**Lincoln HR February Board Meeting Minutes**

**Wednesday, February 7, 2024**

**Present:** Beth Hemphill, Jill Ward, Jessica Citta, Katie Welp, Jesse Erickson, Kaylie Hogan-Schnittker, Amber Dingwell, Kelsey Blersch, Julia Messineo (virtual), Nichole Hall

**Absent:** Robbie Seybert, Justin Schreier, Amy Dorenbach, Hannah Fagan

**Action Items:**

* Beth will contact past newsletter contributors.
* Katie will ask Zach to add the DOL Webinar Series to the website calendar for no charge.
* Submit AI in HR speaker recommendations to Katie.
* Submit catering leads for programs to Katie.
* Jesse will renew our contract with Strictly Business for $275.

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

* Beth asked for discussion around what to do with articles people are submitting for the newsletter that we don’t have anymore? Will these articles be put on our website or blog now?
* Decision was made to notify past newsletter contributors to let them know we are transitioning content that used to be in the newsletter to our website/online blog. We will invite them to contribute if they still want to.

**Amy Dorenbach, Secretary (Absent)**

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

**Jill Ward, Treasurer**

* January Financials
  + **Expenses** - $ 12,427.83
    - Program is at $6,207.23. Yes Chef did refund our account for the January meeting due to inclement weather.
    - SHRM Learning systems were purchased for $3769.58.
    - Insurance was paid in the amount of $1,351.
  + **Income** - $ 13,854.83
    - Received $7,500 in membership.
    - SHRM Study group received $4,075.
    - Two sponsors for meetings at $850. One at the end of December for $350, and the other in January for $500.
    - Kaylie made a motion to approve the January financials; Amber seconded the motion. No board members opposed the motion.
* Please see the full financial reports in DropBox for additional details.
* Jill received an email from HBE this week with them needing more information for our audit.

**Jessica Citta, President**

* Jessica led a discussion during Beth’s report regarding the newsletter content on social media. The board collectively decided to have Beth notify past newsletter contributors to let them know we are transitioning content that used to be in the newsletter to our website/online blog and invite them to contribute if they still want to.
* “Wednesdays with Woods Aitken – Discussing your Workplace Issues” request.
* Multiple members of the board reported they are attending the HR Nebraska Volunteer Leadership Conference in Omaha on January 22-23.
* Jessica confirmed that headshots are rescheduled for the March program.
* Announcements for February
  + Best Places to Work

**Robbie Seybert, Past-President (Absent)**

* No Update

**Nichole Hall- President-Elect and SHRM Foundation Director**

* Nichole reported that on behalf of LincolnHR, a gift basket has been purchased for the HR Nebraska Volunteer Leadership Conference SHRM Foundation raffle on Feb. 22-23.
* Nichole reminded board members that as a LincolnHR board member, you are required to donate $30 per year to the SHRM Foundation. Gift basket raffles are a good opportunity to donate and meet the requirement.

**Justin Schreier, Membership  (Absent)**

* Current Members: 228 | Up 45 vs. Last month
* Congratulations to Justin and family! His daughter Poppy Schreier was born 2.2.24!

**Hannah Fagan (Absent) & Katie Welp, Programs**

* Katie reviewed the upcoming programs and details listed below.
  + February 2024
    - **Topic:**   Dream Big, Dream Like a Champion
    - **Speaker:**  Coach John Cook
    - **Location:**   SCC 303 & 304
    - **Sponsor:**   UKG (Gold)
    - **Catering:**   Yes Chef – taco bar
  + March 2024
    - **Topic:**   Competitive Hiring Practices
    - **Speaker:**   Jason Metz - Loophire
    - **Location:**   SCC 303 & 304 - confirmed
    - **Sponsor:**   Safe Haven Security (Silver)
    - **Catering:**   NOT BOOKED YET
  + April 2024
    - **Topic:**    Inclusive Mindset: Why a Guided Journey to Becoming Inclusive is Essential to Successful DEI Efforts
    - **Speaker:**  Helen Fagan
    - **Location:**   SCC 303 & 304 Confirmed
    - **Sponsor:**   WealthPlan Group (Silver)
    - **Catering:**   NOT BOOKED YET
* Katie stated that Megan Naill is available in June to speak virtually. She is open to our typical lunch time meeting or end of day so we could roll into a happy hour. The board discussed and decided not to change the location from SCC or time to happy hour as we are trying to establish a routine location and time of day for monthly programs. Summer evenings may be busy for members as well.
* Katie reported on remaining available sponsorships: October – December are the only months available. NY Life verbally confirmed they’d like to sponsor & are determining which date works best on their end. Gallagher took September.
* Katie reported that the Coffee & Compliance has begun – 11 bundles purchased ($440) and 2 January webinars purchased ($16).
* Free NE DOL webinar series – Katie received a request to share this out to our members. Katie was directed to add the series to the calendar for free. She will email Zach. We will not send out an e-blast for free. They can pay if they want to send it in an e-blast
* Katie is requesting recommendations for an AI in HR presenter. Her July lead is hot and cold on responding/committing. Julia is going to reach out to someone she knows that teaches a class on AI in HR to see if they would be interested.
* Katie asked for board members to recommend catering options for programs if they have any. The requirement is that they can deliver.

**Jesse Erickson, Marketing**

* Jesse reported she was contacted by Strictly Business. She asked if it is worth it? Renewing our contract will be $275 and we would be featured in one of the publications. We would receive free press from March-September. Our events would be listed online and in the magazine.
  + Amber suggested we need to spruce up our content. Jesse suggested it might be a good idea to renew since the publication may reach an audience that doesn’t usually tap into our current streams of advertisement.
  + Kaylie suggested we add a space in our online referral form to ask where they heard about us such as Simply Business so we know what marketing efforts are working.
  + Jessica directed Jesse to renew our contract as $275 doesn’t seem like very much for the advertising opportunity.
* Jesse reported that she asked Zach for our Google Analytics and should have them back soon.

**Kaylie Hogan-Schnittker, Workforce Readiness**

* First Job Lincoln - If your company is interested in being a Champion Employer, please sign up!
  + Champion employer registration open through March 19 <https://lincolnhr.org/1st-job-lincoln/>
  + Kaylie still needs volunteers to conduct mock interviews for FJL on March 6. Please sign up or share this link with your peers. Jesse will post on social media. <https://www.signupgenius.com/go/10C084BACAB2FA5FAC70-47213335-1stjoblincoln>
* Kaylie discussed working with the Lincoln Department of Economic Development. They want to start a podcast for small businesses. Kaylie is thinking about LincolnHR partnering with them. LincolnHR would get to have some of the branding and suggest themes. There would be no cost to LincolnHR and would be an additional thing we could offer and an additional way to advertise. The board is excited to see what opportunities this partnership could bring to LincolnHR.

**Amber Dingwell, Certification**

* Amber reported the Spring/Summer Study Group began on Monday and there are 8 total participants.
* Amber is working with Julia on the scholarship process and how it makes sense for LincolnHR and our membership.

**Kelsey Blersch, Diversity and Inclusion**

* Kelsey reported that she has two DEI speakers for this year set in stone.
* Kelsey stated she now has two people on her committee from Assurity and Crete Carrier.

**Julia Messineo, College Relations**

* We awarded the student we talked about last month a scholarship to participate in the study group. She accepted! Julia is working on an application for the fall session and will share once it is completed.
* Networking event with UNL HR students Wednesday, March 6th at 5:30. The event will be in the College of Business.

**Meeting adjourned at 12:55 p.m. The next board meeting is scheduled for Wednesday, March 6, 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.**