



# THE EMPIRE STATE RURAL LETTER CARRIERS' NEWSLETTER

[www.nyrlca.org](http://www.nyrlca.org)

DECEMBER 2015  
VOLUME 15 NUMBER 4

This issue is dedicated to the retirees.

## HAPPY HOLIDAYS!



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### UPCOMING EVENTS

Eastern States Conference - April 1-3, 2016 at The Holiday Inn North Beach, Virginia Beach, Va.

## Deadline for the next newsletter is February 1, 2016



# New York Rural Letter Carriers' Association

**President - Garry Smith**  
PO Box 98  
Malden Bridge NY 12115  
(v) 518-766-7320  
(c) 518-965-8454  
garrywolf@berk.com

**VP - John Delles**  
30750 NYS Route 26  
Theresa NY 13691  
(v) 315-628-5671  
jdelles4@twcnny.rr.com

**Secretary-Fred Kinner**  
PO Box 254  
Horseheads NY 14845  
(v) 607-738-5457  
fredfrmny@aol.com

**Treasurer-Elizabeth Lester**  
5993 Route237  
Byron NY 14422-9520  
(v & f) 585-548-2827  
Elizabeth.Lester@nrlca.org

**Executive Committee Chair Person**  
Dave Arnold  
PO Box 1  
Newfield NY 14867  
(v) 607-591-0717

**Committee Person**  
S. John Fancher III  
12766 Route 23  
Prattsville NY 12468-6111  
(v) 518-755-2829

**Committee Person**  
Joe Westling  
PO Box 433  
South Dayton NY 14138-0433  
(716) 988-3015  
bigjoe3015@yahoo.com

**Chaplain**  
Erica Charles  
16030 State Highway 206  
Walton, N.Y. 13856  
Ph. 607-865-5629  
echarles@stny.rr.com

**National General Insurance Representative**  
Joe Westling  
PO Box 433  
South Dayton NY 14138-0433  
(716) 988-3015  
bigjoe3015@yahoo.com

**Provident Guild Representative**  
Linda Burr  
36 Woodworth St.  
Victor NY 14564  
(v) 585-764-5877 ruralblurr@gmail.com

**Pac Chairman/Legislative Dir**  
Jeff Gilman  
6132 Reservoir Rd  
Hamilton NY 13346  
(v) 315-824-6618  
ruralcarrier@earthlink.net

**Historian**  
Lora Laine  
2228 Kent Rd  
Kent NY 14477  
(v) 585-416-5049  
mailgirl2159@yahoo.com

Western, NY District:

**Full Time District Representative** Karen Kipp  
PO Box 413  
Lockport, NY 14094  
(716) 625-9101

**Stewards**

**Assistant District Representatives** Fred Kinner  
PO Box 234  
Horseheads, NY 14845  
607-207-6366

Debby Everts  
PO Box 44  
Java Center, NY 14082  
(716) 225-5562

**Stewards**

Albany District:

**Assistant District Representatives** Jeff Hawley  
PO Box 345  
Gloversville, NY 12078  
(518) 773-5068

Fred Kinner  
PO Box 234  
Horseheads, NY 14845  
(607) 207-6366

Westchester/Long Island District:

**Full Time District Representative** Phil Tremper  
PO Box 515  
Pine Bush, NY 12566  
(845) 744-4437

**Assistant District Representatives** Pete Kowal  
PO Box 831  
Sparrow Bush, NY 12780  
(845) 856-1402

Magaret Throne  
PO Box 6505  
Somerset NJ 08875  
(732) 274-2663

Nick Falcone  
PO Box 5410  
Miller Place NY 11764  
(631) 599-8410



## PRESIDENT'S MESSAGE

By Garry D. Smith

Recently, I received several phone calls from carriers with issues in their offices. In all of these cases being a Union member would be of great assistance in achieving a positive outcome.

The NRLCA is the only legally recognized representative of rural letter carriers. Its' primary functions are collective bargaining

over wages, benefits, and working conditions for the membership. Currently our future contract is headed for arbitration over mainly the issue of our COLA. Should economic conditions occur which resulted in that percentage being significant we would stand to lose a great deal of money. If you know your history this has happened once in the past and your Union does not want its' members to suffer this affect again.

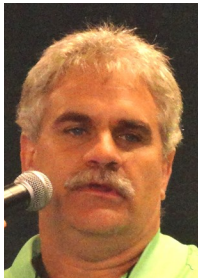
As any member should know by now there is an Engineered Study going on which will result in a new way we are evaluated and what our work rules entail. Management has tried through various means to manipulate the results and our National officers have corrected these situations. About a month ago as you read this, I attended a Union Meeting where several members were unaware of various aspects of this Engineered Study. It was a clear example of why participation is needed by members and why all carriers need to belong to this Association. For example, did you know you are supposed to carry the scanner on your person at all times when delivering your route? You should be scanning items at the final point of delivery, ( not in the office or your LLV before you exit to make the delivery) and you are required

to verify the scanned number and Zip Code as being the same as what is on the item. Doing anything less is not only wrong but does a disservice to you and all other carriers. This information will determine what future credit we receive for parcel delivery.

Is your workplace an environment where you are respected, not harassed? Are you informed correctly what is required of you or are you being given direction which is in violation of our contract? Do you know the difference? Remember, we are still under the provisions of our recently expired contract until either a new one is reached or an arbitrator decides on a new one.

Are you receiving weekly safety talks in your office? Those should be informative and geared toward accident prevention and corrective measures. Many times they may seem repetitive and unnecessary to the carriers that have not had incidents in their offices. Please try to listen and heed the advice given regarding how to not become part of the next district accident statistic. While there is concern by management over the financial impact of property damage, everyone's main focus should be the lives of rural carriers and the public we serve.

The holiday season is upon us and with it hopefully the focus is on family. Take care so that you and those you encounter will be alive and healthy to share in the joys that await.



## FROM THE DESK OF: Phil Tremper, Westchester/Long Island District Representative

Have you ever been given a directive that you just didn't think was correct?

Did you ever get denied annual leave when you knew there was a leave replacement available? Do you have a leave replacement assigned to your route? Is there a Local Steward in your office? Would you know where to turn if management violates the contract in your office?

If you are given a directive that violates the contract or if you are wrongfully denied annual leave you need to file a grievance. If you do not have a leave replacement assigned to your route fill out what is becoming known as the 120 day letter. This letter informs management that you intend to file a grievance if you do not have a leave replacement assigned to your route within 120 days. If there is not a Local Steward in your office consider becoming a steward. The process includes an election with all Union members allowed to vote, paid certification training and paid enhancement training. This can lead to becoming an Area Steward, Assistant District Representative and District Representative. If you feel the contract is being violated or have received discipline you need to speak to your Local Steward. If there is not a Local Steward then you should know who your Area Steward, Assistant District Representative or District Representative are and how to contact them. The state newsletters have these representatives' names and contact information listed in them. The Assistant District

and District Representatives are also listed on the National Rural Letter Carriers Association web page. If you are unsure if you have a grievance give your representative a call and inform them of your situation.

