I informed her of Chapter 1290 Lake Texoma – Sherman. With time and place of Chapter 1290 Lake Texoma – Sherman meeting. She plans on visiting Chapter 1290 Lake Texoma – Sherman.
- **Chapter Meeting:**
 - Visited Chapter 1290 Lake Texoma – Sherman, in December 2023 to celebrate their 50th Anniversary and to swear in their Officers.
 - Chapter 1345 Bonham – Fannin County celebrated their 50th Anniversary on March 26, 2024.
 - End of Report.

○ **TREASURER – James (Jim) Ploen:**

- **General Information:** The March 31, 2024, **Federation Financial Report** was sent to the Executive Board and by reference is included as a part of this report. A summary will be available in the next Texas Federation Register (TFR). Federation annual, quarterly, and monthly reports were issued and required payments made.
- **Investments:** I am investing \$12,000 on a quarterly basis in 12-month CDs. This will allow the Federation more frequent access to cash as needed and to interest as earned.

- **Chapter Dues:** 2024 Chapter Dues Statements were emailed to 31 Chapters on January 10, 2024, for a total of \$4,948. Verbally I amended the report to say that all 31 Chapters had paid the 2024 dues for a total of \$4,948. Chapters were to delete honorary members unless proof of living. As of 3/31/2024, 68 honorary members have NOT been deleted (22 in 5 chapters in the NE Area, 20 in 4 chapters in the NO Area, 2 in El Paso and 24 in the State Chapter).
- **Chapter Closings:** We closed 4 chapters in 2023 (586 Temple, 713 Amy Stubblefield, 1248 Amarillo, and 1281 Midland) leaving us with 31 chapters. On 2/16/2024, we closed chapter 1349 NE Houston (leaving 30 chapters). Chapter 941Houston Gulf Freeway's merging with 1375 Houston SW is pending at HQ. That will leave us with 29 chapters.
- **Dues Withholding Incentive:** Quarter 1 & 2 – 5 members and 3 chapters; January paid 1 member.
- **Chapter Assistance:** The 2023-2025 Budget now includes travel funds for the Secretary and Treasurer to visit chapters. I have visited the Fredericksburg Chapter, 2111. I have spent much time assisting chapters and Federation officers on a variety of issues (program funding levels and status, treasurer duties, HQ Chapter Dashboards, possible closings, honorary members verification, etc.). Chapters are sending their confirmations of filing the IRS 990-N to me. While Charles had me write an article in the recent TFR regarding the filings, I have no official responsibility for collecting those confirmations. As I understand the communications from National, those confirmations should go through the DRs.
- **Accountable Property:** We have accountable property of \$313.91 which is held by Steven Johnson.

➤ *The Treasurer James Ploen stated while there is no penalty assessment for filing Form 990-N late, chapters that fail to file required Form 990-N for three consecutive years will automatically lose their tax-exempt status. **The Treasurer James Ploen also stated he will not be seeking another term as the Treasurer.***

○ **SECRETARY - Steven R. Johnson:**

- **Texas Federation Executive Board** – Prepare and distribute minutes of the November 01, 2023, EBM to the board members. Prepared summary of minutes for publication in the Texas Federation Register (TFR).
- **Updated the TX Federation TF-10:** After the reorganization of the Federation, lots of updates to the TF-10. With the help of Dorothy Creswell and other Officers' input, it is ready to be reviewed.
- **Federation Chapter Visit** – Visit Chapters 828 Greater N Houston, the Old Chapter 941 Gulf Freeway Houston on their closure. Visit Chapter 1321 Houston NASA, Chapter 1430 Austin County for assistance.
- **Received Death Notices from Chapters** – A chapter should report the death of a NARFE Chapter member to the TF Secretary and to NARFE Headquarters. The TF Secretary receive death notices from Chapters and prepare a listing for publication in the TFR.

