

CIC-SHRM BOARD MEETING
January 14, 2009
Teleconference

Present: Pattie Curry, Diana Jordan, Bob Hotes, Inez Harris, Janine Griffith, Vicky Fowler, Nicole Ralph, Diane Cavanagh, Cheryl Davis, Lisa Leach, Dave Ryan, Mary Curl.

President -Elect Curry called the meeting to order at 11:34 a.m.

Action Items

- a. President-Elect Curry asked the Board to review the minutes of December 4, 2008. She then asked board members to review three new member applications: Carol Bedtka, Marlett & Associates; Jean Campbell, Alice Campbell Staffing; and Michael Norris, Edgetech Consulting. **A motion to approve the minutes of December 4, 2008 and the three above-listed new members was made by Bob Hotes and seconded by Inez Harris. *The motion carries.***

Discussion Items

Treasurer's Report – Treasurer Jordan reported that as of December 31, 2008 between the money market and the checking we have \$4,925.08 with a loss of \$3,296.89 for the year. Jordan stated that she will put together a 2009 budget based on last year's results and have it ready for approval prior to the next board meeting. She reported that \$500 will be added to the budget for a separate line item for the study group. Discussion regarding approval to raise membership fees in 2009 and how to better budget as well as getting more sponsorships to cover costs commenced. Jordan announced that the 990 form is due May 15, 2009 and she will complete this and mail in. Questions were raised regarding D & O insurance and Jordan recommends looking into fidelity bonds for board members who handle money instead of incurring costs for D & O insurance, which she feels does not apply to the Chapter.

President Report –

President Ralph asked Board members to consider where we would like to have proceeds donated from the 50/50 drawing collected during Chapter meetings. She recommended donating to an organization that is geared towards Workforce Readiness. **A motion to donate half of the proceeds to *Dress for Success* was made by Nicole Ralph and seconded by Bob Hotes. *The motion carries.***

President Ralph opened discussion regarding students at Chapter meetings and reported that Donna Roger's class from UIS has the potential to have approximately 100 students in attendance. In a related discussion, the board talked about whether there should be a no-lunch option at chapter meetings. After considerable discussion regarding costs associated with having students at the meetings **a motion to amend the guest policy to eliminate the no-lunch option and to allow students to attend one meeting free of charge, like any other guest, was made by Bob Hotes and seconded by Nicole Ralph. *The motion carries.*** Ralph will speak with Donna Rogers to ensure that she is aware of the policy and

encourage her to promote it as a networking and professional opportunity rather than making student attendance a part of her curriculum.

Ralph announced that she will enter renewals and new member applications into the CVent system and will distribute finalized paperwork to appropriate board members.

Ralph announced that the by-laws that were submitted to National SHRM in September 2008 have not been approved yet. A recommendation to add "10% of Chapter Members must be present at Chapter Meetings in order to meet a quorum" was made by National SHRM. The board agreed unanimously to have this added to the by-laws.

Public Relations Chair Report –

President-Elect Curry spoke on behalf of Chair Tippey who was absent. She directed board members to the "Sponsorship and Advertising Opportunities" flyer and asked if anyone had any other suggestions to let Angie know. A recommendation to add a promotional piece of the sponsor's service to CIC-SHRM *YouTube* page as an added benefit for sponsorship dollars was made.

President-Elect Curry asked board members to review the schedule for newsletter articles.

Webmaster Report –

Ryan reported on the progress of membership renewals and meeting registrations through C-Vent. He added that website changes and updates will be made soon however, website changes will be made through the service provider.

President-Elect Report – President-Elect Curry announced the Annual meeting is scheduled for April 22, 2009 at LincolnLand's Capital City Training Center from 8:30 a.m. – 4:00 p.m. Curry asked board members for suggestions for speakers. President Ralph stated that she has put in a request to have Michael Layman from National SHRM speak. Mary Curl will contact Lenny Sachs from Howard and Howard to do a segment possibly on FMLA. Topic suggestions included: How to Handle Reductions in Force; have a senior member present do a mock exit interview; or have a previous HR Professional of the Year present. Curl recommended doing a "call for proposals" to CIC-SHRM members. She will send a form to Dave Ryan to have distributed through C-Vent. President-Elect Curry asked board members to consider sponsorships and let Chair Tippey know if they knew of someone who would be interested in sponsorship. LincolnLand Community College is a confirmed sponsor due to their offering of the Training Center.

President-Elect Curry asked board members to review the "back-up plan" list and if there are any changes to let her know.

There being no further business **a motion to adjourn the meeting at 12:50 p.m. was made by Nicole Ralph and seconded by Vicky Fowler. *The motion carries.***

Respectively submitted by:
Mary Curl
Secretary, CIC-SHRM