Article 15 section 3 step 1 states in relevant part that any employee who feels aggrieved must have a discussion with their immediate supervisor within 14 days of when the employee or the Union learned or may reasonably have been expected to have learned its cause. What this means is if you receive discipline you have 14 days from the date that you receive the discipline to have a discussion with your supervisor. This discussion is the initial step in the grievance procedure. In discipline procedures this discussion must be done by the person who received the discipline. The only exceptions are when the employee is incapacitated or incarcerated. In a contract case a certified Union steward can file the grievance or the carrier that feels the contract was violated can file. If the contractual issue affects more than one person a class action grievance will be filed by the appropriate Union representative. This discussion is informal in nature and it is possible that both parties can agree on a settlement at that stage. If an agreement is not reached at the discussion stage then a Joint Step 1 Grievance Form (PS Form 8191) should be started with the 1st 4 sections filled out at the discussion. The supervisor should initial line 3b showing the date that the discussion took place. At this time the employee must give the PS Form 8191 to either the Local Steward in the office or to the appropriate next level steward if there is not a Local Steward in the office. After this discussion is completed the Union representative and the installation head or their designee has 10 days to meet on the grievance. Please make sure that the appropriate steward has as much time as possible to build a case file and to support your case.



## FROM THE DESK OF NYRLCA SECRETARY: Fred Kinner

**R**ecruitment of new members is crucial to our union, current recruitment efforts have helped maintain our membership totals. In order to increase we need each member to ask any non-member in your office to join. A list for you to use, of reasons to join, as well as the forms to fill out are in this newsletter and both you and the new member will be able to take advantage of the two programs listed below.

### **NRLCA NATIONAL BOARD ANNOUNCES RAFT WILL CONTINUE Recruit A Friend Today (RAFT)**

The National office has announced that the RAFT program will continue. National is offering the new member three (3) months of membership free; the referring member will receive \$ 15.00 for each RCA and \$ 50.00 for each PTF or Regular Carrier they refer by signing them up on PS Form 1187, dues withholding.

**NYRLCA WILL CONTINUE THE NEW MEMBER BOUNTY PROGRAM** NYRLCA state board has also renewed the referral rewards for recruiting a new member, both the new member and the one referring will receive \$ 25.00 for RCA's and \$50.00 for PTF's and Regular Carriers. They must fill out PS Form 1187. So with each RCA you can receive \$40.00 and each Regular or PTF you sign up you can receive \$100.00. They must be signed up for Dues withholding on PS form 1187. Make sure you are listed in the referred by section of the membership application. New Hires may join the union immediately! There is NO waiting period with the union. Current membership is at 2945 total members. Your help is needed to increase these numbers. Please take advantage of the RAFT and New Member Bounty program.

**National delegate nomination forms will soon be published in the National Magazine, please use the address listed in the National Magazine to send those in. With the change to the National constitution, these must go to a separate PO BOX in each state that will be closed on the deadline date. Deadline for NEW YORK is May 17, 2016. If the instructions are not followed then the nomination form will be returned to you to resubmit, so please get them in early and follow the instructions.**

A binding resolution was passed at the NYRLCA convention in 2015 to pay members who attend the 2016 Eastern States Conference from a pool of \$7,000.00 up to \$200.00 per member. This conference will be held April 1-3 in Virginia Beach VA. Details on the website.

**Thanks for your continued support and I hope to see you soon.**

### **ELECTED NATIONAL DELEGATES WHO ATTENDED THE CONVENTION IN RENO NV.**

Garry Smith, Lois Bailey, Fred Kinner, Elizabeth Lester, John Delles, S. John Fancher III, David Arnold, Frank Opper, Jerry Mottola, Mike Morano, Joe Westling, Ted Monsour, Phil Tremper, Jeff Gilman, Debby Everts, Betsy Ott, Jenny Smith, Lori Wight, Bruce Lyon, Maria Hackett, Sue West, Sylvia McNamara, Sarah Laliberte, Glenyce Verschneider, Jeanne Sammons, Patti Nowicki, Bill Fowler, Kathy Schreiner-Smith, Sheila Auslander, Julie Maddon, Mike Wancewicz, Frank Foster, Earl Gaden.

## **IT'S YOUR WEBSITE - USE IT**

The Website is a tool for members to use:

- When they need information about contact people, Stewards, state officers, and county officers.
- To find out where your county meeting is and when.
- Information on the State Convention, registration, location, time, date.
- Annual reports of your elected officers, appointees, stewards.
- Forms and information for County officers to use to host their county meetings.
- Links to other websites that have pertinent information for members.
- Information that may have missed a newsletter or happened after the newsletter was published.
- How to reach legislators from your district.
- NYRLCA constitution
- Sign up for the grassroots network.
- Sign up to be the contact person in your office to receive bulletin board postings.

**These are just a few items you will find. Log on and become informed.**

County Officers your part in all this is to get meeting information to the webmaster so it can be included on the website and sent to office contacts so the meeting notice can be put on the bulletin boards. **You will have to still send out your meeting notices in paper form**, but this is a tool to help you get the word out about your meeting.

**[www.NYRLCA.ORG](http://www.NYRLCA.ORG) or [www.NYRLCA.NET](http://www.NYRLCA.NET)**

**You will need just your complete EIN or CSA number to log on to the protected parts of the site. If you have trouble logging in contact the webmaster for help.**



## ALBANY NOTES By Frank Oppenheimer, Albany District ADR

Merry Christmas, Happy New Year, and Happy Holidays to those that celebrate something different. I hope the Holiday season has been kind to you with hours worked, parcels delivered, and cookies eaten!

As we start the new year I would like to share my "Short List" of things every Carrier should know and share with others they work with. In no particular order:

1. Family Medical Leave Act (FMLA) must be applied for at the start of each year. This will protect your use of Sick Leave for medical treatments to yourself or immediate family members for up to 12 work weeks during the year. Most Carriers can qualify as long as they have worked 1250 hours the previous year and there is a qualifying condition involved.
2. If you receive discipline you only have 14 days from receipt of the discipline to file a grievance. (Article 15.3.Step 1.a) Don't let a Supervisor or Postmaster tell you "It's ONLY a Letter of Warning!" as this is the first step towards being removed from your career as a Rural Carrier.
3. An often over looked benefit of being a Postal Employee is the Employee Assistance Program (EAP). If you have an issue, work related or not, there is an independent group of people, professionally trained, to listen to you and help you through your plight. The number should be posted in your office but I would use 1-800-EAP-4you. (1-800-327-4968)
4. If the OIG/Postal Inspectors want to interview you, or if your Postmaster calls you into his office for a Pre-Disciplinary Interview (PDI), which he/she must spell out as such, you are entitled to Union representation. This is known as your Weingarten Rights and both the OIG and Postal Management do not have to inform you of this right.
5. You must report accidents, no matter how small, as soon as possible if not immediately. Management will take this into consideration when an employee follows the rules and reports an accident immediately but will go all out to severely discipline that same employee if an accident is not reported.
6. If you carry an "H" or "J" route you are entitled to FREE Saturdays, as long as coverage is available and you have sufficient leave to cover the period of leave requested. (Article 10.4. A + B) Example: A Carrier on an H route requests a week off. As long as they have seven days of AL available, show that on a Leave Slip (3971), and have a sub that is available, they will end up with SEVEN work days off but only being charged FIVE days of AL. A Carrier on a J route can end up with SIX work days off but only being charged FIVE days of AL. Key points; Relief Carrier available AND sufficient leave balance.
7. Never, ever argue with an idiot, they will drag you down to their level and make you look worse than they do. You just cannot beat pure ignorance, so don't even try.
8. If you want a re-measurement of your route, PUT IT IN WRITING! When a Carrier officially requests a re-measurement Postal Management MUST re-measure that route in a reasonable amount of time. (Article

30.1.E) Be advised, the Albany District has done away with the calibrated wheel they used to measure a route. It is up to the Carrier and Management to come up with a vehicle BOTH sides can trust. The best way to do this is to ride together in a vehicle and check that vehicle against a "Measured Mile" to assure accuracy.

