

POST-2017 CSFC CONVENTION EXECUTIVE BOARD MINUTES
CALIFORNIA STATE FEDERATION OF CHAPTERS

Grand Sierra Resort
2500 East Second Street, Reno, Nevada 89595
May 4 -5, 2017

CSFC President Dee Shallenberger called the meeting to order on May 4, 2017, at 9:00 a.m. A Moment of Silence was observed.

The Pledges of Allegiance were led by District Vice President (DVP) Linda Ingram and newly elected CSFC 2018-2019 Secretary Sandy Mathias.

CSFC Secretary Mary Venerable called the roll. Present were:

President	Dee Shallenberger	Executive Vice President	George Ramirez
Secretary	Mary Venerable	Treasurer	Yoggi Riley
District I VP	Robert Davidson, II	District II VP	Gregg Pericich
Acting District III VP	Vaudis Pennell	District V VP	Gerald Hall
District VI VP	Dottie Schmidt	District VII VP	Lea Zajac
District VIII VP	Linda Ingram	District IX VP	Mike Siminski
District X VP	Ronald Griffin		

Immediate Past President Dick Ostergren was absent. Also present were Region VIII Vice President (RVP) Helen Zajac, Vallejo Chapter 0016; CSFC Recording Secretary V. Ann McCraw, Saddleback Valley Chapter 1689; CSFC Parliamentarian Ed Shallenberger, San Jose Chapter 0050; and Document Controller Cliff McCraw, Saddleback Valley Chapter 1689.

The new CSFC Federation 2018-2019 President, Lea Zajac, was introduced as well as the newly elected Executive Vice President (EVP) Judy Mayora, Visalia Chapter 1306; CSFC Secretary Sandy Mathias, San Luis Obispo Chapter 1028; District I Vice President (DVP) "Old" Bob Davidson, Palomar Chapter 0455; District III Vice President Mary Venerable, Southwest Riverside Chapter 0487; and District VII Vice President Bob Martin, Delta Chapter 1718. Other guests introduced and welcomed were: Andrew Morgen, past CSFC president, Palm Springs Chapter 0587; and Brenda Phillips, Southwest Riverside County Chapter 0478.

Each current officer and supporting staff present provided a brief self-biography for the new selectees. New officers will take office on July 1, 2017. Secretary Venerable will notify Carl Baily, CSFC Data Base Manager, with contact information for the newly elected EB members.
(A1) Secretary Venerable.

Calendar – Secretary Venerable

- A. Bank signature requirements** will be met so that the July 1 transition to CSFC 2018 fiscal year can be accomplished.
- B. EB Meetings:** A discussion was held to explore teleconferencing as a more efficient and less costly way to conduct CSFC business, resulting in the following:

Motion 17-2

It was moved by Treasurer Riley and seconded by DVP Zajac that during the final months with this term of officers, steps be taken to implement a trial process of having Board meetings by phone/computer. Our current EVP has volunteered to work out the process for a trial virtual meeting within the next month. George Ramirez will be assigned this responsibility for the next 2 months and to be implemented by June 15, 2017.

Motion carried.

As a result of this motion, a **July 19, 2017 telecommunication EB meeting** will be held at 10 a.m. EVP Ramirez will host the meeting; instructions on how to log on to the host venue by phone and/or computer will be furnished to each EB member along with an agenda. Topics to be discussed will be furnished to him by EB members. **(A2) All EB members.**

Further discussion on available technologies that could support CSFC teleconferencing, such as ability to download video conferences, convert spoken work to print, etc. resulted in the following:

Motion 17-3

It was moved by DVP Davidson and seconded by DVP Griffin that the CSFC Ex. Bd. Authorize the appointment of an assistant to the Federation President for Information Technology (IT).

Motion carried.

A tentative August **in-person EB meeting** site will be determined. EVP-Elect Mayora will search sites in central California; Treasurer Riley will query Bay Park Inn in Monterey. **(A3) EVP-Elect Mayora, Treasurer Riley.**

Prior to an August meeting, EB members will determine issues, information and concerns to bring to the meeting so that decisions can be made expeditiously; anything requiring a Bylaw change, deletion, or addition will be submitted to the CSFC Bylaw committee to assess needs.

Remarks by the 2018-2019 Federation President-Elect Lea Zajac

President-Elect Zajac stated that his goals for the 2018-2019 term of office area: (1) to open the Federation to National Only members; (2) to emphasize National legislation; and (3) to assign Congressional District Liaisons (CDLs) to all California congressional districts. The latter goal will be a responsibility of a committee to examine how to affect a viable CDL program to meet legislative needs.

