**LincolnHR April Board Meeting Minutes**

**Wednesday, April 3, 2024**

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

**Absent**: Nichole Hall

**Action Items:**

* Jesse will research water bottle options for LincolnHR members.
* Jessica will work with Woods Aitken for parameters surrounding the BPTW merchandise options.
* Julia will ask the student advisor if she would like to utilize the complementary code LincolnHR received to attend the HR NE Conference.
* Jesse will work on a marketing plan for the membership volunteer event.
* Justin will cancel the temporarily reserved date with FoodBank and work on getting a map of food pantries around town.
* Amber will get items updated for the certification credit for the April program with the presenter change.
* Jesse will speak with her contact at Aerotek to see if they want to increase their sponsorship level as May will be a highly attended event.

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

* No report.

**Amy Dorenbach, Secretary**

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

**Jill Ward, Treasurer**

* March Financials
* Total Expenses for March: $11,224.62
	+ HR NE Conference for ten board members: $3,700.00
	+ Program Expenses: $1,487.62
	+ SHRM Conference Expenses: $3,115.86
* Total Income for March: $3,314.88
	+ SHRM Payment for Dual Members (Q4 2023): $1,415.00
	+ Membership Income: $1,350.00
* Jesse made a motion to approve the March 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 ensured that all board members received their LincolnHR apparel orders.
* Jessica discussed BPTW merchandise. Woods Aitken would like us to do something different from the horns that we typically do. The Saltdogs gave two ideas that were pre-approved.
* Justin suggested some sort of fan for the baseball game event.
* Jessica will work with Woods Aitken to make sure that a fan would be approved by the Saltdogs. If so, Jesse will research fans and get some ordered for the event.
* Jessica and Katie discussed ordering some branded LincolnHR water bottles for the program meetings.
* Katie stated that for the caterer to provide bottled water for the April meeting, it would be $2.50 per bottle. This would also reduce waste versus having a large number of plastic water bottles at every meeting.
* Jesse will do some research on water bottles and companies who can brand items as well as ship them out individually to LincolnHR members.
* Jessica stated that LincolnHR received a complementary code for a chapter member to attend the HR NE State Conference.
* Amber suggested seeing if a student would want to attend. Robbie stated that HR NE has a very low student rate for the conference. It was suggested that maybe the advisor would want to attend. Julia will ask her to see if she’d like to attend. Otherwise, we will pivot and do a scholarship or raffle with it.
* Announcements
* Nichole will announce the May Day Basket Raffle.
* Justin will announce the Yeti cooler, new member raffle as well as the membership volunteer event.

**Robbie Seybert, Past President**

* Robbie stated that the Excel Award application was submitted.
* Robbie gave an HR NE update.
* Robbie will be working with individuals to fill open spots for the upcoming year. He will be reaching out to board members to see if there’s interest.
* Next year, the conference will be held in Lincoln so it will look a little different.
* Any questions, let him know.

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

* Let Nichole know if your place of employment is willing to donate a raffle basket for the May meeting. Or, if you know of a company she should reach out to.
* Judy Sinner has graciously offered to collect some raffle baskets from businesses she has received baskets from in the past. So far, she has secured baskets from the following:
* Lincoln Surgical Hospital
* Jill
* Assurity
* Woods Aitken
* Continuum

**Justin Schreier, Membership**

* Justin stated that LincolnHR currently has 251 members, this is up 13 from last month.
* Justin stated that two Yeti coolers were ordered for the new member raffle. One is hard-sided, and one is a soft-sided backpack type cooler.
* Justin discussed the LincolnHR Membership Volunteer Event
* FoodBank Lincoln agreed to host on Saturday, May 4 at 9 a.m. This date is being temporarily held for us. Julia stated that the large UNL student volunteer event is also that day. Justin will check with the FoodBank to see what type of work our volunteers would be doing.
* Amber suggested LincolnHR members could purchase food and stock pantries around town if the FoodBank volunteer event doesn’t work out.
* Robbie suggested encouraging LincolnHR members to gather some friends together, allow them $150.00 for food reimbursement and they can go purchase and deliver food to the food pantries around town. Jill would then process the reimbursement requests. The board agreed this would be our main plan.
	+ Jesse will work on putting together a marketing plan for this.
	+ Justin will work on getting a map of the food pantries around town.
* Foster Care Closet cannot do this year as their big event was at the end of March. Said we could line up for next spring if we’d like.

**Hannah Fagan & Katie Welp, Programs**

* April 2024 (Katie)
* **Topic:** Inclusive Mindset: Why a Guided Journey to Becoming Inclusive is Essential to Successful DEI Efforts
* **Speaker:** Helen Fagan double booked so her associate Shannon will speak instead. Kelsey will send her bio to Hannah and Katie. Her headshot will also get updated. Amber will find out what she needs to do for the certification credit.
* **Location:** SCC Continuing Ed Building – Rooms 303 and 304 (confirmed)
* **Sponsor:** WealthPlan Group (Silver)
* **Catering:** Yes Chef – Greek Buffet
* May 2024 (Hannah)
* **Topic:** Legal Compliance – Pay Transparency
* **Speaker:** Chad Richter with Jackson Lewis
* **Location:** SCC Continuing Ed Building – Rooms 303 and 304 (confirmed)
* **Sponsor:** Aerotek (Bronze). Jesse will speak with her contact at Aerotek to see if they want to increase their sponsorship as May will be a highly attended event.
* **Catering:** TBD
* **Other:** Basket Raffle
* June 2024 (Katie)
* **Topic:** Benefits/Compensation – Multiple generations, meet them where they are
* **Speaker:** Megan Nail (virtual speaker)
* **Location:** SCC Continuing Ed Building – Rooms 303 and 304 (confirmed)
* **Sponsor:** Ripping (re-scheduled from January)
* **Catering:** TBD
* March Coffee and Compliance Participation: 3 Registered for LincolnHR ($24.00)
* Katie asked Jesse if we will have updated slides for the April program. Jesse will send them to Katie and Hannah prior to Monday.
* Jessica asked if the programs committee would like a budget for the lunches.
* Robbie stated that one of our initiatives is to try and stick with local vendors.
* Nobody on the board has concerns with the amount that has been spent on food or variances from month to month.
* Jesse suggested looking into Chez Hay or Venue if we want to do appetizers.

**Jesse Erickson, Marketing**

* Jesse presented some sticker mock-ups that she designed. These can be used as marketing tools for LincolnHR events.
* Jesse is going to try and incorporate a QR code into each of the logos.
* Amber suggested that the LincolnHR logo be on each of the designs.

**Kaylie Hogan-Schnittker, Workforce Readiness**

* Kaylie stated that the First Jobs Lincon Job Fair was held on March 26th.
* 150+ students attended.
* 42 employers attended.
* April/May is when the interview/job offer opportunities will be.
* Kaylie discussed an upcoming sponsorship opportunity for the Opportunity LNK Career Fair.
* The board agreed to sponsor $350.00 for the event.

**Amber Dingwell, Certification**

* Amber stated there’s two spring classes remaining in the study group and then there will be testing.

**Kelsey Blersch, Diversity and Inclusion**

* No report.

**Julia Messineo, College Relations**

* Julia stated that the SHRM UNL Networking Event was great. Thanks to all that joined!

Meeting adjourned at 12:56 p.m. The next board meeting is scheduled for Wednesday, May 1, 2024, from 11:30 a.m. to 1 p.m. The meeting will be held at Disability Rights Nebraska; 2930 Ridge Line Road, Ste. 205; Lincoln, NE 68516.

ald