



MEETING MINUTES

Name of Meeting: February Board of Directors Meeting

Facilitator: Steve Hall

Secretary: Patti Durham

Date: 02/06/2018

Time: 5:30 – 6:00 Dinner & Open Discussion
6:00 – 8:00 p.m. Business Meeting

Location: Johns Eastern

Attendees

Board Members Present (9): Steve Hall, Stephanie Deiter, Angela Sain, Candice Smith-Singh, Anthony Gagliano, Dawn Laidlaw, Sandy Zannino, Patti Durham & Pamela Horton via telephone.

Board Members Absent (1): Renee Hood

Committee Chair Present: Debbie Devore

Guests: N/A

MEETING NOTES

Discussion Item	Notes
Call to order and welcome	<ul style="list-style-type: none"> Steve called the meeting to order 6:00PM. 9 board members present and quorum declared.
Consent Agenda	<ul style="list-style-type: none"> <u>Motion to approve Consent Agenda (January 2018 SHRA Board Minutes) was made by Stephanie Deiter and seconded by Sandy Zannino. All in favor. Motion carried.</u>
Dawn Laidlaw-Membership Director Report	<ul style="list-style-type: none"> <u>Motion to approve new members was made by Angela Sain and seconded by Sandy Zannino. All in favor. Motion carried.</u> Name badges will be mailed to active members-Debbie Devore will assist by creating mailing labels.
Steve Hall-President	<ul style="list-style-type: none"> Posting for PT clerical placed on SHRA website. Will contact referral from Tom Topping. 10 corporate sponsorships taken (\$15,000) – 2 remaining opportunities. Recommendations for attorney or banking sponsors. 55th Anniversary Party Budget discussed. BOD invited to assist with planning. Charging admission discussed. Suggestions for gifts for SHRA members
Stephanie Deiter, President Elect	<ul style="list-style-type: none"> Strategic Planning Meeting at Sky Academy on Saturday, February 17, from 9-12. 6 areas of focus for moving forward.
Anthony Gagliano, Marketing/Sponsorship Director Report	<ul style="list-style-type: none"> Discussion regarding budget for SHRA sponsorship at State of Talent Conference
Angela Sain, Technology Director Report	<ul style="list-style-type: none"> Website project-Decision tabled. Will add a line item for budgeting website.
Sandy Zannino, Treasurer Report	<ul style="list-style-type: none"> Discussion regarding purchase of SHRA laptop and Quickbooks software (\$600/yr). <u>Motion to purchase new laptop and Quickbooks upgrade was made by Dawn Laidlaw and seconded by Anthony Gagliano. All in favor. Motion carried.</u>
Candice Smith-Singh, Programs Director Report	<ul style="list-style-type: none"> 38 survey respondents from January Legal Update. 79% would recommend SHRA Suggestions from survey for future meeting topics: Employee engagement, I-9, Internal investigations, FMLA trends Recommended a fresh perspective for 2019 Legal Update
Pamela Horton, Communications Director Report	<ul style="list-style-type: none"> Facebook (private page) presence as method to deliver communication to members will be monitored by Pam, along with LinkedIn, Twitter and other social media platforms-utilizing Hootsuite. BOD and Committee Chairs encouraged to send Pam content for posting.



ACTION ITEMS				
#	Action Item (AI)	Owner	Due Date	Status
1				
2				
3				
4				