- **Requested NARFE HQ to issue Anniversary Certificates** – Anniversary Certificates to be issue for 2024 to Chapter 713 Amy Stubblefield Lufkin 65 years, Chapter 1321 Houston- NASA - 50 years, Chapter 1345 Bonham-Fannin County - 50 years, Chapter 1349 N.E. Houston – 50 years, Chapter 1375 SW Houston – 50 years.
- **Prepared awards certificates** – 2 awards sent up to the TF President for approval for Chapter 1201 Arlington.

➤ NE Area Vice President Judith Cuthbertson stated that Chapter 862 New Boston had never received their certificates, the Secretary will reorder it with National.

○ **North Area Vice President - Johnny Ortiz:**

- **NAVP Report** - There are six Chapter in the North Area. There are four Chapters in District 4. District 4's Representative is Mr. Garon Leung. All four Chapters are active and participate in recruitment activities. The Chapters in District 4 are Chapter 509 Weatherford, Chapter 1201 Arlington, Chapter 1583 N.E. Tarrant County, and Chapter 2329 Boomtown Burkburnett.
 - All Chapters participate in the Alzheimer's program. Funds collected are submitted as NARFE donations to Alzheimer's.

○ **NE Area Vice President - Judith Cuthbertson:**

- Chapter 862 New Boston District 1 November 21,2023 met at Habitat for Humanity's office in Pittsburg, TX with 6 members and 1 visitor present.
- Discussed the need for an Alzheimer Coordinator for Texas. There are openings for National President, Vice President /Treasurer, Regional Vice President. Application must be submitted by March 8,2024
- I visited Tyler Rose City Chapter 344 December 8, 2023, with the President of Chapter 862 New Boston Wanda King about the closing of their chapter. This Chapter has very few members and no one wants to be an officer, we did invite them to become members of our Chapter 862 New Boston.
- Our Chapter 862 New Boston should receive a proclamation and 60-year pin and should contact Steven Johnson Federation Secretary to set that up.
- Chapter 862 New Boston no longer has meetings at the Steer, they are now located in Pittsburg, TX at Habitat for Humanity's Camp County, TX. The December 2023 meeting was about recruitment, how important it is and losing members every day. We discussed making our agency known by placing ads in the Pittsburg Gazette, Mt Pleasant Tribune, and having a booth at Pioneer Days.
- Discussed BC/BS Medicare D coverage for open season about coverage unless we opt during open season. At our next meeting we will discuss the election of officers, noting how everyone keeps their position.

- February 2024 attended Chapter 1345 Bonham-Fannin County 50th Anniversary. Regional Vice President Marshall Richards talked about the upcoming NARFE biennial national training conference in St Louis stating that it was too expensive for some people who are on fixed income. Travel, Hotel and Registration for anyone who would like to go.
 - March 2024 Chapter 862 New Boston had a presentation for Wanda King on CDC updates and simplifies respiratory virus recommendation very interesting we all could learn from her knowledge and years of service with this agency April 2023 nation dues were paid timely presentation on East Texas Giving Day. What it is and how it helps nonprofit organizations. Tax Form 990 were filed for Chapter 862 New Boston and 1345 Bonham-Fannin County.

