

CIC-SHRM BOARD MEETING

**August 17, 2008
IBA Training Center**

Present: Dave Ryan, Nicole Ralph, Mary Minder, Kim Wonnell, Angie Tippey, Janine Griffith, Vicky Fowler

President Ralph called the meeting to order at 11:35 a.m.

Action Items

- a. President Ralph asked the Board to review the minutes of July 8, 2008. **A motion to approve the minutes of July 8, 2008 was made by Dave Ryan and seconded by Angie Tippey. The motion carries.**
- b. President Ralph stated that she had not picked up mail to check for new members but will do so this week. If we have any new applications, she will forward them to the Board and ask for approval via electronic vote. **Note:** On August 21, 2008 applications for membership were received and reviewed on Linda Nicholas; Tulsi Svinivasan; and Maggio Gullo. Via electronic vote **a motion to approve three new applications was made by Mary Minder and seconded by Vicky Fowler. The motion carries.**

Discussion Items

President's Report – President Ralph reported that Chair Detmers has an intern in mind for the Chapter and asked the Board if there were tasks that the intern could assist with. She stated that Chair Hotes may need help with the Diversity Program and could possibly work on a succession plan for the Chapter. Ralph explained that the intern would be an unpaid position, but recommended we offer a free CIC-SHRM membership. A job description will be developed for the intern. President Ralph passed out information on the upcoming Diversity Program. She reported that the updated bylaws and nominations for the open Board positions will be ready for review by the September Board meeting.

Treasurer's Report – Treasurer Ryan reported a checking account balance of \$1417.47 and a Money Market Fund of \$7247.07 for a total fund balance of \$8664.54. Treasurer Ryan asked for Board approval to enlist Cvent, an event planning software company, to replace RSVPq and Survey Monkey at a cost of \$1000. In addition, Cvent does email lists, interfacing, list serves and on-line payments. President Ralph recommended doing some due diligence and checking with other Chapters who utilize Cvent. Treasurer Ryan will contact Cvent to set up an on-line demonstration and will forward that information to Board members.

Public Relations Report – Chair Tippey asked Board members to submit their articles to her by Thursday for the next newsletter.

Membership Report – Chair Griffiths reported that a membership drive notice will be going out soon as well as “talking points” to assist in recruitment efforts.

Vice-President Report – Vice President Fowler reported that Cory Hoedebecke, Workforce Development Manager with Land of Lincoln Goodwill Industries will be the featured speaker at the September Chapter Membership meeting.

Work Force Development Chair – Chair Wonnell reported that she has been involved with the Sangamon County Continuum of Learning, a Sangamon County Community Partnership, and is on the Employee Development Team that assists individuals to reach their highest potential through continuing education and career development. Wonnell gave a brief report of the meetings that have been held to date.

President Ralph asked for Board approval for the CIC-SHRM Chapter to be spotlighted in the *State Journal Register's "Career Corner"* which has a deadline date of August 29. **A motion to approve \$302.22 for ad placement in SJR Career Corner was made by Dave Ryan and seconded by Vicky Fowler. *The motion carries.***

There being no further business **a motion to adjourn the meeting at 12:25 p.m. was made by Vicky Fowler and seconded by Angie Tippey. *The motion carries.***

Respectively submitted by:
Mary Minder
Secretary, CIC-SHRM