



**Regional Vice President's Report
William "Bill" Shackelford
October, 2017**

The National Executive Board (NEB) was held in Alexandria, Virginia from October 16 – 17, 2017. The location was at NARFE Headquarters.

MONDAY – OCTOBER 16, 2017

National President Richard Thissen opened the meeting at 9:00 AM with a moment of silent reflection followed by the Pledge of Allegiance lead by Region Vice President (RVP) Jim Crawford (Region I).

NATIONAL EXECUTIVE BOARD RESPONSIBILITIES – Executive Director (ED) Barb Sido defined Board Responsibilities, Roles and Expectations as well as the inter-relationship between Board Authority, Board Opportunity and Board Responsibility. Best practice would be that the responsibilities would be 70% - Strategy, 20% - Finance and 10% - Operations.

NATIONAL SERVICE OFFICER OF THE YEAR (NSOY) AWARD – Response from the Chapters and Federations for nominations for the 2017 NSOY Award was very minimal. A total of 12 nominations were received. In view of this minimal response, the National Service Officer of the Year Award will be fully discontinued.

NARFE CENTENNIAL CELEBRATION – ED Sido advised that she will be seeking ideas/comments from Chapters and Federation for the NARFE Centennial Celebration in 1921. Cost is expected to be at minimal cost (possible \$0.00) from NARFE.

BALLOTING VENDOR – ED Sido will assume the responsibility of negotiating a third-party vendor contract for the 2018 NARFE elections. Results of the balloting will be furnished to the Executive Director. National Secretary/Treasurer Jon Dowie will recuse himself from the contract negotiations since he expects to be a candidate for office on the 2018 ballot.

NARFE 2018 CONFERENCE – Planning is moving forward for FEDCon18 (NARFE Premier Conference) in Jacksonville, Florida. The dates are August 26 (Sunday) through August 29 (Wednesday) and the venue is the Hyatt Regency – Riverfront located at 225 East Coastline Drive. Primary events will be Opening Ceremonies (Sunday), various Subject Break-Outs (Monday and Tuesday) and a streamlined business session on Wednesday. The various

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Subject Break-Outs will be repeated in an effort to insure that attendees will be able to take full advantage of the offerings. Streamlined business session on Wednesday will be for the purpose of hearing Annual Reports of National President and National Secretary/Treasurer. Results of the May/June, 2018 balloting may also be announced.

FEDCon18 will also be highlighted by a major gala, in lieu of a banquet. This gala will feature NARFE/Alzheimer's Association relationship enhancements. Negotiations are ongoing for celebrity speakers acquired by the Alzheimer's Association as well as the possibility of full sponsorship, by the Alzheimer's Association, of the gala. There will be no funding for the event from donations given to Alzheimer's Research by NARFE members. Cost of the gala may be free to NARFE members in attendance at FEDCon18.

STRATEGIC PLAN – The 2018 NARFE Strategic Plan, as submitted by the Strategic Planning Committee, was discussed with input from all NEB members. With some corrections, the NEB voted on a motion (#01-10-17) made by RVP Wilson and 2nd by RVP Crawford that the Strategic Plan as updated corrected/updated by the NEB be approved. With a vote of 11 YEAS and 0 NAYS, motion passed.

NARFE STRATEGIC PLAN KEY UPDATE – Some of the key points of the approved NARFE Strategic Plan are:

- Ongoing - Assess Federation and State Advocacy Structure.
- Ongoing - Encourage spending member funds on mission-related activities at both the Federation and Chapter levels.
- Future consideration - NEB to adjust National Dues within specific limits.
- Deferred - Unified Association Dues.

It is expected that the approved NARFE Strategic Plan will be placed on the NARFE website on or about November 1 for review by all NARFE members. Comments may be sent to the Strategic Plan e-mail address – **stratplan@narfe.org**

NARFE SCHOLARSHIP PROGRAM FUNDING – National President Thissen briefed the NEB on the current status of the NARFE/FEEA Scholarship Program Funding. In past years, scholarships were awarded at a level of six awards per region and one International award. Total amount of the scholarships (\$66,000) plus administrative costs (\$9,000) has been paid solely from the NARFE budget (General Fund). Donations made, directly to FEEA, by NARFE members currently totals approximately \$40,000. This total would allow for three scholarships per Region in 2018. Following discussion, the NEB voted on a motion (#02-10-17) made by RVP Shackelford and seconded by RVP Wilson that NARFE will provide no additional funding, above the balance of funds currently held by FEEA for scholarships for FY2018. With a vote of 10 YEAS and 1 NAY (Region V), motion passed.

