**Flathead Valley Chapter SHRM**

**Board Meeting**

**November 5, 2015**

The Chapter meeting was called to order by President, Ronda Wakefield, at the Nomad GCS, Inc. office at 4:00 p.m.

Present: Ronda Wakefield, Joann Kizer, Jodi Smith, Peggy Young, Cindy Carpenter, Nikki DeMars, Karen Darrow, Cheryl Keller, Maureen Bryan, Joyce Bellwood, Roberta Diegel and Maria Skonord by phone.

Minutes: Upon motion by Jodi, seconded by Joyce, the minutes of the October meeting were approved.

Treasurer’s Report: Maria reviewed the Treasurer’s Report sent out previously. Upon motion by Cindy, seconded by Jodi, the report was approved.

Chair Reports:

* Membership - Membership audit was sent out.
* Programs – Joann provided an update for 2016 program schedule. Many months have speaker commitment.
* Certification – Ronda stated we will remind all members currently holding PHR/SPHR to also complete the conversion to SHRM – SCP or CP. Our chapter receives a monetary incentive of $20 per member if this is completed. A reminder will go out at the November meeting.
* Communications – Peggy will continue to send out information as needed. Please let her know if you need something sent.
* College Relations – Karen reported the Resume Café on November 4th had smaller participation both from the students and from SHRM members. This has been a very successful program, but it may be time to retire it for the time being due to dwindling participation.
* Diversity – Jodi provided some information on potential ideas for the Chapter’s diversity program as well as ideas on the partnership of the Chapter and FVCC for training curriculum. Ideas are centered on the coming workforce shortage, more on retention and recruiting and perhaps the diversity of generations as this ties directly to the workforce shortage. Additionally, ideas surrounding concepts of gracious space, diverse perspectives and conflict/communications were examples of where value could be added.
* Foundation – Cheryl’s report on the Holiday Social is in the Old Business section. She also reported she has submitted the Innovation Award.
* Workforce Readiness – Roberta reminded everyone of the need to help the Future Leaders of the Flathead group with resume and interview coaching. We have not had the volunteers sign up for this and we are at risk of not being able to help the group. There are several conflicts on the day requested – November 18th. Cindy will reach out to the Leaders of this group to see if there are alternatives.
* Legislative **–** Joyce stated this is a slow time of year in this area – nothing new to report.

Old Business:

* Holiday Social - Cheryl confirmed 25 donations at this time; however they will certainly accept more and will announce at the November meeting. The committee is working on decorations currently and is hoping to get donations for table centerpieces from businesses such as Costco, Flowers by Hansen, Plant Land, etc.
* State Conference for May 2016: Cindy reviewed the options so far and a tentative budget of no more than $5,000 total. The performing group, Singing Sons of Beaches was recommended. Upon motion by Roberta, seconded by Nikki, the performing group was approved as well as a tentative budget of $5,000. We will look for sponsorships once we determine that State Council has completed their solicitations for sponsorships for the conference.
* Excellence in HR Award: Cheryl provided the group an update of nominations and due to the fact a Board member was nominated, the rest of the Board received copies of all nominations and are requested to submit their vote to Cheryl by Thursday, November 12th.
* Volunteers’ Leader Summit – Amanda has all reservations and will be leaving next week.
* 2016 Board members – Maureen has received a large number of votes and will remind the membership of the deadline at the November 12th meeting.

New Business:

* CLIF report – Maureen will be submitting CLIF report to National which is due December 1, 2015.
* SHAPE Plan – Ronda and Amanda are working on this report and will need Maureen’s assistance as she has the passwords to submit.
* Membership rates for 2016: Upon motion by Karen, seconded by Peggy, the Board approved the following annual membership rates for the Flathead Chapter for 2016:
  + Early bird registration - $75
  + Regular registration - $100
  + Half year - $50
* Membership rates for members holding a Board position: Upon motion by Roberta, seconded by Nikki, the Board approved the following rate.
  + Membership rate for a member holding a Board position - $50

There being no further business, the meeting was adjourned.

Respectfully submitted,

Cindy Carpenter, Chapter Secretary