



<b>MEETING MINUTES</b>
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<b>Name of Meeting:</b> January Board of Directors Meeting		
<b>Facilitator:</b> Steve Hall, President		<b>Secretary:</b> Patti Durham
<b>Date:</b> 1/9/2018	<b>Time:</b> 5:30 – 6pm Dinner and Open Discussion 6:00 – 8:30pm Business Meeting	<b>Location:</b> Willis Smith Construction 5001 LWR BLVD N Sarasota, FL 34240

<b>ATTENDEES</b>
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Board Members Present (9): Steve Hall, Stephanie Deiter, Anthony Gagliano, Angela Sain, Dawn Laidlaw, Renee Hood, Sandy Zannino, Candice Smith-Singh, Patti Durham  
 Board Members Absent (1): Pamela Horton  
 Committee Chairs Present: Pauline Thompson, Kathy Bouchard, Nick Feather, Kevin Gillen, Kathy Shaffer  
 Guests: (0)

<b>MEETING NOTES</b>
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Discussion Item	Notes
Call to order and welcome	<ul style="list-style-type: none"> <li>• Steve called the meeting to order at 6PM. 9 board members present and quorum declared.</li> </ul>
Consent Agenda	<ul style="list-style-type: none"> <li>•</li> </ul>

<b>MEETING NOTES</b>	
<b>Discussion Item</b>	<b>Notes</b>
Steve Hall, President	<ul style="list-style-type: none"> <li>• Steve discussed corporate sponsorships to increase SHRA income. Goal is 12 corporate sponsors per year @\$1500 each. This would include 10 annual sponsors. Continue to showcase all sponsors on SHRA website and social media. Board discussion included corporate membership attendance to SHRA meetings and participation at October conference. <u>Motion to approve corporate sponsorship made by Steve, seconded by Dawn. All in favor. Motion carried.</u></li> <li>• Steve went over the Board packet and encouraged all to review the following: Board Calendar, Board Contact List, Organization Chart, Code of Conduct, and Robert’s Rules.</li> <li>• Board and Committee members are requested to send updated phone numbers to Steve.</li> <li>• Board reports are due to Patti one week prior to Board meetings. Committee chair reports are due quarterly. Steve indicated that each member will be responsible for reading reports prior to each Board meeting as we won’t go over each report individually. Committee chairs are invited to review monthly reports.</li> <li>• It was decided by the Board that the ‘Strategic Board Meeting’ will be held on a Saturday. Steve will send out via email a couple of available dates.</li> <li>• Steve suggested that with the additional funds from corporate sponsorships, the SHRA Board could recruit a part-time clerical person to assist with SHRA Board minutes. This topic will be discussed again in February.</li> <li>• Steve and Angela will be viewing a webinar proposal for a new layout of the front end of the YM site. The two pricing options are \$3k v. \$10k-depending how much work SHRA wants to take on.</li> <li>• HR Ambassador theme-Ruby Slippers. Steve provided members with a “Ruby Slipper” with instructions to take pics with the shoe and submit for the photo contest.</li> <li>• Steve discussed creating a directory of SHRA experts to provide to the community. Who would be included in the directory? How would the directory be distributed into the community?</li> <li>• 55<sup>th</sup> Anniversary Part. The Board discussed involving past SHRA presidents on the committee as a method of re-engagement.</li> </ul>
Stephanie Dieter, President Elect	<u>N/A</u>
Dawn Laidlaw, Board - Membership	<ul style="list-style-type: none"> <li>• Board discussion regarding new member application submitted by Shea Vogel who does not meet SHRA bylaw requirements for membership. <u>Motion to approve Shea Vogel by Anthony. No second. Motion fails.</u></li> <li>• <u>Motion to approve remaining four (4) new members made by Renee, seconded by Sandy. All in favor. Motion carried.</u></li> <li>• SHRA membership close to 300 once again.</li> <li>• Board and Committee badges for SHRA meetings was discussed. Dawn will order distinguishing ribbons to attach to the SHRA badge.</li> </ul>
Candice Smith-Singh, Programs	<ul style="list-style-type: none"> <li>• Speaker for February SHRA meeting was confirmed (Pam Paziotopoulos).</li> <li>• SHRA speaker database provided.</li> <li>• Upcoming potential SHRA speakers were discussed by the Board.</li> </ul>
Anthony Gagliano, Marketing/Sponsorship	<ul style="list-style-type: none"> <li>• 2018 sponsorship list provided.</li> <li>• SHRA meeting/February 16<sup>th</sup> sponsors include Atlas and Gallagher.</li> </ul>

