**LHRMA January Board Meeting Minutes**

**Wednesday, January 2, 2019**

**Present**: Lindsay Selig, Amy Dorenbach, Beth Hemphill, Maggie Hayek, Justin Schreier, Jenessa Keiser, Jamie Mohrman, Cindy Mefford

**Absent**: Robbie Seybert, Joel Scherling, Angela Caldwell, Amy Spellman, Amber Dingwell, Jessica Reay

**Action Items:**

* Joel will work on the SHAPE report which is due on January 31st.
* Amy S. will ensure the SHRM Certification status is up-to-date.
* Amy D. will draft meeting minutes from the December Board luncheon.
* Beth will verify payments for the LHRMA salary survey and get the results distributed.

**Beth Hemphill, Chapter Management Professional (CMP)**

* February newsletter submission deadline is January 20th. Get necessary items to Beth Hemphill. Best way to correspond is via e-mail ([lhrma0048@yahoo.com](mailto:lhrma0048@yahoo.com)).
* Beth stated that she has some check renewals that she needs to go through but we should have about the same membership numbers as last year. Either Beth or Justin will e-mail the board and let us know if we need to make or send any membership renewal e-mails or phone calls.

**Amy Dorenbach - Secretary**

* Amy made a motion to approve the November and December e-mail minutes in Dropbox. Jamie approved the motion, Maggie seconded the motion. No board members opposed the motion.
* Amy will work on minutes from the December celebration lunch with notes that Lindsay took. We will vote to approve these minutes at the February meeting.
* Amy stated that we had 35 participants for the 2018 salary survey. The survey is saved in Dropbox for future reference. The survey, as well as the distribution list, was e-mailed to Beth on 12/19 so she can verify payment and send out accordingly.

**Maggie Hayek - Treasurer**

* Approval of November and December financials.
* December Financials:
* Total Income for December: $7,730.00
* Total Expenses for December: $7,950.18
  + 2nd 1/2 of Salary Survey - $4,280.00
* Maggie stated the check information spreadsheet shows a deposit of $78,244.94. This is what was deposited from the Wells Fargo account. Maggie moved $78,000.00 from the FSB checking to FSB Savings account.
* Please see the full financial reports in DropBox for additional details
* Maggie stated that the Wells Fargo account has been closed.
* Maggie stated that we may make a change to commercial insurance. Maggie and Lindsay have talked to our insurance broker and LHRMA may increase employee theft insurance to cover $100,000 depending on the cost. The current amount of coverage is $50,000 but since our account currently averages closer to $100,000 it may make sense to increase this amount. This change is pending response from Inspro.
* 2019 Budget – Maggie would like to finalize at February meeting. Please review 2018 budget located in Dropbox (Financials/ 2018 Budget WIP Version) and let me know of any changes by Feb. 1.

**Lindsay Selig, President**

* Meeting announcements
  + Lindsay will make an announcement regarding Best Places to Work nomination process and deadline. Beth will send out another e-mail regarding this.
  + Amy S. will make an announcement about the certification study group starting up.
  + Jamie will make an announcement regarding legislative updates.
  + Justin will make an announcement regarding membership renewals.
* Lindsay stated that the board is invited to the State Leadership Event on 1/24 and 1/25. Lindsay will send out an e-mail with additional information.
* Lindsay will be sending out an e-mail regarding a strategic planning meeting for 2019. We will plan on holding this meeting at Zelle Benefit Solutions.
* Lindsay discussed board meeting locations. Cindy stated they have a room at Eastmont Towers that we can use at 66th & O Street. Members will want to enter the Springfield building and check in with reception.

**Cindy Mefford – Programs**

* January 8th – Lincoln Firefighters Reception Hall
  + Luncheon Program & Workshop – #MeToo Movement and Harassment in the Workplace: How to Avoid Headlines and Hard Times
  + Presenter: Pamela Bourne; Woods & Aitken, LLP
  + Presentation will address the effect of the #MeToo movement in the workplace and provide sound HR strategies and best practices for preventing harassment and responding to harassment complaints.
  + Beth stated that 29 individuals are currently signed up for the January meeting. As of now, only 1 individual is signed up for the workshop.
* Cindy stated that the February meeting will also be held at the Firefighters Reception Hall. The speaker for February fell through so they are currently re-grouping to come up with a new speaker.
* Cindy stated that the best way to contact her is through her work e-mail at: cindym@eastmonttowers.com.

**Jamie Mohrman, President-Elect**

* No report.

**Amber Dingwell – Marketing/Social Media**

* No report (absent).

**Robbie Seybert – Workforce Readiness**

* No report (absent).

**Justin Schreier – Membership**

* Justin and Beth are planning on sending out an e-mail for membership renewals. After sending out a number of e-mails, the board will begin making phone calls.
* Lindsay is going to e-mail Justin, Dave’s e-mail address to get the file for new mini brochures. Justin is going to work with Dave to update the brochures. Justin will make sure to add these into the budget for 2019.
* Justin handed out a new membership dashboard sheet that has new members by month, employer type, and job title type. Justin will save this sheet in Dropbox so that everyone has access to view this report.
* Justin stated that Jessica Brown from Nelnet reached out to him wanting to get more involved in the membership committee. They discussed having more social events like Power Cycle for an example. Lindsay stated that in the past, we have targeted at-large SHRM members but we have to be careful of zip codes.
* Justin is going to work on putting together some duties that a member of his committee may be in charge of. Jamie stated that Sarah Larson was at one point on the membership committee, Justin is going to reach out to her as well.

**Jenessa Keiser - College Relations**

* Jenessa is currently working with spring mentors at UNL. She stated they are currently up to four mentors.

**Jessica Reay – SHRM Foundation**

* No report (absent).

**Joel Scherling, Past President**

* No report (absent).

**Angela Caldwell – Community Outreach**

* No report (absent).

**Amy Spellman – Certification**

* No report (absent).

Meeting adjourned at 12:14 p.m. The next board meeting is scheduled for Wednesday, February 6th, 2019 from 11:30 a.m. to 1 p.m. The meeting will be held at Eastmont Towers at 66th and O Street. Board members will need to enter in the Springfield building and check-in with reception.

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