

Yamhill County SHRM Chapter

Board Meeting

7/21/2016

Chapter President Jill Faughender called the meeting to order at 4:02p.m. via telephone conference call.

Members present were; Jill Faughender, Barbara Cole Burr, Julie Mitchell, Rebecca Harris, Janell Simmons and Lisa Clark. Absent were Angey Rideout, Debbra Buerkle and Betty Henninger.

Minutes: First order of business is the approval of the minutes. The committee accepted minutes with no correction Barbara made a motion to adopt the minutes of 06/23/16, second by Lisa, there being no further discussion the committee members accepted minutes.

Treasurer Report – Barbara

Barbara reported the YCHRA bank account balance as of 7/21/2016 is \$1,415.45.

YCHRA Financial Policies & Procedures:

Barbara presented the final draft of the Financial Policies & Procedures by email. Julie made a motion to adopt the YCHRA Financial Policies and Procedures as presented and, second by Janell, there being no further discussion the committee members accepted YCHRA Financial Policies & Procedures.

Jill thanked Barbara for all her hard work on YCHRA policies and procedures.

Jill requested that Barbara create a billing statement to be used for our next meeting sponsorship so we can get it out for payment.

Programs Update -Janell

Meeting Debrief – Dan Grinfas/Leave Laws was well received. All comments on the evaluation form were good and those attending stated they learned a lot. Meeting and information was rated good or higher.

Barbara said an attendee wanted to book Dan again. He did a great job presenting lots of information in a fun way.

Janell said we are good for the remainder of the year on program subjects.

8/11/2016 Meeting Announcement

Jill asked if anyone wanted to change anything to the announcement for the 8/11/2016. The committee was in agreement to change the agenda to start at 8:00 a.m. versus our first two meeting start times at 8:15 a.m. to give more time to the speakers and less time networking.

Program Ideas

Programs have been set for 2016. Janell will begin working on 2017 and encouraged program ideas and speaker referrals.

Julie noted that she will need detailed information on each monthly program as well as the speaker's bio well in advance to submit for a SHRM Certification program number to be used on our certificate of attendance. If the speaker has presented on the same program for another SHRM chapter it is also helpful to get the prior SHRM program number.

YCHRA At-Large Letter

Jill is waiting to hear from the SHRM representative to approve our draft At-Large letter. Once the letter is approved then we would use the letter to recruit to others in community.

Jill applied for a grant and received approved from the SHRM Oregon State Council to pay for her airfare to attend the annual SHRM Volunteer Leader's Summit in Washington D.C. in November. The Chapter Presidents expenses for lodging and meals during the summit are paid at 100% by SHRM for 100% membership chapters so airfare was the only out-of-pocket expense that the chapters generally pay each year.

Jill reported that our chapter has been granted one free conference registration to raffle off in a manner we see fit for the SHRM Oregon State Council Employment Conference to be held on March 1, 2017. We will allow monthly program attendees to submit a drawing ticket each month they participate and probably have the drawing in January or February depending upon when the OSC needs to know who is registering. This has a \$260.00 value.

There being no further business to come before the board a motion to adjourn at 4:30 pm was made by Julie, second by Barbara the committee adjourned.

Respectfully Submitted,

Lisa Clark
Board Secretary

