

NEPA SHRM Meeting Minutes

Call to order

A meeting of **NEPA SHRM BOD** was held at McNees Wallace & Nurick, Suite 220 (2nd floor), 125 North Washington Avenue, Scranton, PA 18503 on June 4, 2019 at 5:30 PM.

Attendees

Dr. Karen Yarish
Doug Hertel
Kellie Knesis
Joe Sileo

Neena Patton
Tracey McMillian-Booker
Tara Petroski
Dr. Marc Marchese

Heather Clark
Brooke Lipperini

Members not in attendance

Christine Jensen
Sara Rosinski-Perez
Eric Emiliani
Dr. Lee Felder

Old business

- A motion was made to approve the June minutes by Karen and seconded by Brooke.



Minutes
2019.05.07.docx

Presidents Update

- Heather signed the “Getting Talent Back to Work” pledge on behalf of the chapter. It has been sent to all the board members; they are welcome to sign individually. SHRM and State Council are encouraging it.
 - Tara to connect Christine and Joe regarding potential opportunities around this.
- 15 out of 26 chapters in PA received an Excel Award at some level. We should promote this on all materials, etc. Karen and Brooke are taking point on advertising.
- State Council
 - Now that we are a medium chapter, we need 5 volunteers for this year in order to be eligible for the rev. sharing program. Those volunteers will be Doug (May event), Tara and Neena (August event), and Karen and Sara (September event) with Eric as a backup.
 - Tara will replace Christine in attending the August event in Carlisle.
 - There are numerous State Council positions available for next year. The email with the list of positions has been distributed to the board should they have interest in volunteering.



2020 PA SHRM Open SHRM Updates -
Board Positions- Please Excel Awards_ Chapte

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Committee Updates

- Communications Committee
 - Excel Award Goal
 - 10% annual increase in followers on our LinkedIn and Facebook pages
 - Followers as of 4/2/19
 - LinkedIn = 286
 - Facebook = 250
 - Followers as of 5/7/19
 - LinkedIn = 291
 - Facebook = 258
 - Goal
 - LinkedIn = 315
 - Facebook = 275
 - Exceeded LinkedIn Goal at 325
 - Fell Short of FB Goal of 267
 - Brooke updated QR code
 - Julian is helping to pursue credits
 - Initiatives to increase followers
 - Brooke to send reminder to BOD Members on how to become more interactive
 - Brooke to send a note on what she needs help with Communications Committee to promote marketing: social media, events and website maintenance.
 - Brooke to continue to add new members to the LinkedIn group as well as going through current members.
- Finance Committee
 - Review of April expenses. Motion to approve by Doug, seconded by Joe
 - CD to mature in August recommendation is to roll over; terms of CD to be reviewed and voted via email
 - SHRM Payments - \$840 for re-certification for 2019;
 - Recommend to fund certifications/education/scholarship
 - Motion to approve Doug seconded by Joe



Financial Statement
May 2019.pdf



Explanation of the
2018 SHRM Chapter f

- Legislative Committee
 - Goal to get 2/3 posts of legislations developments and topics- hopeful to achieve by Sept.
- Membership Committee
 - Chamber reach out is slow
 - Heather to send Joe our membership flyer to use at his events.



Membership
Committee Notes-Foll

- Professional Development Committee
 - Developing a needs list to request volunteers to help from the board
 - We are looking for presenters for September & November
 - June 19th breakfast seminar at Radisson in Scranton – focusing on the Economic Value of Diversity

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- 1.25 credits pending
- Sponsored by NEPIRC
- Speaker requires payment
- Scholarship
 - 
 - college scholarship award - draft.docx
 - Marc proposed language for utilization of remaining scholarship funds.
 - Marc will revise language and propose at the next meeting for review.
- Legal Update October 10, 2019
 - Working up cost estimate for binders
- Financial Workshop September 17, 2019
- Governance Committee
 - Excel Award
 - Develop letter to promote
 - Email blast
 - Social media/Newspaper/Membership
 - Brooke and Heather to fine tune letter
 - Karen reviewed the 2019 Excel initiatives and recommended changes for feasibility with the board / committees. She will continue to do this at each meeting to ensure we are on track to meet our goals.

New Business

- Motion to adjourn by Heather and was seconded by Marc.

Next Meeting

September 3, 2019 @ 5:30 pm at Scranton.

Tara Petroski

8/27/19

Date