9. If you want a Leave Replacement assigned to your route (Article 30.2.A.2) you must request it in writing. When you request a sub this way, Postal Management has a "reasonable" amount of time (defined as 120 days) to have a Relief Carrier assigned to your route. If they cannot hire a sub in 120 days, then a grievance must be filed to persuade them to do so.
10. As noted in the previous two bullets, GET EVERYTHING IN WRITING. Whether it be an approved 3971 (Leave Slip), signed High/Low option, approved/disapproved 4241 from a Mail Count, 120 Day Letter, Request for Route Re-measurement, application for RHD Rebate (MOU 8) , etc., if you don't have it in writing you don't have the grounds for a grievance if necessary.
11. The best place for a Carrier to find information, aside from asking a Steward or attending meetings, is to visit the NRLCA.ORG website. Everything I have listed in this article and more can be found with a visit to our website.
12. Keep all paystubs and PS Form 50s you receive throughout your career. You just never know when you will have to go back for information to settle a grievance or question that arises from some future action. As an example, a recent plethora of Letters of Demand have had to be investigated and if it were not for the grievants' maintaining their pay records we never could have successfully fought their grievances as we had.
13. An old, retired Carrier once told me to accept people as they are because I would never be able to change them, no matter how hard I tried. This is one of the most valuable things anyone has ever shared with me. Once you accept people as they are you will not only sleep better at night but the workplace will be a much better place to visit each day.
14. The absolute best way to learn what the job of a Rural Carrier is all about is to become a Local Steward. If you think that most Postmasters or Supervisors have any clue about our working rules you are exceedingly wrong. It takes training to fully understand the "gray ink" that makes up the contract, how someone else's grievance can/does impact you, and that really knowing your job can make or break your paycheck. We NEED local Stewards. We need an INFORMED membership. Without this, we may as well be a pack of drones, numbly following Postal Management, stumbling into an unsure future.

Enough of this, I could probably write a book if they would let me. I appreciate the opportunity to have served the Rural Carriers of the Albany District this past year. Due to personal reasons I am going back to my route in Vestal. Effective December 26<sup>th</sup> please direct all questions to Fred, Jeff, or Phil, whoever is closer. I look forward to seeing all of you at future meetings.

Just a quick note in closing, having worked with the NRLCA database over the past year it has become obvious to me that many Carriers have not updated their contact information. If you have changed your phone number or address in the past several years please drop a line to Fred Kinner, NYRLCA Secretary. Too many times we have been working on a grievance and have not been able to easily contact witnesses because the information is out dated or incomplete. Thanks! Work safely, be smart!

### NOTICE:

The Eastern States Executive committee would like to give advance notice that the 2016 Eastern States Conference will take place April 1-3, 2016 at the Holiday Inn North Beach, Virginia Beach, VA. The committee has made the decision to expand the conference. There will be seminars and speakers on Friday and Saturday and a half day on Sunday. This is your opportunity to come to a conference and meet your national officers and ask questions that are of interest to you. Please plan to attend and take full advantage of this opportunity. Look for the January issue of the National magazine for all the details.



## RCA CORNER By Sheila M. Auslander

Hello! Hello! As we are well aware that the winter weather will be upon us. The moment you walk out your door going to work our brains kick into SAFETY mode until the time we arrive home after we have left work.

The three subjects that come to mind while working in the winter season, are: driving on roads during inclement weather conditions, mail volume and completing the route as scheduled. Am I correct? Driving on roads during inclement weather conditions: Before you leave the post office to deliver, you should have a list of phone numbers of persons to call in case of an emergency or a vehicle breakdown in your delivery vehicle. For example: 911, Supervisor, Post Master, Tow Truck / Auto Shop (if necessary), etc. Does everyone know what the most important rule is if you are in need of assistance? **REMAIN AT THE SCENE!** Do not leave or move the vehicle unless instructed by an Official of the Law or Official of the USPS. The mail that still needs to be delivered must be secured and protected by you and/or another USPS official. (for more information on Accident Reporting, see your offices USPS Manager and/or PO-603 Rural Carrier Duties and Responsibilities.) This rule also applies to an accident (other than vehicle) if you are injured on the job while performing your job duties. There are accident reports that USPS Management are required to fill out for both vehicle and personal injury. Mail volume: during the holiday season we have more letters/cards to deliver, magazines/advertisements/flyers and the steady growth of parcels. One of our "Daily Responsibilities" is to take out daily all mail intended for delivery.

Mail must not be curtailed unless specifically authorized by your postmaster or supervisor. (PO-603, Section 132.1) Completing the route as scheduled: Scheduling is the responsibility of management. You will receive reasonable advance notice when your schedule is to be changed. You must report to the Post Office, as scheduled, without regard to weather conditions, and must make every effort to perform full service. (PO-603 Section 151.1 and 152.1)

While we are on the subject of Rural Carrier Duties, in the EL-902 Article 30.2.Q **Additional Duties:** "Leave replacements may be required to perform duties, in addition to the route assignment; such as, auxiliary assistance on other routes, express mail duties, etc. When performing additional duties, the leave replacement will receive compensation at the hourly rate, in addition to the daily evaluated hours for the assigned route."

**On one last note** to everyone reading this article, If you know of any rural carriers in your post office or any other post office that are not a member, please ask the rural carrier(s) if they know the correct procedures to the subjects I have mentioned in the above RCA Article. If they do not know, please let them know that they could receive this information and benefit by joining the NRLCA. However, if they do know, still ask them to join. Many of the newly hired RCAs might consider joining if they know that there is an article geared specifically to the leave replacements. The Application for Membership and the NRLCA Form 1187 – USPS Authorization for Deduction of Dues are located in this Newsletter on the last few pages for you to copy for them to join. Thank you for your attention.....

**I would like to wish you and your family a Safe and Healthy Holiday Season!**

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## NATIONAL GENERAL REPORT By Joe Westling, Representative

It is hard for me to believe that the year 2015 is coming to an end already. Before you know it the Christmas season will be here and the stress of the Holidays will take over our lives. I would like to remind everyone that has not taken the opportunity to call National General Insurance to call and ask for a rate quote and see how much you could be saving.