It was noted that the EB has the following paramount concerns:

- (1) How to incorporate over 4,000 NARFE members not in chapters into the Federation
- (2) Identification of resolution areas to submit to the National Convention
- (3) How to accomplish advocacy goals
- (4) How to approach and develop California State Annuity Tax issues

The EB was also reminded that the EB voted to have the CSFC National Legislative Chair attend at least one CSFC EB meeting.

CSFC Convention decisions required actions

After discussions, the following committees were established:

- A. CSFC Resolution 17-9, Constitution/By-Law Amendments by “Referendum”** was passed by the 2017 CSFC Convention. DVP Ingram, DVP Siminski, and DVP-elect Davidson will develop Referendum processes and procedures. **(A4) DVPs Ingram, Siminski, Davidson.**
- B.** To explore and develop procedures to bring National Only NARFE members into the CSFC. **(A5) DVPs Hall, Ingram, EVP-Elect Mayora, Treasurer Riley.**
- C.** To explore avenues to incorporate all California Congressional Districts with CDLs. **(A6) DVP Schmidt, DVP-Elect Davidson, Secretary-Elect Mathias.**
- D.** Develop CSFC resolutions to be submitted for the NARFE 2018 National Convention. **(A7) DVPs Siminski, Griffin, Pericich.**
- E. Standing Committee Candidate Forms** will be revised for interest requirements to clarify the 2-year tenure and differentiate from the Convention Committee requirements. **(A8) CSFC President-Elect Zajac.**

Critique of the 2017 CSFC Convention

President Shallenberger shared the opinion surveys obtained from convention attendees. Overall the convention was viewed as being successful, informative and entertaining. Several suggestions were given and noted by EB members, such as hand rails for steps up to the dais; copies of latest CSFC Constitution & Bylaws placed into attendee “goody” bags along with pens and notepads, separating training sessions for dual+ participation. Convention planners requested that memorial candles be easier to turn on and the development of individual checklists be developed for the various venues to help assure effective and complete presentations.

CSFC 2019 Convention Site

Convention Host Chair Lea Zajac discussed several sites considered for the 2019 CSFC Convention and stated that the Crowne Plaza Hotel, San Diego Mission Valley was selected and reserved from April 30-May 6, 2019. Lists of 2017 CSFC convention committees were provided to and discussed with DVP-Elect Davidson, who will query District I chapters for interest in participation. **(A9) DVP-Elect Davidson.**

Budget Status – Treasurer Riley

- A.** Budget items were discussed and adjustments made as agreed.
- B.** Expense vouchers for terminating EB members are requested to be submitted to Treasurer Riley before June 30, 2017, end of the CSFC fiscal year. The CSFC Policy on travel

expenses will be reviewed and discussed by the EB on the July 19 teleconference.
(A10) Treasurer Riley and EB members

National Strategic Planning Committee Report – DVP Hall stated that there are two (2) reports on the National website currently, which provide the basic tenets under Committee discussion. The configuration of basic Federation operational structure is a primary concern.

Region VIII VP Report – RVP Helen Zajac (continued from Pre-Convention EB Meeting, May 1, 2017)

- A. A New F-21, Chapter Bylaws (guidelines for chapter bylaws), is under way by National Office.
- B. Strategic Planning Committee will report to National Office in July 2017.
- C. The National Office Presidents' Meeting will be held in Jacksonville, Florida, July 10-14, 2017.
- D. National IT is working on a prototype process to implement the One Member, One Vote requirement on the National website.

Unfinished Business:

- A. DVP Ingram stated that she needs to have information and input on **closing chapters** from EB members before she can proceed with developing procedures, guidelines, and a checklist. **(A11) All EB members.** Upon receipt of the above:

Motion 17-4

It was moved by DVP Ingram and seconded by DVP Hall that DVP Ingram will update POL10b to include a flowchart and checklist on chapter closure and incorporate guidance from National Headquarters.

Motion carried.

