

Shenandoah Valley Chapter SHRM
Board Meeting Minutes – Truck Enterprises
Wednesday, September 4, 2013

In attendance: Susan G, Susan C, John H, Andy B, Tara R, Chuck F, Patricia C, Shawn P, David S, Dave W, Steve G, Rick L

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

GENERAL BUSINESS:

- Welcome was extended to David and Dave. David has agreed to serve in the position of chair of Workforce Development; Dave will be a committee member, as will Steve.
- Minutes were distributed prior to meeting. The following corrections were noted:
 - **2013 Slate of Officers & Committee Chairs:** Second sentence should read "Susan G has agreed to be nominated for another year as president to give..."
 - **Mentorship and SBDP** should be together as one header

Patricia moved to accept minutes with changes noted; Steve seconded. Approved.

Financial Report:

- Financials were reviewed. The 'Miscellaneous' amount was the fee for joining the Greater Augusta Regional Chamber of Commerce. Shawn moved to accept financials and Chuck seconded. Approved.

Ongoing Business

SHAPE Initiatives: Susan G provided an overview of SHAPE and its requirements for the new Board members. SVSHRM achieved gold status last year and would like to earn platinum this year. The requirement that 100% of the chapter members be SHRM National members was removed from platinum requirements so it is possible.

- **Membership.** We have 190 members, 143 of whom are professional; 127 (67%) are national members; 82 (43% are HRCI certified. Susan G has requested the SHRM list of SVSHRM members who are National members and should be receiving that next week. Once received, members of the Board will audit the list.
- **Cost/Benefit Analysis:** a tri-fold brochure has been developed and needs to be edited. Susan C volunteered to do so.
- **At-large campaign/Virginia Legal Forum:** Legal Forum is an effort to get at-large members in SVSHRM. Approximately 120 letters were mailed to them. There are 80-90 people registered to attend. We have received two volunteers to help that day. Susan G reviewed 'day of' requirements. Location and signage will be provided by BRCC; there is a need for volunteers to read the session bios and introduce speakers (include in Weekly Blast). Rick will get an idea of an appropriate gift for Mr. Alger; Dave W will find something from BRCC for the session speakers.
- **Workforce Readiness/Diversity:** October is Disabilities Awareness Month. Chapter representatives will, once again, be presenting on personnel matters to employees at Friendship Industries. This year, the sessions will be held on Thursdays from 12-12:30. A call for volunteers will be included in the Weekly Blast
 - **Workforce:** Welcome David as chair; Dave and Steve as committee members; one will try and sit in on the SHRM Workforce conference call next week
 - **Diversity:** Jeannine will promote the International Heritage Festival and September as Hispanic Cultural Awareness month. She would like some help; a call for committee members will go out in the next Weekly Blast

2014 Slate of Officers & Committee Chairs:

- Andrew has said he will not continue as Public Relations Chair in 2014
- Rick feels he has enough Finance committee members
- Military Liaison: Kathy and David each have referrals; Susan G will send info to David to forward to his
- Young Professionals: there is no description from SHRM; the Board agreed that we could use our own until SHRM creates one
- Shawn will be working on the idea of an Advisory Council

- Slate of Officers will go out in October

Bylaws. Susan G submitted the final draft to national SHRM for approval and adoption which will take 'several months'; the membership will be asked to vote electronically when they're approved by National.

Newsletter. Please have all articles to Jason by 9/18.

Programs. Tara reviewed programs for 2014, including ideas for the Leadership Breakfast and received several new referrals, some from the survey after the August meeting. It was suggested that we try using a paper survey at the Chapter meetings, requesting feedback and ideas for future meetings, and that a separate appeal be made to those who did not attend each week for suggestions.

Chick-Fil-A. Discussion was held about plans for 2014. Because JMU and BRCC will both be having graduation that weekend and the Criminal Justice Academy, while nice, was small, Susan G contacted EMU. They have space for 200 attendees and requested that two members from EMU be able to attend in lieu of the fee for use of the conference center. EMU is still working on finalizing their web capability for streaming. Susan G will reach out to past subcommittee members to ensure a committee is in place before agreeing to host in 2014.

Membership and Meeting fees. It was agreed that the membership fee would remain at \$40 for 2014 (Patricia moved, Shawn seconded; approved) and the meeting fees (\$17 member; \$20 visitor) as well as the \$185 pre-pay option would be available and remain the same (Rick moved, Steve seconded; approved).

Non-Solicitation. State Council inquired whether our Bylaws include such a clause and we verified that they do.

The meeting adjourned at 5:00 p.m.

Respectfully submitted by Susan Crosby