National General provides you with a discount for the vehicle you use on your route. If you have an LLV provided to you, another vehicle you have insured will receive this discount, even if you never have to use it on your route. You may also receive future saving by asking about other coverage National General

provides, from Home Owners, Renters, Flood, RV and much more.

National General understands the concerns of the Rural Letter Carrier. They are aware of our unique jobs and our special needs. They are experts when it comes to understanding the Federal Tort Claims Act.

You can call National General Insurance for a **FREE** rate quote on your car insurance, call 1-888-325-7727 and mention **Savings Code R-43.** Feel free to contact me and tell me about your experience, good or bad.

**Joe Westling**  
PO Box 88  
Perrysburg, NY. 14138  
Tel: 716-353-3785  
email: bigjoe3015@yahoo.com



## FROM THE DESK OF: Karen Kipp, Western NY District Representative

### DO YOU KNOW:

» **Formula Office...**3 criteria must be met before an office can implement the formula thus forcing relief days other than Saturday.

- (1) Must be a shortage of RCAs.
  - (2) Regular carriers must be working their relief day on a more than infrequent basis.
  - (3) Management must be unable to hire RCAs even though a reasonable effort was made. (Andrea Wilson Letter 9/1/2000)
- » **RCA transfer...**RCAs must complete their probation (90 days worked or 1 calendar year) before they can transfer to another office...once a request is accepted by the gaining office, the los-

ing office must release the RCA within 30 days of notification. (Andrea Wilson letter 9/1/00)

» Adding or deleting boxes to your edit book will not change the evaluation until a corresponding **PS Form 4003** is submitted and processed.

» A regular carrier can be **required to give assistance** on their relief day on their own route during the Christmas period. They will be compensated at the overtime rate. See Art 9.2.K.1.b.2.

» There is no contractual prohibition on granting **AL during the Christmas period.** Use Art 10.2.A

» If you work your relief day between 12/5/15 and 12/25/15 you must take the **corresponding "R"** day within the WEEK or take DACA 5 (150%)

» Previously earned **"X" days** cannot be used between 10/17/15 and 12/25/15.

» **"X" days** earned from 10/17/15 through 12/4/15 must be used within the corresponding pay period.

**Official minutes of the NYRLCA Pre-convention Board Meeting  
held @ Queensbury Hotel, Glens Falls NY  
June 25-27, 2015**

Pre-convention official minutes 6/25/2015  
President: Garry Smith  
Vice President: John Delles  
Secretary: Lois Bailey  
Treasurer: Elizabeth Lester

Queensbury Hotel, Glens Falls NY  
Executive Committeeman Chair: Heidi Lampert  
Executive Committeeman: David Arnold  
Executive Committeeman: S. John Fancher

Garry called meeting to order @1:08 p.m.

All board members present

Garry moved to approve the 2015 spring unofficial minutes as amended. Passed

Garry gave presidents report.

Betty moves to go into executive session at 2:20 P.M. for personnel discussion.  
Seconded by Lois Passed

Lois move to come out of executive session at 2:25 P.M.  
Seconded to by John D. Passed

John D. gave the vice presidents report.

Lois gave the secretary report.

Garry moves to go into executive session at 3:25 Seconded by Heidi. Passed

John moves to come out of executive session; 2<sup>nd</sup> by Garry @ 3:27 P.M. Passed

Membership totals: 2938 total members

Retiree recruitment ideas; Garry & Lois to write letter

Lois makes the motion to allow Rosalina Smith to remain a member of Livingston County because of R.M.P.O .  
Seconded by Betty Passed

Anyone requesting a membership card, may do so with the National Secretary office at National.

Betty gave the Treasurers report;

NATIONAL BALLOT 2016 changes need to be on web and in newsletter

Name draw for next national convention on May 15<sup>th</sup>; cut off for nominations to be on May 14<sup>th</sup>

EVERY YEAR

Lois moves to go into executive session at 4:47 P.M. Seconded by David; Passed

Heidi Moves to come out of executive session 5:08 P.M. Seconded by John D. Passed

Heidi gave her report.

David gave his report.

S. John gave his report.

Adjourn at 5:48 P.M.

Garry called meeting to order @ 8:03 A.M.

Heidi presented executive committee changes for board policy, and moved for adoption of:

Job description Page 37, add bullet: Passed

Committees page 75, Sgt. at Arms; add Passed

State Convention Page 62, add bullet: Passed

General Page 19, Passed

Job Description Page 39, Passed

Job Description page 40 Passed

Page 41 Passed

Page 42 Passed

Job description Page 38, Passed

Committees Page 63, Passed

John D moves to go into executive session @ 9:50 A.M. 2<sup>nd</sup> by Garry Passed

Lois to move to come out @ executive session, 2<sup>nd</sup> by Heidi Passed

**General page 5**, bullet 1. round trip 500 miles; vote object

Yes votes- S. John, Betty; Nay votes- David, Lois, John D., Heidi, Nay Fails

#1) Passed

#2) Passed

#3) Passed

#4) Passed as amended

#5) Passed

#6) Passed

#7) Passed

Appendix Page 47 **Passed**

Page 33 in appendix **Passed**

Betty moved to go into executive session; Heidi seconded @11:35 A.M. **Passed**

Garry moves to come out of executive session, 2<sup>nd</sup> by John @ 11:50 A.M. **Passed**

Lunch

National Convention discussion

State convention discussed

Resolutions and constitutions submission

Site review and room assignments

2016 STATE CONVENTION dates and room assignments - Adjourn @ 5 P.M.

**Official POST CONVENTION BOARD MEETING**  
**Queensbury HOTEL GLEN FALLS NY JULY 1-2, 2015**

Board members present: President Garry Smith, Vice President John Delles, Secretary Fred Kinner, Treasurer Elizabeth Lester, Ex Committee Chair David Arnold, Ex. Committee S. John Fancher, Joe Westling.

July 1, 2015 1pm

Met with Convention site committee for input, many suggestions and board will consider.

Went over committee feedback sheets. Executive committee will maintain and develop list of suggestions

Went over suggestions from the suggestion box.

Insert new appendix page #64 into board policy (overview of committees)

Motion to go into executive session Garry second John D. passed. 3:01pm

Motion to come out of executive session Dave, second John F. passed 3:12

Appointments, Jeff Gilman PAC/legislative, Gene Mayne Editor/layout, Linda Burr Provident guild, Joe Westling National General, Lora Laine Historian, Fred Kinner webmaster, Chaplin TBD.

County Assignments discussed and decided, will be printed in newsletter and posted on website.

Motion John F. to purchase 1000 business cards with updated information second Joe. Passed

Motion John F. to purchase 100 pins from National Auxiliary second Betty. Passed

Motion by John F. to pay \$250.00 plus \$10.00 for lunch to attendees at the New President, New Secretary training, second John D. passed  
Adjourn: 4:52pm

July 2, 2015 8am all present

Fred and Garry will pick up equipment from past Secretary on Saturday July 11, 2015.

Fall board meeting scheduled for October 26-30, 2015. Liverpool NY

**8** Winter board meeting scheduled for January 24-28, 2016. Tentative Cortland NY.

Spring board meeting scheduled for April 10-14, 2016. Corning NY.

