

KVHRA Board Meeting Minutes

October 8, 2014

9:30am to 11:00am

Augusta Civic Center, Augusta

Present: Lisa Madore, Kathleen Hale, Susan Ouellette, Jeanine Libby, Lila Hallowell, Annette McLaggan, Kristy Gould, Barry Martin, Sandy Turner

Absent: Bryan Flagg, Valerie Cote, Lori Page

Guests:

Meeting Minutes

- [Approved September meeting minutes](#)

Attendance:

- There were 44 Pre-Registered
- 1 Walk-ins (1 Speaker)
- 4 No Shows
- Total of 41 attendees
- Money received \$165 (\$50 cash and \$115 check)

Membership

The following was voted in as new KVHRA members:

- [Heather Dubord – Director of HR & Develop at the Children’s Center in Augusta.](#)
- [Clark Phinney –HR Manager at Mt St. Joseph in Waterville](#)
- [Donna Dow – HR Manager at Kennebec Pharmacy & Home Care in Augusta](#)
- [Shirley Ingraham – HRIS Administrator at Maine General](#)
- [Jessica Wilburn – Staffing Coordinator at Career Management Associates in Portland](#)

Welcome new members!

Program Committee

- Survey monkey for us to review, update and use. Kathleen will make the updates and send it to Kristy once it is complete and Kristy will send it to the members.
- [Voted to give out a \\$50 Amazon Gift Card at the next meeting for members completing the survey.](#)
- Continue to look for sponsors and programs. Some speakers talked about in today’s meeting included reaching out to Allen Brown from MMIC, Linda Blessing, Peter Gore and David Pease.

Finance

- The balance in the account equals \$22,301.79. Scholarship fund totals along with the grant from Law Publishers \$4,722.12

- Approved up to a total of \$2,500 for Kristy and Susan's expenses to attend the Leadership Conference.

Membership Registration

- Will be doing at large member letters. Lisa will update the letter and get SHRM Approval and the list of at large SHRM members.
- Dues will be staying the same.
- Membership applications will be linked from our web site.
- Voted to do a free SHRM membership with the upcoming membership drive.

Scholarship

- In December announce the following scholarships:
 - Full week under the Brenda Stinchfield Scholarship
 - One day from KVHRA
- In April 2015 focus on working toward a scholarship for the HR Strategic Conference.
- Scholarships are generally granted in both Spring and Fall. Janie Miller has an interest in taking over this role and will be filling out a nomination form.

Web Committee

- Kristy doing a great job with the web!

College Relations

- Val has indicated she would like to take over this role.

Legislative/Governmental Affairs

- More information will come after the November elections.

Diversity and Inclusion

Workforce Readiness

- Continue to forward workforce readiness activities information to Lisa for our SHAPE plan.

Certification

- The certification process is taken up to six (6) weeks for the approval process. It is beginning to be very difficult for Strategic credits. Barry announced that he would do the certification process up to the end of 2014.

SHRM Foundation

Other Business

- Will get the Nomination forms out ASAP need someone to fill the Web Master and the Government Affairs positions
- Donation to SHRM needs to be sent in November as \$100 was approved in September's meeting.

NEXT MEETING

November 8, 2014, at the O'Brian in Waterville

Respectfully Submitted: _____
Jeanine M. Libby, Board Secretary