

KVHRA Board Meeting Minutes

October 9, 2013

9:30am to 11:00am

Augusta Civic Center

Present: Lisa Madore, Sandra Turner, Valerie Cote, Susan Ouellette, Kristy Gould, Lori Page, Cathy DeMerchant, Annette McLaggan

Absent: Jeanine Libby, Bryan Flagg, Barry Martin, Lila Hallowell

Guests: None

Meeting Minutes

- [September 2013 meetings were held for approval in November, due to more information needed. Motion to Table by Cathy, seconded by Valerie, passed.](#)

Today's Meeting ~ Lessons Learned from the Penn State Scandal

- 40 people were in attendance
 - 43 signed up in advance
 - 3 cancel – 0 replacements
 - 2 were no shows
 - 2 at the door

A discussion was held about factors that could have impacted turnout, but in the end the numbers were average. E-mail notices of meetings will typically go out earlier and include at least one reminder.

New member Perkins cancelled today, and requested that her pre-paid meeting fee be applied instead towards her 2013 membership dues fee. Board members concurred that this was fine.

Membership

- [New Professional Membership for Kelsey Wilkins from Kennebec Behavioral Health was approved. Motion to approve by Cathy, seconded by Valerie.](#)

Program Committee

- The 2014 calendar is coming together well thanks to all the members pitching in with ideas and contacts. Thanks to Sandy for all her work coordinating this effort.
- A speaker is needed for the June 2014 program on the Affordable Care Act.
- Sponsors are still needed for many months. Valerie will call Group Dynamic and Bangor Payroll to see if they would be interested.
- The location for the Waterville meetings going forward will be O'Brien's in the Best Western Plus (formerly the Holiday Inn.) Several board members visited the facility and agree it will be a good fit for our group. The cost will average about the same for the room and meal costs as with the other facilities. We will try to start using this facility for the November meetings.
- [Motion by Annette to increase the gift certificate given to our program speakers from \\$30 to \\$50. Seconded by Cathy, passed.](#)
- Beginning in January, Susan will take over from Barry writing the applications for HRCI credits for our meetings.

Finance

- Dues and meeting fees will need to be raised slightly for 2014, to cover increasing costs. [Motion by Susan, seconded by Cathy \(passed\) that 2014 dues and fees will be as follows:](#)

Items in **blue** indicate a board vote

Single Meeting prices:	
Member in advance:	\$20
Non-member in advance, or anyone at the door:	\$25
Annual KVHRA Dues	
SHRM Member:	\$35
Non-SHRM Member:	\$45
Pre-paid Membership and all meetings in advance:	
SHRM member:	\$170
Non-SHRM Member:	\$180

- Members still receive a significant discount for pre-paying. It was suggested that we point out the excellent value in HRCI recertification credits and educational programming that our chapter provides.
- Susan will work on the renewal letter. Information about Annual Renewal will be distributed in November.

Scholarship

- All set

Web Committee

- We will offer on-line payment via Pay Pal again this year for the renewal and new memberships.
- It will be our goal to have the meeting registration process done on-line in the future.
- There will be about five minutes included in the December meeting for web updates and information for members.

College Relations

- N/A

Legislative/Governmental Affairs

- N/A

Diversity and Inclusion

- N/A

Workforce Readiness

- Continue to forward workforce readiness activities information to Lisa.

Certification

- Recently certified members currently receive a free membership. We agreed to clarify that this is those certified within the past 12 months, for a one-year period.

SHRM Foundation

- N/A

Other Business

- Succession Planning – will be further discussed at the November meeting. Please be thinking about your roles.
- Lisa is unable to attend the Leadership Conference this year. Kristy was asked to attend instead. Susan expects to attend as well. The conference is in November.
- Several members have expressed interest in getting KVHRA vests. Cathy Branscom would be the contact for information about where we ordered them before. An order will be put together before the holidays.
- Pending motion: it was suggested that we extend a gratis membership to the CPA who is assisting with our finances. There were not enough members available for a quorum by this point of the meeting, so this was tabled to November.

Motion to Adjourn: Annette, seconded by Lori, passed.

NEXT MEETING

November 13, 2013, Best Western, Waterville

Respectfully Submitted: _____
Kristina A. Gould, At-Large Member