- B. **State Tax Parity Reform – DVP Ingram** discussed a meeting during the convention held with NARFE President Thissen on establishing State Parity on federal retiree annuities. President Thissen will provide slide presentations developed in the Missouri parity effort for CSFC use. It was noted that, while there is a California Senate Bill 807 currently being considered which exempts teachers' retirements from state taxes, all avenues for exemptions need to be examined. This subject is in an exploratory frame presently and is not an action-motivated issue at this time.
It was noted that a prior EB meeting transferred monies into the State Legislation budget for use in the State Tax Parity Reform issue.
- C. **Barstow High Desert Chapter 1564** is closing, with Victor Valley 1618 picking up the majority of their members. RVP Zajac is working with Acting DVP Pennell in the closure. Any Barstow member not joining Victor Valley will remain within the CSFC as a National member unless a specific movement is requested elsewhere.
- D. **CSFC Historian Vaudis Pennell** discussed the history materials storage. EVP Ramirez will work with her to digitize the records and store online. **(A12) Acting DVP Pennell, EVP Ramirez.**

- E. **Sacramento Chapter 0046 Matching Funds:** Approved by National Office and reimbursed after results of event provided. One-half of the remainder will be paid by the Federation; the other half to be burden of chapter(s) involved.
- F. EVP Ramirez will put the **POL index** on the CSFC website. **(A13) EVP Ramirez.**

CSFC Training of New DVP and New Officers – CSFC President-Elect Zajac gave an overview of NARFE, its configuration and mission, the makeup of National Officers and staff in Alexandria, Virginia, national and state congressional activities and the structure and purpose of each Federation position.

Treasurer Riley held a discussion on expense entries and provided an updated CSFC Form 15, Expense Report, and CSFC Form FH-2a, Expense Record, to the EB; they will be emailed to the EB. **(A14) Treasurer Riley.**

DVP reports were discussed: Quarterly reports provide information on chapter activities; End-of-Year reports provide information on DVP accomplishments. Copies of what the reports should contain were provided to the EB.

F-7 Reports, Chapter Officer Roster, were discussed and requirements for yearly and intermediary F-7s outlined.

Per capita dues were clarified: any remaining chapter Honorary members, while being voting members, are not counted for per capita dues paid to the Federation. Treasurer Riley will provide to each DVP a total number of dues-paying chapter members in his/her district. **(A15) Treasurer Riley.**

Badges, Calling cards, Stationery, Certificates, templates, materials, etc. information was provided.

The meeting was adjourned.

Respectively submitted,



Dee Shallenberger, President



Mary Venerable, Secretary



V. Ann McCraw, Recording Secretary

MOTIONS

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Motion carried.

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Motion 17-4

It was moved by DVP Ingram and seconded by DVP Hall that DVP Ingram will Update POL10b to include a flowchart and checklist on chapter closure and Incorporate guidance from National Headquarters.

Motion carried.

ACTIONS ITEMS

POST-2017 CSFC CONVENTION EXECUTIVE BOARD MINUTES CALIFORNIA STATE FEDERATION OF CHAPTERS

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Action 1

Secretary Venerable will notify Carl Baily, CSFC Data Base Manager, of newly elected EB members.

Action 2

EB members will provide EVP Ramirez with agenda topics for the July 19 telecommunication EB meeting.

Action 3

EVP-Elect Mayora and Treasurer Riley will search EB meeting sites in Central California and Monterey's Bay Park Inn respectively.

Action 4

DVPs Ingram and Siminski and DVP-Elect Davidson will develop Referendum processes and procedures for approval at the next CSFC EB meeting.

Action 5

DVPs Hall and Ingram, EVP-Elect Mayora, and Treasurer Riley will explore and develop procedures to bring National Only NARFE members into the CSFC.

Action 6

DVP Schmidt, DVP-Elect Davidson, and Secretary-Elect Mathias will explore avenues to incorporate all California Congressional Districts with CDLs.

Action 7

DVPs Siminski, Griffin, Pericich will develop CSFC resolutions for the NARFE 2018 National Convention.

Action 8

CSFC President-Elect Zajac will revise the Standing Committee Candidate Forms to clarify the 2-year tenure requirement and to differentiate from Convention Committee requirements.

Action 9

DVP-Elect Davidson will contact District I chapters for interest in sponsoring and participation in the 2019 CSFC Convention in San Diego.

Action 10

Treasurer Riley and EB members will review and discuss CSFC policies on travel expenses.

Action 11

EB members will furnish procedure, guideline, and checklist on closing chapter input to DVP Ingram.

Action 12

Acting DVP Pennell and EVP Ramirez will digitize and store historical records online.

Acting 13

EVP Ramirez will place the POL index on the CSFC website.

Action 14

Treasurer Riley will email to the EB updated CSFC Form 15, Expense Report, and CSFC Form FH-2a, Expense Record.

Done.

Action 15

Treasurer Riley will provide to each DVP a total number of dues-paying chapter members in his/her district.

