**LHRMA January Board Meeting Minutes**

**Wednesday, January 5, 2022**

**Present**: Beth Hemphill, Amy Dorenbach, Jill Ward, Robbie Seybert, Jamie Mohrman, Jessica Citta, Justin Schreier, Peyton Carney, Amber Dingwell, Stacy Grant, Nichole Hall, Genelle Moore

**Absent**: Julia Messineo

**Action Items:**

* Robbie and Jill will work on getting the names on the LHRMA bank accounts switched over.
* New LHRMA board members will get their apparel order to Robbie by next Friday.
* Board members will continue to promote the upcoming January program.
* Amber will coordinate with Peyton and Jamie for a speaker from Monolith for the February program.
* Robbie and Jamie will work on the SHAPE and Excel reports.
* Jessica will continue to work with the SHRM Foundation.
* Justin will work on the company membership discount pilot program.
* The board will take inventory of any LHRMA items we have and Beth will compile a list.

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

* The 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)). If Beth does not have the volunteer opportunities by this date, she will include them in the next month’s newsletter.
* Beth stated that to date, 78 individuals have registered for the January program. Of those, 22 of are virtual. She anticipates more will register with the reminder e-mail.
* Beth discussed the membership software and said she they are still learning some things but overall it is going well. Prior to the new software, it was clear who was a new member and who was a renewal. Now, it shows everyone as new.

**Amy Dorenbach, Secretary**

* Amber made a motion to approve the November minutes in Dropbox. Genelle seconded the motion. No board members opposed the motion.

**Jill Ward, Treasurer**

* 2021 Financials:
* Total Income for 2021: $62,693.39
* Total Expenses for 2021: $69,459.06
* Net Profit for 2021: ($6,765.67)
* December Financials:
* Total Expenses for December: $3,333.27
  + Inspro Insurance - $912.00 – Directors and Officers policy paid through 2022
  + Lincoln Children’s Zoo - $547.50 – December Social
  + Harbor House Coffee - $575.85 – December Social
  + Amazon - $550.00 - Instructor Gift Cards
* Total Income for December: $8,682.13
  + Membership/Programs - $8,625.00 – This next year membership is higher than normal. Programs were included in membership renewals.
  + Programs Only - $25.00
  + Interest - $32.13
* Genelle made a motion to approve the December financials; Nichole seconded the motion. No board members opposed the motion.
* Jill stated that Maggie is continuing to work through the financial review with HBE. She is hoping it will be done in the next couple of weeks.
* Jill let the board know that she is not yet authorized to sign checks or make purchases for LHRMA. She is working through the process of getting names updated on the accounts with Maggie and Robbie. In the meantime, include Maggie on any items that need purchased or invoices that need paid until this gets finalized, hopefully in the next couple of weeks.
* Please see the full financial reports in DropBox for additional details.

**Robbie Seybert, President**

* Robbie sent out an e-mail yesterday to new board members with a link to the LHRMA apparel options. Board members are able to select any items that they want within the budget that was given. Please get your order to him by next Friday. The expectation for board members is to then wear this clothing to LHRMA programs to identify yourself as a member of the board.
* Robbie discussing promoting our upcoming January program.
* Amber questioned if the speaker has any youtube videos that we could post on social media. Peyton stated that he does and will reach out to him to get those.
* Amber will reach out to the Chamber to see if they can include the program on some of their marketing.
* Jamie has sent the program information out to the Nebraska chapters. She will also send the information to Delite to see if it can be forwarded to other states chapters as Jessica suggested.
* Justin will follow-up with members who have not yet renewed with both program and renewal information. Peyton will reach out to members who have renewed but have not yet registered for the program.
* Program Announcements – These will start a little earlier this month, around 11:45 to ensure they are wrapped up by noon for Alex to begin his presentation.
* Nichole will announce the upcoming spring certification study group.
* Robbie will discuss the First Jobs Lincoln Program.
* Peyton will announce the February meeting topic and discuss upcoming meeting locations.
* Genelle will discuss the Diversity and Inclusion committee.

