**CIC-SHRM**

**Board Meeting Minutes**

**May 19, 2020**

**Location: via Teleconference**

**Present:** President Pat Young, Vice President Lauren Kulavic, Treasurer Kirsten Taylor, Secretary Lacey Buss, Recognition Chair Esther Doe, Workforce Development Chair Kristen Nisbet-White, College Relations Chair Hanxiao Gu, Public Relations and Webmaster Chair Amanda Bergdorf, Certification Chair Holly Kesterson, Legislative Chair Lance Jones

**Absent:** Diversity Chair Stephanie Williams, Membership Chair Amy Morgan

**Call to Order**

Young called the meeting to order at 11:31 a.m. Buss took attendance.

**Treasurer Report**

Taylor reported that the current balance for the chapter is $27,754.44. There is $130.00 in outstanding monies owed to the chapter. Taylor has completed the annual renewal for Wild Apricot. The net loss for the Recognition Event is $620.67, which is under the budgeted net loss of $1250.00. Young informed the board that she spoke with Anne Godman to inform her that her membership would not be free this year. Taylor will reach out to Morgan to have her inactivate Godman’s membership for 2020 since she has not yet paid the fee.

**Diversity Report**

No report was available.

**Legislative Report**

Jones stated that the conference committee has not yet met again as a group due to the uncertainty of the COVID-19 pandemic.

**Membership Report**

No report was available.

**Recognition Report**

Doe reported she is hopeful that Landmark will still pay their sponsorship commitment. Others on the board commended Doe for the great work in staying under budget for the event. Young stated that she will donate the TV she won at the event to the silent auction in September.

**Public Relations & Webmaster Report**

Bergdorf reported that she ordered and has received notecards with our logo on them to use in sending greetings to the college graduates as discussed at the last meeting. Bergdorf also recently sent an email out with a few announcements that had come in. Young stated she has been putting a lot of information on the website forums.

**Workforce Development Report**

Nisbet-White reported that the food drive is underway this week and through next week. Jean Campbell informed her that there are a couple of big bags of food donated already. Campbell is going to track the amount of food donated. Nisbet-White will work with the pantries (Central IL Foodbank and UIS Cares) to track the monetary donations that the chapter members submit.

**Vice-President Report**

Kulavic reported that we are unable to hold the May membership meeting in person due to the COVID-19 pandemic. MCLI did offer up the ability to do a virtual meeting and said they would be able to offer assistance with that. Kulavic reached out to Delight Deloney, our SHRM Field Services Representative, to see if she would be the speaker for a virtual meeting, possibly in June, and is still working out details with her.

**College Relations Report**

Gu contacted ISU and UIS SHRM student chapters last week to see if there is anything we can assist them with. She has not yet received a response. Gu asked the board for assistance in coming up with greetings for the graduation cards for seniors.

**Certification Report**

Kesterson reported that our HRCI certification ability has lapsed, but she submitted our renewal application, so hopefully we will be able to offer HRCI certification again soon.

**Approval of Minutes**

Young presented the minutes from the April 14, 2020 board meeting. Bergdorf motioned for approval as presented, Jones seconded, and the motion passed unanimously.

**President Report**

Young informed the board that she submitted the SHAPE report. Deloney asked for more information on the success of the Diversity and Inclusion event. Young was unable to provide hard data, as we did not do an evaluation. Young recommends that we do an evaluation after every event.

Young is going to reach out to the President of Chicago SHRM to get more information from the on how they host virtual meetings.

Young has been working with Deloney on the bylaws. Deloney has asked for additional information on the changes, which Young is working to get to her.

**Adjournment**

Young motioned to adjourn the meeting at 11:57 a.m. The motion was seconded by Kesterson, and passed unanimously.

**Electronic Motions**

4/29/2020 – Nisbet-White motioned to accept the membership application of Mindy Melton. Morgan seconded and the motion passed.

5/13/2020 – Nisbet-White proposed the chapter host a food drive benefitting the Central IL Foodbank and the UIS Cares pantry from May 18-May 29. Donations would be dropped off at Alice Campbell Staffing, or monetary donations could be made directly to the charities. Nisbet-White would coordinate with Bergdorf on messaging and publicity. Williams motioned, Young seconded, and the motion passed.

Respectfully Submitted,

Lacey Buss

Secretary