

BOD Meeting Minutes

Call to Order

A meeting of NEPA SHRM BOD was held at via zoom video conference on May 3, 2022, at 5pm.

Attendees (Red Indicated No Camera Use)

Jose Adames	Julian Beck	Sharon Brodie	Bryanna Burnside
Heather Clark	Regina Cochado	Holly Courter	
	Kellie Knesis	Brooke Lipperini	
Neena Patton			

Members not in Attendance

Nina Graaf	Christine Jensen	Carrie Krott	Anna Rinaldi
Joseph Sileo			

Old Business

- a. April Minutes (Neena)
 - i. Motion to approve by Sharon and seconded by Regina

Presidents Update

- a. PA State Council Update
 - a. Meeting coming up this Thursday
 - i. Heather will be attending this and the VLM meeting on Friday
 - ii. The schedule has been shared with the BOD for the meetings remaining this year – if you are scheduled and have any issues or need help please reach out to Heather asap

Committee Updates

- a. Communications Committee (Bryanna)
 - i. Continuing to use Buffer to share events in a pre-scheduled fashion
 - a. Gained 48 followers on LinkedIn
 - b. Believes she was able to turn off the auto-emails from LinkedIn to the NEPA SHRM email account – Heather to confirm
 - ii. Bryanna ensures that the new non-members from events, such as the HR101 series are added to communications
 - iii. Surrounding Chapters – (Neena)
 - a. Next submission was sent, and Bryanna is marketing, Heather also sent out via email
- b. Finance Committee (Kellie)
 - i. Approval of March 2022 Expenses
 - a. **Net worth = \$95,949.05**
 - b. More activity due to Professional Development
 - c. Motion to approve by Sharon, seconded by Brooke
 - ii. Researching other investment opportunities to review at the next BOD meeting

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- a. Meeting with Susan Jones (Edward Jones in Pittston) regarding investment opportunities
- b. Would retain anywhere from 15-20K in the account
- c. Legislation Committee (Joe – absent)
 - a. Christine brought up two items for consideration at previous meeting: TIP and Redefining the Workweek for Salaried employees
 - i. Joe will research what should be shared in our blog
- d. Membership Committee (Christine – absent)
 - a. SHRM National Data Site
 - i. Currently sending rosters but the goal is we can login and see our membership real time (current rosters are a little off) – very exciting if it works!
 - b. Workforce Readiness Sub Committee (Sharon)
 - i. DE&I event scheduled for May 25
- e. Professional Development Committee (Carrie – stepping down as Chair, updated by Heather and Sharon)
 - i. Committee leadership update:
 - a. Sharon, Heather, and Christine are working on filling this gap
 - b. Until a new Chair or 2 Co-Chairs are in place, we may need to adjust current responsibilities (we may need to step back in other areas because we do need to provide credits)
 - i. Will be putting out a sign-up sheet / survey – please volunteer to help this group to ensure PD continues
 - ii. Options for Future Speakers
 - a. Brooke attended EMPOWER – over 600 folks at the event
 - b. HR panelist on conflict management along with several other excellent speakers
 - iii. Upcoming Events / Plans
 - a. April 19, Professional Development
 - i. 6.5 credits – Really great feedback on this event
 - b. May for HR 101 and DE&I Event
 - c. June in-person active shooter
 - d. August and November HR 101
 - i. Looking for additional August event
 - e. September – Veteran Event
 - f. October – Legal Update
 - iv. Event Sponsors Update
 - a. None currently
- f. Governance Committee (Heather)
 - i. Excel Award Application
 - 1. Identify 2022 Goals (Neena to help finalize)
 - a. Professional Development and Legal
 - ii. Chapter of the Year Award
 - 1. Finally heard back on marketing 2021 award – Heather sending along a response
- g. Student Relations Committee (Regina)

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- i. SHRM contacted Regina for the King's student chapter membership and it seems the acknowledgement of this group is in process for completion
- ii. Scholarships to help pay for Students Membership is being Implemented
 - a. Establishing several scholarships for Student Membership (\$50 each – National)
 - i. Rolling out for Fall Semester – finalizing criteria
 - b. Regina will help on PD Committee
- iii. Scholarship Sub Committee (Nina – absent)

New Business

- **None**

Meeting Close - Meeting Adjourned – Motion by Kellie, seconded by Sharon, BOD confirms

Action Items

- **All BOD Members**
 - Review the email from Sharon regarding additional support for the Professional Development Committee and select areas where you can help
- **Committee Chairs**
 - Please remember to send monthly committee meeting notes to Heather to share with full BOD
- **Kellie**
 - Will share alternative investment options next meeting
- **Neena**
 - Assisting to finalize 2022 goals with Committee Chairs – will ensure completion prior to June Meeting
- **Regina and Nina**
 - Share criteria and proposed process for establishing scholarship/payment of student memberships

Next Meeting

June 7, 2022 – Virtual



05/03/2022

Date