



Board of Directors Meeting: Minutes

JAYHAWK CHAPTER OF SHRM

Thursday, January 6th 2021, 11:45am

In-Person: Landplan Engineering

1310 Wakarusa Drive Suite 100

Via ZOOM: Meeting ID = 939 3629 9445

Passcode = DdG21g

I. **Call to Order:** Meeting was called to order by President Missy Dray at 11:45 am

II. **Roll Call:**

A. Board was notified about the date, time and place of the meeting by email and through posting on the JH SHRM website.

Board Members		In Person	Zoom	Absent
Traci Brown	Finance		✓	
Jayson Cuba	Diversity		✓	
Rich Cornell	Foundation		✓	
Missy Dray	President/Website	✓		
Cassie Gilmore	Past President			✓
Dennis Meier	Legislative Affairs		✓	
Andrew Miller	Membership/Volunteerism Chair		✓	
Jana Tuttle	Certification			✓
Cindy Weece	Sponsorship Chair			✓

B. A Quorum was present.

III. **Approval of Minutes**

A. Minutes from the November and Strategic Planning meetings were available for download off the website.

1. There were no additions or corrections to the minutes.
2. Rich moved to approve the November minutes, no descent, minutes approved.
3. Traci moved to approve the Strategic Planning minutes, no descent, minutes approved.

IV. **Announcements:**

A. ELEB Conference this month, Dennis will attend.

V. **Order of Business**

A. **Reports of Officers & Committees**

1. Jana (via Missy): SHRM certification was ready for the January meeting, HRCI was not. She needs information to submit for February certification.
2. Cindy (via Missy): Contacted Natalie Bright to see if she could speak at the March meeting, waiting to hear. No January sponsor. Will use the 2019 sponsorship levels to for the 2022 SHRMinar.
3. Traci: Has a meeting scheduled with Missy to hand over all finance info and will have a report for next month.
4. Missy: Updated buttons for dues and meeting payments on the website, updated zoom links, and registration and confirmation pages attached to calendar events. Updated sponsorship levels have been updated on the Sponsorship page, will try to finish updating membership and sponsorship brochures this week.

5. Andrew: No volunteerism news, is not getting membership emails and will get in touch with Kerri to see how specific we need to get on email requested information from SHRM.
6. Jayson: No update, reading out to new diversity spotlights but not getting responses.
7. Rich: Foundation raffle raised \$500. Thank you to all who contributed. For 2022 we will contact people earlier and offer bigger rewards.
8. Dennis: Conference is getting ready to start. Mask and vaccine mandates will make for interesting topics. ELEB conference is Feb. 15-16 and he is registered to go.

B. Unfinished Business:

1. 2022 Budget: Discussion ensued on several items on the 2022 budget. Amounts were set with input from all in attendance. Traci moved to approve the 2022 budget with the caveat that the board will reassess in June and make adjustments as needed. No descent, budget approved.
2. Contact Info: Andrew and Traci gave phone numbers to be added to the contact info.
3. Networking events: Discussion ensued about the dates for quarterly networking events and who should host them. Decisions not finalized; item carried forward to February.

C. New Business:

1. Rich moved to have Annie Myers added as a member of the Finance committee and a third person to have financial oversight access. No descent, motion approved.
2. Traci requested writing a document clarifying responsibilities for those with financial access to be written with Annie's help.
3. Andrew moved that we move \$30k from the PayPal account to the bank account. No descent, motion passed.
4. Rich moved that the chapter match the members donation to the foundation for a SHRM Foundation donation of \$100. No descent, motion passed.
5. Announcements for January Meeting were confirmed.
 - a. Rich will announce Foundation donation.
 - b. Dennis will talk about ELEB Conference
6. Jobs for the January meeting:
 - a. Registration Table: Traci, Rich, Andrew
 - b. Virtual Meeting Monitor: Jana
 - c. Introduce Speaker: Cindy

VI. Closing

- A. Next meeting will be February 3rd at 11:45am at Landplan Engineering and by Zoom.
- B. Meeting was adjourned by Missy Dray at 12:52pm.