

LHRMA October Board Meeting Minutes
Wednesday, October 3, 2018

Present: Lindsay Selig, Amy Dorenbach, Robbie Seybert, Beth Hemphill, Maggie Hayek, Justin Schreier, Amy Spellman, Joel Scherling, Jenessa Keiser, Michele Spadt, Amber Dingwell, Jamie Mohrman

Absent: Judy Sinner, Angela Caldwell, Jessica Reay

Beth Hemphill, Chapter Management Professional (CMP)

- November newsletter submission deadline is October 22nd. Get necessary items to Beth Hemphill. Best way to correspond is via e-mail (lhrma0048@yahoo.com).

Amy Dorenbach - Secretary

- Amy made a motion to approve the August and September minutes in Dropbox. Joel approved the motion, Jenessa seconded the motion. No board members opposed the motion.
- Amy e-mailed Kellie the salary survey pricing on 9/7 and 9/26. Kellie had said previously that everything was ready to go and she was just waiting on the pricing.
- Amy stated that Kellie told her this morning she was hoping to get the salary survey out next week. Lindsay is going to follow-up with Kellie to see if we can get it out before the next program meeting.

Maggie Hayek - Treasurer

September Financials

- Total Income for September: \$14,898.22
 - Transfer from Paypal: \$7,684.61
- Total Expenses for September: \$9,143.38
 - SHRM Learning System: \$4,319.05
- Maggie stated she will be working this month to close both the Wells Fargo account & the Pay Pal account.
- Please see the full financial reports in DropBox for additional details.
- Lindsay made a motion to approve the August and September financials. Michele approved the motion, Amber seconded the motion. No board members opposed the motion.
- Maggie has been researching laptops for the board to buy for the Treasurer position. There is a Dell computer at Walmart & Best Buy that she thinks would work. At Best Buy, the laptop is \$309 and it is \$350 at Wal-Mart. The laptop has 8GB memory. Microsoft Office would cost \$230 to download onto the computer. A Quick Books subscription would run \$30 p/month for the most expensive option. The price decreases from there.
- Justin mentioned there may be an option at Best Buy to include Microsoft Office in with the purchase of the laptop for around \$99 so that would be something to check into.
- Lindsay stated that as long as the purchase is around \$600, it is okay for Maggie to go ahead and make the purchase. No board members were opposed to this.
- Joel stated that if we are tax-exempt, Maggie could bring evidence of that when purchasing the computer so we do not have to pay taxes. Lindsay said LHRMA is a nonprofit but may not be tax-exempt. She will check the IRS designation letter before Maggie purchases the laptop and software.

Lindsay Selig, President

- Meeting announcements
 - Robbie is going to make an announcement regarding First Jobs Lincoln.
 - Amy S. is going to announce four newly certified members.
 - Michele is going to announce upcoming programs for the rest of the year.
 - Justin is going to announce new members.

- Lindsay will do an update on the salary survey and let members know about the LHRMA membership rate increase and membership renewal letters.
- Lindsay will make an announcement at the October meeting looking for new program committee members.
- Jamie, Joel, Robbie, and Michele are going to review the by-laws. They will present any changes necessary at the November board meeting.
- Judy and Michele are both stepping back from the programs committee. Lindsay is looking for program chairs for 2019 & 2020. If you know of any individuals who may be interested, send their names to Lindsay so she can reach out to them. Programs are currently planned through January.

Judy Sinner & Michele Spadt – Programs

- October 9th – Hillcrest Country Club, Lincoln
 - Luncheon Program – Surprise, Surprise, Surprise!
 - Presenters: Cara Kirsch, Vice President of Group Benefits with Silverstone Group
 - Discussion on emerging employee benefit trends that are helping employers to attract and retain talent.
- November 13th – Quilt Museum – Quilt Study Center, Lincoln
 - Luncheon Program & Workshop – Hardwiring Accountability into Your Workplace
 - Presenters: Ana (Martos-Correa) Dorr; Reality Based Leadership
 - Discussion on tools and detailed processes to “hardwire” accountability throughout the organization including interviewing and hiring techniques, a variety of performance management techniques, one on one sessions and hosting tough conversations.
- Judy stated that the December Social will be held at Local on 27th Street. Michele and Judy are trying to come up with an ice-breaker/networking activity.

Jamie Mohrman, President-Elect

- Jamie stated that Scott Young from the Food Bank reached out to her regarding Bridges of Poverty. He was wondering if they could do a quick presentation at one of our meetings and also do a food drive at the meeting. Joel mentioned that maybe we could allow time for him to speak during the luncheon portion since they will not be a sponsor for the meeting. Lindsay stated that this could open the door for all non-profits to want to come in and speak during the lunch portion.
- Lindsay is leaning more towards letting them do a food drive and allowing them to hand out flyers but not have any speaking time.
- Jamie did speak to them about doing a sponsorship and they were not opposed to spending the \$500 but they wanted more time to speak than sponsorship typically allows.
- Robbie stated that maybe we could add something to our by-laws and have non-profits at two meetings a year. Lindsay stated maybe we could have an application process. Michele stated that at the state conference non-profits can get a booth at a lower cost and share their information with approximately 700 HR professionals.
- Jamie is going to reach out and let them know that this year the only option we have is sponsorship.
- Jamie started a new job and will be e-mailing out her new contact information to the board.
- Jamie stated that the legislative update is on the website. The Fair Credit Reporting Act has a new summary disclosure document which was released in September. Joel suggested that we include this in the Friday e-mail blast. Chad Richter supplied an e-mail link that can be sent out with the Friday e-mail blast.

