

SVSHRM BOARD MEETING

Meeting Minutes

September 12, 2018

4:15 – 5:30 p.m.

BRCC C100, President's Conference Room

Attendees: Fonda Hamric, John Habel, Angela Heavey, Tonya Ferguson, Stephanie Reese, Tara Roe, Chuck Flick, Andy Breeding



I. Welcome – meeting called to order 4:15pm by Fonda Hamric

II. Review/approval of June & August minutes

a. June 2018 minutes

- i. Motion to approve: John 2nd: Angela

b. August 2018 minutes

- i. Motion to approve: Stephanie 2nd: John

III. Review/ approval of August financials

- a. Membership dues – people are being proactive for the annual dues because the link is still up.
- b. \$250 for Special Event Sponsorships was past due for Admin Professionals Event
- c. Legal Forum – need a breakdown of the expenses to date; Chuck to get with Megan.
- d. Motion to approve: John 2nd: Andy

IV. Old/ongoing Business

- a. Meeting space (rotation)
 - i. Weyers Cave Event Center – hasn't responded to Fonda's voicemail.
 - ii. Need to pull locations from the website for all future events.
 - iii. Charlottesville is starting a rotation for breakfast/lunch; they will rotate on an even vs odd month schedule. Suggestion was to consider that with our location rotation.
- b. Survey (meeting time change)
 - i. Need to determine survey questions. Tara has the survey questions from 2016 that can be resurrected.
 - ii. Consider incentives for completing survey
- c. Strategic Planning Workshop (follow up – November)
 - i. November 30th was proposed; 12-5pm; Fonda confirming with facilitator and will find location
- d. 2019 State SHRM contest
 - i. Andy has not been monitoring; need to determine how we calculate number of tickets for members.

VI. New Business

- a. IMPACT Awards submission
 - i. Need ideas for submission. Ideas need to be discussed at October board meeting so Fonda can submit prior to the November 1st deadline.
- b. SVSHRM gmail group
 - i. Almost everyone can get in.
- c. Board meeting minutes (distribution schedule)
 - i. Meeting minutes distributed earlier – Tonya to send to Fonda and Susan by Friday; Susan can determine what is a reasonable time to post to the website; that timeline will then be communicated to the rest of the board.
- d. Invoice reminder for Greater Augusta Chamber of Commerce - \$275 includes reaching 1500 businesses; advertise events; listing on website and annual resource guide; business referrals;

included in milestone events; representation at local/state/federal levels; call to action requests on key business issues; access to networking events

- i. Motion to approve with tracking for next year's decision: Stephanie 2nd: Andy
- e. Event surveys – would be ideal to include a survey when someone registers for an event to see where they learned of the event. If that won't work, a post-event survey could also collect the same data but may not be as reliable.
- f. Gateway (catering) – the original agreement was to have the price fully included; they requested for the additional \$50 rental fee. Chuck will send email chain to Fonda for further review.

VII. Succession Planning

- a. Open board positions
 - i. Secretary
 - ii. President Elect – would love to have someone identified by October meeting so that they could be registered for the volunteer summit.

VIII. Upcoming Events

- a. September 19th – Virginia Legal Forum (VALF)
- b. Next board meeting – October 3rd @ 4PM – BRCC
- c. October 12th – Best Practices Call
- d. October 26th – State Council meeting
- e. October 27th – Student Chapter Competition (LU – Lynchburg)
 - a. Volunteers needed: connect with Fonda or Angela
- f. November 1st – IMPACT awards submissions due
- g. November 15th – 17th – Volunteer Leader Summit (Washington, D.C.)
- h. April 7 – 10, 2019 – VA SHRM Annual Conference (Norfolk)

IX. Committee Updates *(see below)*

Certification

VA Legal Forum approved for 6.25 SHRM & HRCI credits

College Relations

Student Chapter Competition – October 27th
Each chapter is donating \$200 for the event.

Diversity

Finance

Legislative

Military

Newsletter

Summer edition will be sent in September; contact Rick with suggested topics, interviews and pictures.

Programs

Public Relations

Scholarships

SHRM Foundation

SHRM Updates

Best Practices Call – October 12th @ noon
(877) 860-3058, guest code: 801861#

IMPACT Awards (formerly Best Practices Awards) –
deadline to submit nominations is November 1st

Social Media

Sponsorships

Special Events

Legal Forum – 93 registered as of 9/14; early bird pricing extended to 9/10 to accommodate WHSV commercial airing (Thank you Rick for getting the process started!); approved for HRCI and SHRM recert credits; Schedule change: Due to a scheduling conflict, Victor Cardwell has been replaced by King Tower. Presentation is the same.

Membership – ending August 31, 2018

Total Membership Count: 191

Professional Members: 119

Associate, General, Student & Retired: 72

National SHRM Members: 127 or 67%

Local Only SVSHRM Members: 64 or 33%

Certified (SHRM/HRCI) Chapter Members: 89 or 47%

(19 PHR, 15 SHRM-CP, 20 PHR/SHRM-CP, 13 SPHR, 2

SPHR/SHRM-CP, 3 SHRM-SCP, 17 SPHR/SHRM-SCP

Total membership in comparison to previous years:

August 2017 – 223 EOY 2017 – 235

August 2016 – 192 EOY 2016 – 214

August 2015 – 197 EOY 2105 – 211

X. Call for any additional items

XI. Adjourn

Please email Meghan if you can help with registration!

Leadership Breakfast – Registration site is live; in talks with HR Chamber to promote to members; still looking for sponsors; Janine is able to do a book signing if we would like. Would the board like to purchase books to give away during the event?

2019 speaker has been secured! Chic Thompson with Creative Leadership Group. Presented at VA SHRM Leadership Conference in January. Thank you to Patricia!!

Website

Facelift for website; discuss quote and future path.

Basic level (facelift) - \$2,995

Basic with temporary staging site - +\$500

May be good to just start internally with the content and what we want on the site; what feels outdated, what's relevant, etc. Stephanie will build a Google sheet to get it started and everyone can add ideas.

Workforce Readiness