

Shenandoah Valley Chapter SHRM
Board of Directors Meeting – National College
Wednesday, August 4, 2010

In attendance: Vikki Ingram, Andrew Ansoorian, Patricia Craft, Chuck Flick, Carolyn Fowler, Steve Gerome, Tony Resto, Melody Ritchie, Emily Sterrett, Don Wallinger, John Woodworth, Ann MacLeod, and Susan Crosby.

The meeting was called to order at 4 p.m.

I. Announcements

- a. Leadership Instinct rebroadcast: Debi found it interesting and informative, about 130 minutes of content; Emily said we can submit it and see how many credits we would get. It could be offered as a lunch option or 2-4 p.m. It was suggested that we survey the membership for interest before using a lot of time organizing an event. We could broadcast a teaser or short excerpt at a future meeting. Emily and Ann will organize a Survey Monkey request for feedback.

II. Approval of Minutes from July 2010 board meeting: It was noted that Marcy's last name is spelled "Engle", not "Engel". Emily moved and Patricia seconded the acceptance of the July minutes as corrected. Minutes were approved.

III. Business

- a. Financial Report: Tony: Seminar income is the big deposit noted in the past month; miscellaneous expenses include reimbursement for the scholarship plaque, gift to Kendra, and the new table runner; the liability insurance has been paid. Tony is investigating 'bank charges' of \$11. Carolyn asked about the number of seminar payments which have been received.
- b. Essentials of HR Management workshop: Carolyn:
 - Twenty-two confirmed enrollees; kits have been ordered and will be delivered in advance, some personally by Board members;
 - Participants will be able to look at the materials in advance and take the online pre-test;
 - Participants will receive 13.75 General Credits
 - Workshop will make about \$570
 - Facilitators will be getting together next Monday at 4 p.m., in McKinney Hall to become comfortable with the space and review responsibilities.
- c. Programming: Melody:
 - Survey from the July meeting: numerous comments noted that the lunch was different from the menu that had been sent out. This was her error. Very good feedback on the presentation
 - December event: JMU Career Services 'infomercial' will be part of this. generally, this is a late afternoon/early evening social event. She'd like to suggest we hold this at Cally's this year, in partial

recognition that they did not charge SVSHRM any cancellation fee for the February meeting that was cancelled the day of. Part of this, though, is the question of whether a social is what we want to do. SVSHRM usually pays for heavy hors d'oeuvres and make a cash bar available. New officers for the following year are installed at this meeting and donations to the Blue Ridge Area Food Bank have been accepted in lieu of a meeting fee. The Board agreed that Melody should check on the availability of an early December Tuesday from 3-5 p.m. at Cally's.

- The CEO Breakfast/HR workshop presentations by Margaret Morford: the topic for the CEO breakfast will be Workplace Trends; for the HR workshop will be What Eagles Dare. After discussion pricing of \$40 per person for the first session, \$55 for both sessions was agreed upon; there were suggestions for a quantity discount or paying in advance. Melody will clarify what's included in the 'expenses' we have to pay for Morford, whether BRCC will split the cost of the room as they often do, and the possibility of including the cost of Morford's book. Any profit from the CEO breakfast is split with the SHRM Foundation. It was suggested that we survey the HR Essentials participants as to how they learned about the course and use that information as we advertise the Leadership Breakfast. Also, send an announcement to local National-only members and other chapters in the state.
 - Guest prices at the regular membership meeting: is the \$25 too much? Is it a disincentive because the member usually pays for the guest? There have been a couple of new members as a result. Other pricing structures were suggested and the Board decided to think about suggestions as well as whether we're achieving what we'd hoped when we set the non-member price.
 - Melody asked that ideas for speakers and/or subjects be forwarded to her. Immediate responses included HR audit, Cindy Solice, LFCC; Marshall Pattie, JMU
- d. Website: Kendra is still working for us on migrating to the new website
 - e. 2009 Superior Merit Status Update: the banner has not yet been mailed to us
 - f. 2011 Slate of Officers, to be voted on at the September general meeting was distributed. Steve Gerome, this year's past president is listed to continue in that role, as Kendra has left the area.
 - g. Update from State Council Meeting: due to illness, Vikki missed the meeting but will forward a summary when she receives it.
 - h. Didawick Scholarship Application has been extended to August 31.
 - i. SHAPE, deadline 1/31/11: is to be done online. Vikki will must go online and complete it and requested that all Board members review and forward content and edits to her. She would like to have it completed in advance. She can edit portions and save it, as she receives them.
 - j. Officers and Directors coverage: Vikki filed an application with a request for more information; the company will shop around for us.

IV. New Business:

- a. Pictures should be taken at the Essentials class for the newsletter, attendees, and sponsor. The next issue of the newsletter hopes to be out in early October.

The meeting adjourned at 5:00 p.m.

Respectfully submitted by Susan Crosby, Co-Secretary