**LHRMA October Board Meeting Minutes**

**Wednesday, October 7, 2020**

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

**Absent**: Amber Dingwell

**Action Items:**

* Justin will work on renewal fliers but delay sending them out for another month or so.
* Cindy will reach out to venues to secure a location for the December social.
* Board members will review the current membership list for accuracy.
* Jamie will reach out to her contact at HR NE to resolve the donation information on the website.
* Angela and Micah will reach out to a couple of their contacts to help market LHRMA.
* Angela will continue working with vocational rehab for their upcoming event and work out credits with Nichole.

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

* October newsletter submission deadline is October 20th. Get necessary items to Beth Hemphill. Best way to correspond is via e-mail (lhrma0048@yahoo.com).
* Beth stated that the e-mail forwarding should now be working and the website is now connected to Constant Contact.

**Amy Dorenbach - Secretary**

* Amy made a motion to approve the September minutes in Dropbox. Micah approved the motion; Lindsay seconded the motion. No board members opposed the motion.

**Maggie Hayek – Treasurer**

* September Financials:
* Total Income for September: $5,565.91
	+ SHRM: $850.00
	+ Return Learning System: $599.20
* Total Expenses for September: $6,338.75
	+ Learning Systems: $5,303.29
* Robbie made a motion to approve the September financials. Micah seconded the motion. No board members opposed the motion.
* Maggie stated that the tax information has been submitted to HBE.
* Please see the full financial reports in DropBox for additional details.

**Micah Lindblad – Workforce Readiness**

* Micah asked board members to start thinking about any companies that may have a need for IT students from the First Jobs Lincoln program so they can get it added to their budgets. Beth asked Micah to send her information so she can get it added to the October newsletter.
* Micah stated that Toby with the Zoom trivia was great and only cost approximately $170 for any upcoming virtual trivia events that anybody may be planning.

**Justin Schreier – Membership**

* Justin stated that we currently have 272 LHRMA members. This includes three new members in the last month and one from the referral program.
* Justin stated that the referral program was launched and asked the board if there was any feedback. Jamie said the fliers were great and board members did not have any additional suggestions.
* Justin discussed the renewal letters and fliers for the upcoming year. He brainstormed using the same layout from the referral fliers and just updating the information. Robbie suggested delaying the renewal push a month or so since the referral fliers were just sent out. The board agreed this would be a good idea.
* Jamie stated that based on the HR NE meeting, many chapters are struggling with membership numbers.
* Angela and Micah are going to reach out to a few of their contacts through LPED and Vocational Rehab to see if we can get LHRMA added to a few of their newsletters or make announcements at upcoming meetings that LHRMA is sponsoring.
* Justin stated that the current membership list is in Dropbox and asked board members to take a look at it to make sure it’s accurate.
* Robbie suggested having an in-person meeting yet this year but ensure that social distancing can be maintained. Jamie mentioned the December social and having both an in-person and virtual option. Micah suggested adding a professional development piece to the December social and then have a happy hour afterwards.
* Jessica suggested having the social event on Friday, December 4th so we can get as close to our membership goal of 300 as possible. Beth suggested having a larger venue such as the Firefighters Hall. Robbie suggested a downtown location. Board members suggested a number of downtown locations that Cindy will look into and report back on.