○ **SE Area Vice President – Rodolfo (Rudy) Carr:**

- During the last five months, Southeast Area went from two Districts, 6 and 7 to one district, District 4. In addition, we went from seven chapters to five chapters. We also lost one District Representative (DR) position going from two DRs to one. We have two new chapter presidents and one new treasurer, and we lost an immediate past chapter president.
- Our active chapters: 607 – Bryan – College Station (new president), 828 – Greater North Houston (new president and Treasurer), 1321 – Houston – NASA, 1375 – Southwest Houston, 1430 – Austin County – Bellville.
- Two chapters closed/Merged with SW Chapter 1375: Chapter 941-Gulf Freeway and Chapter 1349 – NE Houston. Chapter 941 merged on 2 April 2024 and Chapter 1349 merged effective 16 Feb 2024.
- In February 2024, SE Area lost Virginia Curry, immediate past president, Chapter 828. Virginia left before the new president held his first meeting. New President Linas Danilevicius inherited not only the presidency but also the Treasurer since Virginia was both president and treasurer. Linas, an FBI annuitant, volunteered for the presidency on his first meeting at chapter 828 in November 2023. He cancelled his first scheduled meeting in January due to inclement weather. In February meeting, he appointed Oscar Cardenas, IRS annuitant, as chapter treasurer. Between Bob Samborski, DR 4, Steven Johnson, TF Secretary, Jim Ploen, TF Treasurer, and I, we have visited/ assisted the new chapter president and staff and will continue to assist as needed. Thank you all.
 - In February 2024, Chapter 1430 Austin County -Bellville experience golf sized hail and a tornado. There was property damaged in the area, but all chapter members were fine, and the community joined their efforts in restoring the area and providing for those less fortunate.
 - Bob Samborski, Steven Johnson, or I have visited or assisted all the chapters including the chapters merged at least once during this period.

➤ *Rudy Carr stated that he will be attending the FEDcon24 NARFE's biennial national training conference in St. Louis, Missouri this August 2024.*

○ **South Area Vice President – Dora Benavides:**

- The South Area has six chapters and two District Representatives.
- **Chapter Updates: District 12 renumbered to 5 eff. 1-1-2024** Dorothy Creswell coordinated a matching funds request for the America Society of Military Comptrollers-Professional Development Symposium on February 27-29 in San Antonio. Recruiters from both New Braunfels and San Antonio helped man exhibit table. Funding provided by Texas Federation, San Antonio Chapter 1594, and New Braunfels Chapter 0672.
- **Austin - Bluebonnet Chapter 0228** – On February 15th meeting, nine new Distinguished Members were recognized. Members attend monthly meetings in person or can attend via Zoom. Monthly guest speakers. The chapter distributes agenda, minutes, treasurer’s report, and membership report by email in advance of meeting. Meeting dates published in FED Hub. James Ploen is President and webmaster of new NARFE-hosted microsite.
- **New Braunfels Chapter 0672** – Meetings continue to be held monthly and well attended with guest speakers and meeting dates are publicized in the local paper, FED Hub, and Facebook. The Chapter Quarterly newsletter is distributed to all members. The new chapter NARFE hosted microsite was made public in October and was one of the four pilot sites to go public nationwide. San Antonio and New Braunfels Chapter members had an exhibit table at the Military Retiree Appreciation Day on March 2 at Joint Base San Antonio Lackland AFB.
- **San Antonio Chapter 1594** – President Gerry Rendon encountered complications from his December surgery and has resumed chapter activities. District 5 Representative Dorthy Creswell and NARFE Chapter Services helped recover the entire officer roster lost in AMS with terminations date of 12/31/2023. The chapter has resumed monthly meetings. Chapter members represented NARFE on March 2nd at Military Retiree Appreciation Day at Joint Base San Antonio Lackland AFB. President Gerry Rendon participated in Microsite Group2 training and is the new webmaster for San Antonio Chapter 1594 microsite.
- **Fredericksburg Chapter 2111** – Election of new officers in December – Wilfred Crenwelge, Pres; Margaret “Peggy” Jander, 1st VP, JoAnn Krauskopf, Secy; and Ted Stehling, TR. Annual audit and form IRS 990-N have been filed. Chapter members meet monthly and have guest speakers. My thanks to JoAnn Krauskopf and Grace Crook for their help in finding the location for April 28-29 TF Executive Board Meeting.
- **Chapter Updates:** District 14 renumbered to 6 eff 1-1-2024 Joel Menking District Representative.
 - **Sparkling City by the Sea, Chapter 0091** – Chapter 91 has been having well attended meetings the first Tuesday of each month with guest speakers. Installation of new officers was held in December. Both IRS 990-N and annual audit have been completed. Next date for Walk to End Alzheimer’s in Corpus Christi will be November 9th. Joel Menking, President completed recent Microsite Group2 training and is webmaster for both NARFE Chapter 91 and Texas Federation.

