**LHRMA November Board Meeting Minutes**

**Wednesday, November 6, 2019**

**Present**: Amy Dorenbach, Justin Schreier, Lindsay Selig, Amber Dingwell, Angela Caldwell, Jessica Reay, Jenessa Keiser, Robbie Seybert, Jamie Mohrman, Cindy Mefford

**Absent**: Maggie Hayek, Beth Hemphill, Joel Scherling, Amy Spellman

**Action Items:**

* Lindsay and Amber are going to work on getting promotional items ordered with the new logo.
* Amber is going to get name tags printed with the new logo.

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

* December newsletter submission deadline is November 20th. 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 October minutes in Dropbox. Cindy approved the motion; Jessica seconded the motion. No board members opposed the motion.

**Maggie Hayek – Treasurer (Absent)**

* October Financials:
* Total Income for October: $4,096.16 ($920.00 from SHRM)
* Total Expenses for October: $1,764.46
* Lindsay discussed the tax and financial review meeting on Maggie’s behalf. She stated that it’s still in progress. Maggie followed up with Krystal on 10/28 and she let her know that they are still working on it and she will file an extension. The company emailed Maggie on Monday, 11/4 with some follow-up questions. Maggie noted that as soon as the review is complete, she will have Krystal attend the next Board meeting.
* Lindsay made a motion to approve the October financials. Robbie approved the motion; Jamie seconded the motion. No board members opposed the motion.
* Lindsay stated that Maggie is doing some research on our insurance for the Board for the Directors, Officers, and theft policy. We will vote to continue this insurance in December.
* Please see the full financial reports in DropBox for additional details.

**Lindsay Selig, President**

* Meeting Announcements
* Lindsay will make an announcement thanking the past presidents.
* Jamie will announce the 2020 LHRMA Board slate.
* Jenessa is going to make an announcement for mentorship volunteers.
* Angela is going to announce the two marines and thank them for their service.
* Justin is going to announce ten new members.
* Robbie will make an announcement for the workforce readiness committee.
* Lindsay will make an announcement for the December social event.
* December Board celebration
* Lindsay stated the Board celebration will be held on Thursday, December 5th at 11:30 a.m. at Venue (Lincoln Room).
* Lindsay will not be in attendance but asked the board to keep business to a minimum.

**Cindy Mefford – Programs**

* November 12th – Isles Reception Hall, 6232 Havelock Avenue
	+ Luncheon Program & Workshop – The New Overtime Rule – Are You Ready?
	+ Presenter: Mark Fahleson
	+ Toys for Tots
* December Social – Del Ray Ballroom
	+ We will invite members to bring a friend to this event.
* Cindy stated that Carmen will no longer be on the program committee.
* Cindy will ensure that we have a table available at the November meeting for the Toys for Tots program.
* Program document has been updated in Dropbox.

**Jamie Mohrman, President-Elect**

* Jamie stated that they had 25 people attend the webinar last month. She stated that Beth is going to send out the credits and recording of the webinar today. Jamie noted that it was very easy to set up and the feedback has been pretty positive.
	+ Lindsay suggested replacing one of our meetings in 2020 with a webinar. Jenessa suggested doing a webinar in September when we don’t have a meeting. The board agreed that would be a good idea. The board voted that July should be the other month that we have a webinar versus an in-person meeting.
* Jamie received confirmation on Robbie’s replacement for the Workforce Readiness chair for 2020. Jamie will present the entire board slate at the November meeting.