Eastern States is scheduled for April 1-3, 2016 Virginia Beach VA.

David Arnold will be Board Liaison for 2016 State Convention.

Motion by Betty to continue the NYRLCA new member bounty program for the 2015-2016 fiscal year, Second John F. Passed

Motion by Betty to pay the Resolutions committee Chairman one additional day for work done on June 27<sup>th</sup>, second John F. Passed

Motion by Betty to add new NYRLCA secretary Fred Kinner to accounts at APCU, second Dave. Passed

Motion by Betty to remove past NYRLCA secretary Lois Bailey from all accounts associated with the NYRLCA, second John D. Passed

Betty will compile the Budget Report to reflect changes made at the 2015 NYRLCA convention.

Inventory control file will be the Executive Committee Chair responsibility.

John D. will solicit a person to write articles for the NYRLCA newsletter dealing with retiree issues.

2016 convention chair will be asked to explore options on a function to honor retirees at the convention.

Seminars at National convention will be attended by NYRLCA board members or delegate.

Motion by John F. to amend the NYRLCA constitution Article XIII section 3 by striking State Steward and inserting District Representative this is to come to compliance with the NRLCA constitution, second Joe. Passed

Motion by Betty to have the NYRLCA President review the amended Sullivan county constitution and approve it if correct, Second John D., Passed

Personal Concerns.

Adjourn 1pm

Submitted by Fred Kinner



NY Rural Letter Carriers Assoc.  
STATEMENT OF FINANCIAL POSITION  
MODIFIED CASH BASIS  
JUNE 30, 2015

ASSETS

CURRENT ASSETS

TREASURER'S APCU CHECKING	61,795.12	
CORNING CREDIT UNION-SAVINGS	5.00	
TREASURER'S APCU SAVINGS	359,274.04	
CERTIFICATES OF DEPOSIT	629,499.72	

TOTAL CURRENT ASSETS		1,050,573.88
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PROPERTY & EQUIPMENT

PROPERTY & EQUIPMENT	37,056.53	
ACCUMULATED DEPRECIATION	(33,531.00)	

TOTAL PROPERTY & EQUIPMENT		3,525.53
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TOTAL ASSETS		\$ 1,054,099.41
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LIABILITIES AND UNRESTRICTED NET ASSETS

CURRENT LIABILITIES

TOTAL CURRENT LIABILITIES		.00
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TOTAL LIABILITIES		.00
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UNRESTRICTED NET ASSETS

NET ASSETS-PRIOR	1,063,345.48	
NET ASSETS-CURRENT	(9,246.07)	

TOTAL UNRESTRICTED NET ASSETS		1,054,099.41
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TOTAL LIABILITIES AND UNRESTRICTED NET ASSETS		\$ 1,054,099.41
--	--	-----------------

NY Rural Letter Carriers Assoc.  
 STATEMENT OF ACTIVITIES  
 MODIFIED CASH BASIS  
 FOR THE FOUR QUARTERS ENDED JUNE 30, 2015

	QUARTER TO DATE ACTUAL	YEAR TO DATE ACTUAL
<b>REVENUE</b>		
MEMBERSHIP DUES	\$88,048.96	\$323,361.53
NRLCA REIMBURSEMENTS	430.00	2,085.00
OTHER REIMBURSEMENTS		490.75
OTHER REIMBURSEMENTS-AUXILIARY	100.00	500.00
NATIONAL GENERAL INSURANCE	7,110.54	31,856.54
INTEREST INCOME	2,314.79	9,751.07
	98,004.29	368,044.89
<b>OPERATING EXPENSES</b>		
ACCOUNTING FEES	625.00	4,075.00
APPOINTEE EXPENSE	2,311.30	3,511.30
AWARDS & RECOGNITION	240.00	4,775.99
LIABILITY INSURANCE	737.00	737.00
DEPRECIATION	878.00	2,432.00
EDUCATION & TRAINING		2,754.90
LODGING-ADMIN.	2,515.28	13,577.01
MEMBERSHIP DRIVE EXPENSE	4,600.00	10,850.00
NATIONAL CONVENTION	1,499.23	41,729.63
OFFICE EXPENSE-ADMIN.	3,810.09	7,043.44
PAYROLL PROCESSING	353.74	1,611.23
PAYROLL TAXES	3,116.91	11,152.44
DISABILITY INSURANCE	135.64	135.64
WORKER'S COMP. INSURANCE		98.46
PER CAPITA DUES	29,914.59	33,191.21
POSTAGE - ADMIN.	2,555.77	5,724.77
PRINTING - ADMIN.	1,000.60	1,775.89
REGIONAL CONFERENCE	758.56	1,058.56
RENT	750.00	2,000.00
REPAIRS & MAINTENANCE-ADMIN.	72.84	72.84
SALARIES & WAGES - ADMIN.	30,865.90	108,253.36
STATE MEETINGS - CR. CARDS	504.60	2,026.00
STATE CONVENTION	4,038.58	72,132.86
STATE PAPER	2,823.54	13,314.29
TELEPHONE - ADMIN.	3,222.00	9,149.49
TRAVEL - ADMIN.	8,353.06	24,107.65
	105,682.23	377,290.96
CHANGE-UNRESTRICTED ASSETS	(7,677.94)	(9,246.07)
UNRESTRICTED NET ASSETS		1,063,345.48
NET ASSETS-PRIOR		1,063,345.48
UNRESTRICTED NET ASSETS-		\$1,054,099.41
END OF PERIOD		\$1,054,099.41

