



MEETING MINUTES

Name of Meeting: September Board of Directors Meeting

Facilitator: Christine Clyne, President	Secretary: Donna Peregroff	Action Keeper: Steve Hall	Location: Girl Scouts of Gulfcoast Florida, Inc. 4780 Cattleman Road Sarasota, FL 34233 Contact: Marie Graziosi
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Date: 9/6/2016 **Time:** 5:30 – Dinner and open discussion
6:00 P.M. – 7:25PM Business meeting

Attendees

Present: Christine Clyne, Steve Hall, Liz Cotner, Marie Graziosi, Dawn Laidlaw, Cynthia Keaton, Angela Sain
 Guests: Gina Burwood, Donna Campbell
 Absent : Adele Avolio, Renee Hood, Angie Messerschmidt

MEETING NOTES

Discussion Item	Notes
Call to order and welcome	<ul style="list-style-type: none"> Christine called the meeting to order at 5:52 PM
Consent Agenda	<ul style="list-style-type: none"> Motion to approve the Consent Agenda as amended was made by Marie. Seconded by Liz. All in favor. Motion carried.
Discussion Item from Board Members	<ul style="list-style-type: none"> Speaker presentation formats
Steve	<ul style="list-style-type: none"> Possible sponsor for September Membership meeting is Populations Health Consultants Confirmed October Conference Sponsorships are Advanced Talent Solution, Alltrust Insurance, Cigna, Canada Med Services, PayServ Systems, Williams Parker Law Firm, Fleet Feet New Balance November – Detwilers December – Longboat Key Club
Liz	<ul style="list-style-type: none"> 2017 Calendar in process 3.75 CEUs for conference pending Volunteers for conference will be identified from registrations and Board Give conference sponsors a list of attendees Wear same color shirts? = no, business attire?
Gina	<ul style="list-style-type: none"> Thank you for the donations. Will research and recommend an appropriate value for the October meeting. Ensure appreciation and donation is press released Discussed recertification course
Adele	<ul style="list-style-type: none"> From written report – ad for September Membership meeting placed in the Sarasota Herald Tribune

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Dawn	<ul style="list-style-type: none"> • 263 active SHRA members – 157 (60%) with SHRM, 33 honorary (22 with SHRM), 5 students, 90 no SHRM, 31 claim SHRM but currently not • 67 new members since 1/1/2016 • 5% increase in membership over last month • 11 new members applied in August • Continue to work on the discrepancy list • Coordinating the recognition of newly certified HR professionals from fall 2015 and spring 2016 certification class. This will be done during the September general membership meeting. Their meeting attendance will be complimentary – will send email invite. • Ongoing: send welcome e-mails to new members • order member badges • field membership questions and confirm status • SHRM offering \$15 discounts to new members
Angela	<ul style="list-style-type: none"> • Updated website • Built access for new members • AV for August meeting • Speaker presentation format – presenters will be asked to provide their own laptop to avoid Microsoft to Apple compatibility issues; will ensure cords are available • Speakers will still provide an advance copy of presentation • Buy cord for projector
Marie	<ul style="list-style-type: none"> • Request to be Featured Non-Profit Spotlight received from Drug Free Manatee; provided information to Cynthia for contact. • Girl Scouts reserved future location for monthly meetings through the end of 2017, pending board decision • Reserved The Francis for January and Holiday Inn for other months except October • Registered for November SHRM Leadership Summit in Washington • Will research Muse, CineBistro, and Evie’s Saloon on Main for December 1 venue options
Christine	<ul style="list-style-type: none"> • Requested, if you haven’t had a chance to make your individual \$25 SHRM Foundation donation, please do so by the end of October. Be sure to designate SHRA as your home chapter so the credit is properly applied. • September Membership meeting – will recognize our spring certification members who got their certification • Transition dinner will be December 1st. Please save the date. • HR Florida Conference Update; • School supply drive update - \$565 donated • Donation request by Keiser College for JDF for certification class space usage appreciation – board will decide on amount after finals are in • Donations to Girl Scouts and Tidewell suggested – amount to be determined • Floor plan and/or visit Palm Aire week prior to conference • Gift baskets – 5 baskets at a cost of \$75 each



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Renee	<ul style="list-style-type: none"> • Promoted August meeting and multiple SHRA initiatives • Maintained social media accounts – Twitter grown to 192 followers, up 14; LinkedIn up to 4,159 connections, up 68 • Managed communications portal • Prepared PPT for August meeting • Coordinated final push for SHRA By-Laws = success! • Spoke with Tashara Cranshaw about Communications Director role • Monitored registrations for Fall certification class, prepared report for Certification Chair • Collaborated with All Trust Marketing VP to create advertising

ACTION ITEMS

#	Action Item (AI)	Owner	Due Date	Status
1	Research graphic design for the event on a social media platform.	Steve	September	completed