



**National Active and Retired Federal Employees Association  
Region VII Arizona-Colorado-New Mexico-Utah-Wyoming**

**New Mexico Federation Conference and Region VII Conference  
April 4 – April 6, 2019**

TO: Region VII Federation Presidents, Chapter Presidents, Regional Vice Presidents, National Officers and all concerned

SUBJECT: CALL TO 56<sup>th</sup> New Mexico Federation Conference and Region VII 14<sup>th</sup> Biennial Conference

If you are no longer the Federation President, Chapter President or Regional Vice President please pass this packet on to your successor!

The New Mexico Federation Conference is held biennially and focuses on Federation and Chapter issues. The Region VII Conference is held biennially to bring together NARFE members to inform, motivate and improve communications and performance via group discussions. It provides an opportunity for members to exchange ideas and information in select areas of leadership and management. This year's theme, **Pride-Access-Knowledge** (Pride in being a Federal employee-Access to our leaders-leads to Knowledge for all members) will strive for improvements for all members to unite as one entity, involving all members at all levels.

The New Mexico Federation Conference on April 4<sup>th</sup> is primarily for New Mexico members. However, all NARFE members are welcome. The Reception Thursday evening, April 4<sup>th</sup>, is for all NARFE members from Region VII, and invited guests, and we hope you will be able to attend.

The Region VII Conference also provides members an opportunity to renew friendships and create new ones. The attached preliminary agenda provides you with information on the 2-day Conferences. Please inform and invite all your officers and members to attend.

WHERE: Hotel Encanto de Las Cruces  
705 S. Telshor Blvd.  
Las Cruces, New Mexico 88011  
Direct Phone: 575-532-4225  
Or 1-866-383-0443 (indicate NARFE Conference)  
**Cut-Off date for reservations is Wednesday, March 13, 2019**

WHEN: April 4 – April 6, 2019

THEME: PRIDE-ACCESS-KNOWLEDGE (Pride in being a Federal employee-Access to our leaders-leads to Knowledge for all members)

WHO: Contact: Sharon Reese, Host, 575-649-6035, or  
Judy Rosco, Co-Host, 575-635-7127

WEBSITE: [www.narfe-nm.net](http://www.narfe-nm.net) for additional information

The Hotel Encanto de Las Cruces standard room, single or double rate is \$94.00 plus 13.3125% tax and convention center fee \$2.50 per room per night. Room rates are available 3 days pre and post conference dates. This special NARFE rate is available through March 13<sup>th</sup>. The hotel is saving the 1<sup>st</sup> floor rooms for conference attendees. There are a limited number of ADA compliant rooms so please make these reservations as soon as possible. This hotel is "pet friendly" with an additional charge of \$25.00 per day for up to 2 pets under 75 pounds. Reservations can be made by calling the Hotel directly at 575-522-4300 or toll free 1-866-383-0443. All reservations will be guaranteed with a one night's deposit in the form of check, money order or credit card. After receipt of a guaranteed reservation, upon request the Hotel will forward guest room confirmations to each individual.

The 204 luxury hotel rooms are tastefully furnished with textiles and fixtures that highlight the traditional Spanish Colonial heritage. Amenities include complimentary wireless internet access, blackout drapes, satellite television, clock radio, Keurig coffee/tea maker, iron/ironing board, microwave (on request), refrigerator (on request), valet laundry service, connecting rooms upon request, voicemail messaging, electronic magnetic keys, work desk. The Hotel Encanto is entirely a non-smoking property. Complimentary newspaper at the front desk, business center, gift shop, complimentary local shuttle service, beauty services, Garduno's Restaurant and Cantina, Azul Ultralounge and patio, Movada massage salon and spa. The Hotel has partnered with restaurants, shops, galleries, attractions and bars to provide you an exclusive 15% discount.

**Airport Information:** El Paso International Airport is only 50 miles away. If you are flying in please contact Sharon Reese, 575-649-6035 or email sreese346@gmail.com, as we are trying to establish transportation. If you prefer the Las Cruces Shuttle provides round trip fare of \$81.00 (one passenger) or \$147.00 (two passengers), phone 575-525-1784 or toll free 1-800-288-1784. Must make reservations!