**Jamie Mohrman, Past President**

* Jamie received an e-mail this morning from Kayla Thompson at Talent Plus. She is their Chief Community Officer and is going to help the Programs Committee identify a third person from Talent Plus for the February program. They are still working on getting bios for the three speakers.
* Jamie questioned if we want to add a fourth speaker to the program. She suggested somebody from Monolith. Amber will coordinate with Jamie and Peyton to get somebody in touch to discuss this.
* Jamie discussed the SHAPE report which is due at the end of the month for SHRM. This is our requirement to complete so that we are in good standing in order to apply for the Excel Award. Jamie will connect with Robbie to ensure that everything gets submitted. March 15 is the deadline for the Excel Award. A new requirement was added this year which includes dual membership and acquisition requirements.

**Jessica Citta, President-Elect**

* Jessica stated that she is still working with the SHRM Foundation to correct our giving report and recognition credits. This has been a difficult process and the SHRM Foundation has requested a comprehensive list of their errors so she is working on compiling that. Once that is completed, she will send it to Amber with the SHRM Foundation and cc Delite to try and get the issues resolved.
* If any board members used a debit or credit card for the basket raffle donation, please check your statement to see if the charge came through and let Jessica know.
* Robbie stated that today is the first day of the Legislature in Nebraska. It is a 60 day session and there are almost 4 billion dollars to be allocated. Once we begin receiving updates, Jessica will get them added to the website.

**Justin Schreier, Membership**

* Justin stated that we currently have approximately 130 members. This is only using the new membership portal via lincolnhr.org.
* Justin stated that the 2022 LHRMA Membership File includes all members and the link was added in Dropbox.
* Justin discussed that the renewal postcards were sent out in early December. With our current membership numbers, he said we seem to be a little ahead from where we have been in previous years.
* Justin created a LHRMA 2022 slide deck for promoting LHRMA and its benefits. Please feel free to share it with others.
* Justin proposed and shared a company membership discount to the board.
* Robbie suggested that initially, we keep this a small pilot program. The idea is to let companies know that we have organizational memberships available and then create a proposal for each specific company. This idea would allow us to not have to change the by-laws.
* Jessica questioned what would happen if an employer bought five memberships in bulk and then had turnover. The board discussed this and also came up with some additional questions. As a pilot program, we could work through the process and get a little more in-depth and get these questions answered.
* Robbie will assist Justin in coming up with language and send it out to three initial companies. Suggestions were LPS, Madonna and another smaller company. If no response is received, we can reach out to additional companies to participate.

**Peyton Carney, Programs**

* Peyton went to Del Ray to test the wifi. Del Ray has assured LHRMA that the July program issues were due to them setting up wifi the day before our event. They have since fully vetted their wifi.
* Peyton stated that the SCC Continuing Education building does not allow outside organization room reservations more than three months in advance. Due to this, we will need to reserve the room each month for three months out.
* Peyton confirmed that everything for the January and February programs has been booked.
* January 2022 Program: Tuesday, January 11
* Location: Del Ray Ballroom
* Topic: Reality Based Leadership
* Virtual Speaker: Alex Dorr of Cy Wakeman’s Team
* Catering: Premier (Pasta, salad, rolls, etc.)
* February 2022 Program
* Location: Del Ray (confirmed)
* Speakers: Panel – Bryan Seck, Kaylie Hogan-Schnittker, 3rd speaker (in-progress with Jamie)
* Catering: Premier (Bruschetta chicken, rice, vegetable). Invoice will be sent this week.
* March 2022 Program
* Location: SCC Continuing Ed Building (confirmed)
* Speaker: T Marni Vos (Comedian). Confirmed.
* Catering: Chef Au Chef (Taco Bar). Confirmed.
* April 2022 Program
* Location: SCC Continuing Ed Building (confirmed)
* Speaker: Dr. Combs (D&I Focus). (in-progress with Genelle)
* Catering: Chef Au Chef (Menu TBD) Confirmed.
* May 2022 Program
* Location: SCC Continuing Ed Building (in-progress with Peyton)
* Speaker: Tough Conversations panel (in-progress with Peyton/Jamie)
* Catering: Chef Au Chef (TBD). In progress.

