

Shenandoah Valley Chapter SHRM
Board of Directors Meeting – National College
Wednesday, December 1, 2010

In attendance: Vikki Ingram, Tony Resto, Melody Ritchie, Don Wallinger, Ann McLeod, John Woodworth, Carolyn Fowler, Emily Sterrett, Chuck Flick, Debi Rhodes, Andrew Ansoorian, and Susan Crosby.

The meeting was called to order at 3:35 p.m.

- I. Introductions
 - a. Vikki introduced members who will be serving on the Board beginning in January: Susan Grossman (co-chair of Workforce Readiness), and Lorna Saunders (chair of the new Finance Committee).
- II. Save the Date
 - a. VA SHRM Leadership Conference, January 7 and 8, Richmond. We'll have the January Board meeting and the Board retreat at some time during the Conference.
 - b. SHRM Conference will be June 26-29, 2011, in Las Vegas, Nevada
 - c. 2012 VASHRM Conference will be April 23-25, 2012 at The Homestead
- III. Minutes from August meeting: Chuck moved and Melody seconded the acceptance of the November minutes as presented. Minutes were approved.
- IV. Business
 - a. Financial Report: Tony
 - There are still some outstanding invoices from the Leadership Conference
 - The Chapter Support item is funds received from the State Conference
 - He will call and inquire about the \$11.00 quarterly fee
 - The meeting expense includes catering for November's Leadership Conference and Bridgewater Retirement for the June chapter meeting
 - Seminar expense includes \$175 for the room and the books
 - The Chapter needs to make a donation to the SHRM Foundation before December 31; \$1000 is budgeted; if we raise it, we can vote online
 - b. Certification: Emily
 - Due to lack of sufficient interest, they're recommending that a class be put off until the Fall of 2011. The learning system cost will be the same then as now
 - She wondered about using the Didawick money differently. In the past, we've awarded \$100 when certification was earned. Perhaps the funds should be used to help pay for the learning system by awarding half (\$50) upfront and half later. The Board will discuss this at the leadership retreat and budget review.

- c. Website Status: Susan: the database has been sent and should be uploaded soon; should be live by January 1 but still hope to use it for renewals
- d. Programming: Melody
 - Leadership Conference: Survey results were distributed. Sound was a problem and Melody did not include all of those comments. Tony has billed the no-shows; they will not get books so that cost was deducted from their invoice. When the remaining books arrive, she will need help delivering them. Total expenses were \$8932. Presenter fees were very reasonable. Income will be very close to that so we won't lose much. Lots of good feedback as to the caliber of the presenter
 - December's meeting, the annual social, will be held next week. The menu has been solidified, including non-alcoholic drinks and a cash bar. There will be a room charge and \$14 per person. We'll need boxes to collect canned food for the Food Bank. Denise Meadows, JMU, will be there making a short presentation
 - January meeting is set but was denied Strategic credit, will be resubmitted for General credit.
 - February's meeting will be organized by the JMU Student Chapter; she's provided a speaker recommendation
- e. Newsletter update: John: Board members agreed it was a great newsletter. Vickie Pullen has volunteered to help; she and John will meet to make a plan for the newsletter, perhaps make it a quarterly so more timely items can be included. Everyone really liked "articles" not just announcements and the idea of a member spotlight on new members was suggested. Again, John asked that any ideas be forwarded to him. He'll plan on a Spring issue.
- f. Need for a laptop projector: Don reported that we'll have one by January.
- g. D&O coverage: Vikki thanked everyone for the feedback on the proposal, she'll go ahead and sign and return it; will begin in January
- h. Shaun and Vikki attended the National Leadership Conference: very good information, amazing speakers (they forwarded names to Melody). Got lots of good ideas for the Chapter to do. Really emphasized that we need to appreciate our Board—we do good work and volunteer lots of times. To that end, Vikki distributed a 'thank you' gift to each Board member.
- i. SHAPE Deadline is 1/31/2011: this will be more difficult in the future; Gold requires us to do five initiatives in a year—do we think we can? The Board reviewed possible 2010 activities that could be considered for this year's report. Vikki will draft a list and forward to us to edit. During the Leadership retreat in January, we will consider the SHAPE areas/requirements in our planning.

The meeting adjourned at 5:00.

Respectfully submitted by
Susan Crosby, Co-Secretary