

Meeting Agenda Format
CCSHRM Board Meetings - January 21st, 2009
 (without most instructions)

I. Welcome and Call to Order –President

- Quorum was present. Present were: Russ, Melissa, Cheryl, April, Greg, Keith, Paula, Bernard, Hope
- There were no additions or corrections to the agenda

II. Approval of Previous Meeting Minutes – VP Administration (Distributed with Board Packet)

- Motion to approve December Minutes made by Melissa and seconded by Greg. No opposed.

III. Approval of Treasurer’s Report – VP Finance (No December Report distributed)

- Decision to discuss budget under new business. According to info sent out by Michele we have approximately \$9800 in the bank

IV. Board Member Reports/Updates *(FYI -No presentation or Board Action requested)*

<u>Board Member</u>	<u>Report</u>	<u>Board Member</u>	<u>Report</u>
- President	<input type="checkbox"/>	- VP Finance	<input type="checkbox"/>
- VP Administration	<input checked="" type="checkbox"/>	- Past President	<input type="checkbox"/>
- VP Membership (2)	<input checked="" type="checkbox"/>	- Member-at-Large _____	<input type="checkbox"/>
- VP Programs	<input type="checkbox"/>	- Member-at-Large _____	<input type="checkbox"/>

V. Volunteer Leader Reports/Updates *(FYI -No presentation or Board Action requested)*

<u>Volunteer Leadership Area</u>	<u>Report</u>	<u>Volunteer Leadership Area</u>	<u>Report</u>
Government Affairs	<input type="checkbox"/>	- Website	<input type="checkbox"/>
Diversity/Inclusion	<input type="checkbox"/>	- College Relations	<input type="checkbox"/>
Workforce Readiness	<input type="checkbox"/>	- Non-Dues Revenue Generation & Sponsorships	<input type="checkbox"/>
Newsletter	<input type="checkbox"/>		
Committees:		Other:	
Scholarship	<input type="checkbox"/>	Professional Development	<input type="checkbox"/>
Strategic Planning	<input type="checkbox"/>	Special Events	<input type="checkbox"/>
Professional of the Year	<input type="checkbox"/>	SHRM FOUNDATION	<input type="checkbox"/>
		Volunteer Coordinator	<input type="checkbox"/>
		Mentoring??	<input type="checkbox"/>

VI. Unfinished and Current Business:

**** - Membership Area Topic: Adding a Breakfast Meeting Program (April Simpkins)**

April reviewed the info that she sent out to all members. Looking at ways to make our chapter a more valuable tool for the community. Members have requested that we offer morning meetings or dinner. Group suggested that we give a morning meeting a try and see how it goes. April will get meeting together possibly in June. If successful will try for quarterly. Looking at the Fort Mill area as a target rich environment. Maybe meet in July since we do not have a regular meeting that month.

- CCSHRM Bylaw Revision –Draft Discussion (Melissa Wood)

Reviewed current Bylaw differences.

Article I. Changes were to name change. No additional changes.

Article II. Clarify purpose of chapter.

Article III. No Changes

Article IV. Proposing to change status of Professional and Associate members. We have never classified members. We propose everyone is a professional member and can vote except for students. April feels there is a difference. Discussion around what is a professional member and what is an associate member. Greg mentioned we have to consider our Strategic Partners when we look at the status of membership. We currently screen members to make sure they are interested and working in the profession not just looking for a networking opportunity. Will continue to screen to make sure we are getting members who have a bona fide interest in HR. Other changes to Article IV. Pertains to removing associates members from our chapter status.

Added bylaws about Past-President and retired members receiving ½ price on membership. We adopted in 2008.

Article V. Classified chapter meeting and board meeting.

V.3 Proposed addition. Board actions outside of meeting must have unanimous vote if vote if requested outside of a regular meeting. This is a State law because of our 501C6.

V.5 Special meetings can be held on the call of the President. Only have to have 5% of the quorum. Feel we should change to 25%. Currently 10% has to be at meetings to vote. Feel we should change to 25% for consistency.

Article VI. Adapted National SHRM position descriptions. Operational expense for the chapter is now zero. Given our current budget we feel that we have to discuss all expenses. In order to be able to do our jobs for the chapter we do at times need to have discretionary funding. Decided to go with anything that has been budgeted and not over \$50. If not budgeted \$50 will be our fund. President can have up to \$300 discretionary.

VI.2 Removed VP of Programs listed twice.

VI.4 Noted members at large can serve more than two years.

**Russ to email Melissa Article of Incorporation.

VI.7 Board of Directors info added that once the board has reached a decision all members of the board are required to support the decision regardless of the way they feel about the decision.

Board members can be removed with or without cause.

VIII.3 Ability to establish a committee. Greg feels we need to add a communication role to the board. President could appoint this person.

**XVI.2 Directors and Officers Insurance. We need to get this. Need quote on insurance. Melissa and Tim to review. Get with Paula.

**** - 2010 CCSHRM Operating Budget Discussion? (Michele Lorusso)**

Discussed audit for 2009. Michele does have someone set up. Person has to be certified. Paula asked if we are filing reports in April? We can do two years at a time. Tim has volunteered to help with filing. Paula will send us the name of the auditor CASHRM uses.

Some concern over budget. Income and expenses are very close. Melissa to get with Michele and review some possible changes. Greg to get with a list of Strategic Partners and potential income to Michele.

Voted not to send anyone to San Diego conference. Save \$1800. Melissa motioned and Cheryl seconded. No one opposed.

**Russ asked Paula to get us a class on SHAPE. Paula will be a good person to be in charge of SHAPE for our chapter in 2010. Russ to speak with Paula.

VII. New Business:

- Motion for Committee of Volunteers to develop 2011 CCSHRM Slate of Directors and Officers (Russ Knight)

Russ would like to see a nominating committee by July 2010. Will develop a proposed slate of officers. Russ will chair and will put the group together. Cheryl made motion to accept this proposal and April seconded. No opposition.

- Other Discussion Topics not submitted on Board Packet Forms??

Hope reported on accommodations for the May Legal Update. Hilton has agreed to offer us all available rooms on the 20th of May. Also will sign contract with Hilton for the year. No increase.

VIII. Adjourn

2:35 PM