**Flathead Valley Chapter SHRM**

**Board Meeting**

February 6th, 2014

Meeting was called to order at 5:00 p.m. on February 6th, 2014 in the PayneWest conference room.

Present: Maria Gilman, Fabienne Nitopi, Jodi Smith, Ronda Gress, Roberta Diegel, Nikki Demars, Rebecca Timis, Peggy Young, Lauren Becchetti, Joyce Dickson, Amanda Hawley

Minutes: There was a motion to approve the January minutes as written; a second was made and all approved.

Treasurers Report: Joyce prvided the Treasuer’s Report for review. $7,260.44 was the beginning balance, and the ending balance was $11,090.38. The income statement was included with the Treasuerer’s Report. There were a few small issues with the reported budget as of 12/31/2013; Joyce will look at the formulas on the sheet and make the appropriate changes. A new budget will need to be set for 2014. Joyce was given the ok by the board to purchase new software for the chapter laptop. There was a motion to approve the Treasurer’s Report as written; a second was made and all approved.

Other Business:

* **Membership**- Nikki shared with the group that membership is continuing to grow. She did do clean up on the website and only kept paid memebers information on the site. The chapter received tax information, which she will send over to Joyce. Communication has been sent out to those who have not renewed their membership. Joyce is going to look into cancelling PayPal, and any information regarding PayPal will need to be removed from the website and any applications.
* **Certification**- Lauren is going to assess the study group in the Fall, but the group agreed to order the newest 2014 Learning System at some point.
* **Communication**- Rebecca shared that badges should be ready for the next meeting. Job postings have come in and she does plan to send out an email the first week in March with site updates.
* **College Relations**- Jodi provided the group with a handout for the Resume Café which will take place on March 26th. She will clarify on the handout that volunteer spots are not just for employers who have open positions.
* **Diversity**- Roberta shared that there will be a Veterans Resume Review to kick off the Job Fair. She also presented an opportunity for us to participate in a workshop on Discipline and Discharge, but the group felt that it was too expensive. Possible speaker topics did come out from discussion: a presenation on disabilities (possibly with a panel that consists of an employer, and employee and a job coach), and a presentation on discipline and discharge.
* **Foundation**- Maria shared that the chapter did not receive SHAPE, as a SHRM foundation donation was not sent. The group decided to submit a donation early for 2014, and the group will need to decide how much is appropriate.
* **Workforce Readiness-** Amanda shared on behalf of JC, his Workforce Readiness Agenda. One of his main initiatives is the Flathead Valley Internship program. Please see attached handout for additional information. The group thought it might be nice to have JC present at one of our chapter meetings.
* **Legislative**- Peggy will summarize a variety of topics at next meeting.
* **Programs**- The furthest out we have meetings scheduled for is March, but the group came up with some possibilites during the meeting. Fabienne is looking for some suggestions for the evaluations, and our contract with Red Lion is up in April. People seem to be happy with the Red Lion, but Fabienne is going to check on providing hot coffee and tea. The group thought it might be a good idea to try and schedule Jim Nyes for the June meeting.

New Business:

* State Conference- Maria shared that our chapter will be responsible for vendors/sponsorships alongside with Great Falls.

The meeting was adjourned at 5:20 p.m. The next Board Meeting will be held on Thursday, March 6th, 2014, at 4 p.m. at the PayneWest conference room.