

September 17th, CC SHRM Board Meeting Minutes

Meeting was called to order at 1:30 pm by Chapter President, Russ Knight. Present were:

Russ Knight, April Simpkins, Michel Lorusso, Melissa Wood, Keith Wheeler, Julie Voges, Andrea Buschur, Johnette Williams, Hope Pevette, Tim Neuman, Greg Day and Cheryl Forlines.

No additional changes to August Board meeting Minutes.

- **Russ Knight**, President
- Election for 2010 Officers and Leaders
 - ✓ Requested that Julie put out another call for board nominations. Have not received any additional nominations. Not sure we have done a good job. Russ will send out the slate. Have to allow for write ins according to Tim. Tim suggested we have a small group for nominating committee? Vote will be in November.
- Discussion around the length of the board meetings
 1. What items could be deferred to committees?
 2. What advance information could be sent to members prior to the meetings?
 3. What other procedural things can we do so as to not lose any of the positive energy we currently have but to also streamline our processes as needed?
 - ✓ Russ feels that the chapter is experiencing growing pains. Everyone has worked really hard this year and we have accomplished and are accomplishing a lot. However there is also a lot of concern and some issues around the functioning of the chapter. Russ feels if we could spend ½ day addressing these issues and agreeing on a central strategy that we could move forward and keep all of the board and core leadership team from pulling away. The ½ day will be a strategic planning event for the chapter. Agreed to meet at the Cultural Museum off Mt Gallant Road on Monday, October 19th at 12 noon. Plan to eat lunch before the event and come prepared to work through these issues. Meeting is scheduled from 12-4 pm. Cheryl feels we need a facilitator and Russ asked if Tim would be willing to do that. Tim agreed and will prepare an agenda as well as send each member some work to complete prior to the meeting. We will invite the board, core leadership

and nominees. Also will take this program off the plate for the November meeting. Greg and Cheryl to offer another topic for November. Russ thanked all of the members for the commitment to the chapter.

- ✓ Johnette said we need to notify the state council and SHRM National about our name change. Our new name has been registered for 4 years.

Cheryl Forlines, VP of Programs

Michele Lorusso, VP of Finance

- Budget review and SC State Conference
 - ✓ Ending balance 8/31 \$7741.30. Not expecting additional expenses this year. Michele will continue to use the checks with YCC SHRM until we run out. Expensive to replace. Did have two partners to pay their dues. One is new. Agape Senior.
 - ✓ You should have received your information and confirmation for the state conference.

April Simpkins , VP of Membership

- ✓ Update on the new committee that April formed to assist with membership. Let her know how she and her committee can support the group. Hope thanked April for help at registration this month!!
- ✓ April requested a small budget so that she and her committee could reach out to the national SHRM members in our area that are not affiliated with a local chapter. Possibly postcards. Andrea suggested we should look into Send Out Cards for a different avenue to contact these potential members. Discussion around other ways that we might contact them. Time and available people to help are the main obstacles. Greg mentioned that the risk for the money spent was quite low. One new member pays us back! Tim motioned that we advance April \$150 for this project. Melissa second. All approved.
- ✓ Johnette said the web site needs new wording for membership. April agreed. Will get with Johnette.
- ✓ Melissa will order name tags for the new members.
- ✓ Greg sent our an email letting the Strategic Partners know that we now have a membership table that is set aside for any information that you would like to offer to the members.

Hope Prevetie, VP of Administration

- CAP requirements update
 - ✓ Need updates from Cheryl and Aprils teams.
- Bylaws Review -At Large members we have is not up to date in the By-laws. We must also want to consider some other structure changes such as additional Officers which would require a By-Law changes too.
 - ✓ Will address at Strategy meeting October 19
- Networking event to be held in October –Russ to provide games-Need refreshments-Will be in the \$100 range
 - ✓ Andrea with Met Life will sponsor the networking event. Hope to let Andrea know potential cost.

Melissa Wood, Past President

Johnette Williams, Member at Large/Web Site

- Forms for each volunteer area represented on the website
- New website address
 - ✓ New domain. Johnette has registered Carolina SHRM for the year. Has been going through and making the name change on the site. Still has some work to do. Please be patient. Also burned our forms on CD for the committees that need them.

Tim Neuman, Member at Large/Workforce

- Recommendation to add two officers to the board. Vice-President of Communications and the other position would be something like a Vice-President of Strategic Partnerships and Relationships.
 - ✓ Will send out agenda for the October 19th Strategy meeting.

Dan Zacharski, HRCI Certification/Professional Development

Kay Burks, Government Affairs

Greg Day , Non Dues Revenue Generation

- ✓ Greg asked about our new logo? Melissa suggested we table for the Strategy Meeting. Michele asked do we really want to change the logo? Melissa said lets choose 5-10 possibilities and put out to the membership. Greg feels we need to be sensitive to this

issue because of surrounding chapters. Julie will get the logos together and also ballots for voting on the logo.

- ✓ Greg asked Russ if he had an event planned for the for December meeting. Greg needs to let the Strategic Partners know what to expect. They may want to participate. Russ suggested that Greg ask the Partners what they would like to see and Russ and Kayci will build a program around that.
- ✓ Greg asked if he needs the board approval for sponsorships? Tim suggested that be included in our Strategy Meeting.
- ✓ Also Greg asked if maybe we should take all of the logos off the bottom of the email page we send out. Starting to look bad. Johnette will help Russ reduce them in size and see if that fixes the problem.

Nancy Harville, Volunteer Coordination

Paula Harvey , College Relations

- I need to ask for ideas on speakers for the student SHRM chapter.

Cheri Gall, Diversity

Julie Vogues. Newsletter

Kayci Black, Special Events

Keith Wheeler, HR Professional of the Year Program

- ✓ Website is up. Judges are finalized. Waiting to hear form the chamber on our location. Target kick off for nominations is November 1st. Need sponsorships. Keith will and Benefit Controls will take the Bronze Sponsorship which leaves 3 Bronze at \$350 each. Ogletree is the Gold Sponsor with 2 Silver Sponsorships left at \$700 each. All on website at HRPOY.com. Event is scheduled for March 11, 2010.

Meeting was adjourned at approximately 2:20 pm.