

NEPA SHRM Meeting Minutes

Call to Order

A meeting of **NEPA SHRM BOD** was held at via zoom video conference on December 17, 2020 at 4pm.

Attendees

Heather Clark
Christine Jensen
Carrie Krott

Karen Yarrish
Julian Beck
Kellie Knesis

Nina Graaf
Brooke Lipperini
Neena Patton

Doug Hertel
Bryanna Burnside

Members not in attendance

William Aquilino

Joe Sileo

Eileen Notariani

Meeting Minutes

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

Presidents Update

1. **President's Update**
 - a. SHRM is offering 25% off membership for a period of time
 - b. Carrie will be representing us and will be taking the SHRM SCP (free Chapter exam)
 - c. Karen and Heather are working on setting up the new 2021 board members.
 - i. Regina and Sharon will be joining - met and covered by-laws, agendas, board bucks, etc. Regina will be the Student Relations Chair and she is working on transitioning with Eileen
 1. Please begin including in emails Jan 2021- contact information is updated in our Tracker on DropBox
 - d. Meeting Schedule and Calendar Invitations for 2021 have been sent out - 5pm Zoom Meetings
 - e. CLIF report has been submitted
 - f. Kellie to provide financials to Heather for SHAPE application
 - g. Foundation donation of \$500 has been sent in by Kellie

Committee Updates

- **Communications Committee (Brooke):**
 - Dual membership work is continuing and requires more discussion in early 2021
 - Brooke to check to see if we submitted the information for the foundation contest we were participating in (due in November 2020)
- **Finance Committee (Kellie):**
 - Financial Reports sent to BOD members in advance of the Meeting
 - Total Expenses \$1,794.32, Deposits \$270
 - PayPal \$2,721.13, CDs \$43,477.61
 - Net Worth of \$72,146.94 - Motion to approve by Nina, seconded by Neena
- **Legislation Committee (Joe) - Absent**
 - Juliane Von Schmeling complaint (investigation by the PA Attorney General's office for practicing law without a license): *Joe to follow-up on this from last meeting*
- **Membership Committee (Christine):**
 - Spent \$300 to send a mailing to promote membership with NEPA SHRM

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- Have already had 3-4 new joiners so this is positive
- **Professional Development Committee (Doug and Carrie)**
 - Working to increase participation and encourage active participants for events
 - Will be looking at past survey feedback to begin to prepare calendar of events for 2021
- **Governance Committee (Karen)**
 - Excel Award - 2020, Due March 15
- **Student Relations Committee (Eileen)**
 - Transitioning to Regina
- **Scholarships (Nina)**
 - Would like to start making announcements/marketing for next year scholarships
 - 1 has passed and the other 2 selected for 2020 have not taken the SHRM exam as of yet (withdrew)
 - Nina will circulate a spreadsheet on what funding was used and how much is available

New Business

- Christine - Chamber of Commerce - looking for us to promote the use of their job boards on our Website
 - We can post and send an email - Brooke to help Christine with this

Meeting Close - Meeting Adjourned - Motion by Julian, seconded by Nina, BOD confirms

Action Items

- **Eileen**
 - Work to transition Student Relations Chair position to Regina
- **Kellie**
 - Follow-up with Heather on how to get her Debit Card
 - Send financials to Heather for SHAPE
- **Doug and Carrie**
 - Dropbox event folders to be updated with feedback information for events going back to August 2020
- **Christine**
 - Will reach out to Brooke to promote the Chamber efforts / Job Boards
- **Heather**
 - Submit SHAPE
- **Joe**
 - Joe will look further into the Juliane Von Schmeling situation - check web to see if she is marketing herself as a NEPA SHRM member. Contact the attorney listed on the complaint form for more information
- **Neena**
 - Finalize attendance for 2020, Board Bucks Eligibility, Update Attendance Tracker, etc.
- **Nina**
 - Prepare and circulate funding available and used for the Scholarships program so we can prepare for 2021

Next Meeting

January 5, 2021 - Zoom Call



12/17/2020

Date