

MEETING MINUTES

Name of Meeting: June Board of Directors Meeting

Facilitator: Marie Graziosi, President

Secretary: Donna Peregoff

Date: 6/6/2017

Time: 5:30 – 6pm Dinner and Open Discussion
6:08 – 7:58pm Business Meeting

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

ATTENDEES

Board Members Present (6): Marie Graziosi, , Donna Peregoff, Angela Sain, Dawn Laidlaw, Stephanie Deiter, Renee Hood

Board Members Absent (3): Steve Hall, Anthony Gagliano, and Liz Cotner

Committee Chairs Present: Christine Clyne, Debbie DeVore, Kathy Bouchard and Nick Feather

Guests: Pamella Horton and Kathy Shaffer

MEETING NOTES

Discussion Item	Notes
Call to order and welcome	<ul style="list-style-type: none"> Marie called the meeting to order 6:08PM. 6 board members present and quorum declared.
Consent Agenda	<ul style="list-style-type: none"> <u>Motion to approve Consent Agenda (May 2017 SHRA Board Minutes) was made by Renee Hood and seconded by Stephanie Deiter. All in favor. Motion carried.</u>
Marie Graziosi, President	<ul style="list-style-type: none"> SHRM awarded our chapter the 2016 Platinum Award! <u>Marie moved to appoint Pamella Horton to complete the unexpired 2017 term for Board Marketing Director Cynthia Keaton, seconded by Angela. All in favor. Motion carried.</u> <u>Marie moved to approve payment of \$200 to Janet Worthman in appreciation of her work editing and producing the HR FL Grease video, seconded by Donna. All in favor. Motion carried.</u> Diversity initiative will be implemented in June – aligned with HR FL partnership with National Alliance on Mental Illness (NAMI) Florida Preparation for June 16 member meeting completed to include: (1) arranged for NAMI Sarasota chapter president attendance for Community Spotlight and to prepare for diversity initiative, and (2) Immediate Past President Christine Clyne will call for nominating committee member(s) and volunteers Attended SOTC on May 19: worked sponsor table with Christine Clyne, cheered superb moderator session delivery by Renee Hood – featured SHRA professional, and identified and connected with potential keynote Oct 6 speaker with Erin Lee Nominated Christine Clyne for Tampa Bay HR Professional of the Year Attended May 11 and 18 socials Worked with Anthony and Christine to prepared two press releases – SHRM Excel 2016 Platinum Award and SHRM 2016 Foundation Chapter Champion Hosted and participated in HR FL Grease video shoot on May 6 The HR FL – Florida Veterans Foundation initiative veteran assigned to District 7 chapters has been contacted by Jenni Stone. Meeting attendees brainstormed scholarship for son and donation to preferred charity as possible support concepts. Board members and committee chairs should ensure all SHRA dates are booked on their calendars. Also, contact information for one another is current.

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Steve Hall, President Elect – written report	<ul style="list-style-type: none"> Completed 4 successful SHRA Socials. Suggested planning socials on a quarterly or semi-annual basis to continue offering members networking and strengthen relationships. Will work with Pamela Horton as new Marketing Director effective 6/7/17 While covering vacant Marketing Director position, secured all 7 sponsors for October Conference (Ad-Vance Talent Solutions, Alltrust, Discount Prescription Services, Fleet Feet/New Balance, MBI, Paycor, Williams Parker Law Firm) Offers on table for future meeting sponsors July sponsors: Alltrust -Steve Hall and Wellness Champions-Denise Serena
Dawn Laidlaw, Board - Membership	<ul style="list-style-type: none"> <u>Motion to approve new members made by Dawn, seconded by Renee. All in favor. Motion carried.</u> 300 active members, 178 (64%) with SHRM, 27 honorary (13 with SHRM), 6 student, 89 no SHRM, 7 claim SHRM but currently not actively registered, 1% decrease in membership since last month's report. Since 1/1/2017 registered 45 new members Retention 84% for past 12 months 300 Member Celebration at June monthly general membership meeting will include balloons/party table fun bling/announcement/slide New Member Orientation cancelled due to power outage in LWR. 3 members were participating. Able to communicate to them and reschedule for June 23, 12-1:00pm. Will advertise at the June general membership meeting. SHRM Membership Discount extended to end of June. Announce at Membership Meeting, slide. \$15 off plus free tote. Code SAVE15NOW. <u>Motion to approve ordering more promotional giveaways (SHRM affiliate keychain-SHRM&SHRA) for approximately \$800 made by Dawn, seconded by Stephanie. All in favor. Motion carried.</u> These will be presented to new members and serve as an October conference gift. Attended: HR FL Quarterly Membership Webinar Analytics: Measuring Membership Success and Tracking ROI
Kathy Shaffer, Program Committee member presented for Liz Cotner, Board - Programs	<ul style="list-style-type: none"> Secured June 2017 CEUs/PDCs Anthony Gagliano completed SHRA Conference Save the Date Steve Hall has secured all 7 Conference Sponsors Stephanie Deiter spreading the word about SHRA Conference at HR FL Team is working on securing speakers for Conference and setting deadlines HR FL provided list of speakers as requested SHRA potential speaker database- Liz/Kathy and Erin to complete by Dec 2017 2017 Event calendar ongoing Creating job description for Program Director position-need to split conference and monthly program responsibilities Numerous keynote speakers were brainstormed Strive to have keynote attend Social on Thursday night Team will present Conference details at the July board meeting

