

NEPA SHRM Meeting Minutes

Call to order

A meeting of **NEPA SHRM BOD** was held at 32 Union Street WB PA on November 6, 2018 at 5:30 PM.

Attendees

Heather Clark
Christine Jensen
Brooke Lipperini
Christina O'Reilly
Joe Sileo
Marc Marchese
Doug Hertel
Kellie Knesis
Tracey McMillian-Booker
Tara Petroski

Members not in attendance

Janine Hennigan
Melissa Bowditch

New business

- A motion was made to approve the October minutes by Christine and seconded by Marc.
- Communication Committee
 - Proposal for Holiday event Facebook promotion to focus on HR Community
 - Brooke to look into why we are still being charged a fee by Cybersource
 - Working on create "How to's" for the website
- Finance Committee
 - Expenses review
 - Bagel Art is the error from previous month
 - \$92.28 is reimbursement to Christine was for expenses incurred for her attendance at the State SHRM Conference
 - A motion was by Heather to approve September and October expenses and it was seconded by Doug.



Expenses - October
2018.pdf



Expenses -
September 2018.pdf

- Legislative Committee
 - Elisa Gibson U of S Human Resources interested in joining Legislative committee
- Membership Committee
 - Received audit- came back 100% needs to be compared to data base
 - Minor issues but were resolved with PayPal and the status of membership.
 - Tracey will create a Membership Subcommittee to engage members and grow membership
 - Support Veterans Career Fair event at the CareerLink (11/14/18) \$50 gift card
 - Tracy has welcome cards to be mailed for new members

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- Professional Development Committee
 - Legal update is 10/18/18
 - Great feedback, positive- kudos to McNees
 - Review Comments
 - Largest attendance
 - Student Mixer at Rodano's on 11/15/18 at 530 pm
 - Multiple local universities
 - Think Center possible venue in downtown WB
 - Holiday Event @ The Cafe
 - Headshot available; \$10 donation to the Foundation
 - Board meeting before holiday event at 430
 - Express Pros are sponsoring the event
 - Thinking about event list for 2019
 - Scholarship
 - Reconciliation for Christine Sompel
 - Check in with 2018 recipients
- Governance Committee
 - Ballot has to go out to get totals in time for Cliff reports
 - Resignations: M Bowditch, Christina O'Reilly, Janine Hennigan
 - Re-group of Committees
 - Joe made a motion to add all 5 applicants to the ballot Kellie second
- A motion to adjourn 703pm by Christine and second by Kellie

Old Business

Next Meeting

The Café on Highway 315 on December 6, 2018 @ 4:30 pm.

Tara Petroski

Secretary

11/06/2019

Date