



MEETING MINUTES

Name of Meeting: August Board of Directors Meeting

Facilitator: Christine Cline, President	Secretary: Adele Avolio	Action Keeper: Steve Hall	Location: Tidewell Hospice 5955 Rand Blvd. Sarasota, FL 34238 Contact: Renee Hood 941-737-3622
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Date: 8/2/2016 **Time:** 5:30 – Dinner and open discussion
6:00 P.M. – 7:25PM Business meeting

Attendees

Present (voting): Christine Clyne, Steve Hall, Adele Avolio, Renee Hood, Angie Messerschmidt, Liz Cotner, Marie Graziosi, Dawn Laidlaw, Cynthia Keaton

Guests (non-voting): Gina Burwood, Debbie DeVore, Michael Strohbeck

Absent (voting): Angela Sain

MEETING NOTES

Discussion Item	Notes
Call to order and welcome	<ul style="list-style-type: none"> Christine called the meeting to order at 5:55 PM
Consent Agenda	<ul style="list-style-type: none"> Motion to approve the consent agenda as amended to include the additional three members Dawn distributed and the July Treasurer's report was made by Renee. Seconded by Liz. All in favor. Motion carried.
Discussion Item from Board Members	<ul style="list-style-type: none"> Renee - By-Laws Renee – October conference – getting the word out – what's our approach? Steve - Conference sponsorships and transition of Marketing Director to Cynthia
Steve	<ul style="list-style-type: none"> To help with Cynthia's transition, a lunch meeting was held July 27th. Contact names and marketing materials, as well as information regarding pending sponsorships were shared. The transition is going well. Cynthia will concentrate on the non-profit spotlights and Steve will focus on paid sponsorships. Including Cynthia on e-mail correspondence to our August sponsor Paycor and the sponsors for the October conference. October conference sponsorships confirmed: Advance Talent Solution, Alltrust Insurance, Cigna, Canada Med Services, PayServ Systems, and Williams Parker Law Firm. Still waiting for New Balance/Fleet Feet to confirm E-mailed all sponsors asking them to provide a giveaway exceeding \$100 value College relations – Toni contacted 5 student members to see if they could man a table at the Community Job Fair on August 23rd. No responses to date. Will also reach out to the Observer to advertise the conference and the SHRA award recipients from HR Tampa
Debbie	<ul style="list-style-type: none"> 251 active members, 128 (65%) are SHRM members, 84, not SHRM members, 34 Honorary members, 5 students 4% increase in membership from last month

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Liz	<ul style="list-style-type: none"> • The Evolving Workforce: Embracing Constant Change is the Conference title • Agenda shared in the current version, still evolving • Tervis Tumblers with lids were ordered for the member appreciation gift • All board members were asked to attend the conference and help • Jeremy's topic will revolve around interviewing; Rosanna from Cigna will discuss gender issues; Barbara from Project 180 – employing felons; CJ -- Director of Veteran Services Affairs (Goodwill) will speak on their initiatives; Gail Farb will provide the legislative update • Lunch/networking/raffle/giveaways/ SHRM foundation fundraiser • Suggest to do another site visit on 13th to be prepared for the event • End with a social time and basket drawing. Completion should be 2:45pm • Christine will open and close. Liz will MC the event • Survey Monkey results – will continue to work with speakers to share their handout before meeting to share with attendees • 2017 SHRA calendar has been updated; 2016 calendar is complete
Dawn	<ul style="list-style-type: none"> • 17 new members, several indicated a willingness to volunteer • Working on the SHRA/SHRM discrepancy list. Many issues occur when new members don't link their profile to SHRA. Making progress. • Ranae Laidig is moving to TN and her account was suspended. • Continue to review and approve new member applicants, order new badges
Adele	<ul style="list-style-type: none"> • Notification of August Membership meeting was sent to the Sarasota Herald Tribune • Press release for the HR Tampa Bay award winners was submitted to the Sarasota Herald and Biz 941.
Angie	<ul style="list-style-type: none"> • Added the July Treasurer's Report to amend the consent agenda. Minor change was made to move the dollar sign down
Gina	<ul style="list-style-type: none"> • Florida Sheriff's Youth Ranch for HRFL2016 – bring supplies to the August 2016 meeting. A list of desired items will be circulated • Points – we are in the middle in District 7 and ahead of HR Florida at this point. SHRA will receive an award in the “out of the box” category. • August 3rd will have another conference call. • Monday morning coffee at HR Florida – 10 seats awarded and will be shared with the Board members who will attend the HR Florida conference • 45 members will attend the conference • Certification class – 4 have registered to attend. Snacks will be provided the first night. Christine will speak as well as Violeta from Keiser. • Thanked the Board for their support over the year for help with Manny the Manatee
Marie & Christine	<ul style="list-style-type: none"> • Current report on 2017 board slate and committees as follows: Marie – President; President –Elect – Steve Hall; Sponsorship – Cynthia Keaton; Membership – Dawn Laidlaw; IT – Angela Sain; Treasurer – Michael Strohbeck; Programs – Liz Cotner; Immediate Past President – Christine Clyne; Data – Debbie DeVore; Certification Co-chairs – Gina Burwood and Mary Meunier • Open Board positions – Secretary and Communications • Open Committee positions – College Relations, Legislative, Diversity, Workforce Readiness • Marie working with Jean Raskin (immediate SHRA Past President) and Terri Groening on identifying and cultivating board and committee talent for 2017