Amber Dingwell – Marketing/Social Media

- No report.

Robbie Seybert – Workforce Readiness

- Robbie stated that the Champion Employer Breakfast is going to be held on Thursday, October 25th from 8 a.m. to 9 a.m. at the Chamber. Food will be provided at the event.
- Robbie announced that First Jobs Lincoln has a new logo that is now on the website and will be put on all publications. Robbie stated that invitations have been sent out to all of their contacts. For food purposes, please RSVP prior to the event. At the event, there will be a sign-up sheet for people who want more information regarding First Jobs Lincoln. Robbie will send Amber information about the event so she can post it on social media.

Justin Schreier – Membership

- Lindsay is going to review the renewal letter this week.
- The major changes to the membership are below:
 - \$25 price increase, \$50-\$75
 - Option 1: Membership Only
 - Option 2: Membership plus pre-pay meals - \$225 total, 10 meetings @ \$15 p/meeting.
 - The renewal letter is in Dropbox for all board members to review.
- Justin stated that he lost Zach's contact information so Joel gave it to him so that we can get the website updated with the new membership pricing.

Jenessa Keiser - College Relations

- Jenessa is currently working with UNL. As of now, they do not have a leadership team due to students graduating. In order to have SHRM affiliation, they need to have eight student-paid members.
- Robbie stated that he spoke to a class at Doane University and he is going to give them Jenessa's information so they can get set up with a student chapter. Students in the class were also interested in attending a LHRMA meeting.

Jessica Reay – SHRM Foundation

- No report.

Joel Scherling, Past President

- Joel is going to send an update to the board for the policies and procedures review.
- Joel stated that we will be honoring past-presidents in November. Beth sent Joel the updates from the member list. Joel suggested that we send a reminder out to update contact information in a Friday e-mail blast.
- Beth asked Joel about honorary lifetime members on the website. This is something that the board has to vote on. Members have to be in good standing and retired from active HR service. LHRMA does not charge honorary lifetime members and they are able to attend the meetings for free. Beth said there are currently three lifetime members.
- Lindsay suggested that in our policies and procedures we should state that the membership package deal stays with the member and that they still have to register for meetings. This situation could arise if a person retires at some point throughout the year and the employer wants another employee to take over the membership.
- The board discussed information that was needed for the annual report which was the board's initiative for the year. Joel is going to work on a basic report and e-mail it to the board.

Angela Caldwell – Community Outreach

- Angela questioned if LHRMA still plans on doing the Toys for Tots drive. The board agreed that we will plan to do this again at the November meeting and we can have a couple of marines come in and accept the gifts.

Michele mentioned that we should start promoting this again soon to get the word out. Beth is going to add it to the Friday e-mail blast after October's meeting and Amber is going to post about it on social media.

Amy Spellman – Certification

- Amy is going to recognize newly certified members through the spring/summer sessions. Amy believes five students took the class and four passed.
- Amy stated that they ended up with a nice sized class and one extra set of the SHRM learning system but she was able to get the open spot filled so that all learning systems were utilized. There are currently nine members enrolled in the fall class.
- Amy is currently working on class dates for 2019.

Meeting adjourned at 12:21p.m. The next board meeting is scheduled for Wednesday, November 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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LHRMA October Board E-Mail Minutes
Wednesday, October 17, 2018

- Lindsay sent out an e-mail on Wednesday, October 17, 2018 at 10:49 a.m. requesting a vote on the additional fees to proceed with the 2018 LHRMA Salary Survey due to the shortened timeline. The additional fee is \$1,500 and this would allow us to move forward with the salary survey. If the Board were to vote against the additional fees, we would still owe the \$6,500 per the contract but we would re-group in 2019 to launch the survey.
- Eleven Board members responded to the email with an affirmative response. The eleven members were: Amy Dorenbach, Maggie Hayek, Joel Scherling, Lindsay Selig, Jessica Reay, Jenessa Keiser, Jamie Mohrman, Justin Schreier, Robbie Seybert, Amy Spellman, and Angela Caldwell.
- Lindsay asked for any opposition to this recommendation to be voiced by noon on Wednesday, October 17, 2018. No opposition was voiced. Amy e-mailed Christy Bowell; our salary survey vendor contact, the approval for the additional pricing on Wednesday, October 17, 2018 at 2:16 p.m. after ten affirmative votes had been received. The 2018 LHRMA Salary Survey was launched on Wednesday, October 17, 2018 at 2:47 p.m.

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