- **Rio Grande Valley Chapter 0520** – New President John Ramiro and his wife Noemi are wonderful and enthusiastic recruiters for NARFE. They have energized members to invite and recruit new members. The chapter meets monthly in Brownsville, TX, at Golden Corral with various guest speakers. Chapter 0520 will again participate in 2024 Walk to End Alzheimer's. IRS Form 990-N and audit have been completed.
 - **Pending Concerns:** Members are not familiar with computers and hesitant to learn. Problems, recruiting to replace current NARFE chapter officers. Members have no interest in serving.
- **West Area Vice President - William (Bob) Cooper:**
- **Report for EMB November 1, 2023, meeting:** Throughout this year, I voted on executive board items by e-mail from my phone.
 - **West Texas** now has one Chapter remaining Chapter 1495 West El Paso. Chapter 1281 Permian Basin Midland didn't close but just brought all Chapter 1281 paperwork to Chapter 2365 Lone Star State. President Graffam forwards all paperwork to National; the Chapter was closed.
- **FEDHUB TX Fed Dorothy Creswell:**
- **Regarding FEDHub,** I have two recommendations:
 - Announce each new issue of the Texas Federation Register using FEDHub email (described later).
 - Get more participation by Federation officers to join or start conversations in the community and encourage others to participate.
 - The FEDHub Texas Community has grown slightly since the November Executive Board meeting.
 - There are 384 discussions and 44 library files. Other Administrators are Charles Graffam, Steven Johnson, and James Ploen. Administrators can release/reject posts in moderation and send FEDHub email, plus other tasks.
 - As of 4/12/2024 there are 5,810 TX Community members including NARFE members who live in Texas but belong to chapters in other federations, and those interested in following Texas discussions. The list includes members who do not have an email on their membership record. Of the members, 640 have logged in, **but only 29 have agreed to the FEDHub terms and conditions, a requirement before you can post or privately reply to a message.** The terms of use are simple: Respect others and the purpose of the community. Avoid libel, slander, breach of antitrust laws, profanity, porn, and illegal acts. The community will not sell or release your personal information to outside organizations except as required by law.
 - Of the Federation officers, 13 have logged in since November and 5 have never logged in.

- FEDHub offers great potential for discussions and idea exchange. It's great for member engagement. Posts reach both chapter and National-only members. Top conversation topics relate to benefits and money.
- **Communicating with members** When members join the community, they select the **level of notification** they want. Digests are sent via email. If files are attached to the posts, and for most links, the member must log into FEDHub to view the file or click on a complete link.
 - **FEDHub email** is another way to communicate with all members of the community with email. Only a Community Administrator can send a FEDHub email, and the process is different from posting a message in the community. A FEDHub email goes to all members of the community with email on file at NARFE, and a member can view any attached file, or click a complete link without logging into FEDHub. FEDHub email goes to more members, but since it goes to all it must be used sparingly.
- **Federation Service Officer – Sandra Rogers:**
 - I haven't had very many people ask about benefits lately-maybe three. I've answered the ones directly to me.
 - A couple of times they have posed their question where everyone can read them, and a few members have provided valid answers.
 - I want to send an email thanking them for their responses. But those with Hub emails don't go through and I haven't managed to make a Hub email for myself.
 - Would you tell me how to create a Hub email? Thank you.
 - Dorothy Creswell stated that on May 1, 2024, there will be two sessions to help you be more effective as a state officer. At 10 am CDT will be a Zoom Practice Meeting. At 2 pm CDT will be FEDHub basics. She will contact Sandra Rodgers about the FEDHub Training.
- **Federation Membership Coordinator – Ben Weiger:**
 - Changes in Texas Federation Membership since November 1, 2023 (Generated from the AMS)
 - 46 new chapter members
 - 262 members renewed.
 - 21 members reinstated.
 - 62 members dropped for non-renewal.
 - 71 members passed away.
 - 2 voluntary cancellations.
 - **Top Individual Recruiters**
 - Dorothy Creswell Chapter 672 New Braunfels
 - Richard Furbish Chapter 228 Austin Bluebonnet