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<b>Discussion Item</b>	<b>Notes</b>
Angela Sain, Board – Technology	<ul style="list-style-type: none"> <li>• Angela reviewed the SHRA website items with Board members:</li> <li>➤ Registration directions-SHRA Board can invite one non-member per year. Register as a non-member. (Use Promo Code: <b>BoardPass18</b>).</li> <li>➤ Career Center Page-Anyone can post career openings. No end date unless indicated.</li> <li>➤ Committee chairs invited to send headshots and bio to Angela for SHRA website.</li> </ul>
Sandy Zannino, Treasurer	<ul style="list-style-type: none"> <li>• Renee is working with Sandy to provide the Treasurer’s Report, which will consist of a monthly overview and a quarterly detailed report.</li> <li>• Sandy and Renee will be working on the HR Leadership Expense reports and reimbursements.</li> <li>• A volunteer search, specifically a “numbers person,” to assist Sandy is ongoing.</li> <li>• Provided BOA account balance dated 12/20/17.</li> <li>• Full reconciliation of Quickbooks to BOA account YTD.</li> </ul>
Pamela Horton Board – Communications (Absent)	<ul style="list-style-type: none"> <li>• Per email Pamela verified the SHRA January 19<sup>th</sup> Legal Update Meeting was advertised in local media outlets.</li> </ul>
Renee Hood, Vice President	<ul style="list-style-type: none"> <li>• Renee is assisting Sandy transition into her new position and provided the Treasurer’s Report (see above).</li> </ul>
Patti Durham, Secretary	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
Nick Feather, Legislative Chair	<ul style="list-style-type: none"> <li>• Nick and Steve headed to Tallahassee to spend time with local Representatives.</li> <li>• Discussion on how to receive SHRA membership feedback to provide a “local voice” while maintaining consistency with the SHRM’s specific viewpoint/message.</li> </ul>
Kathy Bouchard, Workforce Readiness Chair	<ul style="list-style-type: none"> <li>• HR Leadership vision is aligned with Career Source. Workforce readiness direction is community involvement and increasing membership. Focus on tracking accomplishments.</li> </ul>
Debbie DeVore, Data Director Chair (Absent)	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
Kathy Shaffer, One Day Conference Chair	<ul style="list-style-type: none"> <li>• Survey at January’s meeting will be provided to facilitate speakers for October’s conference.</li> <li>• Budget will need to be determined for speakers and venue.</li> <li>• Venue is up for discussion.</li> <li>• Advertising will begin at the State of Jobs event.</li> <li>• Discounted tickets be offered for early registration.</li> <li>• Begin requesting items for swag-bags.</li> </ul>
Kevin Gillen, College Relations Chair	<ul style="list-style-type: none"> <li>• Kevin met with Toni Ripo, prior College Relations Chair.</li> <li>• Creating a committee of five members, including students.</li> <li>• Discussion about creating a marketing handout card for recruiting purposes. Dawn will research information from SHRM.</li> <li>• Benefit of creating a SHRA student chapter?</li> </ul>
Pauline Thompson, Diversity & Inclusion Chair	<ul style="list-style-type: none"> <li>• What does SHRA want D&amp;I program to look like?</li> <li>• Suggested a survey for topics</li> <li>• Need to create a one minute “elevator pitch” to contribute and provide information.</li> </ul>