

NEPA SHRM Meeting Minutes

Call to order

A meeting of [NEPA SHRM BOD](#) was held at 32 Union Street WB Pa on June 6, 2017 @ 5:15PM.

Attendees

Doug Hertel	Tara Petroski	Janine Hennigan
Christine Jensen	Kerri Greco (Holland)	Tracey McMillan-Booker
Kellie Knesis	Tom Becchetti	

Members not in attendance

Ana De Los Santos	Heather Clark	Marc Marchese
Brooke Lipperini	Kathy Peters	Joe Sileo

New business

- Discuss Attendance at the following events:
 - Annual PA SHRM Conference
 - 2017 SHRM Volunteer Leader's Summit
 - Asked for Attendance from the Board
 - No Volunteers at this time
- Event hosted by Midstate Occupational Health Services
 - No Cost to NEPA SHRM
 - Topic- Social Media in the workplace
 - Early September
- Communication about NEPA SHRM EVENTS
 - Revisit the SHRM email blasts
 - Post events to the Scranton Chamber Board
- Recruitment for members from local businesses

Old Business

- Communication Committee
 - Website update- reviewing the benefits of local companies' vs the SHRM sponsored website
- Finance Committee
 - Still working through securing an audit/financial review; Prospects are either not interested or overpriced.
- Legislation Committee
 - More to come; Brooke is connecting with McNees IT Department to provide regular updates on blog and info updates.
- Membership Committee
 - Cleaning out membership applications
 - Four new members added

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- Still working through - Reverify outdated applications with National, delete non-members and reach-out if National Membership if active
- Delete duplicates in queue- Kellie and Tara to test before anyone is deleted
- Updates needed:
 - Update membership qualifications on website
 - Membership report to National (check on frequency and format)
 - Status of reconciliation to quarterly report from Q1
- Professional Development Committee
 - Additional help needed for the following:
 - Updated excel file of program venues
 - Old and new venue combine with survey results - Janine
 - Development of program flyers - Tracey
 - Thank you gifts - Christine
 - Scholarship review/ selection committee - Kathy and the BOD
 - Maintain list of who has attended events to market programs - Christine
 - Compile and maintain database of survey feedback - Open
 - Refine participant survey - Janine
 - "Get the Word Out" for Programs - Christine
 - Identify individuals in HR locally to come to our events (approach them) - Christine
- Governance Committee
 - By-law update - new By-Law dispersed to the BOD
 - BOD to review new By-laws and Provide Feedback by 6/19
 - Next step By-laws reviewed and cleaned up with J Sileo and then put to a vote

Announcements

2017 Meeting Schedule

September 5, 2017
October 3, 2017
November 7, 2017
December TBD
January 9 2018

All regular BOD meetings will be held at the WB Careerlink 32 Union Street at 5:15 pm.

Special Events

Mid-State Social Media event - TBD in early September
Student Mixer- Tentative date 9/28/2017
Legal Update - October 12, 2017
Annual Meeting - December

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Next Meeting

Careerlink 32 Union Street WB Pa on September 5, 2017 @ 5:15 pm.

Tara Petroski

Secretary

6/25/2017

Date