

KVHRA Board Meeting Minutes

December 22, 2013

9:30am to 11:00am

Augusta Civic Center - Augusta

Present: Lisa Madore, Sandra Turner, Susan Ouellette, Kristy Gould, Jeanine Libby, Bryan Flagg, Barry Martin, Lila Hallowell, Cathy DeMerchant

Absent: Annette McLaggan, Valerie Cote, Lori Page

Guests: Lydia Sy

Meeting Minutes

- [Octobers and November 2013 meetings minutes were approved.](#)

Today's Meeting ~ Employee Engagement and Motivation in a Tough Economy

- 40 people were in attendance
 - 35 signed up in advance
 - 0 cancel – 0 replacements
 - 1 were no shows
 - 6 at the door

Money received \$89 at the door and the sponsor check for \$250.

Membership

- [Two New Professional Membership – the first one voted was for Lucia Nadeau – State of Maine and the second one voted was for Sarah Wadick - PFBF CPAs.](#)

Program Committee

- Kathleen Hale will be assisting the board with the programs in Sandy Turner's absence.
- Lisa Madore will be reaching out to Kathleen on the upcoming programs and review sponsorships such as the Wellness presentation with the possibility of Anytime Fitness being the sponsor to this program.
- There was talk about sending out an e-mail to all our members to tap into this resource for future sponsorship to our programs.
- Set up a place on our web site for past sponsors to do testimonials on the benefits that they received from being a sponsor.
- Lisa will talk with Kathleen on reaching out to the area colleges for sponsorship such as KVCC and Kaplan.

Finance

- Cathy and Lila will work together on transferring the finance duties for the New Year.
- Changing our mailing address to the PO Box in Waterville with plans to not renew the Augusta PO Box.
- Setting up the Kennebec Savings Bank for our Banking needs in Waterville.

Membership

- With the upcoming registration and membership drive, Lisa Madore will reuse the membership letter with plans to send it on to Liz for the approval. Once that has been completed, Laurie will mail them out to the members.

Scholarship

- Susan will be working on the scholarships – KVHRA and the Brenda Stinchfield.

Items in **blue** indicate a board vote

- Board Voted to add \$300 to the Brenda Stinchfield scholarship.

Web Committee

- Kristy has plans to set up a separate area on our web site for the board members to access our documents such as our archives, SHAPE document and minutes.

College Relations

- Lisa and Lucy at Thomas College are working together on offering a mentoring program. KVHRA will be the outlet – we market it with the day and night students. Lisa will also see about having a link on our KVHRA web site to directly connect to Thomas College.

Legislative/Governmental Affairs

- N/A

Diversity and Inclusion

- N/A

Workforce Readiness

- Continue to forward workforce readiness activities information to Lisa.
- Discussion on working with the area homeless shelter as this will be a focus point next year.

Certification

- The next testing window is in December 2013.

SHRM Foundation

- Board voted to send the SHRM Foundation \$100 donation. Lisa will do this on the KVHRA credit card.

Other Business

- Need to have a board discussion on charitable contributions.
- During the Succession Planning it was discussed and voted that Cathy DeMerchant would be stepping down and Lila Hallowell would be stepping in as the Board Treasurer effective January 2014. Over the next several months, in Sandy Turner's absence, Kathleen Hale would be stepping in as the Board Program Committee Chair. Jeanine Libby would continue on a Board Secretary.

NEXT MEETING

January 8, 2014, O'Brien's at the Waterville, Best Western.

Respectfully Submitted: _____
Jeanine M. Libby, Board Secretary