**Amber Dingwell – Marketing/Social Media**

* Logo Update
* Lindsay stated there was a tie on the logo vote so the board took another vote. During this vote, Option 1 was the winner. Amber is going to work with our graphic designer to get everything finalized and get a list of the exact colors that are being used for the logo.
* Amber and Lindsay discussed promotional items with the new logo for the December social. The total for the pen and cell phone pocket promotional items is $450. Lindsay also discussed getting a new tablecloth and a retractable sign. Pricing has not yet been finalized for these two items.
* Lindsay stated she would also like to get t-shirts for the board to promote the new logo. Justin stated that we will also need to get new tri-fold pamphlets. In total, the budget for the new promotional items should be around $2,000. Lindsay asked the board if anybody had any concerns on this budget and there were none.
* Amber is going to reach out to Strictly Business to market the new LHRMA logo.
* Lindsay stated her and Amber have looked into t-shirt options for the board. Lindsay passed around the options for board members to make their selection and will get the order placed.
* Angela questioned if we need to make members new name tags. Lindsay questioned if we want to spend the money on the name tags. Angela suggested printing out blank name tags with our new logo and letting individuals write their names on them. Lindsay stated that we could have an entire box of them ready to go for the December meeting. Amber said she would go ahead and take care of this.
* Amber is going to ensure the front page of our website is updated with the new logo. Mary is going to double back on our social media to ensure that it’s consistent throughout all of our platforms.
* Update on LinkedIn
* Working with Mary, external marketing, to update prior to public release.

**Robbie Seybert – Workforce Readiness**

* Robbie stated they are winding down the 2019 First Jobs Lincoln Committee work and working on transitioning to the new committee chair. Robbie stated they had 1 person retire from the committee so they are looking for a replacement.

**Justin Schreier – Membership**

* Justin stated that membership as of October 31st was 318. Our goal is 350 members by December 31st. Justin stated that he needs to do an official count with Beth. We did have 10 new members sign up since September.
* September – 308
* August – 303
* July - 295
* June 30th – 278
* May 31st – 271 to 275
* April 30th – 268
* March 31st - 263
* Justin stated that 300 renewal postcards were sent out on 11/1/19. The total cost for the postcards was $404, ($165 for postage and $239 for FedEx printing).
* Justin stated that we have had 27 renewals done online since October 1. Ten were done yesterday on 11/5/19. Justin stated that he will ask the board again for help on making phone calls with renewals as we wind down towards the end of the year.

**Jenessa Keiser - College Relations**

* Jenessa stated that she is meeting with UNL tonight for the mentorship program and will find out how many volunteers are needed.

**Jessica Reay – SHRM Foundation**

* Jessica stated that she has a list of board members who have not yet donated $30 to the SHRM foundation. This list was reviewed with board members. It was also discussed that the by-laws need updated to state that the donation is $30, not $25.

**Joel Scherling, Past President (Absent)**

* No report.

**Angela Caldwell – Community Outreach**

* Angela handed out an updated non-profit application. She stated that we do not have social media listed anywhere on the form. Angela is going to check with Amber to see how much extra work that is for her and the board can vote on it at the next meeting.
* Angela stated it has been confirmed that we will have two marines at the November meeting for Toys for Tots. She will ask Beth to send out an e-mail blast reminder to bring a toy to the meeting. Angela also asked board members to share the announcement on their social media.
* Angela discussed Adulting 101, this is something that Nathan Brock from LincOne FCU has asked us to promote. Angela sent him the non-profit application but she needs to know how to respond to him because it’s on November 20th. Lindsay stated that the event does not seem like a benefit to our membership so LHRMA will not promote it on the calendar. Angela said she will reply and let him know the board’s decision.
* Angela stated that the disability event last month went well. Maggie and Amy’s help were greatly appreciated.
* Lindsay stated that she had a request from Midland’s Business Journal that they want a blurb on prominent news and trends facing our members and LHRMA’s take on the job market. Robbie and Jamie agreed that they can co-write something. Lindsay forwarded the e-mail to both of them so they can communicate directly with her. It’s due by 3 p.m. on Friday.

**Amy Spellman – Certification (Absent)**

* No report.

Meeting adjourned at 12:41 p.m. The Board celebration is scheduled for Thursday, December 5th, 2019 from 11:30 a.m. to 1 p.m. The celebration will be held at Venue in the Lincoln Room.

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