



MEETING MINUTES

Name of Meeting: March Board of Directors Meeting

Facilitator: Steve Hall

Secretary: Patti Durham

Date: 3//2018

Time: 5:30 – 6:00 PM Dinner & Open Discussion
6:00-8:00 PM Business Meeting

Location: Willis Smith Construction

Attendees

Present: (9) Steve Hall, Stephanie Dieter, Renee Hood, Sandy Zannino, Anthony Gagliano, Candice Smith-Singh, Dawn Laidlaw, Patti Durham & Pamela Horton via telephone

Absent: Angela Sain

Committee Chairs Present: Debbie Devore, Kevin Gillin, Cally Kushmer

Absent Committee Chairs: Kathy Bouchard, Kathy Shaffer, Nick Feather, Pauline Thomson, Samantha Hernandez

Guests: Amanda Pearson, Christine Cline

MEETING NOTES

Discussion Item	Notes
Call to order and welcome	<ul style="list-style-type: none"> Steve called the meeting to order at 6:00 pm. 9 board members present and quorum declared.
Consent Agenda	<ul style="list-style-type: none"> <u>Motion to approve Consent agenda (February SHRA Board Minutes was made by Stephanie Dieter. Seconded by Dawn Laidlaw. All in favor. Motion approved.</u>
Steve Hall-President	<ul style="list-style-type: none"> Steve asked Chris if we are heading in the right direction with regard to our goals to position ourselves for Gold or Platinum. SHRM looking for measurables, includes good PR. Increase SHRM membership over general membership. Depending on the level we want to achieve-how many other initiatives to we want to undertake, i.e. strategic PDC's. Do we want to identify and focus on a community engagement initiative? Use metrics/data with surveys, workforce development-can be a 2-3 year goal. We may be in planning stage for next year's success. What sort of business advantage will we use? Examples: Diversity initiative, #Metoo. Look for trends in SHRM newsletters. <u>Set goals, work hard together and have fun.</u> Use initiatives that we are currently passionate about. Amanda's responsibilities: Amanda's potential job description discussed. Examples include: Volunteer coordinator to assist with volunteer engagement Internal/external directory: Professional Services Directory of SHRA members. Member value: Building relationships, welcoming new members with gift, Steve will contact new members, meet/greet (social). Cally will be new SHRA member ambassador to welcome new members and help them to feel welcome and comfortable. Marketing: New FB page. Create a fact sheet/rack card (SHRM affiliate/SHRA mission, vision, values, etc.), table tent/tablecloth to be ordered.
Stephanie Dieter-President Elect	<ul style="list-style-type: none">



MEETING NOTES	
Discussion Item	Notes
Sandy Zannino, Treasurer Report	<ul style="list-style-type: none"> • P&L and Balance Statement discussed. Balance will be moved into QuickBooks. Sandy will be working with Pam to streamline the process. • Sandy will continue conducting ongoing treasurer duties with the objective to simplify the process by April or May. • Sandy withdrew the motion to purchase the laptop and QuickBooks software program. • Dawn suggested that Sandy request information regarding the steps to request authorization from Merchant Services.
Dawn Laidlaw-Membership Director Report	<ul style="list-style-type: none"> • <u>Board discussion regarding eight prospective members. Motion to approve all eight new members was made by Pamela Horton. Seconded by Candice Smith-Sing. All in favor. Motion approved.</u> • Increase SHRA membership by 10% = 30 new members for a total of 330 members for 2018 (Moving forward Steve will confirm) • Grow SHRM membership 5% = 10 new SHRM members in 2018 • Maintain SHRM Foundation Chapter Championship status through CE and support SHRM Foundation (How much did we donate in 2017?) • See additional items on goals/objective report
Anthony Gagliano-Technology Director Report	<ul style="list-style-type: none"> • Spotlight sponsor for May: YMCA Venice. • Sandy requested notification of sponsorships.
Candice Smith-Singh- Programming Director Report	<ul style="list-style-type: none"> • Program Survey Results-Overall positive results • During the April meeting, Candice and Kathy will present to the Board information on the October Conference. Candice requested \$500 to hold the LWR Country Club-Main Clubhouse. Vendors will be in 1/2 of the ballroom. <u>Motion to move forward and place \$500 deposit to hold the LWR Clubhouse by Renee Hood. Seconded by Dawn Laidlaw. All in favor. Motion carried.</u> • Additional Professional Development opportunities to earn strategic PDC's (quarterly) was discussed. Candice is working with Pat Matthews and other speakers, including Pam with Dental Care Alliance, Tom Topping and also an attorney. Keiser University location could be used as a no-cost location.
Pamela Horton, Communications Director Report	<ul style="list-style-type: none"> • Pam requested content to share for social media platforms.
Kevin Gillen, College Relations Chair	<ul style="list-style-type: none"> • HR FL scholarships for students. Committee of 6 will write eligibility and criteria for BOD review. Student rate is less than \$200. Hotel rate \$159/night x 3 nights. Discussion around ability for students to attend and getting the word out to schools/clubs for current HR students. • Each committee member will "adopt" a couple of students to mentor. Offer students the opportunity to introduce themselves at SHRA meetings. • Missing from list of goals: Mentorship of committee members with students.
Cally Kushmer, HR Florida Ambassador	<ul style="list-style-type: none"> • Discussion around sponsorships. • Contact with other chapters regarding student involvement.
Debbie Devore, Memberships Chair	<ul style="list-style-type: none"> • 4 options were discussed for 55th Anniversary Gifts: Insulated cooler, trunk organizer, outdoor fun set, BBQ cooler.



Sarasota-Manatee
Human Resources Association

ACTION ITEMS

#	Action Item (AI)	Owner	Due Date	Status
1	Follow-up with Tom Topping regarding HR Tampa Involvement in strategic Professional Development credits	Steve		
2	Revise goals/objectives and resend	Steve		
3	Edit information for rack card	Steve		
4	Place \$400 deposit on LWR Country Club for October Conference	Candice		
5	Reach out to with welcome email to new members for first meeting	Cally		