

CC SHRM Board Meeting Minutes

December 17, 2009

Meeting was called to order at 1:14 pm by President, Russ Knight. Present were: Russ, Tim, Hope, Paula, Julie, Melissa, April, Michelle, Greg, Nancy

- I. Welcome and Call to order-Russ
 - ✓ Quorum of board was present
 - ✓ No corrections or additions to the agenda
- II. Approval of Previous Meeting Minutes
 - ✓ Michelle motioned that we approve the November minutes with an amendment to add Tim Neuman as present in the November meeting. Julie seconded. No opposition. Minutes approved.
- III. Approval of Treasurers Report
 - ✓ Michelle will present 2010 budge in January meeting. Have received a good number of renewals.
 - ✓ SHRM foundation donation was \$125 for conference. Michelle will write a check for \$175 fir the remainder of the budgeted funds for the foundation. However the basket was listed under miscellaneous and will not count for us as a foundation donation. Michelle needs approval to write a \$300 check to SHRM foundation. Nancy mentioned that we need to be cognizant of how we are spending our money. We need a reserve amount.
- IV. Board Member Reports/Updates
 - ✓ Melissa updated us on by laws revisions. Will be looked at in January for 2010. Tim and Melissa are doing a great job on the by law revisions.
 - ✓ Tim reviewed the format revisions. Same info just broken down further. Some concerns about the format and how difficult the process seems. April asked what is the best way for her to share information. Tim reviewed that the form is only for the board meeting to streamline the process. Feel free to share at any time during the month. Also you can just send out a summary as your update that will be distributed to the board. Nancy would like to see some spontaneity and feels our formal process discourages that. Greg reminded us all that agreed to give this process a try for six months. Perhaps we could have a training session on the process?
- V. Volunteer Leader Reports/Updates
 - ✓ Greg's update-
 - Tim made a motion to approve HR Services Directory price changes requested in the update. Melissa seconded. No discussion. Approved.
 - Tim motioned that we approve the Strategic Partner Appreciation Expenditure as presented. Michelle seconded. Motion amended to allow Greg to choose the format that he feels is best and move forward with the expense. Board approved with no discussion.
- VI. Old and Current Business
 - ✓ Tim presented a list of 5 different budget expenditures to consider as we prepare the budget. Discussion about the conferences and how many people we should send. There is the general feeling that it is a benefit for the volunteers. Russ suggested we set the budget and then make a plan on what we can offer the volunteers toward participation. Michelle will present a proposal to the board.

- ✓ Michelle, Greg and April need to talk about what makes sense for them in terms of a budget for their respective responsibilities. Tim mentioned perhaps a calendar would also be a great idea to make sure that we are completing our duties as required. Nancy shared concerns that we are not in a good place with our available funds.
- ✓ Tim updated the board on the SHAPE program for 2010. Listed were 13 items for consideration. The board will need to decide rather quickly if these will be addressed in 2010. Julie and the Strategic Planning Team will take this list under advisement as they continue to put together the plan.
- ✓ Melissa will email policies that we currently have to the board and core to review. Please get back to Melissa with additions.

Meeting was adjourned at 2:11 pm.