

MINUTES

Board of Directors Meeting

JAYHAWK CHAPTER OF SHRM

Thursday, February 8, 2018 – 11:30am-1:00pm

Conference Call Number: 866-213-1863 Access Code: 9346902

Meeting Location: The Garage (1404 E. 24th St.)

Hosted By: Keri Rodriquez

1. Opening
2. Call to order
3. Announcements
   1. Scholarship application for certification deadline is April 10th
4. Monthly Meeting/Professional Development VP – Rich Cornell
5. February Meeting
   1. credit:
   2. host:
   3. speaker: Benefits Panel - Tony Hayden, Charlie Upton, Rich Cornell
   4. topic: Benefits panel- hot topics, trends, including 401(k) retirement plans, taxes, DOL/audit avoidance, wellness/data. Fleshing out details with Charlie by next week
   5. sponsor: none
   6. non-profit: none
   7. meeting announcements:
6. Future Meetings
   1. Meeting topics have been set
   2. Still need sponsors, spread the word
7. Other Events
8. Professional Development Conference (April)
   1. Troy Squire, LKPD, Active Shooter training
   2. Nicole Rials – Bert Nash – Supporting Mental Health in the Workplace
9. Happy Hour – Keri Rodriquez – HyVee Market Grill, Feb. 22nd – 5-7pm
10. Sponsorship Chair - Peter Steimle
11. Board Business – Cynthia Colbert

* Confirmation of minutes from prior meeting
* 2018 Board meeting host/location sign up (schedule attached)
* SHAPE – submitted
* EXCEL Award Applications due March 15, 2018

1. Finance VP- Heather Bunker

·        *Total Chapter Income for 2017: $19,871.00*

·        *Total Chapter Expenses for 2017: $11,892.13*

·        *Net Profit/Loss for 2017 (income - expenses = net profit/loss): $7,989.87*

·        *Total Chapter Assets as of December 31, 2017: $34,876.80*

·        *Had 80 members, we’re now at 100*

1. Membership VP - Cassie Gilmore

* Voted on student rate: $20 membership fee, $10 for meals
  + Cassie move to create student rate, 2nd by Dennis – approved.
* Update website and brochure
* Annette will give into to students
* A reminder was sent to those that have not paid for their memberships

1. Communications VP – Angela Fleming

* Deadline is the 25th of each month for newsletter articles

1. Website Administrator Chair – vacant
2. Social Media & Recognition Chair - Keri Rodriquez

* Volunteers needed to United Way – need a speaker to discuss time management in March, April or May. Will announce to chapter at March meeting.

1. Foundation Activities Chair - Lori MacDonald
2. Diversity Chair- Michelle Stegman
3. Legislative Chair - Dennis Meier

* Will bring back bills that were introduced in 2017
* Work comp legislation
* School funding issue is a big topic

1. HR Aces/Volunteerism Chair – Amy Mason

* Planning session to talk about staffing the bike race tent for Velas Women’s Day Ride, Aug. 19th
  + Homemade snacks from members
  + Have a theme
  + 5-10 members to staff event
  + 4 hours, split into shifts
  + $100 from chapter to buy some snacks – will vote at a future meeting.
  + $100 from chapter to sponsor – will vote at a future meeting
  + Willow is a recipient of funds and they have supported SHRM in the past
  + Possibly have t-shirts made for volunteers
  + Put all of this on hold for future meeting.

1. College Relations Chair - Annette Delaney

* Giveaways for student fairs – pens etc…Cynthia will check on costs

1. Certification Chair – Jana Tuttle
2. Goal Initiatives – Cynthia Colbert

* Meeting surveys.
  + Do we change the survey questions so it’s not the same every time?
  + Cynthia will see how many are actually doing the survey
  + Add a list of meeting topics to the survey and have people pick their top 3.
* Succession Planning
  + Talk to others at meetings about your role as a board member to drum up interest
  + HR Aces will be explained at the next couple of meetings.

