



September 20, 2016 - Board Meeting Minutes

**Present: Jeromy Manke, Starlene Regaldo, Melissa Davies, Katia Albright, Courtney Pino, Brad Stewart, Karyn Jensen, Mark Tulman, Cathy Norris, Teresa Finn**

**Absent- Sherry Griffin, Debbie Harris, Cindy Saunders, Josh Grace, Kellie George, Dawn Morgan, Nicole Williams, Kevin Monaghan, Stallar Lufrano, Leah Goldman.**

**Motions:** Melissa Davies made a motion to approve the August board minutes Katia seconded, motion carried unanimously. Karyn made a motion to approve the July P&L, Brad seconded, motion carried unanimously.

### **Reports:**

**\*\*Strategic Plan Update\*\***

#1 - Create Quarterly Programs Above and Beyond Monthly Chapter Meetings. Target sub group topics – eg HR 1s, YPNs Recruiters. Survey the Membership Yearly to find out topics for the subgroups and specific challenges. Create budget and strategy to attract high caliber speakers --- defined by monthly, quarterly, and social programs (includes air fare, speaker fees, hotel)

#2 - Create a pool of skilled volunteers. Create recognition and incentive strategy Increase and automate communication systematically with potential current volunteers a central newsfeed. Create infrastructure for Volunteers

#3 - Increase Membership by 30%. Recruit non-members by promoting NNHRA at other association meetings. Retain existing members through membership renewal letter. Reactivate past/expired members

#4 – Increase Attendance at Monthly Meetings by 100%. Make monthly meetings interactive that include small group work as part of presentation. Create a one year plan for the monthly meetings. Create a welcoming environment for meeting attendees. Create strong advertising campaign. Make sure that meeting information is sent out in advance and future topics are publicized

**President report:** With regards to our Chapter Admin employee: Board discussed whether there was a need for more assistance (specifically attendance at board and chapter meetings) and time from chapter admin or if current time was sufficient. Board decided more time and attendance at meeting would be preferred and helpful. President, President Elect and Past President will attract and review candidates and bring suggestions to next month's board meeting. Teresa has been taking the lead on Fall Study group. Dena Wiggins will be helping Teresa with this session. Debbie is unable to do fall session but will be ready to go again in Spring. If anyone is interested in being a facilitator, get in touch with Teresa.

**President Elect report:** Johnny is going to accept the VP of Programs position. Melissa might have someone to replace him as Secretary. Workforce Readiness will be taken over by Melissa Marsh. Carson City chapter discussion- what can we do to either bring the Carson Chapter closer to us, or possibly discuss separating the two chapters? Discussion ensued on this topic. It was decided to continue down the path of including Carson more, setting expectations about Reno Program and Board Meeting attendance. BPTW- Stallar and Brad. Kevin will stay on SHRM Foundation. Josh Grace will stay on for YP? Jeromy and Johnny think so.

**Secretary report:** No report.

**Treasurer report:** Had a loss of 642 dollars last month. Had a lunch that wasn't budgeted. Postage for membership badges. Purchased a hotel stay for the Zappos reps. Rolling out a budget tool for committee chairs. We really need to get good budgets created for next year now that our website is up and running and paid for.

**Membership report:**

**College Relations report:** Mock Trial set up. Need jurors

**Publicity report:**

**Diversity report:** Summit coming up in October in place of our Reno breakfast meeting. Speakers confirmed.

**HRCI Certification report:**

**Programs report:** Need raffle prizes for food drive during November Reno Breakfast Meeting.

**Workforce Readiness report:**

**SHRM Foundation report:**

**Legislative Affairs:** Have a possible sponsor for the Legislative Conference reception- The Nevada Restaurant Association. Should we get more sponsors? Discussion lead towards yes, we should accept as many sponsors as we can.

**Past President report:**

**Community Relations report:**

**Professional Development report:**

**Carson Chair report:**

Meeting adjourned at: 9:15 AM

Next Board meeting: 7:30am October 18<sup>th</sup>, 2016 @ Bosma Business Center.

Meeting Minutes prepared by Johnny Skowronek of Square 1 Solutions.