**Jamie Mohrman, President**

* Jamie announced that HRAM has approved the 65/35 cost split for the salary survey. Sarah Schultz is in conversation and working on getting the MOU drafted. At that point, HRAM will be in contact with Amy to get involved with the committee with HRAM. Angela and Amber will also be assisting with this. Marketing is expected to begin in November.
* Robbie suggested making an e-mail announcement once everything is more finalized with HRAM. Jamie and Robbie also suggested providing a discount to companies who commit to participating in the survey in advance.
* Jamie stated that SHRM is running a membership promotion right now. The promotion contest entrant deadline is October 10th. The dollar amount that LHRMA receives increases a little for every chapter member that is also a part of SHRM. At the end, LHRMA would just need to provide SHRM with marketing information that was sent out for the promotion. The board agreed to participate in this contest.
* Jamie will be updating the board contact information for the committee members with SHRM.
* Jamie stated that Cindy will be stepping down from the program committee’s chair at the end of the year. It was suggested that we create a sub-committee of the board for programs. Justin, Angela, Robbie, Lindsay, and Beth stated that they would be happy to be a part of the sub-committee. Robbie also suggested that Micah be a part of the sub-committee.
* Meeting Announcements
* Angela may have a few announcements that she will follow-up with Jamie on.
* Jamie will make an announcement for the membership referral program.

**Lindsay Selig, Past President**

* Lindsay stated that she has been in contact with the presenter for the November program who will discuss the election and stated that it will be eligible for credit.

**Robbie Seybert, President-Elect**

* Robbie stated there is a free webinar coming up titled “What to Expect When You Are Testifying”. This is scheduled for October 21st from 11 a.m. – 12:30 p.m. and is free. Space is limited to 100 attendees and the link was provided on the October agenda.

**Cindy Mefford – Programs**

* October Chapter Program: Tuesday, October 13th, 12 pm – 1 pm
* Topic: Understanding Background Checks and Best Practices for HR
* Presenter: OneSource, The Background Check Company
* Cindy suggested for the December social to do a positive speaker or a trivia game night like Micah had suggested. Robbie suggested a comedian, Cindy will ask around for suggestions on comedians.

**Nichole Hall – Certification**

* Nichole stated that the study groups are still doing well. They are still hosting them via Zoom and do not have any plans to go on-site for the foreseeable future. There are currently four participants who are not LHRMA chapter members and it is going well. Overall, there are eight participants in the study group and other chapters have said they would be interested in joining the study groups in the future.

**Jenessa Keiser - College Relations**

* Jenessa stated that UNL has a new chapter advisor, her name is Jenna Pieper.
* Jenessa discussed the Mentorship Program. They will be advertising for mentors soon, matches will be made in December with mentorships starting with the spring semester.
* Jenessa stated that SHRM-CP through UNL is now an eligible program. Students may take the SHRM-CP exam in their final year if they meet requirements.

**Jessica Reay – SHRM Foundation**

* Jessica confirmed that we will still be doing the baskets during the December social. More information will be discussed once we have the December social finalized.
* Jessica stated that no donations for LHRMA are currently appearing on the HR NE website. Jamie will initiate an e-mail to the contact at HR NE and include Jessica to get this figured out.

**Angela Caldwell – Community Outreach**

* Angela stated that October is Disability Awareness Month. There is an event that may be held through Vocational Rehab that would be held via Zoom. The event is still up in the air but Angela will send the flyer out to the board to receive input. Angela believes the program is good for 1 credit and will send the information to Nichole to confirm.
* Angela had posted a few Diversity and Inclusion events on Facebook this past month. She asked for feedback from board members. Nobody had additional input for the events that were posted.
* Angela stated that she has been working with Toys for Tots for a virtual check-in link to be added to our website. Angela asked about the Give Smart program but Jamie stated that it has not yet been fully established. Angela asked if it would be easier to create a donation button that people could donate through Venmo or PayPal. She will check into this a little bit more and let the board know what she finds out.
* Angela stated the Civil Rights Conference has been re-scheduled for Wednesday, April 21st from 8 a.m. – 5 p.m. LHRMA has not yet received a refund for our sponsorship but her contact believes that it has been applied to the upcoming meeting.
* Jamie asked Angela to provide the board with an update on the vocational rehab event so that Judy Sinner can promote LHRMA through her company.

**Amber Dingwell – Marketing/Social Media (Absent)**

* No report.

Meeting adjourned at 12:36 p.m. The next board meeting is scheduled for Wednesday, November 4th, 2020 from 11:30 a.m. to 1 p.m. The meeting will be held via Zoom conference call.

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