**CIC-SHRM**

**Board Meeting Minutes**

**April 14, 2020**

**Location: via Teleconference**

**Present:** President Pat Young, Vice President Lauren Kulavic, Treasurer Kirsten Taylor, Secretary Lacey Buss, Diversity Chair Stephanie Williams, 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:** Certification Chair Holly Kesterson, Legislative Chair Lance Jones

**Call to Order**

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

**Approval of Minutes**

Young presented the minutes from the March 24, 2020 board meeting. Taylor motioned for approval as presented, Nisbet-White seconded, and the motion passed unanimously.

**Treasurer Report**

Taylor reported that the current balance for the chapter is $28,716.61. There is $130.00 in outstanding monies owed to the chapter from renewals and lunches for the January membership meeting. Taylor has completed the annual Payment Card Industry certification for CVent, and has done the annual IRS and Illinois Attorney General filings. The recognition event is still waiting on the invoice for catering and two sponsorship payments. Doe had a question about what was budgeted for the event, Taylor said she would follow up.

**Certification Report**

No report was available.

**Diversity Report**

Williams had no items to report.

**Legislative Report**

No report was available.

**Membership Report**

Morgan reported that no new member requests to join had been received since the last meeting.

**Recognition Report**

Doe reported that she has followed up with the two sponsors who have not yet paid. She did not receive a response from Landmark Auto Group. UCB bank said their marketing manager had left the company and they would see what they could work out after everything returned to normal.

**Public Relations & Webmaster Report**

Bergdorf encouraged the board to be active on the new forum section of our chapter website. An email was sent to members to inform them of the new feature.

**Workforce Development Report**

Nisbet-White encouraged discussion around what the chapter could do to support our members and the community during the COVID-19 crisis. Young suggested donating funds from the board, which did not receive traction from board members, so was tabled. Nisbet-White is going to reach out to member Jean Campbell, who presented the idea on the website forum, to brainstorm and come back with a proposal.

**Vice-President Report**

Kulavic reported that the current plan for the May meeting, if able to be held, is for the planned March speaker to present.

**College Relations Report**

Gu encouraged discussion about what the chapter can do to support any remaining students on UIS campus. Nisbet-White and Gu are going to work together on this. Gu asked that the chapter consider sending graduation cards to the members of the student chapter who are graduating. Bergdorf will investigate the cost of printing stationary with the chapter logo for use. Gu would also like the board to consider honor cords for the President and Vice-President of the student chapter to wear with their cap and gowns in future years. This topic was tabled since there will be no ceremony this year.

**President Report**

Young and Buss made suggested revisions to the chapter bylaws, and no other revisions were received. Young will send the amended bylaws 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 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.

Young began a discussion on the Coast Bend SHRM website, who also uses Wild Apricot, and initiatives they have like scholarship and tiered membership levels. She asked that the board review this and send ideas to Bergdorf.

Discussion ensued about transitional membership. Anne Godman will soon be losing her job and has not yet paid her dues for 2020 that were due in January. It was determined that because she was employed at renewal for 2020, she will still need to pay her 2020 dues. If she is still unemployed at the 2021 renewal, she will be eligible for a free transitional membership.

**Adjournment**

Young adjourned the meeting at 12:15 p.m.

**Electronic Motions**

There were no electronic motions between the March 24, 2020 board meeting and this meeting.

Respectfully Submitted,

Lacey Buss

Secretary