**Conference Registrations:** Members and guests attending the conferences must complete the attached registration form (**one person per form**).

**Federation/Chapter Ads and/or Booster Pages:** We invite Federations and Chapters to promote their organizations with the purchase of an Ad and/or Booster Page in our Conference Program Book. (See attachment for details.)

**Attractions:** Since the Hotel will honor the \$94.00 room rate 3 days before and 3 days after the Conference, you may want to visit our beautiful southwest. Las Cruces is New Mexico's second largest city with a thriving blend of university energy and relaxed, old Mexican charm. Whether you are looking for historic sites, tantalizing cuisine, local wine or vibrant arts and culture, Las Cruces has it all; golfing and tennis, wineries, Spaceport America, White Sands National Monument, Alamogordo Space center, New Mexico Farm and Ranch Museum, historic Old Mesilla, and the Organ Mountain Trail.



RODNEY ADELMAN  
Region VII Vice President



SHARON REESE  
New Mexico Federation President

**Attachments:**

- Tentative Conference Agenda
- Registration Form w/Important Deadlines
- Program Book Ad and Federation and/or Chapter Booster List
- Request for Refund

**REGION VII CONFERENCE  
Hotel Encanto de Las Cruces  
Las Cruces, New Mexico  
April 4 – April 6, 2019  
“Pride-Access-Knowledge”**



**DRAFT AGENDA**

**Thursday, April 4**

- 9:00 – 5:00 p.m. Registration Open for Conferences  
9:00 – 5:00 p.m. Exhibits Open to Attendees  
1:00 – 4:00 p.m. New Mexico Federation Conference  
6:00 – 7:00 p.m. Reception: No Host Bar  
7:00 p.m. Dinner on your own

**Friday, April 5**

**GENERAL SESSION CONVENES**

- 6:00 – 8:00 a.m. Breakfast on your own  
7:00 – 12:00 noon Registration Open for Region VII Conference  
7:00 – 5:00 p.m. Exhibits Open to Attendees  
8:00 – 8:10 a.m. Door Prize Drawing  
8:10 – 8:30 a.m. Opening Preliminaries:  
Welcome – Sharon Reese, Conference Host  
Announcements  
Moment of Silence  
Posting of the Colors  
Pledge of Allegiance  
Introduction of Guests and Vendors  
Introduction of Rodney L. Adelman, Region VII Vice President  
Quick Review of Conference Agenda  
8:30 – 8:45 a.m. **“OPM Reorganization – What’s New?”**  
US Office of Personnel Management Speaker (invited)  
8:45 – 9:00 a.m. **“Social Security Update”**  
Social Security Administration Speaker (invited)

## **Friday, April 5 (continued)**

- 9:00 – 10:15 a.m.     **Keynote Address: NARFE National President Ken Thomas** (invited)  
The annual “State of the Association” address, followed by a Q&A session with our new National President. What has NARFE done for you lately? What are the new President’s priorities? Questions?
- 10:15 – 10:30 a.m.    Break
- 10:30 – 11:50 a.m.   **Legislative Advocacy and NARFE-PAC (Skype)**  
Jessica Klement, Staff VP for Advocacy (invited)  
What does the 2018 election mean to NARFE members? Important Committee Changes? Legislative Conference Recap. President’s budget and reorganization proposals impacting the Federal Community. What’s new with NARFE-PAC this election cycle? CDLs/SLs? What should I expect from my CDL/SL? How do we involve National members in advocacy efforts and NARFE-PAC? Questions?
- 12:00 – 12:50 p.m.   Lunch (provided)  
Elected Representative luncheon speaker **OR**  
Vendor Presentations (5 min each) – “Why should you visit their table?”