No Reports Received from Districts I, II, III, VII, VIII

Report District V May 1, 2017

DVP visited several Chapters and emailed all chapters multiple times since the last Federation meeting, keeping them abreast of various NARFE initiatives and ensuring they were aware of the upcoming May convention. I have prompted them to participate in the convention, and if they are unable to attend to connect with another chapter in the district and get a proxy to represent them at the convention. In fact, all the chapters in District V will be personally represented at the convention by chapter members or by proxy. Additionally, all chapters in the district sent in their "per capita" dues to the Federation (after some prodding by the DVP) and filled out their F-7 for the Federation Secretary. My recent presentations at Chapter meetings have emphasize the need for chapters to focus on the core mission of NARFE in new and innovative ways.

The DVP began participation in the National Strategic Planning Committee in early February, participating in one face to face meeting at national headquarters, and two subsequent go to meeting events. The group is primarily looking at Federations and their minimum requirements to be productive Federations on the state level. The emphasis is on the mission of NARFE and their essential activities.

I have also been an active participant in the upcoming Federation Convention. I have obtained gift cards for the Ways and Means group, coupons for the convention bag, and will present at the convention on membership, recruitment and retention. The hour long presentation will focus on the activities of the San Francisco Chapter and the team it takes to have an effective membership program. There will be interactive activities for participants and an opportunity to develop an "elevator" speech to be used for recruitment events. I have also helped Chapters understand the upcoming resolutions that will be discussed at the Federation meeting.

The San Francisco Chapter is making contact with both California senators to keep them informed about issues affecting NARFE members and establishing connections with their offices. Finally, I and another Chapter 65 member will be meeting with Nancy Pelosi the end of May.

Unfortunately, the Tri-Valley Fremont Chapter has voted to close. The problems are complicated in regards to this Chapter. But the primary issue is leadership that will provide members with a viable and active chapter. The Federation is aware of this problem and continues to see if there are any alternatives that can salvage this chapter. If none arise, the chapter could close as early as the end of May. There are no other imminent closings. However, leadership in Chapters is often a challenge and newer members find the chapter structure wanting. However, new members keep joining NARFE; Chapters and the Federation need to address the different needs of these new members.

Jerry Hall DVP

DISTRICT VI REPORT
CSFC EXECUTIVE BOARD MEETING
GRAND SIERRA HOTEL & RESORT, RENO, NV
May 1, 2017

DVP VI attended the Postal Coalition meeting in Sacramento on Sunday, February 12, 2017. One of the congressional threats is that there are several Representatives and Senators who are working to privatize the USPS.

Attended Placer Chapter #1354 meeting on February 16th.

Attended Hangtown Chapter #1503's meeting on February 27th in an attempt to help keep their chapter from closing. Consequences of closing and pleas from Chapter President Steve Almy and myself to help the chapter remain open were to no avail. The following meeting was in April when Hangtown Chapter held their special meeting. Steve Almy, had sent letters of possible closure, with ballots enclosed, and asked the members to vote whether to close or remain open. Most wanted it to remain open, but no one wanted to take positions. Unfortunately, the chapter is in the process of closing. The nearest chapter – Placer Chapter #1354 in Auburn – is approx. 30 miles away.

Prepared for and attended the District VI Presidents Council meeting April 26th at Brookfield's restaurant. All chapters attending gave reports on their chapter status. They were reminded to file the IRS and FTB e-post cards. We also discussed the membership letters that were sent by NARFE HQ to be shared with the chapters. District VI members are preparing for Memorial Day & July 4th parades to promote NARFE. Some will be attending agency picnics and will staff tables to distribute NARFE materials. Several members will also be participating in the Alzheimer's Walk on October 1st at the State Capitol and also plan to be at every health fair during open season, Nov. – Dec.

An extended discussion took place regarding the number of District VI chapters that have closed and some of the remaining chapters continue to have problems with attendance and recruiting new chapter officers. District VI members are VERY ACTIVE as noted above, yet in the past 16 months five chapters have closed. We can't determine why. Some of the members who were excellent leaders of their chapters before they closed are still active, but in different chapters.

The chapters' officers have spent many years as presidents, secretaries, treasurers, etc., and needed some relief. They have asked for help from their members every year for many years, without success. It is a conundrum!

My heart hurts for these chapter officers who have given so much only to see the chapters they led so well, close.

DVP VI has had many tasks preparing for the CSFC Convention in Reno, May 2-3rd, as well as the Executive Board meeting. Script for the Federation Past Presidents Recognition luncheon had to be amended from the last convention. I will be the emcee for the luncheon due to Immediate Past President Dick Ostergren's absence.

