

Shenandoah Valley Chapter SHRM
Board of Directors Meeting – Rockingham Group, Harrisonburg, VA
Wednesday, November 3, 2010

In attendance: Vikki Ingram, Tony Resto, Melody Ritchie, Patricia Craft, Shawn Printz, Don Wallinger, Steve Gerome, Mary Sullivan, Laura Parks, Debi Rhodes, Susan Crosby, Ann MacLeod, Sam Kerr/JMU SHRM

The meeting was called to order at 3:30 p.m.

- I. Review of minutes from October 6, 2010, board meeting. Patricia noted a correction to the minutes that the diversity update and Veterans Appreciation Affair held in September should be included. Also included as part of diversity planning was notice that the Harrisonburg-Rockingham Chamber of Commerce will be holding an event at JMU on March 23, 2011, and will be looking for volunteers to review and assist with writing resumes. The Chamber is also looking ahead to September 2011 with plans to conduct a veteran's employment benefit with more details to come later. Motion by Shawn and seconded by Tony to approve minutes with these corrections. All approved.
- II. Business:
- Financial Report: Tony distributed the report by email prior to meeting. Tony noted that the monthly meeting invoice for July has been received from Bridgewater Retirement Community. He is still waiting on invoice for August meeting and for name badges. Tony also plans to have the tax exempt application Form 1024 filed before Thanksgiving.
 - Don asked for board approval to reduce the sponsorship cost for the December social to \$150 since there will be limited opportunity to present to membership and this event is not as well attended as other monthly meetings. Approved.
 - Steve reported on Harrisonburg Chapter 6 Networking, an offshoot of minority outreach to bolster support for minority events. An event is planned for November 4 at a local restaurant. To sponsor an event at the silver level is \$185 and includes logo on website that will be shared across the state. Don will attend the November 4 event. Patricia moved and Laura seconded a motion to sponsor an event at the silver level.
 - Vikki has received a request from Woody Sanders for a donation to the local ICM endowment fund. Discussion was held by board earlier in the year relative to developing a policy to address donations but has not yet been done. This issue was tabled until the December meeting in order to request information from the state and/or national SHRM organization on conflict of interest issues with donations.
 - Programs:
 - Melody gave an update on the Leadership Breakfast being held November 9. There are currently 141 registered to attend. Melody asked that board members not pick up the speaker's book at the event due to shortage. More books will be ordered for those not receiving on day of event.
 - Patricia volunteered to do printing of handouts and certificates for Leadership Breakfast if paper could be provided. Vikki offered to have everything done at the Bridgewater College copy center and take to BRCC the evening before the event.
 - Decision on Chick-fil-A Leadercast will be deferred to the December board meeting. Information will be provided by Chick-fil-A to the chapter to submit to HRCI for certification credit.
 - Newsletter: Vikki reported that the newsletter is ready for proofing and will be sent to those who submitted articles. Vikki asked that everyone respond quickly so newsletter could be distributed to membership.

- Website Update: Susan has submitted database of all member names and has set up rules for fees including payments received by December 31, 2010, at the current renewal rate. Live date is still planned for January 2011.
- SHAPE: Vikki sent link to board members for SHAPE requesting that each board member be responsible for their area. There was some question about accessing the information and the ability to review/add information by more than one person.
- Vikki reported that a young professional working for a small company had made a request at the State SHRM Conference for a mentorship opportunity. This may be an initiative the chapter could pursue in 2011 and Vikki will put on the agenda for discussion at the board retreat to develop a plan for how this could be done.
- Patricia inquired as to status of liability coverage for board. Vikki will forward information to board members when all quotes have been received.

The meeting adjourned at 4:40 p.m.

Respectfully submitted by Ann MacLeod, Co-Secretary