

**Flathead Valley Chapter SHRM
Board Meeting
April 2, 2015**

The Chapter Meeting was called to order by President, Ronda Wakefield, at the Flathead Job Service office at 4:00 p.m.

Present: Ronda Wakefield, Amanda Hawley, Maureen Bryan, Maria Skonord, Lauren Becchetti, Roberta Diegel, Cheryl Keller, Peggy Young, Joann Kizer, Joyce Dickson and Cindy Carpenter.

Pre Meeting Action: Ronda Wakefield recommended the appointment of Joann Kizer to the Program Chair position previously vacated by Jessica Pierson. The recommendation was approved by the Board.

Welcome: Joan Kizer was introduced and welcomed to the Board as she assumes the position of VP of Programs.

Minutes: Upon motion by Amanda, seconded by Roberta, the minutes of the March 5, 2015 Board meeting were approved.

Treasurer's Report: Maria provided the Treasurer's report and budget. It was noted our annual report was filed. Upon motion by Peggy, seconded by Lauren, the report was approved.

Chair Reports:

- **Membership** – As of end of March, we had 105 members.
- **College Relations** – Karen reminded the Board of the upcoming Job Fair on April 16 from 3-7 p.m. As per the vote in last month's meeting, SHRM will sponsor the Employer's lounge.
- **Certification** – No updates at this time as the class is waiting to receive the study materials ordered.
- **Diversity** – No news to report for diversity. Jodi provided Ronda information in advance of the meeting regarding FVCC hosting SHRM monthly meetings (noted in Old Business).
- **Programs** – No updates as Joann Kizer assumes the role.
- **Workforce Readiness** –
 - Flathead Valley Job Fair at FVCC on April 16th with 92 employers on site with active listings. Veterans and their families will be allowed to enter at 3:00 p.m. with entrance opening at 3:30 p.m. for the general public.
 - As noted above, our Chapter will be sponsoring the Employer's Lounge at the Job Fair with drinks and light snacks.
 - Our Chapter is sponsoring a Veterans Resume Review and Mock Interview session on April 10th from 1:30 – 3:30 p.m. Roberta will send out a schedule.
- **Foundation** – Cheryl will be establishing a committee for the lunch sponsorship and for the Holiday Social.
- **Legislative** – No updates for this meeting
- **Communications** – No news to report

Old Business:

- State Conference:

- Our chapter was responsible to share in the Grand Prize for the conference with the Bozeman chapter. We agreed to offer \$200 towards the prize and suggested a package to Fairmont Hot Springs. Bozeman Chapter will be voting this date or shortly.
- Our chapter will also provide a silent auction item up to \$100 in value. The theme of the conference is around Pirates so Amanda offered to put together a basket. Flathead Electric (Joann Kizer) offered to donate an electric BBQ as part of our silent auction gift.
- Monetary sponsorship for our members to travel to the conference in Billings. Upon motion by Roberta, seconded by Cheryl, the Board approved a total of \$600 to be provided as member scholarships. There will be a lottery draw from those who attend and submit their proof of attendance. This will be announced at the April general membership meeting.
- New lunch meeting location: FVCC has provided us with a proposal to host our monthly membership meetings at FVCC and provide the meal for \$13 per person and no room charge. Upon motion by Cindy, seconded by Maria, the change of venue was approved.
- Our chapter is having a certification party to be hosted at the Spherion office. This is for all HRCI certified members who have not yet applied for their SHRM certification to get together and do so at one time. Members will need to bring their own laptops – light snacks will be provided. The event is planned for May 14. General membership will be invited to participate at the April meeting.
- Financial Support for Chapter Presidents: Upon motion by Cindy, seconded by Peggy, the Board approved the recommendation to provide up to \$600 annually to support the Chapter President’s travel and attendance at the quarterly State Council meetings. The funds will be provided in two increments (beginning of the year and after midpoint) and receipts will be requested at year end.

New Business:

- There was discussion about prorating our membership dues as we get further into the year. One recommendation was to cut them in half in July. No decision was made at this meeting.

Post Meeting Action:

- Via email, the Board approved the recommendation by Ronda and seconded by Peggy, to offer a special rate to join the SHRM chapter to all employers participating at the recent Job Fair held at FVCC. The rate would be \$50 for the remainder of the year and would be effective through May 31, 2015. Roberta offered to email the information to job fair participants.

Respectfully submitted,

Cindy Carpenter, Chapter Secretary