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Christine	<ul style="list-style-type: none"> • Congratulated the five outstanding HR professionals who were nominated for the Tampa Bay HR Person of the Year Award. Of the six awards presented, SHRA members won in four categories. • SHRM Foundation – individual donations do not count towards chapter donations • This year’s goal for the chapter donation is \$690. Raffles will be used to meet this goal. • Several ideas were discussed, including a draw for a SHRA membership • Motion to purchase Tiffany wine glasses for the presenters of the October conference was made by Renee, seconded by Liz. All in favor. Motion carried • Cards with Q code were distributed. Thank you to Debbie • \$25 SHRM foundation initiative – please send receipt to Christine. This will satisfy one of the 5 initiatives. Please donate before the end of October. • Diversity – initiative – SHRM – volunteer resource center – Board was encouraged to go there for ideas and send to Christine • LeRoss Scholarship – motion to accept Angie to receive the award was made by Renee, seconded by Marie. All in favor. Motion carried. The scholarship was promoted for many months and only Angie’s application was received. • 12/1/2016 is the transition dinner for 2016 and 2017 board • 12/6/2016 – regularly scheduled Board meeting • HR Florida Conference – SHRA will host a casual get-together on Sunday, August 28th at the Beech, the pool bar at the Hilton Bonnet Creek for our member. Details to follow • Thank you to Lynne Tuccy, Kathy Bouchard, Jean Raskin and Renee Hood for all of the work over the last 4 years for the bylaws. Finally approved! • Gina Burwood and Mary Meunier will serve as our 2017 Certification Co-Chairs. Classes begin Sept. 1st and will run 12 weeks. This will be a SHRM Certification Course. • Steve will facilitate the August Member meeting.
Renee	<ul style="list-style-type: none"> • A quorum was reached on the By-laws in July, making Angela officially the Technology Director • Discussion regarding advertising the October conference. Steve will research graphic design with his office to create an “ad” to promote the event through social media and member share. Renee will coordinate the webpage build with Angela. • Promoted July meeting, maintained social media accounts, managed communications portal • Twitter account grew to 178 followers (+2) • LinkedIn grew to 4,091 connections (+31) • Coordinated PPT, A/V and technology activities for July meeting • Website updates: Front page (current event link) • Created UM user account for Cynthia Keaton • Adjusted notification template for membership e-mails (sent from Dawn) • Ongoing: review all existing YM accounts • Collaborate with Entech (SHRA E-mail vendor) regarding next steps • Promote and prepare for August member meeting • Attract new volunteers

ACTION ITEMS

#	Action Item (AI)	Owner	Due Date	Status
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1	Will reach out to the Observer to advertise the conference and the SHRA award recipients from HR Tampa	Steve	August	
2	Research graphic design with his office to create "ad" to promote the event through social media and member share	Steve	ASAP	