



MEETING MINUTES

Name of Meeting: June Board of Directors Meeting

Facilitator: Christine Clyne, President	Secretary: Adele Avolio	Action Keeper: Steve Hall	Location: Tidwell Hospice 5955 Rand Blvd. Sarasota, FL 34238 Contact: Renee Hood 941-737-3622
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Date: 7/5/2016 **Time:** 5:30 – Dinner and open discussion
6:00 P.M. – 7:17 P.M. Business meeting

Attendees

Present: Christine Clyne, Steve Hall, Adele Avolio, Renee Hood, Angie Messerschmidt, Liz Cotner, Dawn Laidlaw, Marie Graziosi, Dawn Laidlaw
 Guests: Angela Sain, Gina Burwood, Cynthia Keaton, Debbie DeVore, Toni Ripo, Kathy Bouchard

MEETING NOTES

Discussion Item	Notes
Call to order and welcome	<ul style="list-style-type: none"> Christine called the meeting to order at 6:00 PM
Consent Agenda	<ul style="list-style-type: none"> Motion to approve the June minutes was made by Liz. Seconded by Marie. All in favor. Motion carried.
Discussion Item from Board Members	
Liz	<ul style="list-style-type: none"> Will confer with August speaker to solidify Working on the 2017 calendar. Dr. Brown (Seba Solutions) is available for the first three months. "Kill What's Ugly While It's Young". Christine attended his presentation at Suncoast HR. The program takes a tongue-in-cheek look at the art and science of critical project management truths. Discussed Kathleen McDonald of Eckerd College, "3 Paths to Career Success" presentation. Will contact her for December meeting. October conference – Gail Farb of Stevens Parker, will be a sponsor, Steve Hall the Insurance sponsor. Would like to solidify the agenda. Survey results: Marie's round table discussion was a big hit Liz motioned to pay \$500 plus travel expenses for Dr. Brown in 2017. Angie second all in favor. Motioned carried. To meet with Renee to discuss Conference advertising To meet with Steve and Mary to discuss sponsorships for October conference.
Marie	<ul style="list-style-type: none"> At the July meeting we will do our SHRM foundation awareness presentation 50/50 draw for the July and October meetings are designated for fundraisers
Kathy	<ul style="list-style-type: none"> Approximately 15 organizations were represented at the Breakfast event at Suncoast Workforce. The event was very successful Thank you to Steve for sponsoring it. Thank you to SHRA for supporting it. Next HR panel will be September 22nd
Toni	<ul style="list-style-type: none"> Community job fair at Keiser College will be August 23rd - 100 employers will be there. Will report back regarding what needs Keiser may have Will reach out to the five students registered to share SHRA information.

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Christine M	<ul style="list-style-type: none"> • SHRM Foundation donations – if you haven’t had a chance to make your individual contribution, please do so by the end of October. Be sure to designate SHRA as your home chapter so the credit is properly applied. • Purchased a table for the July 28th HR Person of the Year Awards dinner hosted by HR Tampa. The event will be held at the TPepin Hospitality Center, 412 North 50th Street, Tampa, FL 33610. Time: 6PM – 10PM. Business professional or dressy attire. • October conference recap – ALL 8 tickets are spoken for. Should your situation change and your ticket comes available, please let me know immediately so we can offer it to someone else. • <u>HR Florida Conference/Registrations</u> • All registrations have been sold! If you are attending the conference, there is still time to volunteer. Go to HRFlorida.org and find out how you can serve our profession. Please be sure SHRA is designated as your home chapter. • <u>Bylaws</u> Renee will provide an update on the status of the bylaw vote. • <u>Certification</u> Gina Burwood will serve as our 2017 Certification Chair. Classes begin September 1st and run for 12 weeks. This will be the SHRM Certification course. • <u>Open Positions and the 2017 Slate</u> • We need to actively recruit volunteers who want to shadow Renee and Angie between now and the end of the year so the transition is a smooth one. Debbie DeVore may have someone interested in the Asst. Treasurer position and he will be attending our July board meeting. Marie and I will speak to him and hopefully get him involved then. Gina Burwood has volunteered to be the fall Certification Chair. Jean will begin looking to recruit volunteers as well so if you have an interest in serving in another capacity, if your term is expiring, please do! • Mary Munier resigned as Sponsorship Director due to personal and professional reasons.
Dawn	<ul style="list-style-type: none"> • 4 new members • As of 6/29/2016: 241 active SHRA members, Of these: 128 (62%) with SHRM, 33 honorary (21 with SHRM), 5 students 75 no SHRM (SHRA only) 24 claim SHRM but currently not • Since 1/1/2016, we have 43 new members in SHRA • Met with Laura to transition Membership Director responsibilities • Finalized Member Incentive Program for drawing at the June Membership meeting. • Double Congratulations to Karla Jackson, HR Professional with Atlas Insurance. She was the winner of the HR Florida Registration. She was not in attendance as she was taking her SHRM-CP certification exam, which she passed. • Met with Debbie to review the distinction between Membership and Data responsibilities

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		<ul style="list-style-type: none"> Reviewed Membership section of website and submitted changes/updates to Renee Coordinated with Elham to streamline badge delivery process with Keaton's Ongoing: there are 22 discrepancies of members claiming to be SHRM who do not appear on the report. Dawn and Debbie will split the list to investigate. If no response is received in 30 days, status will be revised to "No SHRM". Reviewed and approved new member applications Ordered new member badges 		
Adele		<ul style="list-style-type: none"> Notification of June Membership meeting was sent to the Sarasota Herald Tribune 		
Gina		<ul style="list-style-type: none"> Ready to teach the certification class in September We have 42 people attending the HR conference Looking for an HR Ambassador for next year Will send e-mail after tomorrow conference calls. 		
Renee		<ul style="list-style-type: none"> Promoted May meeting, maintaining social medial accounts, managed communications portal Twitter account has grown to 200 followers (+5) LinkedIn continues to grow, reaching 4,060 connections (+75) Coordinated PPT, A/V and communication activities for May meeting Submitted chapter nomination for "HR Consultant of the Year" Updated sponsorship, front page and events pages; created instructions to register speakers/sponsors Vendor is moving from cloud-based e-mail server. Renee made a motion to authorize the continuance of Microsoft platform NTA. Seconded by Angie. All in favor. Motion carried. Looking for a member to assume the Communications Director role for next year. Fall certification is open for registration in the website Vendor is moving from cloud-based e-mail server. Renee made a motion to authorize the continuance of Microsoft platform NTA. Seconded by Angie. All in favor. Motion carried. Looking for a member to assume the Communications Director role for next year. Fall certification is open for registration in the website Ongoing/Pending Activities: <ul style="list-style-type: none"> Publish revised SHRA by-laws for member approval Promote Workforce Initiative event (6/30) and June member meeting Participate in strategy planning regarding communication/technology succession Vendor is moving from cloud-based e-mail server. 		
ACTION ITEMS				
#	Action Item (AI)	Owner	Due Date	Status
1	HR Florida draw	Dawn	June	Complete
2	Will research QR Code	Debbie	August	Pending
3	Will research cost of banner display to advertise	Kathy	August	Pending