

Yamhill County SHRM Chapter

Board Meeting

5/11/2017

Jill Faughender called the meeting to order at 9: 35 a.m. at Linfield College.

Members present were; Jill Faughender, Barbara Cole Burr, Janell Simmons, Rebecca Harris, Jason John and Lisa Clark. Absent were Julie Mitchell and Betty Henninger.

Minutes: First order of business is the approval of the minutes. The committee accepted minutes with no correction. Barb made a motion to adopt the minutes of 4/13/17, second by Jason, there being no further discussion the committee members accepted minutes.

Financial Report – Barbara Burr

As of 5/10/2017 the YCHRA account balance was \$2,478.60. We are expecting to receive \$867.50 from SHRM support dollars. Jill requested Linfield to provide less coffee. We will be saving about \$40 a month with this change. This was a great idea and many members agreed that the coffee often went to waste.

Tax return was filed and waiting to hear back. No discussion was held by the committee.

YCHRA received a conference share grant for \$565.00 from NHRMA (Northwestern Human Resource Management Association). This money is from 2016 conference and since our chapter is small and is still growing we received more funds than other chapters that are more established and have more resources.

Communication/Membership Updates - Rebecca Harris

We added three new members. We had about 6 people dropped off. The chapter's current membership is 42. Rebecca will try to reach out to the six who have selected out and see if we can do anything further to have them select us as their affiliated chapter.

Programs Update –Janell Simmons

The board held discussions about the rest of the year and all members need to look at finding speakers for September and October. We all need to be thinking of ideas and possibly hold a special season for setting up 2018 programs.

Here are the current programs 2017:

06/08/17- Identity Theft in the Workplace

08/10/17 – HR Basics Seminar – (All Day – 7 CEU hours)

HR Basic Seminar – Jill Faughender

Jill reported that she is continuing to work with the Chamber. The Chamber has agreed to handle the registration and collecting of fees. The Chamber and YCHRA both agreed to 50/50 split on the net revenue from the HR Basics Seminar. The Chamber wants this be a very successful event and is planning on it to be an annual event. Jill and Barb also recommended that we become a basic level member of the Chamber. Jill covered the basic membership benefits and the annual cost of \$300.00 per year. The committee discussed using \$300.00 of this annual event to pay the Chamber Membership fees every year.

Jill also reported that we could possibly have up to 47 attendees. If board members want to give up their spot so that others can attend she would be willing to work with the committee members. She would still need three committee members to help with this event on August 10th. We will discuss this further as we get closer to the event.

After the discussion of the HR Basic Seminar was held, Barb made a motion for the committee to approve joining the McMinnville Chamber of Commerce basic membership, second by Jannell, there being no further discussion the committee members accepted the motion.

Jill covered the communication plan for the HR Basic Seminar. The flyer will be in the Chamber news letter, McMinnville Downtown Association, Sheridan Chamber letter and we are invited to attend the Chambers Greeters meeting. Hagan Hamilton has graciously agreed to Sponsor \$500.00 of the lunch costs. Jill is working on the flyer and getting ready to send it out. Then Rebecca will be able to do an E-blast with SHRM.

Julie will be working on the certification with SHRM and HRCI.

New Business

The committee discussed next year's budget and include in the budget gifts for the guest speakers. Jannell made a motion to provide a \$10.00 coffee gift card for 2018 program speakers, , second by Rebecca, there being no further discussion the committee members accepted the motion.

The committee held discussions around next year's officers and possible having everyone remain in their current roles. Jill agreed to possibly continuing as President for another year. No decisions were made at this time and we will continue discussion around the leadership of the committee. A decision will need to be made before the Volunteer Leadership Summit National Conference in November. We will need to budget expenses for this leadership conference. The committee will look at sending Jill or Rebecca for 2017.

There being no further business to come before the board the meeting was adjourned at 10:22 am.

Respectfully Submitted,

Lisa Clark
Board Secretary