REVIEW OF NARFE SCHOLARSHIP PROGRAM – A follow-up motion (#03-10-17) was made by RVP Richards and seconded by RVP Zajac that NARFE review parameters and process for the scholarship program for FY2019, and based on that assessment by November 2018

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determine whether it will be in NARFE's best interest to restore funding at an appropriate level for that year. Following discussions, an amendment to this motion was made by RVP Adelman and seconded by RVP EK that the current pending motion be amended by adding at the end the following: "provided, that at least one NARFE scholarship will be awarded in 2019 and thereafter." A vote of this amendment failed by hand vote. The question was called on the original motion and with a vote of 10 YEAS and 1 NAY (Region VII), motion passed.

NARFE SCHOLARSHIP DISTRIBUTIONS – An additional follow-up motion (#12-10-17) was made by RVP Kirby and seconded by RVP Wilson that the number of scholarships be awarded (pro-rated) according to the number of applicants per Region. With 4 YEAS and 6 NAYS, motion failed. In addition to President Thissen, National Secretary/Treasurer Dowie abstained due to his position as the NARFE representative on the FEEA Scholarship Committee.

CORPORATE REGISTRATION – Presentation was made to the NEB by NARFE attorney Eileen Johnson. She informed the NEB that for unknown reasons, the corporate registration, including current Articles of Incorporation, as required by the Corporation Counsel of the District of Columbia had not been filed since 2014. Following some discussion for clarification, the NEB voted on a motion (#04-10-17) made by RVP Shackelford and seconded RVP Zajac. that the NEB confirms that actions taken by the Executive Director in restoring the corporate registration of NARFE with the District of Columbia and in appointing a new registered agent for the District of Columbia and the Commonwealth of Virginia. With a vote of 11 YEAS and 0 NAYS, motion passed.

ARTICLES OF INCORPORATION – An additional motion (#05-10-17) was made by RVP Wilson and seconded by RVP Richards that the First Amended and Restated Articles of Incorporation of NARFE dated October 17, 2017, are hereby approved for filing with the District of Columbia Department of Consumer and Regulatory Affairs. With a vote of 11 YEAS and 0 NAYS, motion passed.

GOVERNING DOCUMENTS – A presentation by Barb Sido, Colette Trohan (NARFE Parliamentarian), and Eileen Johnson (NARFE Legal Counsel) addressed the need to be diligent in ensuring that Bylaws, Standing Rules, NARFE Policy Manual, and NARFE Procedures Manual are reviewed and up-to-date. After some discussion the NEB voted on a motion (#10-10-17) made by RVP Kirby and seconded RVP Konys stating that the NEB is responsible for reviewing and updating the NARFE Policy Manual. The review will be conducted by the Executive Director and a report will be issued and given to the NEB by March 31st. With a vote of 11 YEAS and 0 NAYS, motion passed.

An additional motion (#11-10-17) was made by RVP Richards and seconded by RVP Adelman that the Executive Director is responsible for reviewing and updating the NARFE Procedure Manual as warranted from time to time to streamline operations and achieve efficiencies in governance and administration. No deadline date was included in this motion. With a vote of 11 YEAS and 0 NAYS, motion passed.

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In addition to the two motions pertaining to the Policy and Procedures Manuals, four more motion were made and voted on by the NEB, These motion involve necessary National Bylaws changes which became necessary as a result of the hiring of the NARFE Executive Director, NARFE Parliamentarian and NARFE Legal Counsel. These proposals are "housekeeping" in nature but are, in the opinion of NARFE Legal Counsel, required by the NARFE Articles of Incorporation or the DC Non-Profit Corporation Statute. Additionally, each of these proposals will be presented to the full NARFE membership for a vote in 2018.

