**LHRMA March Board Meeting Minutes**

**Wednesday, March 4, 2020**

**Present**: Amy Dorenbach, Justin Schreier, Amber Dingwell, Angela Caldwell, Jessica Reay, Maggie Hayek, Beth Hemphill, Jamie Mohrman, Cindy Mefford, Nichole Hall, Jenessa Keiser, Robbie Seybert, Micah Lindblad

**Absent**: Lindsay Selig

**Action Items:**

* Board members need to get all budget items from the strategic planning meeting updated by the 20th. Maggie will be sending out a reminder e-mail.
* Board members need to review the strategic planning outcomes document and look at items in their area.

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

* March newsletter submission deadline is March 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 February minutes and Strategic Planning minutes in Dropbox. Robbie approved the motion; Jessica seconded the motion. No board members opposed the motion.
* Amy stated that Jamie will be touching base with Sarah on Friday at the HR volunteer conference regarding the HRAM salary survey. In addition, Amy will be talking to Sarah on Wednesday via phone.

**Maggie Hayek – Treasurer**

* February Financials:
* Total Income for February: $18,634.78
	+ SHRM - $15,697.86
* Total Expenses for February: $3,685.80
	+ HBE - $1,823.94
* Maggie stated that Krystal with HBE will be coming to the board meeting in April to review the finances and taxes.
* Maggie stated that al budget items from the strategic planning meeting need to be updated by the 20th. She will e-mail a reminder to all board members.
* Maggie stated that the sales tax renewal was received in the mail so we should be good to go. Maggie stated that it will go inactive if we don’t collect any sales tax.
* Amber is going to verify with the website how sales tax needs to be collected and paid from the sale of the t-shirts.
* Jamie made a motion to approve the February financials; Micah seconded the motion. No board members opposed the motion.
* Please see the full financial reports in DropBox for additional details.

**Jamie Mohrman, President**

* Jamie stated that the HR Volunteer Conference starts on Thursday, March 5th & runs through March 6th at The Graduate.
* Jamie stated that the Excel Report is due March 15th, Lindsay will be getting that submitted.
* Jamie reminded board members that the HR NE Conference Registration opens in March. LHRMA will have a reduced membership rate for individuals joining during this timeframe.
* Jamie stated the Best Places to Work Reception is coming up on April 23rd. The site has not yet been selected and they are looking for a speaker. Reach out to Jamie directly if you have any suggestions.
* Jamie stated that the Strategic Planning Outcomes have been updated in Dropbox for the board to finalize.
* The board discussed getting feedback from current members on a big name speaker. Jamie asked board members to review the document and look at items assigned to each board member. Jamie will provide the document with each agenda so we can continue addressing at each meeting.
* Jamie stated that Nancy Conway will be attending the March Lunch Meeting to showcase SHRM Interactive Tools. She will need about 10 minutes to go through these items. Jamie would like to provide recognition for her and a gift.
* Meeting Announcements
* Justin will announce new members, the $50 reduced LHRMA fee, and the new member meet-up.
* Nichole will announce that they are looking for new instructors for the LHRMA study groups.
* Micah will make an announcement regarding 1st Jobs Lincoln.

**Lindsay Selig, Past President (Absent)**

* No report.

**Robbie Seybert, President-Elect**

* Robbie stated that legislative updates are continuing to go out.
* Robbie stated that the first meeting of the legislative committee is in two weeks.

**Cindy Mefford – Programs**

* March 10th – The Graduate Hotel
* Luncheon – Workplace Incivility
* Presenter: Melissa Carpenter
* April 14th – Firefighter’s Hall
* Luncheon & Workshop – Capitalizing on the Advantages of a Multigenerational Workforce
* Presenter: Cindy Heider Kaliff and Boomer-ANG
* Cindy stated that her committee is having a hard time solidifying speakers. She stated that if the committee does not make a decision on Tuesday, she will ask the board to decide. Cindy said the committee is hesitant to spend money on a speaker. The board agreed that money is not an issue and we want to continue to get good speakers for the meetings to increase attendance.
* Robbie suggested having a speaker on politics in October. He suggested having a republican and a democrat attorney to discuss the different aspects.
* Justin suggesting having a physician discuss the coronavirus in May and having somebody else there to discuss employer aspects. Beth suggested Keith Hanson with UNL to discuss business continuity, Beth stated that she will reach out to him.
* Cindy is still looking for somebody who has been through a traumatic event for the November meeting. Robbie suggested calling Von Maur to see if somebody who had been through that shooting would be available.
* Program document has been updated in Dropbox.

