

LHRMA February Board Meeting Minutes

Wednesday, February 7, 2018

Present: Lindsay Selig, Joel Scherling, Jamie Mohrman (via telephone), Judy Sinner, Justin Schreier, Maggie Hayek, Angela Caldwell, Robbie Seybert, Amy Spellman, Jessica Reay, Amber Dingwell, Jenessa Keiser, Amy Dorenbach

Absent:

Beth Hemphill, Michele Spadt

Action Items:

- Review policy and procedure update that Joel e-mailed out.
- Board members should save strategic planning sheets to Dropbox.

Krystal Seibrant, Accountant with HBE

- Krystal Seibrant reviewed the 2016-2017 Audit with the board.
- Lindsay stated membership dues were off due to non-renewing members not being inactivated during the transition between Cathy & Katy. This issue is still being investigated.
- In the future, Justin will work with Beth in terms of membership status.
- Justin will look into a CRM system to help track member retention.
- Judy Sinner made a motion to approve the financials presented by Krystal. Joel Scherling seconded the motion. No board members opposed the motion.

Beth Hemphill, Chapter Management Professional (CMP)

- February newsletter submission deadline is February 19th. Get necessary items to Beth Hemphill. Best way to correspond is via e-mail (lhrma0048@yahoo.com).

Amy Dorenbach - Secretary

- Lindsay made a motion to approve the January minutes in Dropbox. Robbie approved the motion, Amy seconded the motion. No board members opposed the motion.

Maggie Hayek - Treasurer

- Total income for January was \$16,449.03.
 - \$2,485 was transferred from Paypal.
- Total expenses for January was \$13,465.74.
- Please see the full financial reports in DropBox for additional details.
- Maggie confirmed that 1099's were completed.
- Please use Maggie's work e-mail at mhayek@lincolnsurgery.com.
- Amy Spellman is going to send out an e-mail contact group with all board members.

Lindsay Selig, President

- Lindsay is going to create a strategic planning folder in Dropbox that board members can save their strategic planning sheets to.
- 2018 Strategic goals
 - Increase membership – this can be done in a number of ways and would probably take several other sub goals. We are currently sitting around the 350-member range. Robbie suggested we look at the retention rate of members.

- Increase social media presence. Amber suggested we measure this by how many people follow LHRMA's social media pages.
- Improve newsletter. Jamie suggested looking into tracking who's viewing the newsletter.
- Offer an annual report to membership.
- The board is going to wait until the March 7th meeting to vote on a board-wide strategic goal.
- Judy suggested doing research into past years for ideas for the Pinnacle Award. Robbie said it would be helpful to see what was submitted in previous years for Workforce Readiness to submit for a Pinnacle Award.
- Lindsay set up a CD for LHRMA at First State Bank for \$15,000. Lindsay suggested moving our banking from Wells Fargo to First State Bank. First State Bank would do some of our credit card processing for LHRMA. We would still have some fees but would be able to get rid of Paypal.
- LHRMA's interest rates at Wells Fargo for checking is .01% and at First State Bank it would be .05%. The savings interest currently at Wells Fargo is .06% and at First State Bank it would be .1%.
- Joel motioned that we move the accounts from Wells Fargo to First State Bank. Amber seconded the motion. The board favored the motion, nobody opposed. Robbie confirmed that there is no incentive for Lindsay to move the accounts to First State Bank.
- Lindsay suggested getting another CD at First State Bank with the money from the LHRMA savings account. The board decided to look into other alternatives to CD's that we could do with the chapter's money. Lindsay will check with First State Bank's investment advisor to see if there are other options for the money. The board will discuss the alternative options at the March meeting. Lindsay will also check with Krystal from HBE regarding alternatives.
- Judy suggested that we create a paper system of checks and balances for moving LHRMA funds around. The board will brainstorm ideas. This could also be a goal to improve our financial accounting system. The system does not need to be in place before Lindsay makes the current banking move to First State Bank.
- Meeting announcements for Tuesday:
 - Robbie has some Workforce Readiness announcements.
 - Angela will make HRAM announcements.
 - Lindsay will announce the free lunch.
- Lindsay is going to have Nancy make announcements regarding SHRM starting at 11:45 a.m. at the February program.
- The Board will discuss board members paying for meetings and/or having lunch provided at the Board meetings at the March meeting.
- Amy stated we are having issues with our e-mail blasts going out to members. Lindsay is going to ask Beth to start using constant contact for our e-mail blasts. Jamie will schedule a tutorial with Beth.

Judy Sinner & Michele Spadt - Programs

- February 13 – Lincoln Firefighters Reception Hall
 - Luncheon Program - Recent Developments in Employment Law
 - Workshop – Preventing, Responding to, and Investigating Sexual Harassment Claims
 - Presenters: Susan Sapp, Henry Wiedrich and Lily Amare Cline Williams Wright Johnson & Oldfather, L.L.P.
- March 13 – Wilderness Ridge
 - Luncheon Program - Breaking the Status Quo in Today's Healthcare Landscape
 - Workshop – You Have a Healthcare Business and It's Losing Money
 - Presenters: Adam Hall and Travis Martin, The Olson Group
- Michelle & Judy will work with Angela for a diversity program possibly in June.
- Judy stated they are still looking for program sponsors.

Jamie Mohrman, President-Elect

- Jamie put the legislative update on the website and will also put something together for the newsletter.
- Jamie will put a paragraph together to try and drive members to the website for updates.

Amber Dingwell – Marketing/Social Media

- Announcements for February meeting are due by 2/9.
- Amber asked to be cc'd on items that are sent to Zach for the website.

Robbie Seybert – Workforce Readiness

- 40 students have signed up for the First Jobs Lincoln program.
- Sign-up is under way for being champion employers. The deadline is the 15th but is usually extended.
- Robbie is looking for some other swag item ideas to give out to participants of First Jobs Lincoln & the employers rather than t-shirts that have been given out in the past.

Justin Schreier – Membership

- Justin wants to get in sync with Beth regarding membership retention.
- Justin is going to send Beth a list of new members that will be attending the February program.
- At the February program, Justin plans on having a special table set up for new members.

Jenessa Keiser - College Relations

- No report.

Jessica Reay – SHRM Foundation

- Jessica is looking for basket raffle donations for May. Let her know if you have any contact information. Typically looking for \$50 basket donations.

Joel Scherling, Past President

- Joel e-mailed out a policy and procedure update earlier in the week. He asked that board members review and the board will vote on them at the March meeting.

Angela Caldwell – Community Outreach

- HRAM Diversity Workshop on Tuesday, April 3. This program is valid for strategic credit. There will be a speaker coming in from San Diego.
- Sponsorship is \$1,000, LHRMA may promote it versus sponsoring the program and Angela will also ask HRAM if LHRMA members will get a discount for attending.
- Angela motioned that we promote the program via e-mail blast. The motion was approved by the board.

Amy Spellman – Certification

- Amy had a late-entrant registrant that she allowed in. There are now seven people signed up for certification this spring.

Meeting adjourned at 1:10 p.m. The next board meeting is scheduled for March 7th, 2018 from 11:30 a.m. to 1 p.m. at the Lincoln Medical Education Partnership, 4600 Valley Road, Entrance #1.

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