- **Top Chapter Recruiting**
 - Chapter 228 Austin-Bluebonnet – 5
 - Chapter 1273 Eppard-Richardson – 5
 - Chapter 91 Sparking City by the Sea – 3
 - Chapter 672 New Braunfels – 3
 - Chapter 1191 Bluebonnet-Ellis Navarro County – 3
- **Net Change:** We had 89 during the 6-month period.
- **Membership Coordinator Activities**
 - Submitted matching Funds request to Texas Federation for the Arlington Aging.
 - Well Expo in September 2023. Recruited one new member and actively engaged with others from the event to join.
 - Coordinated with Dorothy Creswell regarding several Army Appreciation Days in Central TX. Dorothy coordinated with Chapters in the region regarding participation at these events.
 - Coordinated with Gar Leung and several chapters in North Texas region to participate in the TX Postmasters Conference held in Denton TX.
- **Planned Activities in 2024 – 2025.**
 - Collaborate with Dorothy to develop an Excel spreadsheet program to generate chapter spreadsheet lists of upcoming membership renewals to try and reduce the number of dropped for non-renewal members. Share these lists with Chapter membership chairs and Presidents.
 - Continue to identify TX conferences for membership recruitment opportunities.
 - Update membership recruitment presentation, as needed, for use by Texas Chapters.
 - Identify new innovative ways to market NARFE with federal agencies located in Texas.
 - Coordinate with national membership advisory committee members on ways to market NARFE in Texas.
 - *Ben Weiger talked about Retiree Appreciation Day (RAD) and the location and date of the event. This is a good chance to recruit new members. He also stated he has a 6-foot Banner.*

Business Meeting

○ Financial Items

- **Review the financial report:** James Ploen sent out the financial report to Federation Officers. He read the audit report for 2023 that was conducted by Fran Hiner dated 3/8/2024 and it was presented to the Board for review. A motion by Rudy Carr SEAVP to approve the audit report as read and second by Judith Cuthbertson NEAVP the motion passed. James stated the March financial report was sent out do we have any questions.

- **Chapter dues update:** James Ploen stated we did not incur a financial expense on our programs. We need to get out there and visit our Chapter and submit your TF-2s. The President Charles Graffam stated, we had one DR say he is limited to the times he can visit his three Chapters.
 - President Charles Graffam would like to entertain a motion that we change the TF-10 to state three visits per year. James Ploen made a motion to approve reimbursement of 3 visits added. Officers can make as many visits they want to Chapters, however they could only be “reimbursed for 2” visits which was amended to “reimbursed for 3” visits. Rudy Carr second the motion. The Federation Secretary will change the TF-10 chapter 2-7d, and chapter 3-1f, to say three visits per calendar year instead of two visits per calendar year, motion passed.
- **TF funds available for Legislative Conference in Washington DC:** The conference was LEGcon23 a NARFE premier grassroots training event, NARFE members learn to advocate for NARFE’s legislative priorities and be an active participant in protecting and defending their federal benefits. The dates were June 20-22, 2023. There are funds in the Budget for the Legislative Chair Earnest Hill. He gets \$500.00 line 37 and a \$1,000.00 line 13. For the legislative conference you will have to coordinate with the Legislative Chair to divide the expenses up.
- **TF funds available for National Convention (18-20 August 2024) St Louis, Mo:** James Ploen stated that funds are available for the National Conference coming we need to know how many will be attending. The President Charles Graffam asked for a show of hands. It was determined that a total of five Officers will be attending. There are funds in the Budget for the National Conference. The Federation President has his own budget he gets \$2,000.00-line 35A, other federation officers get \$10,600.00-line 35B to divide up.
- **Federation Conference**
 - **Where will we hold the 2025 Texas Federation Conference?** Federation Secretary Steven Johnson stated that their Chapter 1375 SE Houston had a meeting on the 17th of April to pick a location to have the conference. The Chapter President Phil Kraus stated we have 3 choices one by the Hobby Airport in Houston, one in Galveston, or one in Clear Lake by the Space Center. We decided to have it at the Hilton Houston NASA Clear Lake 3000 E. NASA Pkwy Houston, Texas 77058-4322. You get to go to the NASA Space Center a few blocks away. Kemah Boardwalk is 5 miles away, Galveston Islands is 25 miles. Airport shuttle is not available. William P. Hobby Airport is 22 miles away, Houston Intercontinental Airport is 50 miles away and Ellington Field is 8 miles away. The dates will be April 26-30, 2025. Robert Samborski DR-4 stated we are working the room rate starting \$139.00 + tax. The big concern is the food cost. We are trying to get the room rate down. The Space Center is about a mile away. We are going to get the Houston Ship Channel Boat tour which is free. When you fly in Houston you would want to use Hobby Airport.

