

BOD Meeting Minutes

Call to Order

A meeting of NEPA SHRM BOD was held at via zoom video conference on June 7, 2022, at 5pm.

Attendees (Red Indicated No Camera Use)

Jose Adames	Julian Beck	Sharon Brodie	Heather Clark
Regina Cochado	Kellie Knesis	Neena Patton	Anna Rinaldi
Joe Sileo			

Members not in Attendance

Bryanna Burnside	Holly Courter	Nina Graaf	Christine Jensen
Carrie Krott	Brooke Lipperini		

Old Business

- a. May Minutes (Neena)
 - i. Motion to approve by Sharon and seconded by Jose

Presidents Update

- a. Meetings the rest of summer
 - a. We will be reconvening in September 2022, taking July & August off
 - b. Please continue to have committee meetings and if we need a vote or a meeting, please let Heather know
- b. PA State Council Meeting
 - a. Conference was well attended; ½ in person, ½ virtual
 - b. Theme was focused on SHRM growth, which was surprising
 - i. Part of our issue is dues (previously we had a lifetime membership) – forcing members to act and pay \$25 per year is driving our membership down
 - c. Several chapters are having hybrid meetings (in-person and virtual)
 - i. Using the technology we have, sharing screen – we may take this approach for the legal update (to help increase participants)

Committee Updates

- a. Communications Committee (Bryanna - absent)
 - i. See notes shared in meeting documents.
 - a. Heather and Sharon continuing the marketing for events while Bryanna is on vacation
 - b. The logos need to be updated on our website – Brooke to complete
 - c. Created an Instagram page
 - ii. Neena to submit next Surrounding Chapter listing soon
- b. Finance Committee (Kellie)
 - i. Approval of May 2022 Expenses
 - a. **Net worth = \$98,297.53**
 - b. Motion to approve by Heather, seconded by Joe

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- ii. Christine and Kellie met with Susan Jones (Edward Jones in Pittston) regarding investment opportunities – have similar options for CD's
 - a. Kellie is going to check with National SHRM as well
- c. Legislation Committee (Joe)
 - a. Meeting coming up next week.
- d. Membership Committee (Christine – absent)
 - a. See notes shared in meeting documents
 - b. Workforce Readiness Sub Committee (Sharon)
 - i. Juneteenth is coming up – activity through the WB / Scranton area – looking for us to share events on our website
 - 1. Heather and Sharon to connect separately
 - ii. November event will center around LGBTQIA+
 - 1. Neena will share some information – we need a speaker
 - iii. Potentially looking at a Round Table DEIA session as well
- e. Professional Development Committee (Sharon – THANK YOU!!)
 - i. Upcoming Events / Plans
 - a. June 22, 2022
 - i. In-person legal threat, 3 credits
 - ii. Getting out to the membership, \$20 members, \$30 non-member
 - iii. BOD, please share on your social media and send to contacts
 - b. August and November HR 101
 - i. Part III of HR 101
 - ii. Looking for benchmarking benefits event
 - c. September
 - i. Potential Recruitment and Retention Event
 - ii. Potential Veteran Event
 - d. October – Legal Update
 - i. Considering hybrid approach and free location (Misericordia)
 - e. November
 - i. Part IV of HR 101
 - ii. DEIA through Workforce Readiness
 - f. December
 - i. Annual meeting (Regina supporting – Lackawanna County)
 - 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. Heather sending along a response to National SHRM per their request
 - g. Student Relations Committee (Regina)
 - i. Scholarships to help pay for Students Membership is being implemented – updates to come from Nina on progress
 - ii. Scholarship Sub-Committee (Nina – absent)

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New Business

- None

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

Action Items

- **All BOD Members**
 - Please share events on your LinkedIn pages to help market
- **Committee Chairs**
 - Please remember to send monthly committee meeting notes to Heather to share with full BOD
- **Brooke**
 - Please update the website logos
- **Heather**
 - Working to share accomplishments with National SHRM to market our Chapter Award
- **Neena**
 - Assist to finalize Excel 2022 goals with Committee Chairs
 - Working on next surrounding chapter submission
 - Share DEIA contact and program we launched around LGBTQIA+ with Sharon and Heather
- **Nina**
 - Share criteria and proposed process for establishing scholarship/payment of student memberships

Next Meeting

September 2022 – no Meetings in July or August 2022 – Virtual



06/07/2022

Date