**Micah Lindblad – Workforce Readiness**

* Micah stated they had their Ace-It event last Thursday. He said it went very well and was told that it keeps getting better every year. Mock interviews will begin this week, they have 53 signed up and 16 volunteers doing interviews.
* Micah stated they are still looking for employers to participate in 1st Jobs Lincoln. They have quite a few returning companies but they are looking for more. Applications will remain open through the end of next week. Micah is also going to reach out to specific companies to see if they would like to participate.
* Micah stated the job fair will be held at the end of the month. In addition, 10/11 news will be coming out to the job fair to help market and make people more aware of the program to help expand it.

**Nichole Hall – Certification**

* Nichole is still looking for instructors. Let her know if you think of anybody who might be willing to help out. Jamie suggested including the instructor topic in the newsletter.

**Justin Schreier – Membership**

* Justin stated that our number of active members as of March 4th, 2020 is 247 and we had a new member join this morning.
* 2019 Attendance: [Updated Dashboard](https://www.dropbox.com/scl/fi/vh3sj6ggox7xgpq3setur/LHRMA-Membership-Q4-2019.pptx?dl=0&rlkey=93wr089nyj47vspvzdqhtu7sa)
* Renewals
* Emailed with survey link on 2/24. No responses to survey, but a normal amount of renewals as a result.
* Remaining list saved on Dropbox.
* 85 unaccounted.  Plus, 38 bounces = 123 that could be reached out to be contacted.
* [Non-renewal list](https://www.dropbox.com/scl/fi/vhekt05fxla5z4ut616me/Not-Renewed-as-of-030320.xlsx?dl=0&rlkey=5oajz9jbw5blcwkc5puj7qimt)
* Justin asked board members to please review this non-renewal list and reach out to people you know, and comment on the spreadsheet.
* New Member Meet-Up
* Justin said they are planning on having two meet-ups: May/November
* Looking to host in Zelle’s meeting space, tentatively 7:45 am - 8:30 am before work
* Have registration on website starting end of April ahead of May chapter meeting
* Provide new members a membership benefit flier, small LHRMA swag, provide coffee, and light breakfast (Bagels & Joe).
	+ Jamie and Angela discussed a couple of different spots that they may be able to serve alcohol at as well.
* Phone Welcome & Invite to New Members
* Committee to begin calling and emailing new members prior to chapter meeting.
* A bit scripted to ask what they are hoping for out of LHRMA. Inform of next new member meet-up and chapter meeting.  Offer to bring a friend.
* Prospect Trifold Pamphlet
* Jamie presented the draft of the LHRMA tri-fold business card.
* Justin will plan on ordering 400 of the tri-folds. Pricing is listed: 200 = $147.00 | 300 = $189.19 | 400 = $235.13.
* Amber is going to send Justin the website designer contact information to get some of the information updated.
* Beth is going to start putting tri-folds at the registration table.
* Membership Benefit Flier
* Looking to update flier and professionally print.  Have Zach copy and post to website.

**Jenessa Keiser - College Relations**

* Jenessa stated that four mentor matches with UNL will be beginning within the next week. She is currently waiting on students SHRM confirmations to begin.

**Jessica Reay – SHRM Foundation**

* Jessica reminded board members to donate $30 to the SHRM foundation at some point throughout the year. She reminded board members to keep some sort of record that we make a donation. When board members complete the form for our donation, we need to put our member number down and LHRMA’s chapter number of 0048 to ensure we get credit. Jessica also suggested not using cash to donate.

**Angela Caldwell – Community Outreach**

* Angela has updated her strategic plan in Dropbox.
* Angela stated that she has recruited two new members to join her committee. They had some ideas of how to recruit some younger members to LHRMA. Micah said he is a board member of YPG if she ever wants to send any announcements out.
* Angela passed out a flyer for an upcoming Civil Rights Conference in April. In the past, LHRMA has been able to get a free table there to help us promote our chapter but this year they have a new contact. Angela suggested LHRMA sponsor the event at the Bronze level which would be $200. She is waiting to hear back from the new contact on if LHRMA will still receive a free table or if we need to sponsor. The board did not have any concerns with sponsoring if needed. Amber requested getting a picture sent to her to help promote LHRMA on social media.
* Angela passed around a flyer on diversity and inclusion that HRAM developed. She spoke with somebody at HRAM who said they got the idea from our diversity and inclusion program.

**Amber Dingwell – Marketing/Social Media**

* Amber is going through the website and trying to clean it up. She is trying to make it look more cohesive and reduce the number of clicks that it takes to get to different items on the website. Amber will be reaching out to individual board members with different questions.

Meeting adjourned at 12:40 p.m. The next board meeting is scheduled for Wednesday, April 1st, 2020 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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