**CIC-SHRM**

**Board Meeting Minutes**

**January 21, 2020**

**Bank of Springfield**

**Present:** President Pat Young, Vice President Lauren Kulavic, Treasurer Kirsten Taylor, Secretary Lacey Buss, Certification Chair Holly Kesterson, Diversity Chair Stephanie Williams, Legislative Chair Lance Jones, Membership Chair Amy Morgan, Recognition Chair Esther Doe, Workforce Development Chair Kristen Nisbet-White, College Relations Chair Hanxiao Gu

**Absent:** Public Relations Chair Amanda Bergdorf

**Call to Order**

Young called the meeting to order at 11:34 a.m.

**Approval of Minutes**

Young presented the minutes from the December 2019 board meeting. Jones motioned for approval as presented, Nisbet-White seconded, and the motion passed unanimously.

**Diversity Report**

Williams reported that the catering bill for the fall event had been received, and that the event was still under budget.

**Legislative Report**

Jones reported that the Legislative Conference is being held April 21st and will cost $199 for SHRM members and $249 for non-members. Representative Bob Morgan will speak on medicinal marijuana. Other confirmed attendees are Illinois Workers' Compensation Chairman Michael Brennan, Illinois Dept. of Labor Director Michael Kleinick and Illinois Dept of Human Rights Director Jim Bennett. Illinois Department of Employment Security Acting Director Thomas Chan is tentative. Other potential topics for the day are sexual harassment, recreational marijuana, biometric information privacy act, and paid leave.

**Membership Report**

Morgan reported that there are 48 outstanding renewals. Young mentioned that several had come in the mail that were part of that number. Taylor will get those names to Morgan to activate in Wild Apricot. Additional renewals will likely happen at the chapter meeting. Once that is over, Morgan will devise a plan for contacting those still outstanding. Lifetime Achievement Members get a advantage membership annually and automatically renew in the Wild Apricot system – Penny McCarty, Junell Ransdell, Donna Rogers Skowronski, Dave Ryan, Larry Small, and Kay Titchenal.

**Recognition Report**

Doe reported that the recognition event will be held on Monday, March 2nd. The committee has secured $1,500 in sponsorships to date. They are still collecting those as well as door prize donations, which so far include an apple watch, roku, smart TV, firestick, car care packages, and more. Gu and Young have leads on a photographer for the event. Catering will be by MCLI, and Hamiltons will bar-tend. The next step is to get out the nomination form for the awards. The Lifetime Achievement Award was discussed briefly. Young will reach out to Bergdorf to see about past criteria for the award.

**Treasurer Report**

Taylor reported that the current balance for the chapter is $20,703.36. There are $5,960 in outstanding monies owed to the chapter from renewals and lunches for the upcoming membership meeting. Taylor has refunded all the overpayments from the advantage membership rate change. She has also done the annual Secretary of State filing.

**Workforce Development Report**

Nisbet-White is working on connecting with former chair Anne Godman on a transition meeting. She is also working on her Veteran’s Certification.

**Vice-President Report**

Kulavic reported that everything is set for next week’s membership meeting, with the food being in the new meal tier discussed at the December meeting, and using disposable china.

**Certification Report**

Kesterson asked if the certificates had gone out for the November meeting. Buss stated that if Taylor sends the list of attendees to her, she will send the certificates out to be sure. Certifications are ready to go for next week’s membership meeting.

**College Relations Report**

Gu reports that UIS Student Chapter leader Donna Rogers Skowronski is no longer with UIS, which represents a big loss to the student chapter.

**Secretary Report**

Buss presented options for interactive survey platforms to use during membership meeting to gather feedback. All were around $10/month, with varying limits on number of participants.

**President Report**

Young reported that she met our new field services director, Delight Deloney, who resides in St. Louis. Young announced the IL SHRM Volunteer Leader Summit will be held on March 6th in Urbana. Young stated that Bergdorf is attending a Social Media Marketing Conference to help with her board position. Young will send out the revised 2020 Calendar of Events for the chapter. The UIS Student Chapter donation was discussed, it is sent to them in November of each year, and this year they will also be the recipients of the 50/50 raffle from the chapter meetings. Young mentioned that we do not have a current President-Elect and to let her know if you have any recommendations for that role.

**Public Relations Report**

No Report

**Adjournment**

Young called for a motion to adjourn the meeting at 12:25 p.m. Jones motioned; Nisbet-White seconded; motion passed unanimously.

**Electronic Motions**

1/10/2020 – Kulavic motioned to accept the membership application of Laura Davis; Buss seconded; motion passed unanimously

1/14/2020 – Jones motioned to accept the membership applications of Sara Jones and Kalie Marr; Buss seconded; motion passed unanimously

1/17/2020 – Buss motioned to accept the membership application of Kelly Gust; Young seconded; motion passed unanimously

1/21/2020 – Young motioned to approve purchasing a one-year Wooclap license for $120; Buss seconded; motion passed unanimously