



MEETING MINUTES

Name of Meeting: July Board of Directors Meeting

Facilitator: Marie Graziosi, President

Secretary: Donna Peregoff

Date: 7/11/2017

Time: 6:08 – 6pm Dinner and Open Discussion
6:06 – 8:07pm Business Meeting

Location: Gulfcoast Girl Scouts
4780 Cattlemen Rd
Sarasota, FL 34233

Contact: Marie Graziosi , 941-400-9481

ATTENDEES

Board Members Present (6): Marie Graziosi , Donna Peregoff, Angela Sain, Dawn Laidlaw, Stephanie Deiter, Renee Hood, Steve Hall, Anthony Gagliano, Liz Cotner, Pamela Horton

Board Members Absent (0):

Committee Chairs Present: Kathy Bouchard

Guests : Kathy Shaffer

MEETING NOTES

Discussion Item	Notes
Call to order and welcome	<ul style="list-style-type: none"> Marie called the meeting to order 6:06PM. 9 board members present and quorum declared
Consent Agenda	<ul style="list-style-type: none"> Motion to approve Consent Agenda was made by Liz Cotner and seconded by Pamela Horton. All in favor. Motion carried
Liz Cotner	<ul style="list-style-type: none"> Kathy Shaffer combined May and June survey results. Reviewed proposed conference logo/theme prepared by Kathy Shaffer. Reviewed proposed conference agenda prepared by Marie. Speaker Appreciation standards: fee and no fee All speakers are featured on event messaging and maintained on website event calendar Provide speaker with table to interact with guests If no fee, provided a \$50 gift card. Both fee and no fee receive gift bag and SHRA swag. Securing signed contract for October conference speakers Limit activities at October conference to 50/50 SHRM Foundation raffle. Encourage members to bring cash to October conference. SHRA potential speaker database- Liz/Kathy and Erin to complete by Dec 2017 2017 and 2018 event calendar ongoing Creating job description for Program Director position -need to split conference and monthly program responsibilities Dr Rick Goodman possible keynote speaker. Have social on Thursday night. Steve Schoenback, Game On potential speaker
Renee Hood	<ul style="list-style-type: none"> Mark McKim volunteering for July meeting Reconciled May expenses and revenues Processed multiple payment through BOA Researched/answered member inquiries.

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Steve Hall	<ul style="list-style-type: none"> • Transitioned Marketing Director responsibilities to Pamela Horton • Working on Succession Plan for 2018 Board
Angela Sain	<ul style="list-style-type: none"> • Updated website pages and events, SHRA HR Florida video, AV for June Meeting. • YM fees for website redesign: standard redesign has a one-time fee of \$2,995, which includes the following: Template Change; Branding Changes (such as colors, logos, font styling); Includes mobile responsive design; Standard Design Guide. Custom redesign (Brand+ Premium Package) has a one-time fee of \$9,995, which includes the following: Design consultation to plan your design by understanding your needs, Two initial homepage designs with your selected design implemented including content styling of all Homepage content areas including up to 3 slideshow images; Subpage content styling of up to 10 pages; Custom mobile email template; Design and implementation of subpage template; Attached Brand+ Custom Design Guide • Liz Cotner will reach out to her contact a YM for more information.
Donna Peregoff	<ul style="list-style-type: none"> • July meeting advertised.
Anthony Gagliano	<ul style="list-style-type: none"> • Twitter - 3 tweets during June (1,151 impressions), 108 profile views, increased 12 followers to 268 • LinkedIn- 1 post in June, 1313 impressions with 8 clicks and 10 interactions (likes, comments or shares), added 6 followers. Added Pamela Horton as admin for SHRA LinkedIn page. • Email – Sent 2 bulk e-mails in June to database-38 clickbacks for clickbacks on first email in May and 18 on second (sent to 499 people with 783 total views) • Preparing PowerPoint for member meeting
Dawn Laidlaw	<ul style="list-style-type: none"> • Motion to approve new members made by Dawn, seconded by Liz. All in favor. Motion carried • 302 active members, 178 (68%) with SHRM, 27 honorary (13 with SHRM), 6 student, 89 no SHRM, 10 claim SHRM but currently not actively registered, 1% decrease in membership since last month's report. • Since 1/1/2017 registered 48 new members • Conducted New Member Orientation on June 23rd. 8 members attended. Conducted and orientation on June 28 for 1 member. • Visited holiday In Lakewood Ranch regarding availability for meet & greet event on October 5th • New membership committee recruit Denise Harper
Pamela Horton	<ul style="list-style-type: none"> • Will forward events, photos etc. to Anthony. • Would like referral from members who are contacted by potential sponsors
Stephanie Deiter	<ul style="list-style-type: none"> • Conducted initial review of Board role job descriptions • Communicated with potential candidates regarding Board opportunities. • Continuing to network and follow up with interested volunteers. • Continue review of job descriptions to include formalized descriptions, expectations and responsibilities for committee members

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Discussion Item	Notes
Marie Graziosi	<ul style="list-style-type: none"> Diversity initiative will be implemented in June – aligned with HR FL partnership with National Alliance on Mental Illness (NAMI) Florida SHRA initiatives- support and involvement in State of Jobs in October HR Florida SHRA attendee gathering in Orlando Polo Club for Social venue for October 5th gathering July 27th 3rd annual Tampa Bay HR Person of the Year event attendance. Christine Clyne nominated. Motion to approve \$1000 for Florida Veterans Association veteran Bruce and son for trip to Orlando made by Renee, second by Liz. All approved, motion carried. Motion to approve \$500.00 sponsorship for NAMI October “Out of the Blue” fundraiser made by Liz, second by Renee. All approved, motion carried.

ACTION ITEMS				
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#	Action Item (AI)	Owner	Due Date	Status
1	October conference: budget, speakers, cost of attending	Liz Cotner		
2				
3				
4				