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Angela Sain, Board – Technology	<ul style="list-style-type: none"> • Updated website pages and events; AV for May meeting • Participated in SHRA HR Florida Grease video • Your Membership update: reached out regarding website upgrade and we are able to imbed a Twitter feed into site. SocialLink is YM’s enhanced member interface. YM states that minimal work is needed to use YM’s standard redesign process. We must provide branding elements such as logos, font style, colors, size etc. Will contact YM for further project information to be evaluated for next steps.
Renee Hood, Treasurer	<ul style="list-style-type: none"> • Trained new registration volunteer Candice Smith-Singh • Set Mark McKim (volunteer) up with Square account • Reconciled April expenses and revenues • Full reconciliation of QuickBooks to BOA account YTD ongoing • Outstanding invoices/Bill me: issues discussed and follow up determined • Provided Profit & Loss Detail and Budget vs. Actuals for January-April reflecting all favorable • Provided BOA account balance dated May 31 reflecting strong financial position
Anthony Gagliano, Board – Communications – absent/written report	<ul style="list-style-type: none"> • Twitter - 2 tweets during May (1,352 impressions), 8 profile views, increased 2 followers to 257 • LinkedIn- 2 posts in May, 3785 impressions with 19 clicks and 12 interactions (likes, comments or shares), added 6 followers • Email – Sent 8 bulk e-mails in May to databade-24 clickbacks for SHRA Social in Venice and 22 for Social in LWR, 30 clickbacks on first email in May and 19 on second • SHRA’s sponsorship for State of Talent Conference was featured • Preparing PowerPoint for member meeting • Reviewing job postings (1 postings in May, 19 views)
Stephanie Deiter, Vice President (written)	<ul style="list-style-type: none"> • Continuing to network and follow up with interested volunteers
Donna Peregoff, Secretary (written)	<ul style="list-style-type: none"> • June meeting advertised
Nick Feather, Legislative Chair	<ul style="list-style-type: none"> • Committee is forming and scheduled to meet on Monday, June 12. Report on plans will be presented at future board meeting. • Time with our local representatives will be scheduled. • No legislation that will effect HR professionals in Florida was passed during the 2017 session.
Kathy Bouchard, Workforce Readiness Chair	<ul style="list-style-type: none"> • State of Talent Conference sold out. Looking for larger venue for next year’s event. • Attending SHRM National in New Orleans and will share her experience with members at July general meeting • Will scout for potential SHRA speakers and report
Christine Clyne, HR FL Ambassador and Immediate Past president	<ul style="list-style-type: none"> • SHRA has accumulated points to earn conference registration at this point and chapter point earning competition continues • Grease video produced and earned all points in category. Posted via social media, YouTube and website. • Pamella and Kathy Shaffer committed to support social media efforts and point earnings • Conference volunteers required number has been met but many volunteers are still needed and recruitment efforts by SHRA will continue • HR FL is offering special discounts for students

ACTION ITEMS				
#	Action Item (AI)	Owner	Due Date	Status
1	October conference: budget, speakers, cost of attending	Liz	July 11	
2	New Member Orientation June 23 report	Dawn	July 11	
3	Seek website project clarity from YM	Angela	July 11	