

NEPA SHRM Meeting Minutes

Call to order

A meeting of [NEPA SHRM BOD](#) was held at 32 Union Street WB Pa on October 3, 2017 @ 5:15PM.

Attendees

Tom Becchetti
Heather Clark
Kerri Greco (Holland)
Doug Hertel
Christine Jensen

Brooke Lipperini
Marc Marchese
Tracey McMillian-Booker
Tara Petroski
Joe Sileo

Members not in attendance

Ana De Los Santos
Janine Hennigan
Kellie Knesis
Kathy Peters

New business

- The October Volunteer Update was reviewed. H.Clark will distribute the updates as they are provided by SHRM. Committee Chairs to address items that apply to them as necessary.

Old Business

- October 3, 2017 meeting minutes were reviewed and approved.
- Committee Updates
 - Communications Committee
 - Website
 - H. Clark updated the BOD regarding her phone call with M.Acker regarding the website move to the SHRM affiliated platform. M.Acker provided some insight regarding membership integration issues that will need to be addressed with the audit and prior to the move to the new website.
 - B. Lipperini shared that we have not received any inquires or interested in our internship at this time.
 - **Action Items**
 - B.Lipperini is putting together options for the next BOD meeting to promote our Social Media accounts (i.e. costs for promoting posts, giveaways for sharing, etc.) to increase our following.
 - B.Lipperini to email and propose dates for meeting to address next steps for the website including project plan / timeline.
 - C.Jensen to distribute QR code information that Careerlink uses. We will look into using QR codes to link to our Social Media and website.
 - Finance Committee
 - Financial Review

NEPA SHRM Meeting Minutes

- C.Jensen scheduling financial review with McGrail Merkel Quinn & Associates, P.C.
- Legislation Committee
 - M.Marchese attended the College Relations Webcast. Valuable information included access to their undergraduate scholarships.
 - **Action Items**
 - M.Marchese to provide information on SHRM Scholarships for the student mixers.
 - J.Sileo continues to work with McNeese' Library Information Group to provide legal updates to be included on the new website and possible email blast on current topic to the members.
 - B.Lipperini will work with new website to incorporate.
- Membership Committee
 - Awaiting results of the membership audit. H.Clark will work with K. Knesis and K.Peters on cleanup of database upon K. Knesis' return from vacation.
- Professional Development Committee
 - C.Jensen attended the Reaffirmation Webcast and will complete the process through SHRM. Event surveys are a requirement of provider status and need to be completed on a go forward basis beginning with the Legal Update.
 - T.Petroski will Chair the Scholarship Committee going forward.
 - The Wilkes-Barre Student Mixer will be held on the 24th at 5:30pm. K.Greco is coordinating.
 - In the coming year, we would like to provide more strategic credits if possible.
 - **Action Items**
 - Holiday Event to be solidified and advertised at the November event to help increase attendance.
 - The scholarship needs to be fixed on the website to indicate that 2018 applications will be taken.
- Governance Committee
 - Bylaws have been reviewed by J.Sileo and will be submitted to National.
 - The CLIF report needs to be submitted by December 1, 2017 and installations of Officers will be held at the Holiday Event. We will review applications at the November BOD meeting.
 - **Action Items**
 - T.Petroski to solicit BOD applicants for 2018 and provide at the November meeting. Qualified applicants will be put on the ballot for electronic vote by the members.

Next Meeting

Careerlink 32 Union Street WB Pa on November 7, 2017 @ 5:15 pm.

Heather Clark

President

11/06/2017

Date