**Lincoln HR January Board Meeting Minutes**

**Wednesday, January 3, 2024**

**Present**: Beth Hemphill, Amy Dorenbach, Jill Ward, Jessica Citta, Robbie Seybert, Justin Schreier, Hannah Fagan, Katie Welp, Jesse Erickson, Kaylie Hogan-Schnittker, Amber Dingwell, Kelsey Blersch, Julia Messineo

**Absent**: Nichole Hall

**Action Items:**

* Robbie will begin working on the SHAPE report.
* The board will continue to consider name tag options, and which route we want to take.
* Katie will reach out to Megan Nail to discuss her availability for June.
* Hannah will work with Zach to get program information added to the website.
* Amber and Julia will work together on developing parameters for student study group scholarships.
* Jesse will continue brainstorming and working on marketing ideas. This includes pushing out information that was previously published in the newsletter.

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

* Beth stated that Joel Scherling is a past president and has reached out inquiring about an honorary lifetime membership.
* Robbie stated the parameters that are listed in our bylaws. Once he retires, Joel could then receive an honorary lifetime membership.

**Amy Dorenbach, Secretary**

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

**Jill Ward, Treasurer**

* December Financials
* Total Expenses for December: $7,896.03
	+ December Social at Lincoln Zoo; Includes Harbor Coffee: $2,355.53
	+ Program Expenses (Included past payments to SCC): $2,185.00
	+ Strategic Planning Retreat for 2024 Lincoln HR: $855.65
* Total Income for December: $22,302.32
	+ Membership: $9,600.00 (this includes a check from the State of Nebraska)
	+ Lincoln HR Funds from HR NE State Conference: $10,846.20
	+ Meeting Sponsorship (4 payments): $1,550.00
* Jill stated that she has an e-mail out to HBE for the annual audit but has not yet heard anything back.
* Amber made a motion to approve the December financials; Justin seconded the motion. No board members opposed the motion.
* Please see the full financial reports in DropBox for additional details.

**Jessica Citta, President**

* Jessica stated that the Best Places to Work reached out. They would like a few minutes to speak at the meeting on Tuesday.
* Jessica discussed the option to get a headshot at the meeting in January. On the website, the timeslots are full, but individuals can be manually added in by e-mailing the address listed on the website.
* Jessica stated that the newsletter has been discontinued. Beth stated that she is still receiving communication from individuals who regularly publish in the newsletter.
* Jesse stated that if you have any information for the newsletter, send it to her and she can get it put into digital content and posted on the website and on social media.
* Announcements for January Chapter Meeting
* Spring Study Group
* Starting to accept registrations for First Jobs Lincoln and Champion Employers

**Robbie Seybert, Past President**

* Robbie stated that the SHAPE report deadline is January 31. He will begin working on that.

**Nichole Hall, President-Elect & SHRM Foundation Director (Absent)**

* No report

**Justin Schreier, Membership**

* Justin stated that Lincoln HR currently has 183 members. We ended 2023 around 360 members. He discussed how this is normal for the beginning of the year. In the past, it used to dip down to zero until individuals would renew for the year.
* Justin discussed OLLI. An individual reached out to him about the organization, and they would like to sponsor a meeting. However, they are a non-profit. OLLI offers classes to elderly adults who are over 50 years old.
* The board has discussed non-profit sponsorship in the past and the information is on the sponsorship form. A discount is offered to non-profits and the information can be found on the website.
* Justin mentioned member name tags which had been discussed at the Strategic Planning Meeting. He suggested offering name tags one time a year for members so it’s easier to manage.
* Beth stated we would need to make sure members know it’s a one-time a year option so if your name or employer changes, you could get a new one next year.
* The board discussed a number of options and will continue to think about it in order to proceed with the best option.

