

RV CHAPTER – SHRM 2009 Board of Directors
Board Meeting Minutes
June 18, 2009

Present: Heidi Willey, Ginger Kentzell, Trish Forde, Gary Galligan, Jon Jennings, Karen Holt, Suz Montemayor, Sarah Elkinton, Gail Bradley, Lyndell Smothers,

Absent: Ainoura Oussenbec, Clair Steffens, Crystal Peterson, Lisa Seldon, Janeen Hilbrink, Connie Burns, Michael Rees, Joan McBee, Fred Holloway, Michelle Robinson,

Meeting was called to order at 7:41am by President Heidi Willey at the RCC/SOU Higher Education Center Room 228 in Medford.

SUBJECTS

NEW BUSINESS

- A quorum was not present
- Minutes from the May 2009 Board Meeting will need to be approved via email
- Legal Seminar update: 56 attendees; 13 were non-SHRM members; survey results showed positive feedback. Next year have more bottled water and coffee cups. Flyers appeared to be an unsuccessful advertising tool as most of those registered were current SHRM members. Only 1 registered via the Chamber Business Review. The raffle brought in \$160.
- After a correction on points earned, our chapter has been awarded the Superior Merit Award, which results in an additional \$500 for our chapter! The announcement will appear in our July newsletter.
- Time to prepare for the 2010 elections with voting to take place in September. We are in need of a President-elect, who will make the November trip to the Washington, DC conference. Current board members are to notify Heidi of their intent to retain their current board positions or run for another position.

OLD BUSINESS

Heidi learned that if we were to merge the Klamath Basin chapter with ours, the president of the Klamath chapter would be required to attend our board meetings and provide us with a monthly report. There are 20 members in the Klamath chapter. SHRM national would not provide our chapter with any financial support for merging. Our board stands by the decision to take no further action unless the Klamath chapter makes an outreach to us directly.

BOARD STANDARD REPORTS

Programs: Heidi gave the programs report submitted by Ainoura, who was unable to attend today's meeting. Our June program will be presented by former board member Nikki Jones on Generations in the Workplace. Soul Canyon will be presenting a seminar on Soft Skills for Supervisors in August at Fire Mountain Gems in Grants Pass. For security purposes, attendees will be required to have photo ID. We will provide better access at sign in tables to prevent the congestion experienced last year. We are looking for sponsors to provide a couple of door prizes.

Hospitality: Sarah has a door prize for the June meeting, but still needs donations to cover July through November. Board agreed to give a registration fee gift to the August Soul Canyon seminar as the July door prize.

Financials: Our new treasurer, Trish, presented the financial report. She will double check on the maximum amount our chapter, as a non-profit, can earn before having to pay taxes. We will begin presenting ideas on what to do with our reserves when we have a quorum present to vote.

Legislative: No Report

Certification: Next study group will begin in the fall. Certification points for the August seminar have been applied for.

Membership: Jon reported we have 156 members, compared to 126 at this time last year. We are “Super Stars” for membership growth! The Legal Seminar may provide us with an additional 4 – 5 new members. Jon received the at-large member list from National, most half of the names are missing email contact information, with only their business name and address provided. Jon will provide Sarah with an updated membership list prior to next week’s chapter meeting. Sarah will collect any membership forms turned in at the meeting and forward on to Jon.

Newsletter: No report.

Community Relations (Advertising): Michelle is looking to gain us CAP points by soliciting ideas on how to get the SHRM name out into our community. Ideas presented include having a table at the SOU Fall Job Fair and providing a scholarship for the SHRM National fee. She will also talk with Joan McBee about allowing students to attend our monthly chapter meetings, and she will talk with Fred Holloway about having a panel of HR representatives at one of his classes to answer student questions about the HR profession.

Outreach: No report

Web Master: Fred has been extremely busy, but will update our website with copies of our board meeting minutes as soon as possible.

College Relations: No report

Diversity: No Report

Workforce Readiness: Suz reported the there is Oregon stimulus money of \$700,000 to provide summer jobs for 14 – 24 year olds. SOP “Power Up” training is providing free classes through RCC Table Rock campus. A free CPR training class will be provided on June 24th. If you have ideas for other classes, contact Lyndell Smothers, who is on the steering committee. Suz has agreed to take the minutes at the July board meeting.

CAP: No report

At Large: Gail announced that she is looking for our chapter to partner with My Sister’s Closet to do a clothing drive in the fall.

SPECIAL PROJECTS	Person(s) Responsible	Due Date
Pictures of board members to Heidi	All	As soon as possible

ACTION ITEMS	Person(s) Responsible	Due Date
How do other SHRM state chapters handle affiliates	Janeen Hillbrink	March meeting
Attendance requirements for chapter activities for Board members	All	March meeting
Future joint annual meetings with ASSE	All	April meeting
National Chapter quarterly Reports – review w/Heidi	Trish	Prior to May meeting
Membership at-large list	Trish	Prior to May meeting

PARKING LOT ITEMS	Person(s) Responsible	Revisit / Due Date
Community events funding	All	Future meetings
Monthly chapter meeting sponsors	All	Future meetings
Attracting senior HR professionals to our chapter	All	Future meetings
New chapter member orientation	All	Future meetings
Mentor program for new chapter members	All	Future meetings
Develop a mission statement	All	Future meetings
Publish a list of certified chapter members	All	Future meetings
Board role in legislative issues	All	Future meetings
Create Audit Policy	All	Future meetings
Departing Board Member Recognition	All	June Meeting
Scholarship Committee	All	As needed

Next meeting scheduled for Thursday July 16, 2009 at 7:30am at RCC/SOU HEC Building Downtown Medford, Room 228.

Meeting adjourned 8:40am

Respectfully submitted,

Ginger Kentzell
Secretary