

KVHRA

Conference Call Board Meeting Minutes

Date: May 15, 2017

2:00 p.m. to 2:30 p.m.

Place: Conference Call

Present: Kristy Gould, Lori Page, Lila Hallowell, Jeanine Libby, Lisa Madore, Frances Fisher, Karena Cochran, Sharon Crowe, Kathleen Hale, Annette McLaggan

Absent: Susan Ouellette, Janie Miller

Meeting Minutes: [April Approved](#)

Membership – The Board will e-mail vote on the following new members:

Laurie Chamberlin			
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Treasurer’s Report:

Lila will be working with Kristy on doing the tax filings.

Membership Update:

Lori working on the second list of the chapter members and will work with Dawn to get letters out to them. In addition, convention letters will go out to the ones that responded stating that they are interested in receiving more information about KVHRA chapter. Kristy also dangled a free breakfast for new members to attend and wrote this information on the back of her business card. Meanwhile our membership is rebounding again and we are looking pretty good for this time of the year.

Business Cards and Note Cards:

Under the SHRM State Council web site we have the ability to print out business cards with SHRM logo and KVHRA logo as well as note cards. It would be great to get generic business cards for us to hand out at future events to recruit members. Kathleen will bring them Wednesday for us to review as well as through e-mail for us to review and we will vote on this at the June meeting.

Wednesday’s Meeting:

We are all set to have Peter Gore present as Kristy saw him at the convention to confirm this and Lisa reminded him today via an e-mail. He stated that it’s a real good time of the year as he has a lot to report to the chapter. Others on the call mirrored his same comments. Sharon will announce the sponsor and then will introduce Peter Gore and read through his bio. At the end of the meeting, Sharon will present the gift and also announce June’s meeting topic and sponsor. Kristy will have the power point done and will send it on to Annett for her to set up at the meeting. Annett will also bring the projector and her computer. Kristy will send Annett the list of announcements to make at the closing of the meeting. No materials or hands out for this meeting.

E-Blast:

We have access to doing two (2) E-Blasts that SHRM will send to our members and to SHRM members that are not KVHRA members. September’s meeting would be one that we may want to utilize this option with as the topic will be “Balancing High Tech and High Touch”. We need to get this out six (6) weeks before the meeting. Therefore, it will need to be sent in the first part of August. A second one could be done before we do our annual membership drive. Other times could be announcing a planned social event and announcing a half day seminar. We get two E-Blasts a year so let’s utilize them. If we were 100% SHRM chapter we would get four (4) per year.

Strategic Meeting/Social Event:

Strategic Meeting and a Social Event will be a focus at this summer's meeting – Kristy will be reviewing her calendar and scheduling in some option dates. The question was asked if we had a social event this summer such as a BBQ at a camp or someone's home, would there be people interested in attending. Many on the call responded that it would be well attended.

Core Leadership Area:

This will be a project to work on this summer – strategic meeting and make a decision around a core area for us to work on.

Seminar:

Lisa asked the group if we had any more thoughts about doing a half or full day seminar. She mentioned that both Peter Lowe and Dr. Saito would be interested in presenting. There will be more talk about this in future board meetings.

Strategic HR at Mt. Washington:

The Maine State SHRM Council is offering a full scholarship to the Strategic HR Convention at Mt. Washington. Once the site has it posted, Kristy will send it out to all of us and will have it posted on our web site. She also plans to put it in tomorrow's PowerPoint presentation.

Core Leadership Update:

- a) SHRM Foundation – **Full Board**
- b) Diversity – **Lila Hallowell**
- c) Finance – **Lila Hallowell** - \$22,510.09 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** All information can go directly to Karena for posting.

NEXT MEETING: May 15, 2017, O'Brien's Restaurant & June 14, 2017, Augusta Civic Center, Augusta

Respectfully Submitted: *Jeanine M. Libby*

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