- The main thing about the Hotel is it is very important to book your room early. If something happens, you can always cancel. More information to come out soon.
- **Which National Officer should we invite to speak at TXFED25?** President Charles Graffam stated that we would like to have a subject matter expert instead of Executive Board member. President would like John Hatton or Johann De Castro from the Executive Team. We could get some subject matter experts under the Executive Team.
- **Election of New Federation Officers**
 - **The Federation Secretary is responsible for ballot preparation and appointing members of the Teller Committee:** The officers shall be elected by ballot vote. Many of the members voting are required to elect. In case of a tie, the winner shall be chosen by lot. If there is only one candidate nominated for office, that candidate shall be declared elected by acclamation without need for a ballot. The secretary stated we need to select a teller committee to help count ballots. We have Robert "Bob" Bradford Chair, also Robert Samborski and Rudy Carr.
 - **Nominations for vacant positions:** The nominating committee shall be composed of at least three members. The nominating committee shall nominate at least one candidate for each elected state officer and shall report the nominees to the executive board to determine the ballot method. The Federation President Charles Graffam elected Dorothy Creswell as Chair of the 2024-2025 Nominating Committee and represent the South Texas Area. She reported the following members that have been proposed by their AVP and recommended to the Texas Federation President subject to approval of the Executive Board membership.
 - **NORTHEAST:** Wanda King - President New Boston Chapter 0862.
 - **NORTH:** Ben Weiger - TX FED Membership Chair and President Arlington Chapter 1201.
 - **SOUTHEAST:** Marlys "Marcy" Williams – Member of Southwest Houston Chapter 1375.
 - **SOUTH:** Dorothy Creswell – TX FED District 5 Representative, FED Hub Administrator, New Braunfels Chapter 0672 Membership Chair, Editor, NetCoord2.
 - **WEST:** William "Bob" Cooper – TX FED West Area VP, West El Paso Chapter 1495.
 - The Northeast Area Vice President - Judith Cuthbertson made a motion to make Dorothy Creswell as Chair and other members presented on the Nominating Committee. It was second Secretary Steven Johnson, the motion passed.