Proposal #1701 – Executive Director
Proposal #1702 – Federations

Proposal #1703 – Committees
Proposal #1704 – NEB Proxy Vote

With the hiring of the NARFE Executive Director, it became necessary to set forth the exact distribution of operational duties and to define executive officer sub-titles. After some discussion the NEB voted on a motion (#06-10-17) made by RVP Konys and seconded by RVP Wilson that the proposed Bylaws Amendments 1701 is hereby approved by the NEB and recommended for approval by the NARFE membership and direct that a mail ballot be taken. With a vote of 11 YEAS and 0 NAYS, motion passed.

FEDERATIONS – With the closure of Chapters and lack of leadership, NARFE Federations are beginning to struggle. Additionally, with the evolvment of the National Division, it is necessary to better define the make-up of a NARFE Federation. After some discussion the NEB voted on a motion (#07-10-17) made by RVP Shackelford and seconded by RVP Konys that the proposed Bylaws Amendments 1702 is hereby approved by the NEB and recommended for approval by the NARFE membership and direct that a mail ballot be taken. With a vote of 11 YEAS and 0 NAYS, motion passed.

COMMITTEES – Create such committees as it may deem necessary to further the work of the Association; and appoint members to and select the chair of committees created by the NEB or as he or she may deem necessary to further the work of the Association. Following discussion for clarification, a motion (#08-10-17) was made by RVP Konys and seconded by RVP Richards that the proposed Bylaws Amendment is hereby approved by the NEB and recommended for approval by the NARFE membership and direct that a mail ballot be taken. With a vote of 11 YEAS and 0 NAYS, motion passed.

NEB PROXY VOTE – Prior to the 2016 NARFE National Convention, RVPs were permitted to designate a proxy to attend the NEB meetings. This provision of the Bylaws was changed by a vote of the 2014-2016 National Executive Board. After review by NARFE Legal Counsel, the change was shown to be incorrect and it was recommended by Counsel that it be changed back to the language as shown in the 2014 NARFE National Bylaws. After some discussion the NEB voted on a motion (#09-10-17) made by RVP Kirby and seconded by RVP Zajac that proposed Bylaws Amendment 1704 is hereby approved by the NEB and recommended for approval by the NARFE membership and direct that a mail ballot be taken. With a vote of 11 YEAS and 0 NAYS, motion passed.

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TUESDAY – OCTOBER 17, 2017

FEDERATIONS BYLAWS – Review process and submission to Office of National Secretary/Treasurer is proceeding well. Due to recent severe weather, NARFE Federations in Puerto Rico and U.S. Virginia Islands have been given an extension of the submission deadline. Twenty-one Federations have had new Bylaws approved by NARFE Headquarters. Four of five Federations in Region X have been approved. Due to approval deadlines, required by Virginia Federation Bylaws, only the Virginia Federation has not completed update Bylaws for submission to NARFE HQ. Proposed Bylaws will be submitted for approval to delegates at the upcoming Virginia Federation of Chapters Convention.

MEMBERSHIP RENEWALS – Some have shared questions about membership applications and renewal forms since the implementation of Optional Chapter Membership. The forms adhere as they must to our post-OCM bylaws and represent best practices, so will not be fundamentally changed. We have, however, taken a number of steps to address your concerns.

- In order to address any confusion some members may experience, a bolded message has been added to the renewal notice letters that reads: **NOTE: The renewal form has changed. Please indicate below whether you are renewing NARFE National Membership or NARFE National and your local chapter.**
- A text box was added around the chapter information on all applications, drawing greater attention to the option. It allows individuals who have decided to opt into chapter membership, through an engaged conversation with a recruiter, to do so as they join. (This text box will be included on the F-135 with the next printing.)
- A short message is being developed to be included periodically in *narfe* magazine to provide general information on the benefits of chapter membership and instructions on how to join.
- The chapter option is also provided on the new member welcome letter and in our new member electronic newsletters.

NARFE Parliamentarian Colette Trohan stated that National Division should be given priority listing on forms since National NARFE membership is a pre-requisite to Chapter membership.

RECRUITMENT – Since September 1, 2017, 135 recruiters have recruited 176 new members to the membership rolls of NARFE. Of these 135 recruiters – 11 have been National Division members. Another interesting note is that between January and September 2017, only one Federation has shown positive growth with a 20 member increase to its overall membership level. It appears that the increase is a combination of great recruitment and also by taking a positive approach to embracing the National Division members within the Federation. ***CONGRATULATIONS is extended to the North Carolina Federation.***

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