

Lincoln Human Resource Management Association
Board Minutes
March 2, 2011

Present: Amanda Henry, Mark Pankoke, Barb Benes, Kelly White, Denice Sears, Kathy Harper, Melissa Price, Lindsay Selig, Jennifer Monroe, Kim Michael, Judy Ganoung, and Cathy Maddox (via telephone).

Kathy passed around a list of people who did not renew their membership for 2011. She asked if board members could split up the list and call to ask if they were interested in renewing their membership. The board agreed to call the people on the list to see why they have not renewed. Sixty-one people did not renew this year. Jennifer offered to call all of the state employees. Kathy will send a list of people to each board member.

Kathy announced that the laptop is broken. Mark suggested that if the expense to repair the laptop is high, we should just purchase a new one. The laptop is approximately five years old. Amanda asked how much we wanted to spend noting that she may have access to a two year old computer that we could purchase. We would have to load our own software on to it.

Email information for board members has been updated on the website. New board member pictures will be taken at the end of March by Lincoln Journal Star. Mark asked Kim, Amanda, Denice, and Lindsay if they would submit a picture to be used until new pictures are taken.

Judy noted that she and Kim attended the HRAM Legislative Day on March 2, 2011. Both thought it was interesting and enjoyed the tour of the capitol.

Lindsay noted that Karen had sent the most recent income/expense report. She and Karen have transferred things over to Lindsay and have changed the bank signing to Lindsay instead of Karen. Judy will meet Lindsay at Wells Fargo to add her as a second signer.

Mark reviewed the budget for 2011 again noting that a few changes were made in the program expense and revenue areas. Kim asked about the change in the Expo expenses. Mark thought that this level of financial commitment was not needed; however, Kim discussed that she remembered the strategic planning discussion centered around her not knowing what expenses would be needed for this (since she

was new to the Board), especially in light of possibly doing something different with the Expo, and that the Board would leave the original amount in there (\$2,000). It was agreed that the \$2,000 will be put back into the budget to cover possible expenses for this activity. We are still on the plus side for revenue even with the changes recommended.

Kelly moved to approve the budget with the addition of the \$2,000 for the Career Expo. With no further discussion the motion passed.

Kelly reported on future programs and venues. She and Barb will be working together on the publicity for the April meeting. The May meeting will have a circus theme so Denice was encouraged to possibly solicit baskets for the May basket raffle with a circus theme. The Program Committee would like the Government Affairs committee to plan a legal update for June and a "politician parade" theme for the August meeting. Cathy Maddox will be working with Judy to plan these events. Mark asked Kelly if it would be possible to add some extra questions to the next survey that goes out to LHRMA members. He especially wants to add the question regarding members' interest in special interest groups.

Barb participated in the SHRM Diversity webinar regarding veterans integrating back into the workforce, religion and spirituality, workplace diversity and SHRM's Diversity and Inclusion Standards Taskforce. The Juneteenth event was mentioned. She wanted to know if LHRMA had any give away items. Jennifer noted that she thought she had a box of pens. If we need to order something, choose something beneficial to all.

Amanda reported that she and Chantel have not met yet but she is hoping they will meet sometime this week.

There was a discussion about people who contribute to the newsletter and them receiving a copy of the newsletter if they are not members of LHRMA. After a discussion, it was decided that a copy of the newsletter would be sent to people who write articles for the LHRMA newsletter. **Shawna will be responsible for sending a copy of the newsletter.**

Mark noted that at the strategic planning meeting there was a discussion on a marketing and/or social media director position. Mark passed out a job description for this position that he retrieved from the SHRM website. This position would not be a voting member of the board. Lindsay thought that maybe there would be a person out there that could do both of these activities. Melissa suggested putting something in the newsletter to

see if there was anyone interested in the position. Kelly asked if there was a reason that this position would not be a voting member and suggested that all three of the non-voting positions be made to voting positions. Cathy will look into why the positions are nonvoting. Mark recommended advertising a volunteer position for both a marketing and social media person. There was a mention that possibly the social media person could be a part of a Marketing Committee. Cathy reminded the board that we would need to change the by-laws but noted that according to our bylaws we could have this as a special project. Mark recommended that this be a special project. If necessary, an amendment will be made and submitted to SHRM for approval. The board will review the goals from the strategic meeting on a quarterly basis.

Kim reported that the Workforce Readiness Committee was supposed to meet last week but everyone ended up canceling due to other commitments and/or the weather. She is hoping to get the committee back on track. The plan is to have the Career Expo in the fall.

Jennifer informed the board that SHRM is doing audits on the student chapters. If there is a deficit the chapters will be notified and given a period of time to remedy. If they do not fix the problem they will be done and have to reapply. She spoke to Gwen about the audits at the last meeting. Gwen asked Jennifer to call her for further discussion.

Denice reported that the basket solicitations were out. She asked if board members' employers would like to donate a basket please let her know. Mark suggested putting something in the newsletter and doing an email blast to ask if companies would be interested in donating a basket.

Melissa reported that there was one person in the group that has requested a refund because she is not able to attend the classes. It was suggested that no refund be given however she could attend a future class. Someone asked how the classes were going. Melissa responded that she receives positive feedback every Tuesday from someone attending.

Cathy did not have anything to report.

Meeting adjourned.