

BOD Meeting Minutes

Call to Order

A meeting of NEPA SHRM BOD was held at via zoom video conference on September 6, 2022, at 5pm.

Attendees (Red Indicated No Camera Use)

Jose Adames	Sharon Brodie	Heather Clark	Regina Cochado
Holly Courter	Nina Graaf	Christine Jensen	Kellie Knesis
Carrie Krott	Brooke Lipperini	Neena Patton	Joe Sileo

Members not in Attendance

Julian Beck	Bryanna Burnside	Anna Rinaldi
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Old Business

- a. June Minutes (Neena)
 - i. Motion to approve Regina by and seconded by Brooke

Presidents Update

- a. PA State Council and Leadership Meeting in August
 - a. Neena attended and provided a brief update
 - b. Regina will be attending the Council meeting and event in September
 - i. Heather to help ensure Regina has the Council meeting information
- b. Bryanna Burnside will be stepping down from the board
 - a. We may need someone to attend the November 17 & 18 (VLBM)
 - i. Heather to review the SHAPE and Excel criteria to see if we have a requirement
- c. Scranton Chamber Career Fair
 - a. Sponsorship to the employees and attendees of the event in September
 - b. \$750 to sponsor (Brooke will be there representing Can Pak and can represent NEPA SHRM as well)
 - i. Would get some print materials – there will be breakout sessions by industry
 - ii. Feedback from Carrie and Brooke lead to the decision to pass this year

Committee Updates

- a. Communications Committee (Bryanna – absent, stepping down)
 - i. Brooke will step in to take care of postings, etc. and will reach out to Bryanna to transition the scheduling of social media posts (buffer)
 - ii. Neena to submit next Surrounding Chapter listing soon
- b. Finance Committee (Kellie)
 - i. Approval of August 2022 Expenses
 - a. **Net worth = \$96,556.71**
 - b. Motion to approve by Christine, seconded by Joe
- c. Legislation Committee (Joe)
 - a. Met recently and sent out a recent post – has 2 folks on the committee

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- d. Membership Committee (Christine)
 - a. Dual Membership reconciliation is complete through July
 - b. At the end of July: 284 members, 16 new/renewing
 - i. Goal is 294 (fluctuating with renewals)
 - c. Planning a new member mixer on September 22
 - i. Holly is planning and we will be utilizing a place at Montage
 - ii. Sponsor – ComServ Solutions – Free to Members
 - d. Workforce Readiness Sub Committee (Sharon)
 - i. Veteran Recruiting – planning for one more event for 2022
 - ii. Tracey McMillan-Booker – wants to run an open forum (chat/blog) around DEIA
 - 1. Would like a more concrete initiative before moving forward – would advise that we don't have a great option for this
 - a. Christine and Sharon will work together on an appropriate response to her – could allow her to post a discussion topic on LinkedIn page
 - 2. Continue our approach in providing credits and education on topics that will provide credits, etc.
 - iii. Neena to reach out to Sharon regarding potential DEIA partner, Gary Abernathy
- e. Professional Development Committee (Sharon – THANK YOU!!)
 - i. Upcoming Events / Plans
 - a. August and November HR 101
 - i. Part III of HR 101
 - ii. Benefits benchmarking event went well – may have a recurring event with them annually (50+)
 - iii. No Thanks – I took Another Offer (30 joined)
 - b. October – Legal Update
 - i. Starting to market now
 - c. November
 - i. Part IV of HR 101
 - ii. Veteran Recruiting through Workforce Readiness
 - d. December
 - i. Annual meeting (Regina supporting – Lackawanna County, potentially the Radisson)
- f. Governance Committee (Heather and Neena)
 - i. Excel Award Application
 - 1. Identify 2022 Goals (Neena to help finalize)
 - a. Professional Development and Legal
 - ii. Neena and Heather working on Succession Planning and officers meeting prior to October board meeting
- g. Student Relations Committee (Regina)
 - i. Scholarships to help pay for Students Membership is being implemented – current difficulty is how we pay the students for this (gift card, reimbursement, etc.)
 - ii. Scholarship Sub-Committee (Nina – absent)
 - a. New poster sent for review – starting to market for next cycle
 - b. Recent folks have received their checks

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New Business

- None

Meeting Close - Meeting Adjourned – Motion by Sharon, seconded by Joe , BOD confirms

Action Items

- **All BOD Members**
 - Please share events on your LinkedIn pages to help market
- **Committee Chairs**
 - Please remember to send monthly committee meeting notes to Heather to share with full BOD
- **Christine and Sharon**
 - Work together on an appropriate response regarding Tracey's request for DEIA open chat forum
- **Brooke**
 - Work with Bryanna to transition social media postings
- **Heather**
 - To ensure Regina has the PA Council invitation for the September meeting
 - Double check our obligation to attend the November VLBM event
 - Will review the new Scholarships poster created by Nina
- **Neena**
 - Assist to finalize Excel 2022 goals with Committee Chairs
 - Working on next surrounding chapter submission
 - Meet with Sharon regarding DEIA contact and program we launched around LGBTQIA+ for next steps
- **Nina**
 - Share criteria and proposed process for establishing scholarship/payment of student memberships

Next Meeting

October 4, 2022 – Virtual



9/06/2022

Date