

**CIC-SHRM BOARD MEETING**  
**Bella Milano**  
**January 10, 2007**

Present: Penny McCarty, Dave Ryan, Nicole Ralph, Pattie Curry, Heather Dykes, Lindsey Perrine, Vicky Fowler, Mary Minder, Larry Small, Angie Tippey, Kim Wonnell

President Ralph called the meeting to order at 11:40 a.m..

**President's Report**

President Ralph announced her goals to expedite the meeting process which will include sending out an agenda to the Board prior to the meeting. Listed on the agenda will be – Action Items, Discussion Items, and Informational Items.

**Action Items**

- a. The minutes of the December 13, 2006 Board meeting were reviewed.
- b. A recommendation to use [www.rsvphq.com](http://www.rsvphq.com) exclusively for meeting and event registrations was discussed.
- c. A recommendation to establish a finance committee chaired by the Treasurer was discussed.
- d. Recommendation and approval for new membership was made on the following – Kay Fischer, Certified Life Coach, The Coaching Connection (regular membership); Arkeitha Monroe, Accounting Clerk, Midwest Insurance Co. (student membership); Stephanie Jones, Benefits Manager, County of Morgan (regular membership).

**A motion to approve all Action Items was made by Heather Dykes and seconded by Penny McCarty. *The motion carries.***

**Discussion Items**

**President's Report** – President Ralph discussed the Annual Legislative Conference and questioned whether we should keep it at a one day event or switch to a two day event. A tentative date of April 18 was discussed but questions were raised if it was too soon for planning purposes. Recommendations regarding the conference included: Combine the May meeting with the Annual conference were discussed; lower the registration fee; and invite other regional chapters. After considerable discussion, it was decided to table the issue until next Board meeting. Chairman Small has requested Board members to submit topic and speaker suggestions to him as soon as possible.

**Membership Chair Report** – Chair Curry reviewed the *CIC-SHRM Guest Policy* with Board members. Several recommendations were made and Curry will revise it and pass it out at the upcoming Membership Chapter meeting. **A recommendation to approve the CIC-SHRM Guest Policy after revisions are made was made by Mary Minder and seconded by Kim Wonnell. *The motion carries.***

The *CIC-SHRM Code of Conduct Policy* was reviewed. After brief discussion it was decided to put the policy in the newsletter.

The *CIC-SHRM Member Benefits Orientation Program* flyer was reviewed. President Ralph reported that the Trutter Center at Lincoln Land Community College will not be available for this program on February 28, however, she has secured the Workforce Development Center located on the LLCC campus. The flyer will be distributed at the upcoming Membership Chapter meeting.

A recommendation was made to have the 2007 Membership Directory updated and sent out to members in February.

Chair Curry will announce the winner of the Membership Drive at the upcoming Membership Chapter meeting.

Chair Curry reported on her first quarter goals.

**Public Relations Chair Report** – Chair Tippey reported on the proposed email program – *Elite Email.com*. After brief discussion of the benefits, cost, and downfalls of the program, it was decided to utilize their free 60 day trial before a decision is made. Tippey reported that Donna Rogers of Rogers Consulting is interested in sponsoring a Membership program. Tippey reviewed her first quarter goals.

**Treasurer's Report** – Treasurer Ryan asked Board members to review the income balance sheet and if there were any questions, to contact him. Ryan reported that the contract with eGIX will be terminated on February 1. Ryan reviewed the proposed 2007 budget in detail. **A motion to approve the proposed 2007 Budget was made by Larry Small and seconded by Vicky Fowler. The motion carries.**

Ryan reviewed the upcoming plant tours (Dickey-John on 2/7; Bunn-O-Matic on 5/2; Mel-O-Cream on 8/1; and Richardson Manufacturing on 11/7) which will begin at 8:00 a.m. and conclude by 9:30 a.m. He will promote these tours during the all upcoming Chapter Membership meetings and in the Newsletter.

Ryan reviewed his first quarter goals and gave a status report on each.

**Recognition Chair Report** – Chair Perrine discussed the progress of hiring SST Communications for the entertainment during the Recognition Event and will be contacting various establishments for pricing to hold Event. Perrine reviewed her first quarter goals and gave a status report on each.

**Vice President Report** – Vice President Fowler discussed the potential locations for the Annual Conference and Speakers. Fowler reviewed her first quarter goals and gave a status report of each.

**College Relations Chair Report** – Chair Dykes reported that she had her transition meeting with Chair Tippey and reviewed her first quarter goals and gave a status report of each.

**Workforce Readiness Chair Report** – Chair Wonnell reported that progress with the Speaker's Bureau is still ongoing. She reviewed her first quarter goals and gave a status report of each.

**Secretary's Report** – Secretary Minder reviewed her first quarter goals and gave a status report of each.

**Legislative Affairs Report** – Chair Small reviewed the marketing of the Annual Conference as well as the agenda. He reviewed his first quarter goals and gave a status report of each.

**Past-President Report** – Past-President McCarty announced that the CAP has been finalized. She distributed the plan to Board members for review. She reported that a score of 60 is required to achieve status and our score was 106. McCarty reviewed her first quarter goals and gave a status report of each. Who to distribute the 2007 50/50 drawing proceeds to besides the SHRM Foundation was discussed. After brief discussion it was decided that portions of the proceeds will go to Goodwill and PORA. She will get more information on each organization and distribute it at the next Board meeting. **A motion to approve disbursement of the proceeds to Goodwill and PORA was made by Penny McCarty and seconded by Dave Ryan. The motion carries.**

**A motion to adjourn the meeting at 12:55 p.m. was made by Dave Ryan and seconded by Larry Small. The motion carries.**

Respectively submitted by:  
Mary Minder  
Secretary, CIC-SHRM  
01/25/07