



National Active and Retired Federal Employees Association Virginia Federation of Chapters

March 1, 2008

MEMO TO: Board of Directors, Chapter Presidents and Secretaries

**From: R. David Smith, President Virginia Federation of Chapters
davesmith54@msn.com**

Subject: 2008 CALL TO CONVENTION

Pursuant to Article V, Section 2, of the Virginia Federation of Chapters (VFC) Bylaws, this is the official announcement of the 54th Annual National Active and Retired Federal Employees Association, VFC Convention. It will be held April 21-23, 2008 at the Roanoke Plaza Hotel (formerly Wyndham Hotel), 2801 Hershberger Road NW, Roanoke, VA 24017, telephone 540-563-9300. For additional information concerning hotel accommodations and other Convention arrangements, please refer to the 2008 VFC Convention Bulletins 1 and 2, previously provided and also available on the VFC web site, www.vanarfe.org. The hosts are the chapters in Areas V and VI. The VFC Convention Coordinator is VFC 1st Vice President, William F. "Bill" Martin, phone 540-872-3345, e-mail: NARFE2065@hughes.net.

(1) Delegates

The VFC Bylaws provide that each chapter is entitled to one Convention delegate for each 25 members or fraction thereof. This will be based on the "2008 Voting Strength and Federation Dues" report sent to chapters by the VFC Secretary. Further, alternates may be selected in a number equal to the total delegate representation for each chapter.

Delegates may register from 9:00 a.m. to 5:00 p.m. on Monday, April 21 and 8:00 a.m. to 4:00 p.m. on Tuesday, April 22, at which time the Registration will close.

Delegates registering after the initial registration cutoff date of March 1 will pay a late fee and receive a committee assignment but those names will not be included in the Convention Program Book.

IMPORTANT NOTE TO CHAPTER PRESIDENTS AND CHAPTER SECRETARIES: *If you are not the current Chapter President or Secretary, please give this memorandum to your successor immediately. Chapter officers who receive this memorandum should take responsibility for the duplication and dissemination with all enclosures, including the resolutions, to all chapter delegates and alternates so they may review materials before attending the convention.*

Subject: 2008 CALL TO CONVENTION

Chapter Presidents are requested to appoint a “lead” delegate to cast the voting strength of their Chapter. Chapter Presidents unable to send at least one delegate to the Convention are encouraged to give their voting proxy, by using form VFC/PVD Rev 2-08 (Enclosure 2), to an attending delegate or delegate-at-large. No delegate may carry more than two proxies. Contact VFC Secretary, vivmiller801@netzero.net, for information on the procedures for voting by proxy.

Chapter-designated lead delegates, delegates-at-large and proxy holders should report to the Convention Credentials Committee table to obtain: (1) voting instructions and (2) a voting credential. This form must be presented to gain access to the voting area and to complete the balloting process. It will also be used on the floor of the convention to cast the voting strength of your Chapter, if necessary.

(2) Elections

The Nominating Committee, composed of representatives from all areas and chaired by Shirley Ann Atkins, Chapter 682, Area I, has presented the following slate of officers (*indicates incumbent):

President	R. David Smith*	Chapter 2265	Area III
1 st Vice President	William F. Martin*	Chapter 2065	Area VIII
2 nd Vice President	Carolyn E. Wilson*	Chapter 1472	Area III
Secretary	Robert H. Miller*	Chapter 232	Area IX
Treasurer	Darlene Myer Rhodes*	Chapter 893	Area IX

Following the Nominating Committee report to the Convention, there will be a call for additional nominations from the floor. If there are additional nominations, single nominating and seconding speeches limited to three minutes and two minutes, respectively, will be allowed for each candidate nominated from the floor. Each opposing candidate will be given an opportunity to speak to the convention for no longer than five minutes.

Article IV, Section 3 of the Bylaws states: “Elections at the Annual Convention shall be by ballot. If there is only one candidate for an office, the ballot may be dispensed with and voting may be by voice.” Where there is more than one member running for a position, there will be a handwritten ballot based on Chapter strength, with a Ballot and Tellers Committee member present to count the ballots.

For those positions having more than one candidate, the candidates may wish to consider a short visit to each caucus, no more than five minutes, to answer questions.

