



March 15, 2016 - Board Meeting Minutes

Present: Johnny Skowronek, Teresa Finn, Jeromy Manke, Starlene Regaldo, Cathy Norris, Karyn Jensen, Leah Goldman, Kevin Mognahan, Leah Goldman, Brandon Perry (Visitor from Truckee Donner Recreation and Park District), Debbie Harris.

Absent: Laura Cox, Cindy Saunders, Stallar Lufrano, Nicole Williams, Josh Grace, Kellie George, Molly Rezac, Becky Bruch, Brad Stewart.

Motions: Johnny made a motion to approve the February minutes, seconded by Kevin Mognahan, motion carried 9-0. Karyn moved to approve the February P & L, Kevin Mognahan seconded the motion, motion carried 9-0. Teresa made a motion to make Debbie Harris the Certification Director. Karyn seconded the motion, carried 7-0. Teresa made a motion to approve the renewal and annual fee for Cvent of \$3,900.00, Johnny seconded the motion. Motion carried 7-0. Teresa made a motion to amend the bylaws to create the VP of Programs position. This position will be one year but will also finish the rest of 2016. Cathy seconded the motion, it carried 6-0. Teresa made a motion to appoint Sherry Griffin to the Professional Development Committee Chair, motion was seconded by Karyn, motion carried 6-0.

Reports:

President report: We have to have enough directors and officers at our board meetings. We need 6 voting attendees to have a quorum. Officers and Directors are the board meeting attendees that are allowed to vote and go towards a quorum. There are 11 voting spots. We have space for 12 but we would need to fill the Government Affairs Director spot and we'd be full. Currently looking to fill that space. Met with Karyn and Ileana to finalize the Strategic Plan action items. Crusade to Carson Legislative Advocacy Day planning meeting March 24th.

President Elect report: Met with Membership and admin to review membership tracking. Participated on webinar with Cvent to review membership module.

Secretary report: Approved February meeting minutes. Meeting with several potential meeting venues. Report for next month.

Treasurer report: Have not yet received the Tamarack Invoice for February. Board voted to approve the February P&L. Have put together the 2016 budget, compiling every committee chair person's budget submissions. Any that were unknown were based on years past information. Went through the 2016 budget with the board line-by-line. Carson's numbers are based on doubling their

attendance to the meetings. Most of the revenues projected here are very conservative and we should see additional income and revenue above and beyond the projected numbers. CC processing is high, Johnny had a suggestion to use his CC vendor or at least have him quote it. Decided to remove several lines from the budget that haven't been used in years.

Membership report: Participating in Strategic planning meetings. Ordering and management of badges. Sent request to SHRM for At Large eblast code. Coordinating volunteer requests. Working with Teresa, Francis and Karen to identify best membership management platform. Upcoming events- Annual Membership drive in June.

Communications report: Working on final details of website

College Relations report: Accepting applications for the 1,000 dollar scholarship, deadline is 3/31. Winner chosen no later than 4/21. Winner is invited to May Reno Breakfast meeting. Company tour of Starbucks plant on April 8th.

Publicity report:

Diversity report: Continued research regarding trending topics in diversity and potential speakers. Attended SHRM webinar about Diversity CLA and suggestions re-programs. Planning for 2016 diversity summit on October 12.

HRCI Certification report: Study group info meeting held after chapter meeting. 7 attendees. Study group will be held on April 6th-June 8th Wed. 5:30-8PM

Programs report: N/A

Workforce Readiness report: Phone meeting 2/25 with Andrea Lange of State Council media/communications to transition her to the WR website. Introduced her to committee on 3/1. Had another phone meeting with her and Melissa Marsh on 3/10.

Best Places to Work: Survey closes 3/18. Sponsorship sales slow but moving. No one wants to commit until we know the finalists.

SHRM Foundation report: Need raffle prize donors.

Young Professionals report: Jack Brown event with RTYPN Thu, April 14.

Carson Chair report: 3/17- Carson meeting- unconscious bias. Kara Jenkins NERC. 4/21- Minimizing workplace distractions.

Meeting adjourned at 9:18 AM

Next Board meeting: April 19th 7:30am @ BOSMA Business Center

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