

Yamhill County SHRM Chapter

Board Meeting

12/10/2020

Chapter President Rebecca Cameron called the meeting to order at 8:05 a.m. at via conference call.

Board members present were; Jill Faughender, Rebecca Cameron, Amy Lake, Janell Simmons, Jason John, Kylie Bayer and Heidi Leggett

Certifications – Rebecca

- Certifications are going well, and the last program has been worked out.
- Certification Director must be certified (new rule).

Membership – Jason

- 64 Active members
- The state council is focusing on growing membership in 2021 and we will be setting a goal of 75 members.
- Ideas on how to attract more members to the YCHRA Chapter:
 - o Membership grants
 - o Certification grants
 - o Regular at-large email blasts (quarterly)
 - o Individual recruitment goals (2 people per board member)
 - o Approach small business owners

Oregon State Council – Jill Faughender

- 9 active chapters in Oregon
- Membership is the main goal for 2021
- “Don’t underestimate your programs values” (should we be charging for some programs?)
- Chapter must have 8 meetings in 2021

Programs – Kylie Bayer

- HR Basics January 14th and 15th – paid program
- 2021 programming
 - o Mostly virtual

- Divide quarters by theme
 - 1st quarter – Covid related
 - Support (mental health support)
 - Building resiliency (possible live program)
 - 2nd quarter – Skills and Leadership
 - Investigations
 - Project management
 - Host effective meetings
 - Leadership repeats
 - 3rd quarter – Diversity and Inclusion
 - Basic rights (transgender in the workplace)
 - Veterans
 - Benefit packages
 - 4th quarter – Recruitment strategies
 - Building back your workforce post Covid (hopefully)
- Keep 2 meeting ahead with speaker line-up is the goal.

Financial Report: Amy Lake

- 2021 proposed budget was sent out prior to today's meeting by Amy and she will be sending out the finalized budget after today's discussion.

- Key points in today's budget discussion:

- Regional conference budget for board members to attend? \$2,000
 - Unfortunately NHRMA lost \$\$ on 2020 virtual conference.
 - Gift basket fundraiser? Is it needed this year?
 - Larger SHRM foundation donation? \$1,000
 - Paying for board member certifications, exams, grants, renewals
 - \$438 – grant for renewal fees
 - YCHRA Zoom account - \$300
 - Membership Drive - \$300
 - D and O Insurance - \$600
 - PO Box rental - \$92
 - Secretary of State - \$25
- Motion to adopt 2021 budget – Jill Faughender 2nd by Jason John – approved by board
 - Motion to adopt new check signers for 2021 Jill Faughender 2nd by Rebecca – approved by board.
 - New check signers are: Kylie, Jason, Amy, and Jill

- 990 EZ tax return will be completed by Jill and Amy.
- It is highly recommended that board members do a personal donation of at least \$25 to the SHRM foundation.

Future Board Meetings will be scheduled the following months of 2021 (must have 8)

- February through June
- September through December

Meeting adjourned at 10:00 am

Submitted by:

Amanda Kellmer

Secretary