## **GENERAL SESSION RECONVENES**

- 1:00 – 1:05 p.m.     Door Prize Drawing
- 1:05 – 2:15 p.m.     **Marketing – Membership and Non-dues Revenue (Skype)**  
Bridget Boel, Staff VP for Marketing and Member Resources (invited)  
Marketing Update: Membership status and projections; latest marketing innovations; What can you do to assist? Non-dues revenue sources and projections; Member Perks – a “mutual” benefit; Questions?
- 2:15 – 3:00 p.m.     **Executive Director Update (Skype)**  
Barbara Sido, NARFE Executive Director (invited)  
What’s happening at NARFE Headquarters? New Association Management System; NARFE Next; Organizational and staffing changes; Financial health of the organization. Questions?
- 3:00 – 3:15 p.m.     Break
- 3:15 – 4:15 p.m.     **NARFE’s 2018 Balloting Process**  
Moderator: Rodney L. Adelman, Region VII Vice President, with NARFE National President Ken Thomas (invited).NARFE’s first attempt at implementing one member – one vote. Did it work for you? Did you vote? How can it be improved? How can we increase participation?
- 4:15 – 5:00 p.m.     **Town Hall with NARFE’s New National President**  
Ken Thomas, NARFE National President (invited)

Get to know NARFE's new National President: Have a question, comment, or concern that you'd like to share? Now is your chance. An open discussion with the new NARFE National President.

### EVENING FESTIVITIES

- 6:00 – 7:00 p.m. Social hour (no host bar)
- 7:00 p.m. Banquet (**tickets required**); Award presentations by: Rodney L. Adelman, Region VII Vice President, and Sharon Reese, New Mexico Federation President

### Saturday, April 6

### GENERAL SESSION RECONVENES

- 6:00 – 8:00 a.m. Breakfast on your own
- 7:00 – 12:00 NOON Remaining Exhibits Open
- 8:00 – 8:30 a.m. **Federation Gatherings and Pictures**  
Gather with your Federation; share info and questions; pictures?
- 8:30 – 8:45 a.m. Announcements/Door Prizes/Drawings – Alzheimer's, FEEA, Host?  
8:45 – 10:00 a.m. **Region VII Reports** – Region VII Vice President Rodney L. Adelman  
Federation Presidents' Reports (10 minutes each):  
Etta Bryant, Arizona  
Paula Simmons, Colorado  
Sharon Reese, New Mexico  
Marla Ramey, Utah  
Mark Opitz, Wyoming  
Alzheimer's, FEEA, CAB, NARFE-PAC, & Scholarship Reports (5 min)
- 10:00 - 10:15 a.m. Break
- 10:15 – 10:30 a.m. **Region VII Annual Report**  
Rodney L. Adelman, Region VII Vice President  
What is the "state" of our Region? What's next? Questions?
- 10:30 – 10:45 a.m. **2020 FEDcon20 in Scottsdale, AZ**  
Etta Bryant, Arizona Federation President and others
- 10:45 – 11:10 a.m. **Report on Bylaws and Resolutions Standing Committee**  
Ted Van Hintum, Committee Vice-Chair and Past CO Federation Pres
- 11:10 – 11:25 a.m. **Report on Advocacy Advisory Standing Committee**  
Sharon Reese, Committee Member and New Mexico Federation Pres
- 11:25 – 11:40 a.m. **Report on Communications Advisory Standing Committee**  
Lorna Howerton, Committee Member and Past NM Fed Pres (invited)

11:40 – 11:50 a.m. Closing remarks by Sharon Reese, Conference Host

11:50 – 12:00 noon Closing remarks by Rodney Adelman, Region VII Vice President

12:00 NOON End of Region VII Conference



## Important Deadlines

### **January 1, 2019 – Resolution/Bylaw Submission**

Submit resolutions to: Resolution Chair Gary Montoya, President Chapter 1341, 875 W. 9<sup>th</sup>, Truth or Consequences, NM 87901, email [gmont@windstream.net](mailto:gmont@windstream.net).