- **What's happening in the Legislative Area?** President Charles Graffam stated to go to NARFE Magazine, and they have a NARFE Bill Tracker every month. One Bills to track on the Legislative front is latest news show the H.R. 82, the Social Security Fairness Act, which would fully repeal the WEP and GPO, NARFE reports making considerable progress in our efforts to get action on WEP and GPO. In the Senate the companion legislation is S 597, which has 33 co-sponsors, 26 Democrats, 4 Republicans and 3 Independents. No Texas Senator has signed to co-sponsor as of now.
 - Visit NARFE's Legislative Action Center to urge your members of Congress to support our recommended bills. If you choose to communicate by phone, there is also a phone script on the Legislative Action Center to guide you through the process of calling your legislators.
- **AMS ISSUES**
 - **TF EB appointed Officers access to National Only Members (NOM)** – James Ploen stated much discussion on memorandum sent to Chapter President and Federation President reference policy on NOM dated 20 December 2023.
 - **Federations** – have the responsibility to provide support to all members, which includes NOMs residing in their state and to members of their Federation Chapters no matter where their member resides.
 - **Chapters** – have **NO** responsibility to support NOMs encouraging them to join/rejoin a Chapter.
 - All Chapters are encouraged to post upcoming Chapter events on their Chapter Websites, Facebook page, FED hub or local newspaper.
 - **Status of NARFE Microsite Working Group** – Dorothy Creswell stated the Configuration Advisory Board (CAB) Microsites Working Group, in cooperation with Headquarters HQ and webmaster volunteers, has been working on the creation of new microsites, defining a standard environment, and developing tutorials. The Pilot sites have been presented for review in the FED Hub Webmasters UNITE! and Hail a CAB! and Open Forum communities. All are urged to review those posts and offer your suggestions. The priority is to assist every site currently hosted by NARFE on the old server that wants to move to the new microsite environment, hoping other federations and chapters may choose a NARFE microsite. NARFE estimates the yearly cost at \$60.
 - The Working Group website structure includes a basic framework, recommended NARFE branding guidelines and security recommendations. We are also developing tutorials to introduce new webmasters to the microsites and will assist as needed. All current site files and pictures will be extracted and shared with you. NARFE HQ sets up the site administrator, and the administrator can add additional members to assist so you're not dependent on one person. The sites are developed using WordPress software, a product used for most websites nationally. You decide what you want to add to your new site.
 - As of April 2024, Texas legacy NARFE-hosted websites:
 - Chapter 91 Sparking City by the Sea
 - Chapter 228 Austin Bluebonnet
 - Chapter 828 Greater N. Houston
 - Chapter 1201 Arlington
 - Chapter 1594 San Antonio

- Chapter 2365 Lone Star State
 - Texas Federation www.narfe.org/TX
 - **Awards** was presented by Federation President Charles Graffam to 2 Members of Chapter 2111 Fredericksburg Grace Crook and JoAnn Krauskopf.
- **Officer Training**
 - **NARFE Association Management System (AMS) Update and Online Resources** – Dorothy Creswell asked did everyone bring their computers. Both the Association Management Software (AMS) and FEDHub, NARFE’s online community, require you to log into NARFE to use them.
 - You may need to know your user login and password. Many of us use a password manager (or browser to store passwords) on our home computer and may not remember the details. Only NARFE can help you with login problems.
 - Plus, it appears that a significant number of Texas officers haven’t logged into NARFE in over a month.
 - Perhaps you’ve encountered a problem logging in in the past. NARFE Customer Service is there to help you, but responses may take up to two business days.
 - Chapter Dashboard Overview – How to Update the Officer Roster.
 - **Getting Started on FEDHub – Build My Network – Complete My Profile** – This class was unable to complete because of the time it took to complete the AMS Training.
 - **Review of the TF-10. Handouts** – Secretary Steven Johnson has binders for all Officers present today. A review of the changes that were completed and updated. Tabs were placed in the book and any questions were answered.
 - **What adjustments need to be made to the Timeline?** The timeline was discussed with Officers and what changes were needed. The Timeline is a working document, and the Secretary will send it out to Officers once updated and will be posted on the website.
- A motion was made to be adjourned by Rudy Carr and 2nd by Judith Cuthbertson motion passed meeting adjourned at **4:50 pm.**

CHARLES GRAFFAM, PRESIDENT

STEVEN JOHNSON SECRETARY