**Amber Dingwell, Marketing**

* January Topics to Promote
* January Programs
* Best Places to Work
* Spring Study Group – Content from Survey
* TA – SHRM
* February Topics to Promote
* Programs
* BPTW
* DEI Prep
* Update on study group
* Amber stated that Angela has the table tents and the tablecloth that we use at meetings. Beth will follow-up with her to get these items.
* Robbie asked Amber if she could create two QR codes for the table tents. One that links to the programs website and one that links to the membership renewal for attendees to scan.
* Amber will put together scrolling announcements for the projector during the upcoming program meeting.
* Amber still has 6 Yeti koozies to give out. Robbie suggested that we give them away in the summer months.
* Robbie would like everybody to take inventory of LHRMA items that they have. If you have any items, let him and Beth know so a list came be compiled within the next week or two. We can then decide to donate or dispose of these items accordingly.
* Jamie questioned if Beth would like a cart of some sort to haul all of her items around. Beth stated that it would be helpful. Robbie gave Beth a $500 budget to find something that would work for her and suit her needs.

**Stacy Grant, Workforce Readiness**

* Stacy has reached out to former Director, Micah, to schedule a time to discuss and share information from last two years.
* Stacy reached out to former committee members to gauge interest in being involved this year. So far, Kaylie has responded.
* Stacy announced that she does have new committee member, Jessi Stilwagon, HR Supervisor at LPS.
* Stacy is working on recruiting a new committee member, Angie Jaeger, Computing Services at LPS, former Champion Employer. Her perspective and ideas as an employer would be super helpful.
* Stacy has a meeting scheduled with Josh Jones, Hildy and Joe at The Career Academy to discuss involvement and plan. The tentative date is January 12.
* Stacy will be updating school contact information and sending out an announcement and student sign up reminder very soon.
* Stacy stated that the first committee meeting will be the 3rd or 4th week of January.
* Peyton questioned if we would be interested in remote Champion Employers. Stacy will be in touch with her on this idea.

**Nichole Hall, Certification**

* Nichole is currently collecting satisfaction survey and exam completion data from the Fall/Winter session.
* Nichole stated they are now accepting enrollments for the Spring/Summer session. Registration ends January 24.
* 1 enrollment so far.

**Genelle Moore, Diversity and Inclusion**

* April 2022 Program
* Dr.  Gwendolyn Combs (D&I Focus). Confirmed, topic of presentation forthcoming.
* October 2022 Program
* Contacting Ponca Tribe of Nebraska, Lincoln Office (D&I Focus) (in-process) The Workforce Innovation and Opportunity Act-Indian and Native American Program can assist eligible adult Native Americans living in Nebraska and actively seeking employment, education, or training (must be enrolled in a tribe, or eligible for Ponca Health Services).
* Genelle stated that she had Zach add a new Educational Resource (D&I Focus) to the website.
* Book, “Subtle Acts of Exclusion”, Authors Tiffany Jana and Michael Baran.  The first practical handbook that helps individuals and organizations recognize and prevent micro-aggressions so that all employees can feel a sense of belonging.
* Jessica and Amber suggested developing some sort of book club in order to continue these discussions. Robbie suggested doing this on the committee level.

**Julila Messineo, College Relations (Absent)**

* Julia is working with the UNL chapter to set dates that they need LHRMA speakers.
* Julia is still accepting mentors. If you are interested, please reach out as soon as possible.
* Julia will be reaching out to Doane and Wesleyan this week to gauge their students interest in HR. If you have any direct contacts, please let her know.
* Julia is also working to confirm committee members this week as well.

Meeting adjourned at 12:53 p.m. The next board meeting is scheduled for Wednesday, February 2, 2022 from 11:30 a.m. to 1 p.m. The meeting will be held at LPS (5910 O Street – Room 100).

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