

**Lincoln Human Resources Management Association
Board Meeting – January 4, 2012
Minutes**

Members Present (X = present):

X	Judy Ganoung, President	X	Mark Pankoke, Past President	X	Barb Benes, Diversity
X	Melissa Price, Government Relations	X	Kathy Harper, Secretary/Admin. Asst.	X	Amanda Henry, Membership
X	Kim Michael, Workforce Readiness	X	Nate Elgert, College Relations	X	Dave Hunt, Programs
X	Denice Sears, SHRM Foundation	X	Lindsay Selig, Treasurer	X	Kelly White, Marketing/Social Media
X	Joel Scherling, Co-Certification	X	Amy Spellman, Co-Certification		

The meeting was called to order at 11:30 a.m.

Judy Ganoung

- Introductions of all board members were made
- There was discussion regarding location and time of future meetings; it was decided to keep board meetings at 11:30 am on the Wednesday prior to each month's LHRMA meeting at the Lincoln Medical Education Partnership.
- Asked if there were any changes needed to the agenda – added Amanda Henry and Denice Sears to the agenda.
- Discussion regarding date and time of board planning meeting; Judy will email everyone with finalized date, time and location.
- Reminded all members of Leadership conference in York, NE on Jan. 27th. Please register by Jan. 19th. Those who want to carpool should let Judy know.

Mark Pankoke

- Gave rundown on SHAPE requirements.
- Asked board members their opinion on whether we should continue holding SPIGs; it was agreed it was a nice added benefit to our members, have been well attended for little cost to LHRMA. Everyone agreed to continue. Kelly White will bring a list of topics to the planning meeting in February, where we can discuss further.
- Reported that he, Jennifer Monroe and Kathy Harper had met previously to review the by-laws and policies and procedures documents. He asked if he could continue this to its completion; board agreed. Melissa Price volunteered to assist. Mark will plan to have completed by May, 2012 board meeting.

Melissa Price

- Registered for SHRM Legislative Conference in March

Dave Hunt

- Discussed upcoming programs and possible speakers at each month. February's meeting will be held on Valentine's Day, so thought Sexual Harassment topic might be a good tie-in to the day. Nate Elgert has contacted Baylor, Evnen for a speaker on this topic. Dave and the programs committee is working on details for following months. Will announce as soon as known.
- Visited the SCC Continuing Education Center to see if there was enough space for our group; he believes it is and has scheduled our February meeting there.

Dave Hunt (continued)

- Diversity presentation will be April. A presentation for Workforce Readiness will be presented. Date to be determined later.

Kathy Harper

- Distributed a list of member renewals showing who has not renewed yet. Board members were asked to contact anyone they knew on the list and report back to Kathy. A call list will be distributed at the planning meeting for any members who have not renewed yet.
- Volunteer sheets were distributed to respective chairs (2); will put volunteer sign-up sheets on tables at January meeting to see if we can get more volunteers.
- Asked new board members for their photo to put in newsletter and on website

Lindsay Selig

- Reviewed financial report – positive report, with revenue up and expenses down from previous year.
- Gave update on Directors & Officers Insurance and Fidelity Bond; presented summary and costs from INSPRO, AON and Holmes Murphy. Discussion followed. Mark Pankoke motioned to accept INSPRO's proposal; no further discussion; Melissa Price 2nd. All approved – motion passed.
- Presented expense reimbursement form to board, and explained process.

Amy Spellman/Joel Scherling

- Gave update on upcoming spring class – 12 registered so far, with 9 being long-distance.
- Will take registrations up to first day of class
- Melissa Price passed on the SHRM learning system to them.
- Joel offered to set-up a Google Docs account for board members so we can access/share common files.
- Joel will do a presentation on Google Docs at the February meeting.

Barb Benes

- Next committee meeting is January 18th; has 7 committee members returning.

Nate Elgert

- Discussed learning his new role and goals.
- Has reached out to all chapters and told them he would be happy to attend their meetings.
- Will invite all chapters to February meeting, which is typically student chapter recognition.

Kim Michael

- Participated in SHRM quarterly state-wide conference call
- Returned gift cards for committee members who have not responded to her calls

Kelly White

- Still learning admin. part of Face book and Linked-In
- Planning on contacting marketing professors in local colleges to see if they would have any students looking for a project to help us out and get our sites up and going.
- Nate offered to help Kelly out as well.
- Will prepare an article for the Journal Star/Business Achievement section. She will prepare a draft of the article for review.

Amanda Henry

- Reported on SHRM's new, up and coming requirements; will require 51% of our membership to be SHRM members. All chapters have 5 years to achieve this; however, we are already reached that, so we need to maintain and improve if possible.
- Would like to communicate the benefits of SHRM to our members, via PowerPoint, distribute brochures, and possibly have Nancy Conway speak at a meeting. SHRM membership specials typically run twice a calendar year.

Denice Sears

- Asked board if LHRMA wanted to donate a basket for the raffle at the upcoming leadership conference in York; board approved for a \$50 basket. All proceeds go to SHRM foundation.
- Discussed changing ticket procedure for May basket meeting. Nate will assist with this project.

Meeting Adjourned at 1:26 p.m. Strategic Planning meeting will be in February – Judy Ganoung will let everyone know later this week on date and time.

Respectfully submitted,

Kathy Harper
Secretary