

# KVHRA

## Board Meeting Minutes

**Date:** April 12, 2017

9:30 a.m. to 10:45 a.m.

Place: Augusta Civic Center, Augusta

**Present:** Lila Hallowell, Jeanine Libby, Lisa Madore, Frances Fisher, Karena Cochran, Annette McLaggan, Sharon Crowe; Susan Ouellette, Janie Miller

**Absent:** Lori Page, Kristy Gould, Kathleen Hale

**Guest:**

**Meeting Minutes:** [March Approved](#)

**Today's Meeting:** Attracting and Retaining the Best - Building an Intentional Culture, with Linda Blessing of Career Management Associates

There were 54 Pre-Registered

- 2 Walk-in
- 8 No Shows
- Total of 48 plus 1 speaker and 1 sponsor attendees
  - No Cash Money collected at the door but \$45.00 in checks received.

**Membership – [The Board voted in the following new members:](#)**

|                |                                       |                                |                  |
|----------------|---------------------------------------|--------------------------------|------------------|
| Erica Humphrey | Assistant Director of Human Resources | Colby College                  | SHRM Member: ?   |
| Debby Olken    | Business Development Manager          | KMA Human Resources Consulting | SHRM Member: Yes |
| Erica J Bush   | HR Manager                            | JS McCarty Printers            | SHRM Member: Yes |

**Membership Update:**

**Program Committee:**

We are in good shape with our programs as the only one left in 2017 to complete will be doing our roundtables in December. Topics included I9, recruitment, and diversification. We could poll our audience to see their area of interest. We are in need of two sponsors in 2017. Starting progress on 2018 calendar and more discussion will be had on doing a half day seminar in 2019.

Excel Award was also talked about as this involves the chapter to do an initiative. It could be a chapter project on workforce development and this may be a good project to work on over the summer months. Discussion included involving Live, Work in Maine to be the sponsor for the program initiative. Lisa Madore currently is running a program at work for drivers and Mike Brown has the University of Prescott. Both Lisa and Mike are two that we can tap into for guidance on how to set this up and to share with our members. This all revolves around workforce development, recruitment, immigrations and diversity.

Start with the May 17 meeting on some ideas to a ½ day on diversity, workforce development, and immigration to see if our members are interested in these topics. As well as the types of visa needed to work in USA and our workforce challenges. Lisa will talk at our next meeting on these topics.

**Recertification Credits:**

Sharon has the recertification credits for May 2017 meeting and June's is ready to be submitted.

**Diversity and Inclusion:**

Lila will give us an update on the ½ day webinar that she attended at the next KVHRA meeting.

**College Relations:**

Corey Pelletier is the career counselor at Thomas College and he is willing to help us advertise KVHRA to Thomas College HR students. If he receives the KVHRA meeting schedule by August, he will be able to post it on the Thomas College web site that will reach all the students. Thomas College student membership would be grates. Breakfast meeting would cost \$20.

**Web:**

Karena working on the web pages to add additional resources: one page for the KVHRA logo wear and the other page for legislative updates. With the legislative updates, Jamie would like to be able to have something linked in so she wouldn't have to bother anyone with updates. Research more on that goggle documents can offer us in this situation. In addition, Fran will work with Karena to add the new members to the web site. Kristi asked to update the e-mail address for non-members and members.

**Certification:**

Susan she has nothing. She will look again to see when testing window is and then seek.

**Scholarships:**

Jamie will be working on offering one spring scholarship of \$500 for general education beginning on June 1 to be awarded at our June 14 meeting. This will be announced at our May meeting.

**Core Leadership Update:**

- a) SHRM Foundation – **Full Board**
- b) Diversity – **Lila Hallowell**
- c) Finance – **Lila Hallowell** - \$22,710.12 in our account and within this total \$2,412.62 in the scholarship account.
- d) College Relations – **Frances Fisher/Karena Cochran will assist**
- e) Legislative/Governmental Affairs – **Janie Miller**
- f) Workforce Readiness – **Kathleen Hale**
- g) SHRM Certification - **Susan Ouellette** and **Sharon Crowe** Recertification Credits.
- h) Scholarship update – **Janie Miller**
- i) Membership Retention and Recruitment –Membership Roster and Registration – **Annette McLaggan**
- j) Marketing and Communication – **Janie Miller**
- k) Web- **Karena Cochran** is doing great. All information can go directly to Karena for posting.

**Other Topics:**

Annett has April's Continue Education Credits ready to send out the e-mail.

Utilize the three regional Chamber of Commerce services to add KVHRA monthly meetings announcements to their calendar of activities and to add this information into the Chamber of Commerce newsletters. The three chambers would be Augusta, Skowhegan and Waterville; therefore, using this as a tool to build our membership as well as any community projects we work on that should call our assistance such as workforce readiness and diversity initiatives.

Meeting registration was discussed and it was voted to have the register pay when registering. Therefore, if someone walks in without registering, they must pay at the door. In the end, this will save a lot of Lila's time

eliminating Lila from chasing after the money. **Vote to get rid of the pay at the door when pre-registering for the meetings.**

Annett will be placing a logo wear order. We use B & B Embroidery and all the options are on our web site for members to select. Reach out to Annett if you are interested in ordering KVHRA logo wear for the next HR Convention.

Facebook page topic came up and this would be a good benefit to KVHRA and our members. Someone needs to own it in order for this to work. Policies need to be created outlining the posting requirement guidelines. Kristie Jandreau has shown an interest in doing this for KVHRA.

Discussion went on talking about utilizing the table tents to make short KVHRA announcement such as ordering KVHRA logo wear, scholarship announcements, upcoming book club events, and other important information for members to know that all of this is happening within our chapter.

**NEXT MEETING: May 17, 2017, at O'Brien's Restaurant, Waterville**

Respectfully Submitted: *Jeanine M. Libby*

*Jeanine M. Libby, PHR, SHRM-CP, Board Secretary*