1. Other Business
2. Future Agenda Items
3. Adjourn

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| **2018 Jayhawk SHRM Board Meeting Schedule** | | | |
| **Month/Date**  **11:45-1:00**  **lunch at 11:30** | **Host** | **Type/Location** | **Notes** |
| January 4 | Cynthia Colbert | Conference Call |  |
| February 8 | Keri Rodriquez | The Garage  1404 E. 24th St. |  |
| March 8 | Michelle Spreer | City Hall |  |
| April 5 | Keri Rodriguez |  |  |
| May 3 |  |  |  |
| June 7 |  |  |  |
| July 5 (?) | Conference Call |  |  |
| August 9 | Cynthia |  |  |
| September 6 |  |  |  |
| October 4  (goal setting session  11:30a-5:00p) |  |  |  |
| November 8 |  |  |  |
| December 6 |  |  |  |

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| **2018 Monthly Chapter Meeting Calendar**  **Maceli's 11:30am-1:00pm** | | | | | | |
| **Month** | **Speaker**  **(Rich)** | **Topic**  **(Rich)** | **Sponsor Name/Type/ Amount**  **(Peter)** | **Sponsor Amount/Paid (Y/N)**  **(Heather)** | **Featured Non-Profit**  **(Peter)** | **Host** |
| Jan | n/a | 2018 Hot Topics and Strategic Initiatives Round Table | Bukaty Companies  Financial Services | $300 yes |  |  |
| Feb | Benefits Panel - Tony Hayden, Charlie Upton, Rich Cornell | Benefits panel- hot topics, trends, including 401(k) retirement plans, taxes, DOL/audit avoidance, wellness/data. Fleshing out details with Charlie by next week | No sponsor |  |  |  |
| March | Kathy Perkins | Sexual Harassment - what do you need to know and do as an HR pro? | American Century |  |  |  |
| April | Business Leadership Conference |  |  |  |  |  |
| May | Rachel Keck | Navigating the Mental Load of HR |  |  |  |  |
| June | Nibal Henderson | Talent Development, emotional intelligence, new ways to look at growing diversity, details to follow week of Feb 5 |  |  |  |  |
| July | Facilitated by Ruth Pierce | Workshop - anonymous real-life HR issues as well as case studies from current events, and, how do pros suggest courses of action to one another |  |  |  |  |
| Aug | Kristin Scott | Building New Career Paths for your Employees |  |  |  |  |
| Sept | Natalie Bright | What to expect from Topeka in 2019 |  |  |  |  |
| Oct | Craig Stromgren | Safety at the Workplace, will flesh out details soon |  |  |  |  |
| Nov | Monica Kurz | Director, KS Suicide Prevention Resource Ctr / Headquarters, details of talk to folo |  |  |  |  |
| Dec | Gift Exchange | Gift Exchange |  |  |  |  |

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| **Jayhawk SHRM Board of Directors** | | | |
| **Board Position** | **SOP Updated** | **2017** | **E-Mail** |
| President | 2016 | Cynthia Colbert | ccolbert@lawrenceks.org |
| Past President | 2016 | Lori Carnahan | lcarnahan@lawrenceks.org |
| President Elect | 2016 | Michelle Spreer | mspreer@lawrenceks.org |
| VP Membership | 2016 | Cassie Gilmore | cassie.gilmore@gmail.com  cassie@drinkeatwell.com |
| VP Finance | 2016 | Heather Bunker | Heather.Bunker@manpower.com |
| VP Professional Development | 2016 | Rich Cornell | rich@cornellbenefitsolutions.com |
| VP Communications | 2016 | Angela Flemming | angelaf@firststateks.com |
| Website Administrator | 2016 | vacant |  |
| Certification Chair | 2016 | Jana Tuttle | Jmtuttle05@gmail.com |
| Diversity Chair | 2016 | Michelle Stegman | mstegman@ottawaks.gov |
| Legislative Chair | 2016 | Dennis Meier | dmeier@cwood.org |
| Foundation Chair | 2016 | Lori MacDonald | Lori.MacDonald@adeccona.com |
| Recognition/Social Media & Networking Chair | 2016 | Keri Rodriquez | krodriquez@cwood.org |
| Volunteerism Chair | 2016 | Amy Mason | travisamymason@sbcglobal.net |
| Student Relations Chair | 2016 | Annette Delaney | adelaney@kgs.ku.edu |
| Sponsorship Chair | 2016 | Peter Steimle | psteimle@ljworld.com |
| Workforce Development Chair | Need to develop | Mary McKenzie | mmckenzie@massman.net |