

BOD Meeting Minutes

Call to Order

A meeting of **NEPA SHRM BOD** was held at via zoom video conference on October 4, 2022, at 5pm.

Attendees (Red Indicates No Camera Use)

Sharon Brodie	Regina Cochado	Nina Graaf	Christine Jensen
Carrie Krott	Neena Patton	Anna Rinaldi	Joe Sileo

Members not in Attendance

Jose Adames	Julian Beck	Heather Clark	Holly Courter
Kellie Knesis	Brooke Lipperini		

Old Business

- a. September Minutes (Neena)
 - i. Motion to approve by Sharon and seconded by Christine

Presidents Update

- a. Heather is unable to attend today: Neena coordinated the meeting
- b. PA State Council Meetings
 - a. Regina attended in September and provided an update – she will send an email with the notes as well (46 attended)
 - i. Covered SHRM Connect
 - ii. Covered Dual Membership – the other 3 (very large) dual membership chapters in PA realized decreases in membership going to dual, however, overall SHRM membership is up 5% (SHRM keeping an eye on this)
 - iii. Two great speakers at the event
 - b. Holly will attend the VLC in November
- c. 2023 Election Update
 - a. Officers met in September and an electronic board vote approved the nominating committee of Kellie, Christine, and Heather
 - b. Officers have been soliciting interested candidates for our open board seats
 - i. If anyone else would like to run, please have those candidates submit their resume and bio by October 14, 2022
 - c. The Nominating Committee will meet after October 14 and propose the slate of candidates for the ballot to the board for an electronic vote with the intent of the ballot being circulated to membership in early November
 - i. We will need someone to take over the Legislative Committee for Joe
 1. Christine may have someone – Susan Krissa-Butko, Director, and Attorney for Inner Metro
 - d. If interested in an officer's seat, please let Heather know this week
- d. Continued Membership for the Chamber of Commerce(s)
 - a. Wyoming County, Wyoming Valley, Hazelton, Scranton, and Pittston Chamber
 - b. Vote to continue indefinitely (roughly \$1,000 per year and gives the ability to have them circulate our events, post to their sites, etc.)

BOD Meeting Minutes

- i. Motion made to approve by Christine, seconded by Regaina, and approved by BOD
 1. Christine will provide the information to Kellie to have the two that are currently up for renewal paid

Committee Updates

- a. Communications Committee (Brooke absent, Carrie provided an update)
 - i. Brooke working to transition items from Bryanna, etc.
 - ii. Neena to submit next Surrounding Chapter listing soon
- b. Finance Committee (Kellie absent)
 - i. Approval of August 2022 Expenses
 - a. **Net worth = \$101,304.47**
 - b. Total expenses in the month = \$435.23
 - c. Motion to approve by Nina, seconded by Joe
- c. Legislation Committee (Joe)
 - a. No updates today
- d. Membership Committee (Christine)
 - a. August: 21 new/renewing (5 new)
 - b. New member mixer on September 22
 - i. Great event, 30 registered and about 20 showed
 - ii. Sponsor (ComServ Solutions) helped us to almost break even
 - c. Workforce Readiness Sub Committee (Sharon)
 - i. Veteran Recruiting – planning for one more event for 2022
 1. Curtis Woody from SHRM – looking to connect for help with this
 2. Reached out to 50 strong
 - ii. Neena to introduce Sharon regarding potential DEIA partner, Gary Abernathy
- e. Professional Development Committee (Sharon)
 - i. Upcoming Events / Plans
 - a. October – Legal Update
 - i. Registration open, early bird over (Christine helping – live 10/20)
 - ii. Sharon checking to see if Julian sent the information for credits
 - b. November
 - i. Part IV of HR 101
 - ii. Veteran Recruiting through Workforce Readiness
 - c. December
 - i. Annual meeting (Regina supporting – Lackawanna County, potentially the Radisson)
 - d. January
 - i. Starting to look at event planning for early next year as well
- f. Governance Committee (Heather)
 - i. Excel Award Application
 1. Identify 2022 Goals (Neena to help finalize)
- g. Student Relations Committee (Regina)

BOD Meeting Minutes

- i. Regina has recently been able to obtain proper certification for the Kings SHRM Student Chapter
- ii. Scholarship Sub-Committee (Nina)
 - a. Scholarships to help pay for Student Memberships being implemented:
 - i. Recently determined that we would have students fill out the form and complete with the reimbursements to be paid by check
 1. Exhausted other options of gift card, ACH, etc.
 - ii. Need to finalize budget – Regina proposed \$100 per student:
 1. 5 from Kings, 5 from University of Scranton as a start – would launch to others eventually (Penn State Scranton)
 2. Will be Seniors in college – intent to have them roll to regular membership the following fall
 3. If we get more applications, we can always look to approve more
 4. Neena motioned to approve a \$1,000 budget per year for this initiative, approved by Joe, seconded by Carrie – board approved
 - b. Nina will review new poster for SHRM Certification marketing flyer

New Business

- None

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

Action Items

- **All BOD Members**
 - Please submit the resume and a short biography for anyone interested in running for a board seat to Neena/Heather by October 14, 2022
 - If you are interested in running for an officer's seat for 2023, please reach out to Heather this week
- **Committee Chairs**
 - Please remember to send monthly committee meeting notes to Heather to share with full BOD prior to each scheduled meeting
- **Brooke**
 - Work with Bryanna to transition social media postings and other items back to Brooke
- **Neena**
 - Assist to finalize Excel 2022 goals with Committee Chairs
 - Working on next surrounding chapter submission
 - Meet with Sharon regarding DEIA contact and program we launched around LGBTQIA+ for next steps
- **Nina**
 - Finalize scholarship flyer to begin marketing

BOD Meeting Minutes

Next Meeting

November 1, 2022 – Virtual



10/04/2022

Date