**Hannah Fagan & Katie Welp, Programs**

* **Sponsor Program**: Hannah stated they increased rates, revised what’s included, boost social media presence. Five sponsors have been secured thus far for total revenue of $1,900.00.
* The board discussed sponsorship for the December social. We will keep December open as an option but make sure they are aware of the social event.
* Jesse suggested different sponsorship opportunities including social media. The board agreed to focus efforts on getting a sponsor for every meeting this year. If we want to make additional changes, we could look ahead to 2025.
* Programs will secure sponsorship and will then make an introduction to Jesse for a marketing presence.
* **Virtual Speaker**: Katie discussed potentially utilizing Megan Nail to speak on benefits for each generation in June. She was the MAC rep until December 2023 and has offered to speak virtually at no cost about total rewards. Robbie believes she is great.
* Jessica questioned if virtual speakers counteract the networking aspect. Robbie stated that we have had a virtual speaker in the past with in-person members and it went well.
* The board agreed that members should know beforehand that the speaker will be virtual.
* Katie will speak to Megan and see if she’s available on the date in June and the board will go from there.
* **Coffee & Compliance Series**: Hannah discussed the 6-part webinar series with DOL, partnership with HRAM. This is held the 4th Thursday of each month. The price is $10 each or $50 bundle for all six. Lincoln HR will receive $8 for every LHR registration or $40 for a bundle.
* January 2024
* **Topic:** How to Confidentially Advocate to Advance Your Own HR Career
* **Speaker:** Kelli Thompson
* **Location:** SCC Continuing Ed Building
* **Sponsor:** Rippling (Gold) + 50 signed books
* **Catering:** Yes Chef Catering; Taco Bar
* **Other:** Professional Photographer for Headshots & BPTW Lincoln Announcement
* February 2024
* **Topic:** Dream Big, Like a Champion
* **Speaker:** Coach John Cook
* **Location:** SCC Continuing Ed Building
* **Sponsor:** UKG (Gold)
* **Catering:** TBD
* March 2024
* **Topic:** War for Talent - How to Be Competitive in Lincoln
* **Speaker:** Jason Metz (Talent Yeti)
* **Location:** SCC Continuing Ed Building – Needs to be Booked
* **Sponsor:** Open
* **Catering:** TBD
* Program Questions
* Katie questioned if we could get programs on the website as quickly as possible. In November, there was a big push to get the first quarter of meetings planned but nothing is on the website about John Cook being at February’s meeting.
	+ Justin stated it would be great for the information to be both on the website and on social media.
	+ Amber suggested putting it on the website on a rolling banner.
	+ Robbie stated we have an e-mail list that we can utilize, and it would be great to get the exposure out there. This information can be pushed out in multiple places. IE website, social media, e-mail, etc.
	+ Hannah will work with Zach to get the program dates and content added to the website.

**Jesse Erickson, Marketing**

* Jesse has been working on gaining access to our Instagram account.
* Jesse will attempt to attend the monthly meetings as often as possible to get pictures for social medial content.

**Kaylie Hogan-Schnittker, Workforce Readiness**

* Kaylie stated that First Jobs Lincoln kicks off February 22 with ACE IT Day.
* Kaylie stated that mock interviews will be held all day on March 6.
* Kaylie discussed the Job Fair which will be held on March 26 from 9 a.m. until 1 p.m.
* Kaylie stated that two of the teachers from TCA have been working on making the sessions more interactive and getting the students to feel more comfortable.

**Amber Dingwell, Certification**

* Amber stated that the Spring 2024 study group will be starting on February 5 and end on April 15. Three individuals are already interested, and she will get the information on the website.
* The board discussed scholarships for students. Julia suggested parameters that we could implement around offering the scholarship.
* Amber questioned if the study groups are a revenue avenue or more of a benefit for individuals.
* Julia and Amber will work together on this project. For now, the scholarship will be granted to the one student who is currently interested.

**Kelsey Blersch, Diversity and Inclusion**

* Kelsey stated that she will be meeting with Joe Gerstandt on Friday.

**Julia Messineo, College Relations**

* No report.

Meeting adjourned at 1:10 p.m. The next board meeting is scheduled for Wednesday, February 7, 2024, from 11:00 a.m. to 1 p.m. The meeting will be held at Disability Rights Nebraska; 2930 Ridge Line Road, Ste. 205; Lincoln, NE 68516.

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