

KVHRA

Board Meeting Minutes

Date: January 10, 2018

9:30 a.m. to 10:47 a.m.

Place: O'Brien's Restaurant

Present: Lila Hallowell, Susan Ouellette, Jeanine Libby, Sharon Crowe, Kathleen Hale, Robin Doody, Kristy Gould, Frances Fisher, Karena Cochran, Kristie Jandreau, Erica Humphrey and Lori Lefferts

Absent: Lori Page

Guests: Jennifer Christensen

Today's Meeting: Shining a Light on Unconscious Bias with Janet Edmunson

There were 41 pre-registered

- 0 Walk-in
- 4 No Shows
- Total of 37
 - No money and no checks collected at the door.

Meeting Minutes: [December 2017 Meeting Minutes Approved](#)

Transition Board Plan:

New board members will be meeting at Colby on January 18, 2018, at 1:00 p.m. Again everyone is welcome.

Membership:

At the last minute, Lori Page could not attend today's meeting. We continue to build our membership renewals with a total of 55 members. Everyone that signed up for today's meeting has renewed their membership. Lila Hallowell plans to send out a reminder e-mail to all members that have not renewed their membership. Meanwhile, KVHRA has the highest SHRM membership and the highest certified members within the State of Maine. This is something to be proud of.

Core Leadership Areas:

SHRM Core Leadership Areas: We may or may not do projects within core leadership area – it's about being a connection between the Board and SHRM to bring in opportunities within are area. There are webinars on all of these core leadership areas. Kristy Gould will be sending the e-mail to SHRM notifying them of the new contacts within each area of the core leadership area.

Legislative / Governmental Affairs – Jeanine Libby will identify bills and what is going on in our government and sharing this information at the monthly meetings to all members.

HR Certification – Kathleen Hale will take over the HR Certifications.

Diversity & Inclusion – Lila Hallowell will be doing this for the time being. Meanwhile, we have done two programs within the last three months around diversity and inclusion.

SHRM Foundation – Kristy Gould will continue to do the SHRM foundation.

Workforce Readiness: Robin Doody and Kristie Jandreau will co-lead this core leadership. Area high schools are looking for someone to do interviews with. Both will provide information and resources to our members.

Finance – Robin Doody is our new treasurer. Lila Hollowell, past treasurer, announced that we have \$21,851 in our account with \$995.12 in scholarship funds. The ½ day seminar in March will hopefully increase our account balance.

SHRM Certifications – Susan Ouellette will be the contact for certifications.

Scholarships – Susan Ouellette will continue to be on the scholarship committee unless someone else would show an interest in taken it over. Besides Susan, the last committee included Dan Alley, Lila Hollowell, and Karena Cochran. Susan will check in with Monica at Kaplan University in Augusta to see if she’s interested.

Collage Relations – Erica Humphrey will do college relations. We may have our foot in the door with Thomas College as we are always looking to engage future HR people.

Web – Lori Lefferts will do the web posting and email blasts to our members.

Programing:

Noted that April’s meeting will be at O’Brien’s Restaurant in Waterville as the Augusta Civic Center was booked on this date; therefore, two months in a row will be at O’Brien’s. If we do not have any snow cancellations, then the meeting room in May at O’Brien’s will need to be cancelled out.

The ½ day seminar in March will be held at Waterville Best Western Hotel. Kristy will add this to our web site with a note stating “Save the Date”. Signage at the hotel should be placed directing participates to the conference area. SHRM will do an e-mail for us, but they need a six week notice. Kristy Gould will do the Kennebec Valley Chamber of Commerce advertisement. Kristie Jandreau will work with the Waterville Chamber of Commerce and Jeanine Libby will work with the Skowhegan Chamber of Commerce. Meanwhile, this may be an area that we could apply within workforce development. Kristy Gould will work on the pay pal account for March registrations. **The Board voted to allocate \$100 for door prizes at the March seminar Lila Hollowell motioned, Susan Ouellette seconds and all in favor.** Kristy Gould will look for HR books to give out for door prizes. The plan will be to feed the participants breakfast and a mid-morning snack. The seminar will start at 8 a.m. and go until noontime. Lila Hollowell will confirm with the speaker. Anyone staying overnight will be allowed KVHRA room discount.

In review of the remainder for topics discussion about November’s meeting being offered by the Career Center to talk about Maine’s talent pool and how to pull from our area to fill employment needs. Denise Burnier, OMC Wellness may be someone that would be interested to do December’s meeting. We also need sponsors for other months.

Other Topics:

Kathy DeMerchant, President and Co-Owner of Capital Area Staffing Agency, received the Kennebec Valley Chamber of Commerce’s Small Business of the Year award on January 26, 2018. **The board members approved to send a floral gift on behalf of KVHRA as Kathy was one of the founding members. Susan Ouellette motioned, Lila Hollowell seconds and all in favor. Lila will order the arrangement.**

NEXT MEETING: February 14, 2018, Augusta Civic Center in Augusta, Maine

Respectfully Submitted: *Jeanine M. Libby*

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