### **March 1, 2019 – Ads/Booster List for Program Book and/or Display tables:**

**Form & payment:** NM 2019 Conference, P.O. Box 16424, Las Cruces, NM 88004-6424

**.PDF email to:** mcadoosr@aol.com

**March 1, 2019 – Deceased Members** -NM only – Report names of chapter members who died between 1 April 2018 and 28 February 2019 to Elizabeth (Betty) Hicks, 6 Forest Drive, Roswell, NM 88203-2606. **Please double-check the spelling of the names!**

**March 13, 2019** – NM Federation Conference and/or Region VII Conference registration.

Mail check (payable to 2019 NARFE Conferences) and registration form to Sharon Willoughby, Conference Treasurer, P.O. Box 16424, Las Cruces, NM 88004-6424

**March 13, 2019** – *Room Reservation at Hotel Encanto de Las Cruces*

*Call reservations at 1-866-383-0443 (Code NARFE) or direct line 575-522-0433 (Code NARFE)*

**April 1, 2019 - Cancellation Policy:** Refunds will be made after the convention to registrants who cancel in writing on or before April 1, 2019

**The Hotel will not allow banners to be placed on walls; bring your own stand if your banner is to be displayed.**

**National Active and Retired Federal Employees Association  
Region VII Arizona-Colorado-New Mexico-Utah-Wyoming  
New Mexico Federation Conference and Region VII Conference**

**April 4 – April 6, 2019  
Registration Deadline: March 13, 2019**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
(One person per form) (Please PRINT)

Address: \_\_\_\_\_ Email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

NARFE State Federation \_\_\_\_\_ Chapter Name & Number \_\_\_\_\_

I am a (circle one only) Federation Officer Chapter Officer Chapter Member Guest

In case of emergency, notify: \_\_\_\_\_ Phone: \_\_\_\_\_

Special Dietary Need \_\_\_\_\_

Registration for New Mexico Federation conference only	\$40.00	\$ _____
Registration Fee for NM Federation & Region VII Conferences (includes Reception, Breaks, Lunch and Banquet)	\$125.00	\$ _____
Lunch: <b>CIRCLE CHOICE:</b> Mexican Club    Dijon Chicken Salad		
Banquet: <b>CIRCLE CHOICE:</b> Grilled Salmon    Spanish Marinated Pork Loin		

**FOR GUESTS or VISITORS Only PLEASE INDICATE YOUR CHOICE**

( ) \$15.00 Reception \$ \_\_\_\_\_  
( ) \$25.00 Lunch – **circle choice** – Mexican Club    Dijon Chicken Salad \$ \_\_\_\_\_  
( ) \$50.00 Banquet – **circle choice** – Grilled Salmon    Spanish Marinated Pork Loin \$ \_\_\_\_\_

Total \_\_\_\_\_

**Total Amount Enclosed** \$ \_\_\_\_\_

**REGISTRATION NOTES: (READ CAREFULLY)**

1. Each attendee must complete a separate registration form.
2. Registration forms must be postmarked no later than **March 13, 2019** and forwarded with accompanying fees to: Sharon Willoughby, Conference Treasurer, P.O. Box 16424, Las Cruces, NM 88004-6424

Make checks payable to **2019 NARFE Conferences**. Conference registration fees are refundable if requested prior to April 1, 2019. Please contact Sharon Willoughby, 575-524-9395 or [swillowbee@comcast.net](mailto:swillowbee@comcast.net), for questions and/or refund.

**Hotel Information: (NOTE: Cut-off date is Wednesday March 13, 2019)** Hotel Encanto de Las Cruces, 705 S. Telshor Blvd, Las Cruces, NM. 1-866-383-0443 (Code: NARFE) Rooms \$94.00 + tax 13.3125% + \$2.50 Convention Center Fee or \$109.00 per night. Problems? Call Sharon Reese 575-649-6035.