## NEW MEMBERS

TRACY	ALBERTINA	78 - RCA	039	LONG ISLAND	MORICHES
PATRICIA	BAKER	78 - RCA	016	DUTCHESS	TIVOLI
STACEY	BENJAMIN	78 - RCA	043	CHEMUNG/SCHUYLER	WATKINS GLEN
JENNIFER	BUCHALSKI	78 - RCA	008	NIAGARA	MIDDLEPORT
VALERIE	BUTLER	78 - RCA	012	ERIE	HOLLAND
BRITTANY	BYRD	78 - RCA	006	BROOME	BINGHAMTON
KATELYN	CHANDLER	78 - RCA	024	CHENANGO/MADISON	CANASTOTA
ASHLI	COUCH	78 - RCA	014	WAYNE	MACEDON
BELLA	COVEY	78 - RCA	004	RENSSELAER	NASSAU
IRIS	CRESPO	78 - RCA	053	ORANGE/ROCKLAND	MIDDLETOWN
JANINE	CUOMO	78 - RCA	016	DUTCHESS	RHINEBECK
TROY	DENO	78 - RCA	054	TRU-NORTH	MALONE
HEATHER	DUKAT	78 - RCA	002	OSWEGO	PHOENIX
AMY	EAGLEY	78 - RCA	011	ONTARIO/YATES	SHORTSVILLE
ERIC	EDWARDS	78 - RCA	043	CHEMUNG/SCHUYLER	WATKINS GLEN
LIGIA	FARIAS	78 - RCA	039	LONG ISLAND	YAPHANK
RICKY	FARLEY	78 - RCA	027	OTSEGO	COOPERSTOWN
MICHAEL	FELZAK	78 - RCA	024	CHENANGO/MADISON	NORWICH
CHRIS	GARRETT	78 - RCA	014	WAYNE	ONTARIO
KAYLEE	GOODNOUGH	78 - RCA	002	OSWEGO	PULASKI
BRADLEY	HAMILTON	78 - RCA	014	WAYNE	MACEDON
MATTHEW	HENRY	78 - RCA	054	TRU-NORTH	MALONE
WILLIAM	HUGHES	78 - RCA	045	COLUMBIA	KINDERHOOK
NEWTON	INGALLS JR	78 - RCA	005	ONEIDA	ORISKANY
MICHAEL	ISAGBA	78 - RCA	039	LONG ISLAND	MOUNT SINAI
MICHAEL	JOHNSON	74 - RCA	046	PUTNAM/WESTCHESTER	MOHEGAN LAKE
BERTENA	LARRABEE	78 - RCA	018	TIOGA	NICHOLS
JAMES	LINSNER	78 - RCA	012	ERIE	EAST AURORA
SHERYL	LUND-DVORAK	78 - RCA	012	ERIE	EAST AMHERST
MAEGAN	LUTZ	78 - RCA	039	LONG ISLAND	SOUND BEACH
SHEILA	MAMON	78 - RCA	012	ERIE	EAST AURORA
NICHOLAS	MCAULEY	78 - RCA	040	GENESEE/ORLEANS	BATAVIA
BRANDI	MCGUIRE	78 - RCA	031	WA/SA/WA	GLENS FALLS
JOSHUA	MILLER	78 - RCA	022	ONONDAGA	SKANEATELES
KATHRYN	MITCHELL	78 - RCA	005	ONEIDA	ORISKANY FALLS
ANDREW	MUSCOLO	78 - RCA	018	TIOGA	APALACHIN
SCOTT	MYERS	78 - RCA	012	ERIE	EAST AURORA
MICHAEL	NIXON	78 - RCA	007	MONROE	PENFIELD
JONATHAN	NIXON	78 - RCA	007	MONROE	FAIRPORT
KELLY	OBRIEN	78 - RCA	007	MONROE	PITTSFORD
ANTHONY	PADOVA	78 - RCA	039	LONG ISLAND	WADING RIVER
ADAM	PAPP	78 - RCA	027	OTSEGO	COOPERSTOWN
P MOKI	PAYNE	78 - RCA	023	CATTARAUGUS	OLEAN
BRANDON	RACKLEY I	78 - RCA	012	ERIE	EAST AMHERST
LAWRENCE	REID	78 - RCA	022	ONONDAGA	SYRACUSE
JODI	SACCO	78 - RCA	014	WAYNE	SODUS
BRIAN	SAWICKI	78 - RCA	016	DUTCHESS	RED HOOK
DAVID	SAYLOR	78 - RCA	001	THOMPCKINS	FREEVILLE
LORI	SCHULTZ	78 - RCA	011	ONTARIO/YATES	CANANDAIGUA
JESSICA	SITZER	78 - RCA	014	WAYNE	SODUS
TAMMY	SMITH	78 - RCA	017	CHAUTAUQUA	MAYVILLE
STEVEN	STINSON	78 - RCA	054	TRU-NORTH	POTSDAM

## NEW MEMBERS

KASSANDRA	TAMULSKI	78 - RCA	012 ERIE	EAST AURORA
YANILSA	TIBURCIO	78 - RCA	039 LONG ISLAND	MONTAUK
KIMBERLY	ULRICH	78 - RCA	039 LONG ISLAND	WADING RIVER
GRAIGORY	WASHBURN- VANDE	78 - RCA	043 CHEMUNG/SCHUYLER	WATKINS GLEN
GARY	WHITMARSH I	78 - RCA	054 TRU-NORTH	HEUVELTON

Welcome our New Union Members

## RECENTLY RETIRED MEMBERS

JOHN	ADCOCK	BUFFALO
TIMOTHY	FARRICY	SYRACUSE
THERESA	HURT	ITHACA
LINDA	KING	ARCADE
BARBARA	KRAUS	HORSEHEADS
RICHARD	LAVIGNE	PLATTSBURGH
TERESE	MARK	AMAWALK
JOANN	MC MANAMON	BINGHAMTON
ROBERTA	PACOS	CASSADAGA
LUCIO	SULLO	STONY POINT
SANDRA	WATTS	OSWEGO

Congratulations to these recent retirees

## RECENTLY DECEASED MEMBERS

12 JOHN	FISHER	BALDWINSVILLE	NY	Retired
ROBERT	CLARK	NAPLES	FL	Retired

Condolences to the families of the members that passed.

## 2016 NYRLCA STATE CONVENTION Radisson Hotel Corning NY



**When: June 26-29, 2016**  
**Where: 125 Denison Parkway east, Corning NY 14830**  
**Rates range from \$119.00-\$139.00 plus tax**  
**Reservations can be made by calling**  
**607-962-5000**  
**Or book online at**  
**[www.radisson.com/corningny/nyrlca](http://www.radisson.com/corningny/nyrlca)**

## STATE AUXILIARY OFFICERS

### PRESIDENT

Lorna Delles  
30750 State Route 26  
Theresa, NY 13691  
Phone: (315) 628-5671  
E-mail: [dellesL10@yahoo.com](mailto:dellesL10@yahoo.com)

### VICE-PRESIDENT

Betty Jo Westling  
PO Box 433  
South Dayton, NY 14138  
Phone: (716) 988-3015  
E-mail: [bettyjowestling@yahoo.com](mailto:bettyjowestling@yahoo.com)

### SECRETARY

Linda Mott  
PO Box 34  
Deposit, NY 13754  
Phone: (607) 467-4124  
E-mail: [lindamott10@tds.net](mailto:lindamott10@tds.net)

### TREASURER

Sheila Reardon-Gilman  
6132 Reservoir Road  
Hamilton, NY 13346  
Phone: (315) 824-6618  
Email: [sjgilman@earthlink.net](mailto:sjgilman@earthlink.net)

## AUXILIARY EXECUTIVE COMMITTEE

### CHAIRMAN

Robin Glass  
104 Keyes Road  
Lisbon, NY 13658  
Phone: (315) 323-2785  
E-mail: [rlglass1928@gmail.com](mailto:rlglass1928@gmail.com)

### MEMBER

Cathy Arnold  
220 Nob Hill  
Newfield, NY 14867  
Phone: (607) 592-4145  
E-mail: [knay@bluefrog.com](mailto:knay@bluefrog.com)

## AUXILIARY APPOINTMENTS

### JUNIOR SPONSOR

Michelle Fancher  
12766 Route 23  
Prattsville, NY 12468  
Phone: (518) 755-5114  
E-mail: [morninglory514@aol.com](mailto:morninglory514@aol.com)

### SCHOLARSHIP

Lorna Delles  
30750 State Route 26  
Theresa, NY 13691  
Phone: (315) 628-5671  
E-mail: [dellesL10@yahoo.com](mailto:dellesL10@yahoo.com)

