

NEPA SHRM Meeting Minutes

Call to Order

A meeting of **NEPA SHRM BOD** was held at via zoom video conference on January 5, 2021 at 5pm.

Attendees

Heather Clark	Karen Yarrish	Nina Graaf	Doug Hertel
Christine Jensen	Julian Beck	Bryanna Burnside	Carrie Krott
Neena Patton	Joseph Sileo	William Aquilino	Regina Corchado
Sharon Brodie	Kellie Knesis	Brooke Lipperini	

Members not in Attendance



Old Business

- 1. December Meeting Minutes (Neena)**
 - a. Bill motioned to approve December minutes, Karon seconded
 - i. Neena has uploaded the final version in the Drop Box
 - b. Neena is working on updating the Attendance Tracker and Board Bucks eligibility based on 2020 attendance and will be reaching out to BOD members individually

Presidents Update

- 1. President's Update**
 - o Introduction of Sharon Brodie and Regina Corchado - new to the BOD for 2021 - WELCOME!
 - o Assigned a new District Director for PA SHRM Council - Kim Eagon
 - First meeting likely to be held in February
 - o Committee Chairs - please review the roles and responsibilities workbook and provide updates/validation back to Heather
 - Regina to update members and roles for Student Relations Committee
 - o NEPA SHRM Membership Fees
 - Electronic vote occurred to approve \$25 per year annual membership fee
 - This will be part of renewing National SHRM membership
 - Will analyze how 2021 goes to determine if amount is correct - how to maximize value to our members
 - Will begin August 1, 2021 for NEPA SHRM

Committee Updates

- **Communications Committee (Brooke):**
 - o Planning communications around dual membership to start August 1, 2021 - \$25 per year
 - Soliciting guidance on website updates because of this change
- **Finance Committee (Kellie):**
 - o Review 2020 Financials for Submission to SHAPE
 - o Financial Reports sent to BOD members in advance of the Meeting
 - Total Expenses \$1,126.59, Deposits \$0
 - Checking Account \$25,521.61
 - PayPal \$2,769.07, CDs \$43,477.61
 - Scholarship - holding \$950.00 (need to determine what we can use for 2021 total)
 - Net Worth of \$70,818.29 - Motion to approve by Doug, seconded by Christine
 - Motion to approve the year end Financials provided by Nina and seconded by Brooke

NEPA SHRM Meeting Minutes

- Heather is scheduled to go to PNC on Thursday to obtain her debit card
- **Legislation Committee (Joe) - Absent**
 - Forwarded a McNeese Blog post that Joe thinks we should post on our Blog - will get this up
 - Juliane Von Schmeling complaint (investigation by the PA Attorney General's office for practicing law without a license): *Joe to follow-up on this from last meeting*
- **Membership Committee (Christine):**
 - Growth - Goal of 342 (12/31/2021) - 322 confirmed as of today 1/5/2021
 - 5 new members in December and 2 pending now
 - We have 400 + at-large members - SHRM National will send an email on our behalf
 - Retention and Engagement
- **Professional Development Committee (Doug and Carrie)**
 - 2021 Event Calendar
 - Working to reorganize the committee as there are several members that have not been joining and contributing - sent a survey to see who is still interested and suggest a better meeting time
 - If there are others willing to participate in this committee, please let Carrie know
 - Send along connections
 - 1st Event of the Year - Jim Valentine to kick us off with COVID related issues
- **Governance Committee (Karen)**
 - Excel Award
 - 2020 Application - due March 15
 - Karen will send committee chairs their section for review and to add as many quantifiable results as possible
 - 2021 Initiatives to be Drafted
 - Along with providing results of 2020, start to put together goals for 2021
- **Student Relations Committee (Regina)**
 - Planning to meet with Eileen this week - goal is to establish the committee
 - Maybe a virtual round table for students to kick-off this year, internships, mentorships, etc.
 - Scholarships - funding available and used so we can plan for 2021 (Nina) - See Finance Committee
 - Begin advertising ASAP

New Business

- **Doug**
 - There are still some updates needed to the Website around 2021 members, etc.
 - Brooke to update the Student page

Meeting Close - Meeting Adjourned - Motion by Joe, seconded by Julian, BOD confirms

Action Items

- **Committee Chairs**
 - Review roles and responsibilities workbook for your committee and provide updates/validation to Heather
 - Review 2020 Excel application and provide Karen results for submission
 - Begin compiling goals for the 2021 application
- **Joe**
 - Joe will look further into the Juliane Von Schmeling situation - check web to see if she is marketing herself as a NEPA SHRM member. Contact the attorney listed on the complaint form for more information
- **Karen**
 - Share 2020 Excel application and work with committee chairs to finalize
 - Begin work with committee chairs on 2021 Excel goals
- **Neena**

NEPA SHRM Meeting Minutes

- Update the Attendance Tracker and Board Bucks eligibility based on 2020 attendance and provide details to BOD members
- **Nina**
 - Work with Heather to prepare and circulate funding available and used for the Scholarships program so we can prepare total for 2021 (the \$950 is not the full amount)
 - Begin advertising for scholarship

Next Meeting

February 2, 2021 - Zoom Call at 5pm



01/05/2021

Date