

NEPA SHRM Meeting Minutes

Call to order

A meeting of **NEPA SHRM BOD** was held at via conference call on September 1, 2020 at 5pm.

Attendees

Heather Clark	Karen Yarrish	Eileen Notarianni	
Christine Jensen	Bryanna Burnside	Doug Hertel	Julian Beck
Kellie Knesis	Brooke Lipperini		

Members not in attendance

Neena Patton	Carrie Krott	William Aquilino	Joe Sileo	Nina Graaf
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Meeting Minutes

1. **August Minutes (Christine)**
 - a. Karen Yarrish motioned to approve August minutes, Doug seconded
 - i. Neena has uploaded the final version in the Drop Box

Presidents Update

1. **President's Update**
 - a. SHRM Foundation webinar September 8, 2020; join if you are able; sent out by email today
 - b. Received Platinum Award; using logos and materials
 - c. Dale Carnegie Events
 - i. Working on managing the events on the website and promoting them
 - ii. Need to handle the payment/reimbursement issues
 - d. Advertising events for other local SHRM Chapters, State, and National SHRM
 - e. Certification Director not required but recommended for SHAPE Award
 - i. Julian is willing to take on the role
 - f. Governance: Need input from Committee Chairs where we have needs so we can solicit volunteers in 2021. We need current BOD members to consider President-Elect role to be effective January, 2021. To be discussed at the October board meeting

Committee Updates

- **Communications Committee (Brooke):**
 - Updating *Events Tab* on website and promoting virtual events
 - Considering changing LinkedIn page to a business page rather than a group page
- **Finance Committee (Kellie):**
 - Closed out PNC checking account and opened new account; those with debit cards will be sent information to obtain new cards
 - Review of Expenses
 - Financial Reports sent to BOD members in advance of the meeting
 - Total net assets among all accounts = \$74,606.05
 - Reduced amount in Scholarship Account
 - Motion to accept the financial report by Doug, seconded by Eileen
- **Legislation Committee (Joe)**
 - No report

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- **Membership Committee (Christine):**
 - 2 new members - July
 - Audit complete: gained 14 new members through audit; 336 confirmed members
 - NEPA and National SHRM member Juliane Von Schmeling is being investigated by the PA Attorney General's office for practicing law without a license
 - We notified National SHRM about the investigation and asked for guidance. Susan Post advised that since NEPA SHRM is a 100% chapter, and all of our local members are SHRM members, National will confidentially advise their Chief Legal Counsel (also Chief Ethics Officer) that a potential complaint may be forthcoming
 - National will handle removing her from membership, if appropriate. If she is removed from National membership, she is will also then be removed from NEPA membership
 - Dual Membership:
 - Suzi Franks volunteered to survey other PA chapters and a few non-PA chapters that are around our size and establish an Excel file entitled "Survey of Membership Fees" of what they charge for membership; she will place in Drop Box;
 - Will have to consider our one-time fee position and how this will work - National will get back to us but we may want to consider an annual fee
- **Professional Development Committee (Doug)**
 - Events, 2020
 - PHRC Event: Held August 25, 2020; Feedback mostly positive; some comments on holding events at other times
 - Working on an event for the end of September focusing on health care costs; Also working on some benefits related event
- **Governance Committee (Karen)**
 - Excel Award - 2020
 - Karen still working on application; waiting for responses from 2 committees - resent today; due March, 2021
- **Student Relations Committee (Eileen)**
 - No August Meeting but will plan one for September 9, 2020
 - Working on virtual programming for students
 - Solicited input from students on what type of resources and tools they need which will be posted to our website
 - Resume Tips is one of the suggested topics
- **Scholarships (Nina)**
 - No report

New Business

- PA SHRM State Council Meeting on September 16, 2020 from 2 to 4 pm
 - Eileen Notarianni volunteered to attend in Heather's stead

Meeting Close - Meeting Adjourned - Motion by Eileen, seconded by Kellie

Action Items

- **All:**
 - SHRM Foundation webinar September 8, 2020; join if you are able; Heather sent information via email on September 1, 2020
 - Need input from Committee Chairs where we have needs so we can solicit volunteers in 2021. We need current BOD members to consider President-Elect role to be effective January, 2021. To be discussed at the October board meeting

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- **Selected BOD members:**
 - If you have a NEPA SHRM debit cards, upon receipt of information from Kellie, contact PNC Bank to obtain a replacement card
 - Provide Karen responses for 2020 Excel Award application
- **Christine**
 - Follow up with Suzi Franks on how other PA chapters are handling annual fee versus no fee at all so that we can decide prior to implementation of dual membership renewals with National
- **Heather**
 - Review with Kellie the way we will charge for Dale Carnegie events going forward as they want
- **Karen**
 - Finalize Excel Award Goals
- **Kellie**
 - Distribute instructions to debit card holders on how to receive a replacement card from PNC Bank
- **Eileen**
 - Attend PA SHRM State Council Meeting on September 16, 2020 from 2 to 4 pm in Heather's stead.

Next Meeting

October 6, 2020 - will hold via Conference Call



09/04/2020

Date