

**EXECUTIVE BOARD MINUTES
NATIONAL ACTIVE AND RETIRED FEDERAL EMPLOYEES
CALIFORNIA STATE FEDERATION
ZOOM
MAY 3, 2021**

The meeting was called to order by **President Linda Ingram** at 10:05 AM. The flag salute was led by **DVP II, Gregg Pericich**.

President Ingram asked for a Moment of Silence for people all over the world because of the pandemic and for health care workers.

Secretary Sandy Griffin called the roll. Those present were:

President Linda Ingram	Executive Vice President Yoggi Riley
Secretary Sandy Griffin	Treasurer Gerald Hall
District I Vice President Robert N Davidson	District II Vice President Gregg Pericich
District III Vice President Mary Venerable	District IV Vice President Ronald Griffin
District V Vice President Dee Shallenberger	District VI Vice President Dottie Schmidt
District VIII Vice President Stephen Smith	Regional Vice President Robert Ruskamp
Parliamentarian Ed Shallenberger	Legislative Chair Steve Walter

District VII Vice President Robert Martin was absent.

The agenda was approved as presented.

Executive Vice President Yoggi Riley gave a membership report. We have 7027 members in chapters and 5817 National Only members for a total of 12,844 NARFE members. There are currently 62 chapters. National membership is also going down. An item for a future agenda is redistricting.

Treasurer Gerald Hall - The treasurer made payments for 43 new members recruited by 11 current members. \$430 was paid out for recruitment incentives. The top recruiters earned \$180 and \$130 in incentives for the 1st quarter of 2021. Only one incentive at \$15 was paid in the first quarter for Dues Withholding. He said that active employees who are recruited are less likely to renew their membership than retirees. If people stay for 5 years, they usually stay on. In considering the pandemic, he thinks we are doing okay recruiting new members. If the convention can be held, it will encourage members to stay. Linda commented that the new NEB Recruitment Plan was a new way to communicate, but not a real recruitment plan.

President Ingram asked **Executive Vice President Riley** if she had gotten a copy of the membership renewal letter to see if members are being billed to renew chapter dues as well as national. It was thought by some that National does send that billing.

LegCon "Attendance" Funding—Legislative Chair Walter and Treasurer Hall—We discussed paying registration and for whom. It was thought we should pay for the President and the Legislative Chair for sure and discussed the possibility of CDLs and DVPs. **Leg. Chair Steve Walter** reminded the board that early registration ends on May 7th, which would be cheaper. **DVP II Gregg Pericich** mentioned the pre conference training that was held concerning how the LegCon will work. **Leg.Chair Walter** said that he had been on the Friday Zoom so asked if they had explained more on other parts.

Ex. VP Riley moved for us to pay for up to \$5000 for attendees. There was no second. **Steve Walter** said that the chair of the event in Washington DC suggested that the federation pay an amount that the people would register and the amount would be taken out and a refund would come for the unused amount. **Treasurer Hall** suggested using the federation credit card and that could be charged each time someone registered. **Steve Walter** said that he could send out a CDL newsletter with this information. **DVP I Davidson** suggested that we not worry about the late registration cost. **Treasurer Hall** suggested that people contact **Leg. Chair Steve Walter** if they want to attend. **DVP I Davidson** moved to pay the LegCon registration for CDLs and Executive Board members. **Ex. VP Riley** seconded and the motion passed. The LegCon is to be held June 21 – 23 virtually.

Leg Chair Walter reported that he ordered Congressional Directories as was discussed at the last meeting.

Chapter Closing Procedures - DVP VIII Stephen Smith reported that he had made the changes that came from our last meeting where the procedures were discussed. He asked **Steve Walter** (who set up and had screen control of the Zoom meeting) to let him share the screen so he could display the procedure as it had been changed. One addition was to be sure a chapter has at least one signer on the bank account. We discussed where moneys go and that the DVP for the district where a chapter is located should contact National to have dues disbursements held until the money is dispersed by where members go.

National Only could be chosen by chapter members during the closing process or after assigned to a chapter and then only pay National dues when renewing.

We discussed what needs to be saved from a closing chapter. **DVP VIII Smith** found that if a chapter has a 501C3 designation and has \$50,000 or less, we do not need to keep records for any period of time.

DVP IV Ron Griffin moved and **Ex. VP Riley** seconded to accept Policy 10(B) Closing Chapter Policy as presented by **Stephen Smith**. In discussion, **Jerry Hall** complimented **Steve Smith** for his thorough work on this. **President Ingram** said that a Document controller is needed to go through and keep track of policies that need to be updated.

The motion passed unanimously.

Steve Walter apologized that he had forgotten to hit record for this meeting so the recording was beginning now.

Convention Status/Issues – Co Chairs Griffin and Walter – **Ron Griffin** said that the main thing now is the new addendum for the contract with the San Luis Obispo Embassy Suites. 120 room nights reserved by September 17th are required. By July 17th, the room requirements can be adjusted both for nights and facility requirements. He and **Steve Walter** are still planning to go down to finalize some things in May. **DVP III Mary Venerable** asked about whether to still have a face to face meeting down there for the board. **Mary** also said that she has surveyed her chapters for those interested in attending and volunteering. We discussed when to send letters and how to send letters in June.

There was a question to **DVP VI Dottie Schmidt** about delegate bags. **Co Chair Steve Walter** discussed other volunteer positions. **Bob Davidson II** (the last convention Chair is okay with working with registration and **DVP I Bob Davidson** is willing to do Bylaws and Registration requirements. There is the question as how to have voting now that the 1 member 1 vote is in place. What will be the process? Are we recommending any changes to Bylaws? Are we having voting allowed before or after the convention? What will be the process? **DVP I Davidson** said he and a committee will figure it out.

President Ingram wants to have a meeting concerning the financial policy.

It was decided that cost of the official recognition lunch should be included in the registration fee for all to attend.

President Ingram brought up the fact that the treasurer spot is not filled in and asked if it would be okay for her to act as treasurer? She also suggested asking **Barbara Leach** to be involved.

President Ingram is filled in as Treasurer and **DVP IV and Co Chair Ron Griffin** said he would be willing to be the back-up and would receive registrations.

EX. VP Riley asked if the registration committee has to have a way to accept money and was told that there are always people who walk up who have not registered. The registration fee would be higher for them. **DVP III Venerable** asked when a letter is going out for registration and asking for volunteers. **Co Chair Griffin** said that it should be in early June.

Ex. VP Riley moved and **Treasurer Hall** seconded that all members, including National Only members be mailed a letter for information and registration. The motion carried unanimously. Logistics need to be figured out, including contacting the hotel as well as voting and other registration details.

DVP Chapter Status – DVP reports will be included at the next meeting.

President Ingram asked the board members to look at doing an inventory of Federation stuff each board member has, and what do we need to keep etc.

There was a message for **Forney Lundy** asking if we have sent information to National to be put in the magazine concerning the convention.

President Ingram asked board members to send her items that should be prioritized. She said that we need a PAC Coordinator.

There was a question about a Zoom account. **DVP VIII Steve Smith** said that he may cancel the account that he has after June. It has been used by other chapters in his district. **LEG. Chair and Convention Co Chair Steve Walter** has gotten an account that we are now using for board meetings. We will look at Zoom accounts at a future meeting.

Next Meeting – May 24, 2021 at 10 AM by Zoom.

Minutes of April 14, 2021 were **approved** by the board and can be posted on the Federation Website.

Secretary Griffin will notify **Deanna Smith** to do this.

The meeting was adjourned at 12:48 PM.

Respectfully submitted,
Sandy Griffin
CA Federation Secretary