

# NEPA SHRM Meeting Minutes

## Call to Order

A meeting of **NEPA SHRM BOD** was held at via zoom video conference on April 6, 2021 at 5pm.

## Attendees

Julian Beck  
Regina Cochado  
Kellie Knesis  
Marni Sherrill

Nina Graaf  
Carrie Krott  
Joseph Sileo

Bryanna Burnside  
Doug Hertel  
Brooke Lipperini

Heather Clark  
Christine Jensen  
Neena Patton

## Members not in Attendance

Sharon Brodie

Karen Yarrish

## Old Business

1. **March Meeting Minutes (Neena)**
  - a. Kellie motioned to approve the minutes; Christine seconded
  - b. Neena has uploaded the final version in the Drop Box
2. **Board Bucks Discussion**
  - a. The Board Bucks program has been updated, approved by the BOD via email and posted to the Drop Box

## Presidents Update

1. **President's Update**
  - o New Member
    - Marni Sherrill - Welcome!
  - o Survey Monkey Account
    - Updated to a Paid Acct. - \$19 per month
  - o PA State Council Updates
    - Phishing scams are targeting chapters
    - Student virtual conference is April 15
      - Regina/Bryanna please share via social media and with our students
  - o Volunteer Leader Webcasts Scheduled near the end of each Month
    - Try to attend when you can and share important information back with the group
  - o National is promoting 'Getting Back to Work Initiatives'
    - Targeting those with criminal records, etc.
  - o Resubmitted CLIFF report data to SHRM
    - They had lost the data - hopefully, we will receive the right emails from SHRM regarding the Committees we are on, etc.

## Committee Updates

- **Communications Committee (Brooke):**
  - o Volunteer Leader Connection Webcast March 25 (next one is April 29)
    - Primary speaker - SHRM President and CEO
      - Talked about membership being on the rise for National (over 300K by end of year) - there is also a volunteer network of about 18K
      - 2021 National Conference - first full hybrid conference in Las Vegas (will offer a truly virtual platform as well)
      - Support initiative to reduce discrimination, etc. in the Workplace
      - Updates about Dual Membership, etc.

# NEPA SHRM Meeting Minutes

- May have an opportunity to e-blast during certain dates to the At-Large group
  - Bryanna continues to share on social media and Neena provides event list for other PA Chapters Monthly
  - Brainstorming some additional ideas on providing an avenue for question and answer
    - The LinkedIn group did not take off the way we wanted
    - What other options do we have?
  - How do we address that individuals will be paying for annual membership at \$25 and ensuring that they get discounts to the events that we charge for?
    - Will Event Bright work for us?
      - Carrie and Brooke will investigate options and share with Heather / Christine.
- **Finance Committee (Kellie):**
  - Documents shared by Kellie in advance
    - Total Expenses \$939.37, Deposits \$2,887.50
    - Checking Account \$29,181.56
    - PayPal \$6,705.30, CDs \$43,766.69
      - Will move PayPal money into account after Professional Leadership
      - One CD maturing on April 13, 2021
        - \$18,810, recommending splitting it into two
          - 1 at 24 months and 1 at 36 months
          - Motion to approve by Julian and seconded by Carrie (all in favor)
    - Scholarship - \$1,700
    - Net Worth of \$77,953.55 - Motion to approve by Regina, seconded by Brooke
- **Legislation Committee (Joe)**
  - 2 Blog posts, 3/8 and 3/16
  - Joe held a committee meeting:
    - Lisa Bonacci from Citizens bank joined the Legislation Committee
    - One additional individual may be joining as well
    - Setting up regular meetings
  - Attempted to follow-up on this issue again but has been unable to connect with the right parties:
    - Juliane Von Schmeling complaint (investigation by the PA Attorney General's office for practicing law without a license)
- **Membership Committee (Christine):**
  - 323 members as of Today
  - Committee met 3/8 and will meet again 4/12
  - New member Tiffany Jackson is assisting Suzi with outreach to at-large members
  - Waiving the fee will hopefully entice members - an email blast from National SHRM this will go out 4/12/2021
  - Dual Membership, how will we handle partial membership fees
    - Standing item for each upcoming meeting to ensure we have a plan once dual membership starts:
      - Dual Membership will start August 17, 2021
      - Anyone who joined this year, we will refund the \$25
        - Kellie will need to provide the checks to Christine who will get them out with the letters (Christine to provide Kellie the list)
      - We will not charge those who join between now and kicking off on August 17, 2021
        - Waiving the fee will hopefully entice members - this will go out 4/12/2021
      - All members will receive an email prior to the go-live date - a Flyer has already gone out and will go out Monthly
      - Dual membership will not support any student level or other (2 chapters, etc.) membership - how will we handle?
- **Professional Development Committee (Doug and Carrie)**
  - Professional Development
    - Approximately 83 attendees (7 have not paid yet)
      - 2 sessions - you must attend both and must complete the survey(s) to obtain your credits/certificates
    - Christine and Carrie are reconciling registrants with their payments
    - Julian is working on the certificates for SHRM and HRCI
    - Need to confirm an easier way to ensure everyone gets the zoom link

# NEPA SHRM Meeting Minutes

- Each day will have its own zoom invite meeting
    - Heather will close registration first thing in the morning
  - Focusing on filling the remaining spots for the rest of the year.
- **Governance Committee (Karen)**
  - Excel Award
    - 2021 Goals for 2021 to be finalized - Karen and Heather to meet on the draft
- **Student Relations Committee (Regina)**
  - Hosted a virtual handshake that went well
  - Regina attended a virtual event through Villa Nova - online challenges, connecting, etc.
  - 2 goals for this year:
    - (1) create a network of speaking engagements for students by HR professionals and
      - Looking to have these scheduled and rolling out for the Fall 2021
      - Regina has connected with her network and is trying to obtain faculty that will want to have speakers
        - Can Christine provide more information from our membership list? (Local Universities)
    - (2) offer a Job Shadow program (for a few hours or for a day) with HR professionals
      - Connecting with Julian to start planning
- **Scholarship Update (Nina)**
  - Met with Regina and Heather about the late 2021 entrants
    - 2 additional for 2021 - would like to award these at \$750 each
      - Megan Colburn
        - Motion to approve by Kellie and seconded by Heather
      - Melissa Sharpe
        - Motion to approve by Kellie and seconded by Christine
    - What if we put out the scholarship ads one at a time, twice per year?

## New Business

- None

**Meeting Close** - Meeting Adjourned - Motion by Nina, seconded by Doug, BOD confirms

## Action Items

- **BOD Members**
  - Attend volunteer leader conference meetings monthly if your availability permits
- **Brooke and Carrie**
  - Investigate alternative pay options for our events (like Event Bright) so that we can ensure our members are truly receiving benefits of maintaining their membership
- **Bryanna and Regina**
  - Share National SHRM's upcoming Student event on Social Media and with Local Students (April 15)
- **Christine**
  - Provide membership contact information for those tied to a local university to Regina
- **Heather, Carrie and Julian**
  - Carrie to finalize event details and share zoom link(s) for Professional Development Conference
  - Julian to finalize certificates for SHRM and HRCI credits
  - Heather to close registration, etc.
- **Heather and Karen**
  - Work together to finalize goals for the 2021 Excel application
- **Kellie and Christine**
  - Kellie to provide the 26 refund checks that new members paid so far in 2021 to Christine
  - Christine to provide checks along with a letter and mail these out to members

# NEPA SHRM Meeting Minutes

## Next Meeting

May 4, 2021 - Zoom Call at 5pm



04/12/2021

**Date**