## JUNIOR OFFICERS

### PRESIDENT

Emma Blenis

### VICE-PRESIDENT

Robert Chadwick

### SECRETARY

Morgan Fancher

### CHAPLAIN

Eva Blenis & Josh Pittler

### SGT. OF ARMS

Gabe Blenis & Matthew Benjamin

*If you would like scholarship forms, please contact Lorna Delles or any of the above Auxiliary Board members. We will be happy to mail to you. Remember the NYRLCA Auxiliary Scholarship deadline is June 1<sup>st</sup>. National Scholarship deadline is March 1, 2016.*

### Junior's Report

Fourteen Juniors attended the NYRLCA State Convention which was held at the Queensbury Hotel in Glens Falls, N.Y. The Juniors had their meeting using the parliamentary procedure in running a business meeting and their elections of officers. The Juniors joined the Association and Auxiliary at the convention banquet. The Juniors Field Trip was going to the movies, which they saw Max (the service dog). Michelle Fancher was the Junior Sponsor and she did a wonderful job. Thank You Michelle for all of your hard work and all the auxiliary members. The Juniors had a great time at the 2015 State Convention. We hope to see you at the next state convention.

### 2015 Scholarship Winners

The winner of the Mary Lou Ross Memorial Scholarship was Georgiana Richer from Columbia County  
The winners of the NYRLCA Auxiliary Scholarships were: Cassandra Caswell from St. Lawrence County;  
Amber Barnhart from Delaware County and Melanie Reisner from Sullivan County

### 2015 Junior Poster Winners

At the State Convention, Junior Posters were judged and each winner received \$ 10.00.

Ages 6 - 8 Design a poster - Opening my mail -----Eva Blenis  
Ages 9 - 11 Design a poster - I can volunteer-----Gabe Blenis  
Ages 12 - 14 Design a poster - My favorite memory---Emma Blenis

**Congratulations to all!**

## 2015 AUXILIARY NATIONAL CONVENTION NEWS



Sheila Reardon-Gilman installed as Vice President of the Auxiliary of the National Rural Letter Carrier Association at the 2015 National Convention.



14 Sheila Reardon-Gilman with her National Board and spouses.

### New York Auxiliary Delegates to the National Convention.

L to R: Lorna Delles, Betty Jo Westling, Sheila Reardon-Gilman, Michelle Fancher, LeRoy Lester and Mindy Fowler.



### New York Junior Delegates to the National Convention.

L to R: Sydney Green, Emma Blenis, Morgan Fancher, Robert Chadwick, David Hackett, Marissa Hackett, Josh Hackett and Sadie Auslander.

# Use this to recruit new MEMBERS

## Why you should join the National Rural Letter Carriers' Association:

1. NRLCA holds exclusive recognition to *represent* the rural carrier craft with the U.S. Postal Service.
2. NRLCA negotiates all Labor Agreements for the rural carrier craft with the USPS, including salaries, benefits and work rules.
3. Only NRLCA Stewards can represent members of the rural carrier craft in the grievance procedure, including providing protection in disciplinary actions.
4. NRLCA offers an attractive **Life Insurance** program for its **members**.
5. NRLCA has an excellent Health Insurance program, **The Rural Carrier Benefit Plan** for regular and retired members, and for qualified leave replacements. **Only NRLCA Members are eligible.**
  - a. **RCAs who work enough to qualify** are offered the opportunity to enroll in the RCBP through the Federal Employees Health Benefit Plan during open season each year. They must pay the entire premium amount-no USPS contributions.
  - b. **ALL RCA MEMBERS** are eligible for the NRLCA Leave Replacement Health Plan through *TransChoice* plus.
    - i. Guaranteed Issue-No Health Questions
    - ii. Simple to understand and use
    - iii. No deductibles, co-pays or co-insurance
    - iv. Doctor's office, hospital and outpatient benefits
    - v. Premiums range from \$93.00 per month for an individual to \$323.00 per month for entire family depending on coverage level.
    - vi. Additional information available at [www.bja-associationbenefits.com](http://www.bja-associationbenefits.com)
6. NRLCA also offers the Rural Carrier Auto Insurance Plan and the Homeowners' Insurance Plan through National General Insurance. NGIC understands the needs of rural carriers in insuring their route vehicles. Not all insurance companies understand the Federal Torts Claims Act and its application to rural carriers involved in an accident on the route. **Only NRLCA Members are eligible.**
7. NRLCA provides a monthly publication, *The National Rural Letter Carrier*, to keep its members informed on postal and legislative matters of vital interest. Each state association also provides a publication for its members. **Only NRLCA Members receive the publications.**
8. NRLCA provides information and fellowship for its members at County, District, State and National meetings where all members may participate in a democratic process of developing Association policy. **Only NRLCA Members are eligible to participate.**
9. NRLCA provides an official web site for its members at [www.nrlca.org](http://www.nrlca.org). It includes accurate, up-to-date information that affects your job, your wages, and the changing environment of the postal service. **Only NRLCA Members can access the full web site.**
10. NRLCA has an effective legislative program in the *Congress* to promote and protect the interests of rural carriers.
11. **Because of the union**, no **career** rural carrier has a thing to fear about being laid off or not having a job. Our contract with the postal service ensures this in Article 6. Career rural carriers include regular rural carriers and PTF rural carriers.
12. **Because of the union**, no rural carrier can be involuntarily reassigned to another craft or job in the postal service. More importantly, **because of this union**, no employee from another craft can be assigned into the rural craft. We are protected from that by the contract that was negotiated by the NRLCA.
13. **Without the union**, any one of us could be subject to lay-off. There would be no consideration of seniority or re-bidding the routes when an encumbered route was eliminated. If your route was gone-you would be, too.
14. **Without the union**, any one of us could be reassigned to another craft or job anywhere in the postal service **and** displaced employees from other crafts could be reassigned as rural carriers, taking future jobs away from our own RCAs.
15. **Without the union**, all of us would be subject to the whim of the employer. None of us would have any protection or rights. None of us could be assured of having a job tomorrow-let alone next year. Employers have historically used times of trouble to justify mass lay-offs and cut backs. It is precisely in times like these that we all need the union the most.
16. **Only members of the NRLCA** are allowed to vote on officers of the union or hold office in the union.
17. **Only members of the NRLCA** can become union stewards.
18. **Only members of the NRLCA** can vote on proposed new contracts with the USPS.
19. **Only members of the NRLCA** have access to union-provided assistance with Workers' Compensation claim



APPLICATION FOR MEMBERSHIP – DUES YEAR 7/1/15 - 6/30/2016

NAME: \_\_\_\_\_

EMPLOYEE I.D. # \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(Number & Street or PO Box)

(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip+4) \_\_\_\_\_

POST OFFICE: \_\_\_\_\_ COUNTY \_\_\_\_\_  
(Where You Work) (Where you work)

DESIGNATION: \_\_\_\_\_ SPOUSES'S NAME: \_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ REFERRED BY: \_\_\_\_\_

Email address: \_\_\_\_\_

**Two (2) ways to pay your dues:**

To become a Dues Withholding Member, simply prepare P.S. Form 1187 (or Form 1187R if retired), and submit with this form to State Secretary. The dues withholding program is a simple way in which to spread your dues over the year in equal payments. Once on dues withholding, you do **NOT** need to renew annually. You are strongly encouraged to utilize this program.