(3) Resolutions

A listing of Convention Committee Chairs is enclosed. Convention Committees may amend, reject, or combine similar resolutions and will report to the Convention delegation with their recommendations.

Four resolutions were received by the prescribed deadline for consideration and they have been assigned to the Resolutions Committee (attachment 3).

Subject: 2008 CALL TO CONVENTION

In addition, three resolutions were adopted by the VFC Board of Directors at the January Board Meeting and were forwarded direct to NARFE Headquarters. Copies are attached for your information and discussion during the convention.

Resolutions crafted after the prescribed deadline for receipt by the VFC Secretary and before April 21, 2008 (the date of the official opening ceremony) must be submitted in writing to the VFC Secretary, Robert H. Miller, before the official opening ceremony begins. If applicable, the first order of convention business will be a call for vote by the delegation as to whether or not to accept the resolution for consideration. A majority vote is required for acceptance. In order to conduct the business of the Convention within time constraints and in an efficient manner, should the resolution be accepted by the delegation for consideration, and without objection, the VFC President will assign the resolution to a committee for consideration along with other resolutions already assigned. To clarify this provision, the Convention Standing Rules have been expanded in the Convention Program Book, as follows:

Rule 3: Resolutions:

b. All resolutions must have been submitted in writing to the VFC Secretary. Other requests for action, not already received in a timely manner as required by the bylaws, may be made at the opening session of the convention as follows: by a qualified constituent representative, in writing, to the Secretary. The convention, by majority vote, can then consider that question immediately or can order a committee to report on the resolution at a specified time. Such requests are to be limited to emergency items or action “for the good” of the organization and its objectives.

(4) Amendments to VFC Constitution & Bylaws (C&B)

The C&B Committee Chair, George W. Hawkins, reported that as of the prescribed deadline, there were no C&B proposed amendments submitted to the Committee nor proposals crafted separately by the Committee for consideration by the 2008 VFC Convention delegates.

(5) Convention Theme – *Working Together Today for a Better Tomorrow!*

(6) Convention Program (tentative agenda, only minor changes anticipated)

Monday, April 21:

9:00 – 5:00	Registration
1:00 – 5:00	Opening Ceremonies
	Guest Speaker – Rep. Bob Goodlatte, 6th Congressional District
	Memorial Service
	Guest Speaker – Dan Adcock, Ass’t Director, Legislation, NARFE HQ
	Remarks by Region X Vice President, Joseph Beaudoin
	Election by Voice Vote for Uncontested Offices
5:30 – 7:30	Dinner on Your Own
7:30 – 9:00	Reception Hosted by Convention Committee

Subject: 2008 CALL TO CONVENTION

Tuesday, April 22:

9:00 – 9:45 Area Caucus Meetings
10:00 – 11:30 Program Committee Meetings for Delegates
11:30 – 1:00 Lunch on Your Own
1:00 – 5:00 Guest Speaker – Clay Shannon, Region X Retention Committee Chair
Report of VFC Treasurer
Report of VFC President
Convention Committee Reports
6:00 – 9:00 Banquet (Social, Dinner Served)
Installation of Officers
Entertainment – Virginia Gentlemen Barbershop Harmony Chorus

Wednesday, April 23:

9:00 – 12:00 Guest Speaker – To Be Determined
Finish Committee Reports
Finish Business on Resolutions
Report of the 2009 Convention
Closing Remarks
The 54th VFC Convention adjourns

I look forward to meeting you at the Convention in Roanoke. As our theme states, *“Working Together for a Better Tomorrow”* is what we need to do to push for legislation to protect our earned benefits, to keep our membership up and to enjoy our times with one another. We have six major programs of emphasis: National Legislation, State Legislation, Membership, Service, Public Relations and Alzheimer’s. This provides a good mix with many opportunities in which our members can get involved. There is a place for everyone to apply their talents.

Enclosures:

- 1. Listing of VFC Convention Committee Chairs**
- 2. Proxy Voting Designate Form**
- 3. Resolutions for Consideration by 2008 VFC Convention (4)**
- 4. Resolutions previously submitted to NARFE HQ (3)**