**CIC-SHRM**

**Board Meeting Minutes**

**February 18, 2020**

**Location: Hepler-Broom Law Offices**

**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 11:31 a.m.

**Legislative Report**

Jones reported that the Legislative Conference will be held April 21. The agenda has been confirmed. The day will feature a legislative breakfast with a lobbyist update, an agency director panel, and a presentation on recreational marijuana and one on medical marijuana. There will also be a presentation on new and updates to applicable laws. Attempts are being made at getting a speaker from National SHRM to present as well. When registration goes out, it will ask for the participant’s home address so that a report can be run and legislators can be notified that someone in their district will be in attendance to encourage legislator attendance.

**Approval of Minutes**

Young presented the minutes from the January 2020 board meeting. Taylor motioned for approval as presented, Doe seconded, and the motion passed unanimously.

**Treasurer Report**

Taylor reported that the current balance for the chapter is $28,907.13. There is $3,780 in outstanding monies owed to the chapter from renewals and lunches for the January membership meeting. The recognition event has received $1,300 in sponsorship payments so far and has paid out $642.22 in expenses. Buss questioned the large amount in the chapter meetings income category on the financial report. Taylor explained that it was due to the advantage portion of renewals being allocated to that line item in January. Taylor will get a list of outstanding membership payments to Morgan so that she can do outreach.

**Certification Report**

Kesterson had no items to report.

**Diversity Report**

Williams had no items to report.

**Membership Report**

Morgan reported that there have been three new members join. She had an email inquiry about the chapter, and that person will come as her guest to the March meeting. She is planning a recruitment event for late March at Bunn Gourmet in the morning hours.

**Recognition Report**

Doe reported that the recognition event will be held on Monday, March 2nd. The committee has secured $2,300 in sponsorships to date. UIS Student Aaron Thomas will serve as photographer free of charge. The committee has selected the awardees, including a Lifetime Achievement Award. The HR Professional of the Year will receive up to $1,670 to attend the National or State SHRM conference. The Lifetime Achievement Award recipient will receive a lifetime advantage membership to the chapter. It was decided that the company winning an award this year can have two complimentary seats at the event. Young will check on the terms of the departed board members for the awards and get that information to Williams.

**Public Relations & Webmaster Report**

No report was available, as Bergdorf was absent. Nisbet-White asked if there was a deadline for newsletter submission.

**Workforce Development Report**

Nisbet-White reported that she is meeting with Diane Murphy of the Illinois WorkNet Center locally to talk about ideas for potential collaboration. She is also meeting with Anne Godman to transition her role fully on March 4th. She announced a Veteran’s event taking place on Sunday, March 29th that is seeking resume reviewers. Nisbet-White will send that information to Bergdorf to be disseminated to the chapter members.

**Vice-President Report**

Kulavic reported that she has reached out to Donna Rogers Skowronski about speaking on sexual harassment training in March. Discussion ensued on possible presenters for Crucial Conversations in May. The bill for the January meeting was around $700, which was a significant savings from prior bills, reflecting the reduced cost lunches and disposable china. The March meeting will feature a taco bar. The registration process was discussed and Kulavic will follow up with Bergdorf on the dietary restrictions and menu listings on the invitation.

**College Relations Report**

No report.

**President Report**

Young presented several updates for the board. The IL SHRM Volunteer Leader Conference is on March 6th in Urbana. Young, Buss, Kulavic, Williams, and Doe plan to attend. The chapter will receive the $1,000 revenue share check at that meeting, as we have met all the requirements for doing so.

The IL SHRM annual conference will be held October 5-7. The Central IL HR Conference will be May 5 in Bloomington for 6 SHRM and HRCI credits. HR Games will be March 27-28 and they are still seeking volunteers. The SHRM Voluntary Leader Business Meeting that the president and president-elect attend will be on November 19-20 in DC. Other SHRM updates included email addresses now being the SHRM member identifier instead of the random number; no national discount codes any longer; new commercials from SHRM; and the 2020 national goals of retention of members, increase membership by 2.5%, and student engagement and emerging leaders. Our chapter has exceeded the membership increase goal in 2019, and already in 2020. IL SHRM will be applying for another $10,000 Veteran’s Grant with a focus on military spouses and children.

The Excel report deadline for National SHRM is March 15. Young will be working on this and may reach out to various board members for additional information as needed. The donation to the UIS Student Chapter from our chapter budget and the 50/50 funds will be presented to them at the November chapter meeting.

Young reminded the board that there is not a current President-Elect training to take her place when her term as President expires next year. Our bylaws currently do not allow a President to serve more than one term consecutively. A motion was made by Taylor to extend Young’s term by one year if need be in order to properly train a President-Elect. Kulavic seconded the motion, which passed unanimously.

Young expressed that there are a few areas of the bylaws that may need revision including the Presidents term, attendance policy, and membership term. Young will email the bylaws to board members with a due date for review and suggested changes.

**Adjournment**

Young called for a motion to adjourn the meeting at 12:45 p.m. Kulavic motioned; Taylor seconded; motion passed unanimously.

**Electronic Motions**

1/21/2020 – Buss motioned to accept the membership application of CoTinna Harris; Kulavic seconded; motion passed unanimously

1/29/2020 – Jones motioned to accept the membership application of Rachel Sexton; Nisbet-White seconded; motion passed unanimously

1/29/2020 – Nisbet-White motioned to accept the membership application of Jan Minks Runion; Kesterson seconded; motion passed unanimously