**LHRMA November Board Meeting Minutes**

**Wednesday, November 3, 2021**

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

**Absent**: Angela Caldwell, Lindsay Selig, Jannah Vanie

**Action Items:**

* Beth will reach out to individuals who registered for membership on the website during the month of October for the additional fees for 2022.
* Beth will send out calendar invites to all LHRMA members for next year’s program meetings.
* Jamie will continue to work on clothing item deliveries.
* Maggie will work to get the financial review completed this month.
* Justin will work on the membership renewal postcards.
* Peyton will work with the zoo to reserve 80 tickets for the December social versus the initial 40.
* Jessica will e-mail board members who have not yet donated to the SHRM foundation this year.

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

* The newsletter submission deadline is November 20th. Get necessary items to Beth Hemphill. Best way to correspond is via e-mail (lhrma0048@yahoo.com). If Beth does not have the volunteer opportunities by this date, she will include them in the next month’s newsletter.
* Beth stated the NE Digital update implementation of membership software is live. There have been a few issues with password resetting but that has been fixed. If anything was updated on the website in October, that information is gone and will need to be re-entered.
* A few members did register during the month of October. Beth will reach out to them to discuss the additional cost and benefits for the 2022 membership.
* For the November meeting, we will have a computer available for membership registration. However, Beth will also have a paper form available in case there are any issues with technology. If paper forms are utilized, Beth will then be able to enter the information at a later time.
* Justin will test the QR code to see if it takes individuals to the membership landing page.
* Beth stated that for board members to renew our 2022 membership, we will need to use the promotion code that she announced. If needed, please check with Beth to get the promotion code for registration.
* Zach is currently working on updating the website for the December social. Beth will also have him add additional information for the January meeting.
* Beth suggested that all board members get a new picture for the website. Robbie stated that it will be up to board members if they want to get a new one done or not. If board members have a new picture, get that to Beth or follow the instructions in Robbie’s e-mail that was previously sent out.
* Beth stated that on the registration page, there is an Outlook option to add the meeting to member’s calendars. Justin thought it might be helpful if we send the monthly program invitations out electronically to all members. Robbie suggested waiting to do this until we have more topics finalized. The board agreed to send the meeting dates out as placeholders. As topics get finalized, we can add more information to the invitations.

**Amy Dorenbach - Secretary**

* Jamie made a motion to approve the September and October minutes in Dropbox. Nichole seconded the motion. No board members opposed the motion.

**Maggie Hayek – Treasurer**

* October Financials:
* Total Expenses for October: $5,614.30
	+ Isles Pub and Pizza - $684.60
	+ Children’s Zoo - $738.00
	+ Art FX - $1,030.68
	+ Inspro Cyber Policy - $987.00
* Total Income for October: $1,385.31
	+ Membership - $875.00
	+ Program - $450.00
	+ Interest - $60.31
* Maggie is continuing to work through the financial review. She is hoping it will be done by the end of the month.
* Jessica made a motion to approve the October financials. Amber 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 clothing order has been placed and items have started to arrive to her house. She will work on getting those delivered as soon as possible. If you did not get your order placed, let her know and we can get additional items ordered.
* Jamie confirmed that the cybersecurity coverage has been secured.
* Jamie stated that this will be her last week in the office while she is on maternity leave. If you need anything, feel free to call or text her.
* Jamie stated that the VLBM in November will be virtual.
* The board discussed the upcoming December Social which will be held December 14th - Zoo Lights & Harbor Coffeehouse – 2 tickets per member. Registration details will be coming soon!

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

* No report.

**Robbie Seybert, President-Elect**

* Robbie discussed the elections last night and what could come about in the future in regards to the EEOC, labor relations board, etc.
* Robbie suggested to be watching for the federal reconciliation package. Currently, it is very fluid and the paid leave provision is currently at 4 paid weeks.
* Robbie e-mailed out the information for the 2022 Board - Strategic Planning Meeting at the Don Clifton Building (room 103) – noon to 2 on November 12th. More details to come soon.

**Jenessa Keiser - College Relations**

* Jenessa will be at UNL on the 29th to work on the mentorship program with Julia. She will work with Amber to get some t-shirts for the students.

**Justin Schreier – Membership**

* Justin stated that we currently have 251 members. To date, we have had 10 members renew through the new membership system.
* With the new membership system, each member will have an ID assigned to them which should be helpful for auditing and tracking purposes.
* Justin discussed renewal postcards. The board agreed we should do a mailing again this year. He will work on a draft that explains the new membership system, benefits, etc. Beth agreed to help with labels or whatever else may be needed.

**Jannah Vanie – Programs (Absent, Peyton Carney in attendance)**

* November Chapter Program: Tuesday, November 9th
* Location: SCC Continuing Education Center
* Catering: Chef Au Chef
* Topic: Attracting & Assisting Veterans to Re-Acclimate to the Workplace
* Panel Speakers: Ken Colson, Matthew Becker, Richard Burch
	+ Robbie will plan on doing announcements in Jamie’s absence. If Robbie is not able to make it, Peyton will make the announcements.
* December Social: Tuesday, December 14th; 5 p.m. – 7 p.m. (Peyton will be point of contact)
* Location: Lincoln Children’s Zoo
* The board has reserved 40 tickets to the event but Peyton is going to double that to 80.
* January Chapter Program: Tuesday, January 11th
* Location: Del Ray Ballroom
* Topic: Reality Based Leadership
* Virtual Speaker: Alex Dorr of Cy Wakeman’s Team
* Once everything is finalized for the January program, we will need to begin marketing.
* Peyton and Jamie will continue planning 1st quarter programs.

**Jessica Reay – SHRM Foundation**

* Jessica stated that the SHRM basket fundraiser went well. She is still waiting on some board member donations in the amount of $30. She will e-mail board members who have not yet donated so she can submit the donations to SHRM in one lump sum.

**Amber Dingwell – Marketing/Social Media**

* Amber is continuing to post about membership renewals and upcoming meetings on social media. If you need anything added, feel free to reach out to her.
* Jamie suggested that we post some promotional videos regarding the speaker for January’s program.

**Angela Caldwell – Community Outreach (Absent)**

* No report.

**Nichole Hall – Certification**

* Nichole has had a couple of instructors need to reschedule and another instructor who teaches three classes not show up. She did purchase some coffee gift cards to apologize to the students who showed up to no instructor.
* Jamie suggested discussing at the upcoming strategic planning meeting on how to incentivize new instructors or recruit new instructors.

**Micah Lindblad – Workforce Readiness**

* Micah stated he has had a lot employers reach out already for next year. He is trying to get this solidified now so he doesn’t have to do as much recruiting at the beginning of the year. He is working with TCA to get dates solidified for next year.
* Amber will do some social media posts regarding the program.

Board meeting adjourned at 12:37 p.m.  The next board meeting is scheduled for Wednesday, December 8th, 2021 from 11:30 a.m. to 1 p.m. Additional details to follow.

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