

NEPA SHRM Meeting Minutes

Call to order

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


Attendees

Melissa Bowditch
Christine Jensen
Brooke Lipperini
Joe Sileo
Marc Marchese
Doug Hertel
Kellie Knesis
Christina O'Reilly

Members not in attendance

Heather Clark
Janine Hennigan
Tracey McMillian-Booker
Tara Petroski

Old Business

- May meeting minutes were reviewed and approved. A motion was made by Marc and seconded by Christina to approve the last meeting minutes.
 - Kellie is registered for the July 27, 2018 event. Other event registration is not open yet.
 - Doug explained what the volunteer activities consist of; Melissa to research Hazleton venues for seminars; Doug stressed that Committee Chairs need to work over the summer on the initiatives within their committees.
 - Committee Updates
 - Communications Committee
 - Website
 - Old website is no longer able to be accessed; Brooke is working out the kinks with the new website; training will be scheduled for all BOD members who need to know admin functions for new website; meeting will also be scheduled to discuss the termination of our contract with Cyber Source.
 - Finance Committee
 - Christine presented the May 2018 expenses. Kellie made a motion to approve the financial report and Melissa seconded; Christine to investigate why there are two charges to QuickBooks
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Monthly Expense
Report - May 2018.pdf
- Legislation Committee
 - Joe explained that there is a procedure set up for him to send McNees blog posts to Brooke to post on our website.

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- Membership Committee
 - Kellie now has admin access to pull reports; She is working with National on those members needing renewal of national membership; a quarterly update will be performed of members; a suggestion was made to resume the practice of recognizing newly certified members at the December event.
- Professional Development Committee
 - 23 registered for June 14, 2018 seminar at Radisson; FNCB is sponsoring and will hold a business card raffle for an Echo; Christine to confirm with Christina that the \$250 sponsorship check was received; Christina provided folders from FNCB for event; Christine to prepare folders with PPP and flyers about upcoming events.
 - Doug is working on the September 12, 2018 event; we need a Wilkes-Barre venue for it.
 - October 18, 2018 is Legal Update; Christine to contact Karen at McNees to start working on agenda so credits may be applied for.
 - Holiday and Annual meeting; Café 315 booked.
 - A new scholarship application was received last week; need confirmation a press release went out to the papers with the picture of the check presentation.
 - Marc reviewed the results of his research regarding a paid partnership program; some chapters give a discount (Garden State); some charge a flat rate (NYC - \$300 for 12 months); Brooke to determine if we can have sponsorships like this on our National website – all examples Marc had were on non-National websites.
- Governance Committee
 - No update.

New business

- Board accepted the resignations of Tom and Kerrie.
- BOD members need to solicit interested members for board seats; Christine to contact George Rable to see if he or someone else from Benco is interested.
- Discussion of Student conference game competition; consensus that we don't have enough time to put this together this year.

Adjournment: Motion by Kellie; second by Marc.

Next Meeting

Careerlink 32 Union Street WB Pa on September 4, 2018 @ 5:30 pm.

Heather Clark

President

8/26/2018

Date