Also created and printed out the meal tickets for the convention. Printed out place cards, and wrote a script for my presentation on Chapter President (leadership) training session, May 2nd.

Dottie Schmidt, DVP VI

REPORT MIKE SIMINSKI DISTRICT IX VP

This year I have had at least two personal visits with each of the District IX Chapters. I have encouraged communications among chapters and all are now sending info copies of newsletters to all other D IX chapters. Continue to encourage recruiting and legislative contacts.

7 Sep 16 San Luis Obispo. Chap 1028 – visit. I spoke. (I carried SLO Proxy and reported to members on convention. Pushed leadership and answered Q (most re dues).

3 Oct 16 Mariposa, Chap 2208. Exec Board & Chapter meeting – visit. Was specifically invited due to lack of leaders. Discussed steps to save chapter; suggested chap closure. “...over my dead body” was one answer but no leadership volunteers.

17-19 Oct 16 Federation Exec Board Mtg – Monterey. 410 mi –

21 Oct 16 Fresno, Chap 45 Executive Board and Chapter meeting, visit & spoke. Ans Q re One vote and National Only members. Members negative re future. Believe Nat’l will stop collecting dues for chapters and burden will be great. Believe National will recruit only for NO members. Encourage plang to attend State convention.

25 Oct 16 Bakersfield, Chap 68, meeting. Expense Code 901, new mtg location for Chapter. Stressed F-7, recruiting and grassroot effort making voices heard.

8 Nov 16 Visalia, Chap 1308 Exec Board and Chap meeting. Spoke, Nat’l conv & upcoming State convention; need for recruiting, need for emphasis on legislative contacts.

12 Dec 16 Kings County Chap 1982 visit and officer installation. Complimented chapter for amount of program devoted to understanding leg issues and corresponding w legislators

14 Dec 16 Tehachapi chap 2352 visit (over breakfast) and Indian Wells Chapter 748 visit over lunch. Emphasized F-7, tax forms, and preparation for convention. Answered Q re results of National member status and One man one vote.

16 Dec 16 Fresno, Chap 45 visit and Officer installation. Negative questions – chap believes local chaps are being tossed to the winds.

30 Jan-2 Feb Federation Executive Board Mtg – Monterey

- 15 Mar 17 Santa Maria Chap 1330 Exec. Board visit. Discussed convention, finances, chapter survival; urged more leg contacts...(e-mails)
- 16 Mar 17 Planned visit to San Luis Obispo Chapter cancelled. Meeting conx – Medical Emergency – Chap Pres Heart Attach on day of meeting.
- 17 Mar 17 Fresno Chap 0045 visit. Pushed Convention, Organizational issues, funding. President will attend convention for one day – voting.) Chapter is negative on Future and finances. Alz donations to local.
- 20 Mar 17 Kings County Chap 1982 visit. Pushed convention (no one going), talked finances, Chapter Bylaws. Answered Q re future of Chaps (mbrs are negative); Rec'd letter From Los Angeles ALZ asking donations be sent there – but sticking with National.

DVP Activity Report for February –May 2017

In this short period of time I actually did not make any Chapter visits. However, several telephone conversations were required to request proxies, etc. So, I made contact with Yuba-Sutter, Feather River, Clearlake, Eureka, Redbud and a nice lady from Yreka Siskiyou. All the other Chapters were either attending the convention or had already submitted proxies.

It is still the same situation with Yreka Siskiyou and Diamond Mountain (Susanville). They probably need to be closed and as soon as I have time I will visit and either invigorate or start the closing process. Red Bluff Chapter may also have to close and the President and former DVP Karen Baird is nearing her end time and there is no one to run the Chapter. She has already talked with the Redding Chapter about taking their members. I am meeting with Red Bluff on May 15th (their next Chapter meeting) to assess the situation.

I did make one trip on my own to the Grand Sierra Resort in Reno in early April to order the memorial bouquet, red and blue roses for the DVP's, a vase, and boutonnieres and corsages from a Reno florist. We also met with Grand Sierra staff (Rose, the banquet manager) as Susan Donahue was sick) and arrange for linens and centerpiece options to match our plans for the centerpiece motif we had in mind. Actual business time was only three hours or so but a very necessary visit. We also checked out Costco and Safeway for other decorating options. I had two free nights at the Grand Sierra so cost was minimal.

Our District is starting to plan for a District meeting. We may schedule this for October 10th when a joint Chapter meeting between Chico and Greater Paradise/Oroville is scheduled. All this is subject to availability of State Officers.

Ronald Griffin,

DVP X CSFC