

KVHRA

Board Meeting Minutes

Date: October 11, 2017

9:30 a.m. to 10:00 a.m.

Place: Augusta Civic Center

Present: Lori Page, Lila Hallowell, Jeanine Libby, Lisa Madore, Susan Ouellette, Karena Cochran, Sharon Crowe, Frances Fisher, Kathleen Hale, Robin Doody

Absent: Kristy Gould

Today's Meeting: **Avoiding HR Pitfalls, An Employment Law Update**
Presented by Daniel Rose, Esq., Drummond Woodsum

There were 46 Pre-Registered

- 1 Walk-in
- 6 No Shows
- Total of 42 plus 1 speaker
 - \$25 Cash Money collected at the door 0 checks received.

Meeting Minutes: June and September Approved

Motion was made to accept Annette McLaggan resignation; Lisa Madore made the motion, Lila Hallowell second, and all in favor.

Membership Updates:

Susan Bower Marketing Manager at Performance Foodservice, a SHRM member was elected in through e-mail vote.

It's time to do our annual membership mailing; therefore, Lori Page will request from SHRM an updated SHRM member list within our region so she can send out recruitment letters to grow our chapter. Lori will create the letter, Susan offered to work with her on this and then Lori send it to SHRM for final approval. There was also discussion about doing up a post card this year and to research options with Vistaprint. Jeanine Libby offered to assist Lori in the mailings.

Core Leadership Update:

- a) SHRM Foundation – **Full Board**
- b) Diversity – **Lila Hallowell**
- c) Finance – **Lila Hallowell** - \$22,965.15 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 – Open
- f) Workforce Readiness – **Kathleen Hale**
- g) SHRM Certification - **Susan Ouellette** and **Sharon Crowe** Recertification Credits.
- h) Scholarship update – Susan Ouellette will do this until the new board. Monica also will be on the committee. Lila Hallowell will also be on the committee.

- i) Membership Retention and Recruitment –Membership Roster and Registration –
- j) Marketing and Communication –
- k) Web- **Karena Cochran**

New Business:

The meetings calendar for 2018 for the Civic Center will need to be reviewed on our April 11 meeting. Francis Fisher will look into this for the chapter to see if we can hold the meeting in Waterville at O'Brien's Restaurant.

Program Committee:

For our December meeting we will be changing the original plan from the round tables to something different. In March plans are being made to do a half day seminar. A programming meeting is planned after today's board meeting to work on finalizing this year's calendar and then plan out next years. It would be good to be able to have it in place prior to our annual membership drive.

NEXT MEETING: November 8, 2017, O'Brien's Restaurant in Waterville, Maine

Respectfully Submitted: *Jeanine M. Libby*

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