**16 Dues withholding rates:**

Regular Carrier	\$ 24.75 Per pay period	NYRLCA STATE SECRETARY PO BOX 254 Horseheads NY 14845-0254
PTF	\$ 24.75 Per pay period	
Substitute Carrier/RCR/RCA	\$ 8.63 Per pay period	
Retired Carrier	\$ 7.05 Monthly	

**CASH PAY Rates:** Dues year is from July 1 thru June 30 of each year.

Should you choose to be a Cash Pay Member, make your check payable to the **NYRLCA** for the total annual amount; no partial payments allowed, and submit with this form to the State Secretary.

Regular Carrier	\$ 643.52 Annually	NYRLCA STATE SECRETARY PO BOX 254 Horseheads NY 14845-0254
PTF	\$ 643.52 Annually	
Substitute Carrier/RCR/RCA	\$ 224.33 Annually	
Retired Carrier	\$ 84.60 Annually	

Those NRLCA members who have signed an authorization for deduction of dues and do not wish to participate in the Family Plan may request a refund of Auxiliary dues. Such refund request must be made in writing to the NRLCA Secretary-Treasurer. Requests must be sent in after July 1st and before September 30th.

*Union Membership affords you the opportunity to participate in our vision, dental, medical health plans, and auto, life and disability insurance\*. Information on these benefits may be obtained from the State Secretary. Your dues include membership in the National, State and County/Area Associations.*

\*Some restrictions may apply to relief carriers

*Dues, assessments, contributions or gifts to the NYRLCA are not deductible as charitable contributions for federal income tax purposes.*





# REQUEST AND AUTHORIZATION FOR VOLUNTARY ALLOTMENT OF COMPENSATION FOR PAYMENT OF ORGANIZATION DUES

CSA

(SOCIAL SECURITY NUMBER)

(CIVIL SERVICE ANNUITY NUMBER)

LAST				FIRST				MIDDLE	
STREET AND NUMBER				CITY		STATE		ZIP CODE +	
DATE OF BIRTH:		MONTH	DAY	YEAR	DATE OF RETIREMENT:		MONTH	DAY	YEAR

### SECTION A - AUTHORIZATION BY RETIREE

The United States Civil Service Commission is authorized to make an appropriate deduction from my annuity payments, not to exceed the amount certified by the National Rural Letter Carriers' Association as the amount of dues for which I am annually obligated, and to pay the deducted sum to the National Rural Letter Carriers' Association. This authorization shall also apply to any and all dues changes certified to by the NATIONAL RURAL LETTER CARRIERS' ASSOCIATION.

This authorization shall be valid until the National Rural Letter Carriers' Association receives and processes my written notice of cancellation in accordance with its agreement with the Civil Service Commission. Any disputes regarding this allotment authorization shall be a matter between the Association and myself and I hold the Civil Service commission harmless for any erroneous deductions.

I also authorize the Civil Service Commission to disclose any information necessary to execute this request.

Contributions or gifts (including dues) to the NRLCA are not tax deductible as charitable contributions. However, they may be tax deductible under other provisions of the Internal Revenue Code.

SIGNATURE OF RETIRED CARRIER	DATE	PHONE
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### SECTION B - FOR USE BY STATE ASSOCIATION

<b>NATIONAL RURAL LETTER CARRIERS' ASSOCIATION</b>	CONGRESSIONAL DISTRICT	LOCATION NO.	STATE
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I hereby certify that the retired dues of this organization of the above named member are currently established at \_\_\_\_\_ per mo.

SIGNATURE OF _____ <b>, State Secretary</b>	DATE	REMIT NO.
--	------	-----------

### SECTION C - FOR USE BY NATIONAL ASSOCIATION

Date of Separation:	Date Received at NRLCA:	For Office Use Only
Original - NRLCA Copy 2 - State Copy Copy 3 - Members Copy		

Submit Original and Copy 2 to NRLCA State Secretary, Member Retain Copy 3  
Be sure to include your CSA number.

**Secretary-Fred Kinner**  
PO Box 254  
Horseheads NY 14845

Original - NRLCA

18



**1. Tell us about yourself**

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime phone: ( ) \_\_\_\_\_ Present insurance company (if none, explain): \_\_\_\_\_

E-mail: \_\_\_\_\_

Do you own your home?  Yes  No Your current policy expires (mo/day/yr): / /

If you have an RV, do you live in it full-time?  Yes  No Auto liability limits:  \$250,000/\$500,000  \$100,000/\$300,000

Occupation: \_\_\_\_\_  Other  \$50,000/\$100,000  \$25,000/\$50,000

Do you currently have any of the following?  GM Card  GMAC Mortgage  GMAC Auto Financing

**2. Tell us about your vehicle(s) (List all vehicles you want insured)**

Veh.	Year	Make (Chevrolet/Monaco)	Model (Cavalier/Dynasty)	Body (4 Dr./Motorhome)	Length (RV only)	Driven to Work/School		Estimated Annual Mileage
						Miles one way	Days per week	
1								
2								
3								
Veh.	Used in Business or Route Vehicle? If Yes, Describe Use		Kept at Residence?	If No - Address Kept If Yes - On Street or Off Street		Equipped with Anti-Lock Brakes?	Equipped with Automatic Seatbelts or Airbags?	Equipped with OnStar?
1	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**3. Tell us about all drivers in your household (Be sure to include yourself)**

Name	Relationship	Date of Birth	Sex	Marital Status	Years Licensed	Commercial Drivers License or Class B?	Social Security Number	Percentage of Use		
								Vehicle 1	Vehicle 2	Vehicle 3
	Self					<input type="checkbox"/> Yes <input type="checkbox"/> No				
						<input type="checkbox"/> Yes <input type="checkbox"/> No	Social Security Number Required for Head of Household Only			
						<input type="checkbox"/> Yes <input type="checkbox"/> No				

**4. Tell us about your claim history** *List any moving violations, suspensions, revocations, accidents — regardless of fault — in the past 5 years and comprehensive losses over \$1,000. Residents in Oregon list only past 3 years.*

Driver	Date	Type of Accident or Traffic Violation	Amount of Damage	Anyone Injured?
		<input type="checkbox"/> Moving violation <input type="checkbox"/> License revocation <input type="checkbox"/> Comp. coverage loss greater than \$1000 <input type="checkbox"/> Not at fault accident <input type="checkbox"/> License suspension <input type="checkbox"/> At fault accident	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Moving violation <input type="checkbox"/> License revocation <input type="checkbox"/> Comp. coverage loss greater than \$1000 <input type="checkbox"/> Not at fault accident <input type="checkbox"/> License suspension <input type="checkbox"/> At fault accident	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Moving violation <input type="checkbox"/> License revocation <input type="checkbox"/> Comp. coverage loss greater than \$1000 <input type="checkbox"/> Not at fault accident <input type="checkbox"/> License suspension <input type="checkbox"/> At fault accident	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

**YOUR STATE SAVINGS CODE** R - 43

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