**2019 CONFERENCE PROGRAM BOOK AD**  
**56<sup>TH</sup> NEWMEXICO FEDERATION CONFERENCE**  
**And**  
**REGION VII 14<sup>th</sup> BIENNIAL CONFERENCE**  
**April 4 – April 6, 2019**  
**Hotel Encanto**  
**Las Cruces, New Mexico**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone and/or email \_\_\_\_\_

**VENDOR DISPLAY TABLES are available for \$150.00 - Contact Judy Rosco 575-635-7127**

**Want to be a SPONSOR? Contact Judy Rosco, 575-635-7127**

Please check appropriate box for size of advertisement

B/W

Color

Full Page - \$150.00  
(7" x 10")

Full Page - \$300.00 - back cover

Half Page - \$75.00  
(7" x 5")

Full Page - \$250.00 –  
Inside Back Cover

Quarter Page - \$45.00  
(3-1/2" x 5")

Full Page- \$250.00 –  
Inside Front Cover

Business Card - \$25.00  
(3-1/2 x 2")

Ads must be camera-ready. Photographs show best black & white (half-tone). Email your ad and this completed form to Sarah McAdoo, [mcadoosr@aol.com](mailto:mcadoosr@aol.com) as **.PDF** attachment (will be processed after payment is received) OR package your ad copy to prevent bending and mail it with this completed form and your payment.

Make check or money order payable to **NARFE Reg VII Conference** send to  
**NM 2019 Conference**  
**PO Box 16424**  
**Las Cruces, NM 88004-6424**

**Questions:** Judy Rosco 575-635-7127 or [rosco631@gmail.com](mailto:rosco631@gmail.com)

**AD & PAYMENT MUST BE RECEIVED NO LATER THAN MARCH 1, 2019**



**National Active and Retired Federal Employees Association  
Region VII Arizona-Colorado-New Mexico-Utah-Wyoming**

**56<sup>th</sup> New Mexico Federation Conference and  
Region VII 14<sup>th</sup> Biennial Conference  
Hotel Encanto de Las Cruces  
Las Cruces, New Mexico  
April 4 – April 6, 2019  
FEDERATION AND CHAPTER BOOSTER LIST  
(\$1.00 Per Name)  
**PLEASE PRINT or TYPE****

1 _____	13 _____
2 _____	14 _____
3 _____	15 _____
4 _____	16 _____
5 _____	17 _____
6 _____	18 _____
7 _____	19 _____
8 _____	20 _____
9 _____	21 _____
10 _____	22 _____
11 _____	23 _____
12 _____	24 _____

\*Use reverse side for additional names

Your Chapter Name and Number \_\_\_\_\_ State \_\_\_\_\_

Total Amount enclosed \$ \_\_\_\_\_

**Return booster list and payment by March 1, 2019**

Make check payable to “2019 NARFE Conferences”

Mail To: Sharon Willoughby, Conference Treasurer, P.O. Box 16424, Las Cruces, NM 88004-6424

**REQUEST FOR REFUND**  
**2019 CONFERENCE**

**REFUND POLICY:** All requests for refunds, specifically conference registration, must be made *prior to April 1, 2019.*

Requests for refunds must be in writing and will only be accepted for dire emergencies. Approval for cancellations must be signed by the Conference Host Committee Chair, Co-Chair, Secretary or Treasurer.

Mail this refund request form to: Sharon Willoughby, Conference Treasurer, P.O. Box 16424, Las Cruces, NM 88004-6424

Hotel reservations and cancellations are the responsibility of the attendee and are arranged through the hotel.

.....  
The following member:

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ CHAPTER \_\_\_\_\_ STATE \_\_\_\_\_

Request a refund for: New Mexico Federation Conference (\$40.00) \_\_\_\_\_

Request a refund for: Region VII Conference (\$125.00) \_\_\_\_\_

Request a refund for: Guest Reception (\$15.00) \_\_\_\_\_

Request a refund for: Guest Lunch (\$25.00) \_\_\_\_\_

Request a refund for: Guest Banquet (\$50.00) \_\_\_\_\_

Total \_\_\_\_\_

For the following reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPROVED:

Check No. \_\_\_\_\_ Date \_\_\_\_\_

Date \_\_\_\_\_ Mailed \_\_\_\_\_