

# NEPA SHRM Meeting Minutes

## Call to order

A meeting of [NEPA SHRM BOD](#) was held at 32 Union Street WB PA on April 3, 2018 at 5:30PM.

## Attendees

Tom Becchetti  
Melissa Bowditch  
Heather Clark  
Janine Hennigan  
Christine Jensen  
Kellie Knesis  
Brooke Lipperini

Marc Marchese  
Tracey McMillian-Booker  
Christina O'Reilly  
Tara Petroski  
Joe Sileo

## Members not in attendance

Kerri Greco (Holland)

Doug Hertel

## New business

- March meeting minutes were reviewed and approved.

## Old Business

- HireStory relationship was discussed. It was agreed upon that we would move forward with the HireStory contract with the condition that we get the contact information for individuals that sign up through our website. We would validate that those who purchase are satisfied with the results.
- K. Knesis will be attending the July event on behalf of NEPA SHRM.
- **Committee Updates**
  - Communications Committee (B. Lipperini)
    - Website
      - A motion was made and seconded to approve the payment of \$150 to Zach Johnson Medland Designs for the production of a NEPA SHRM logo. Once complete the logo will need to be approved by SHRM.
      - B. Lipperini reported that the website is set to go into "blackout" for approximately three weeks and then forward to the new website after the PDS.
      - B. Lipperini to continue to work with J. Sileo on the review and selection of the Privacy Policy for the new website.
      - There were some issues with the promotional a contest to boost the activity for the PDS, however the contest is now complete.
  - Finance Committee
    - C.Jensen presented the March2018 expenses. A motion was made by T. Petroski and seconded by B.Lipperini to approve the expenses as presented.

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4 March  
Expenses.pdf



02-18 Checking  
Statement.pdf

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- Legislation Committee
  - J. Silo, B. Lipperini and H. Clark to investigate pushing out news updates.
- Membership Committee
  - Database cleanup is complete. Working on converting to the new website.
- Professional Development Committee
  - Presenter fees and gifts reviewed and confirmed for the Professional Development Seminar. It was agreed to provide gift cards to all of those presenters that did not charge a fee.
  - Two vendors were considered to provide professional headshots at the December event. A motion was made and seconded to accept Ocialocca as the vendor to provide professional headshots at the December event.



6 Headshot Price  
ll.docx



6 Headshot Price  
l.msg

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- Scholarship Update (T. Petroski)
  - Award presentation at the PDS with picture and summary to the newspaper
  - 2019 Scholarship App was revised and presented to the board
  - Spreadsheet to track award recipient
  - The amount of the award was discussed. Do we need to be awarding more?
  - **Action:**
    - C. O'Reilly to finalize sponsors for the remainder of the year's events.
    - M. Marchese to investigate what other chapters are offering.
    - T. Petroski Pursue promoting of the scholarship.
    - D. Hertel to finalize events and locations for the remainder of the year.
    - J. Hennigen to email Excel file with event location options.
- Governance Committee
  - Continue to await approval of the by-laws.

*\*While the names of the individuals who made two of the motions and are not recorded we (NEPA SHRM) are attesting that the motions were made and seconded as a course of business.*

## Next Meeting

Careerlink 32 Union Street WB Pa on May 1, 2018 @ 5:30 pm.

*Tara Petroski*

Secretary

04/25/2018

Date