

NEPA SHRM Meeting Minutes

Call to order

A meeting of **NEPA SHRM BOD** was held at 1120 PA-315, Plains, PA on December 6, 2018 at 4:30 PM.

Attendees

Heather Clark
Christine Jensen
Brooke Lipperini
Christina O'Reilly
Marc Marchese
Doug Hertel
Kellie Knesis
Tara Petroski

Members not in attendance

Joe Sileo
Tracey McMillian-Booker
Janine Hennigan

New business

- A motion was made to approve the November minutes by Kelly and seconded by Christina. One correction needed.
- Three things due for National:
 - Cliff Report identifying the 2019 Board of Directors
 - The SHAPE report (with financials) is due in January
 - Excel Award – on track
- Volunteer Leader Summit
 - Two-day annual event hosted by SHRM
 - Doug attended in November along with other HR Professionals from all over the country and Guam
 - Provided information of how to improve membership, manage volunteers and improve the board.
 - Very motivating
 - More information to follow- a call will be scheduled in the beginning of the new year to discuss
- Communication Committee
 - Two committee volunteers
 - Working on communications for the website
 - Working through some issues with PayPal
- Finance Committee
 - The expenses for November 2018 were reviewed
 - Christine Sompel scholarship resolved
 - Monitoring Cybersources issue
 - A motion was made by Heather to approve November 2018 expenses and it was seconded by Doug.

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- Legislative Committee
 - Enthusiastic Volunteers
 - Working setting a meeting time
 - SHRM Advocacy Team has been developed by SHRM Government Affairs as a way to assist HR Advocates in making their voices heard on public policy issues impacting the workplace.
 - SHRM encourages HR professionals to join the SHRM Advocacy Team (A-Team) – the Legislative Committee will be taking over and overseeing A Team support on behalf of our chapter.
- Membership Committee
 - Received a few new applications; Christine taking over in January. Meeting to turn everything over is scheduled.
 - Pairing up duties for the Retention and Engagement committee
- Professional Development Committee
 - Setting a regular call with the group
 - 2019 Events:
 - Lethal Threat
 - Unconscious Bias
 - Domestic Violence
 - Scholarship
 - Applications due in January
 - Marc will be taking over the Scholarship in 2019. Call with Heather scheduled to turn this over.
- Committees and Chairs have been established for 2019. Committee Chairs will establish a once a month (minimum) committee meeting time with their members and report the schedule at the January board meeting. Committee Chairs will be responsible for reporting on committee activities at the monthly board meetings. Committee work will be done outside of board meetings. Committee Chairs will be responsible for keeping their committee lists of contacts and responsibilities up to date in DropBox and distributing as appropriate.



- New board members sworn in:
 - Eric Emiliani
 - Dr. E. Lee Felder
 - Neena Patton
 - Sara Rosinski
 - Dr. Karen Yarrish
- New positions sworn effective January
 - Christine Jensen will be moving to VP of Membership
 - Kellie Knesis to VP of Finance
- A motion to adjourn by Christine and second by Doug

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Old Business

Next Meeting

PA CareerLink, 32 East Union Street, Wilkes-Barre, PA on January 8 @ 5:30 pm.

Tara Petroski

Secretary

12/27/2018

Date