**CIC-SHRM**

**Board Meeting Minutes**

**March 24, 2020**

**Location: via Teleconference**

**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, Public Relations and Webmaster Chair Amanda Bergdorf

**Absent:** None

**Call to Order**

Young called the meeting to order at 11:32 a.m.

**Approval of Minutes**

Young presented the minutes from the February 18, 2020 board meeting. Doe motioned for approval as presented, Taylor seconded, and the motion passed unanimously.

Young presented the minutes from the March 17, 2020 special board meeting. Jones motioned for approval as presented, Nesbit-White seconded, and the motion passed unanimously.

**Treasurer Report**

Taylor reported that the current balance for the chapter is $27,782.30. There is $130.00 in outstanding monies owed to the chapter from renewals and lunches for the January membership meeting. The recognition event is currently under budget by $81.83. Registrations for the postponed legislative conference were sent to all who had paid on March 17th.

**Certification Report**

Kesterson asked if the meeting cancellation for next week had been publicized to members yet, and if alternative certification options were presented to them. Bergdorf said it is slated for the newsletter to be sent out today. Kesterson asked to also include changes to the certification testing window as published by SHRM.

**Diversity Report**

Williams had no items to report.

**Legislative Report**

Jones reported the legislative conference has been postponed due to the COVID-19 concerns. The committee has not yet met to come up with another date, but will likely wait for the COVID-19 crisis to settle down before doing so.

**Membership Report**

Morgan reported 96 current active members. Discussion ensued during the meeting on a few showing on the inactive list that should not be and were then corrected during the meeting, bringing the total members to 100. Discussion ensued about reaching out to the 49 lapsed renewals, but it was concluded that adequate outreach had already been done. Morgan reported Mindy Melton of the Gateway Foundation reached out about joining the chapter and doing an e-blast. Morgan will follow up with her to let her know once she is accepted as a member, e-blasts can be sent as benefit of membership.

**Recognition Report**

Doe reported that the recognition committee feels the recognition event earlier in the month was a big success. Six of the eight sponsors have paid their dues, and the invoice from memorial for the food is still outstanding. Recipients of the awards were Ginette Comstock, HR Professional; Diane Murphy, HR Champion; UIS Career Development Center, Diversity & Inclusion Champion; and Ralph Hill, Lifetime Achievement Award.

**Public Relations & Webmaster Report**

Bergdorf stated she will be sending out a newsletter to our members today covering many topics. Bergdorf also reported on the social media conference she attended on our behalf during which she garnered many ideas. She will be working as time allows to make our website a robust source of information and resources for our members.

**Workforce Development Report**

Nisbet-White announced a Veteran’s event taking place on Sunday, March 29th that is seeking resume reviewers has been cancelled due to the COVID-19 crisis. Nisbet-White volunteered to put together a summary of community resources related to the COVID-19 crisis from the chamber, United Way, community foundation, etc. and will get that to Bergdorf today for newsletter inclusion.

**Vice-President Report**

The March membership meeting has been cancelled due to the COVID-19 crisis, and we are on standby to know how long the cancellation period will last and if it will affect the May meeting.

**College Relations Report**

Gu reported that plans are on hold for a video of the student chapter members to be played during the chapter meeting, due to the COVID-19 crisis. Students will not be on campus for the remainder of the semester.

**President Report**

Young presented several updates for the board. The IL SHRM Volunteer Leader Conference was on March 6th in Urbana. Young, Buss, Kulavic, Williams, Doe, Nisbet-White, and Gu attended. Many topics were covered such as SHRM specialty credentials, membership, SHRM updates, and untapped talent. The chapter received the $1,000 revenue share check at that meeting, which Young will put in the mail to Taylor. At the event, Young learned that other chapters pay for their active chapter President to attend the annual SHRM conference each year. Young invited discussion on this topic as consideration for something for our chapter. Bergdorf motioned to approve, Buss seconded, and the motion passed unanimously.

Young and Buss made suggested revisions to the chapter bylaws, and Young is asking that the rest of the board review these and make additional suggestions by Friday, April 3. These will then go to our SHRM field representative for review before full board vote.

The ILSHRM Strategic Conference has been moved to coincide with the annual ILSHRM conference in October.

The Excel report deadline for National SHRM was March 15. Young was able to get this submitted on time and hopes we will receive a platinum award.

The SHRM Voluntary Leader Business Meeting that the president and president-elect attend will be on November 19-20 in DC.

Young would like to show the new SHRM commercials at the next chapter meeting.

Discussion ensued about the UIS Student Chapter of SHRM knowing that advisor (and active chapter member) Donna Rogers-Skowronski will no longer be with UIS after this semester. Ashley Miller is a CIC-SHRM board member and is co-adviser of the chapter. Buss and Kesterson work with her at HSHS and could connect with her about the future direction of the UIS Student Chapter to assist Gu if need be.

**Adjournment**

Young motioned to adjourn the meeting at 12:26 p.m. Kulavic seconded; motion passed unanimously.

**Electronic Motions**

There were no electronic motions between the February 18, 2020 board meeting and this meeting.

Respectfully Submitted,

Lacey Buss

Secretary