

June 9, 2009 Board Meeting Minutes

Meeting was called to order at 3 pm by President, Russ Knight. Met at Shoney's. Present were: Russ, Melissa, Cheryl, Michele, April, Johnette, Tim, Keith, Kayci, Paula and Hope.

- ✓ Russ, President-Board voted to reimburse \$59.34 to Paula Harvey for additional expenses incurred at the HR games. Motion by Cheryl and second by Tim. Board also agreed that we will decide an amount that we feel we can contribute to the Winthrop HR Faculty and the YCCSHRM College Relations Advisor each year and that will be our full contribution. Motion made by Keith that we offer \$500 for support of the student chapter. They can decide to use it for the games or anything else they think they need next year. Melissa seconded.
 - July 16th full day board meeting to be held at Michele's. Bathing suits optional but not recommended!! Russ would like to invite all SHRM members to attend that has an interest in working in leadership for the chapter. RSVP to Michele by July 7th. Russ will send out an email to inform the members. Michele will be in charge of lunch for those attending.
 - Michele will send out C.A.P. requirements to all attending the full day planning event so everyone can look over and get a head start on completing the form.
 - The mentoring program has not taken off like we had anticipated. Information has been gathered but not shared with the group. Tim will reach out to Tommy Burton to get the materials that have already been collected and will get that back to the board so we can decide how to move forward.
 - Keith, HR Professional Committee-First meeting for HR Professional of the Year Committee was last month. Need additional volunteers for marketing and program. Kayci and Johnette said they would work together on the marketing and program pieces. Event will continue to be held in March. Russ is in charge of a speaker. Russ received a request to offer our winner to the SC State Chamber as a nominee for the SC State Contest. There will be a fee to do this. Further research required.
 - Additional forms have been requested from the chapter around filing with the Secretary of State. Christmas Auction is the reason for the additional filings. Also came out that we should be filing income taxes. Michele to fill out some of the remaining forms that have been requested and will reach out to her accountant about filing our taxes. Michele will come back to the board with cost.
 - Russ suggested that this year for the South Carolina conference we offer all of the leadership team the opportunity to attend the SC SHRM State conference with monetary support of the chapter. In the past only the board members have been offered support by the chapter. Melissa suggested that we should check on the actual cost first and then see who can actually attend. Melissa to report back to the board.
- ✓ Melissa, Past President -Name tags are back and look great. We have 30 on hand for new members as they join. Also we now have our SHRM group on Linked in. You must be a member of YCC SHRM to have access to our Linked In group. Discussion led to questions from April about what the process should be around members joining the

group. In the past all applications have been approved by the board. Decided that if the person was clearly in HR we would accept them Otherwise would bring to the board to decide. Johnette suggested that we ask for your HR experience on the application. Melissa said we should follow the by laws for guidance. Need to be careful because we do not want to appear to be exclusive.

- ✓ Cheryl, VP of Programs-Will notify \$500 scholarship recipients, Erin and Meredith. Scholarships will be awarded at the August 20th luncheon. The state council will match 50% on the scholarships as well. CASHRM will also match our amount. Paula mentioned that her understanding was that CASHRM would only match Winthrop students. Russ to check on this and get back to the board. Also CASHRM will want to have representatives from their chapter at the award event.
- ✓ Hope, VP of Administration-Reviewed the May Legal Update numbers. Also issues with the hotel that have been covered and will be reviewed next year prior to the event.
- ✓ Michele, VP of Finance-Handed out Income Statement-Reviewed financial info. No pending membership applications.
- ✓ April, VP of Membership-Updates roster. 2nd quarter membership numbers have dropped to 70. April will contact past members. April asked what we have done in the past to get new members. Russ feels a personal invitation is the best response we get. April has a list of national members that are not affiliated with a chapter. Cheryl will help April call the list. Melissa mentioned that the free guest passes would be a good way to invite potential members and mentioned it might be a good piece for the newsletter. Michele let April know that we do have SHRM pens available for the welcome bags to new members. Melissa suggested that we begin using a Top 10 list that was developed by Greg as one of our marketing pieces for potential members.
- ✓ Paula, College Relations-Students did well in the HR games. Garnet team won for the whole SE. Paula will get the info to Julie for the July newsletter. 2 Winthrop students will be going to national.
- ✓ Johnette, Website-Look at website for any changes. Will discuss format at the July meeting. Johnette needs to know a month in advance of any major changes we would like to see. Everyone agreed the web site looks great.

Adjourned at 4:20 pm.