**LincolnHR September Board Meeting Minutes**

**Wednesday, September 4, 2024**

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

**Absent**: Hannah Fagan

**Action Items:**

* Katie will continue working on the analytics aspect of LincolnHR.
* The programs committee will meet to plan out programs for 2025.
* Beth will send out a doodle poll for diversity speakers as well as for dates for the tailgating tickets.
* The board will ponder ideas for the Zoo Lights event.
* Beth with notify SHRM that Katie is now the Membership Chair of LincolnHR.
* Nichole will continue communication with interested volunteer individuals and set up a time for Jessica to meet with one or two of them.
* Katie and Nichole will brainstorm a proposal to transition to two sponsorship levels.
* Kelsey will e-mail the October speaker information to Katie and Amber.
* Julia will be in touch with the UNL SHRM group and select a date for the networking event.

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

* No report.

**Amy Dorenbach, Secretary**

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

**Jill Ward, Treasurer**

* August Financials - $67,988.24
* Total Expenses for August: $5,497.58
	+ SHRM Learning Systems: $3,130.47
	+ Chapter Management Fees: $2,000.00
	+ Board Lunch: $89.05
* Total Income for August: $5,304.29
	+ SHRM Certification Study Group: $4,050.00
	+ Salary Survey: $450.00
	+ Meeting Sponsor - Alliant: $500.00
* Robbie made a motion to approve the August financials; Nichole seconded the motion. No board members opposed the motion.
* Please see the full financial reports in DropBox for additional details.

**Jessica Citta, President**

* Jessica announced some recent board member life events.
* Congratulations to Hannah on their new baby!
* Julia recently got married! She is in the process of changing her name and will send an update once complete.
* Jesse recently lost her mother.
* Jessica discussed priorities moving forward from Ambers, August meeting summary.
* Membership Chair
	+ Jessica reviewed the bylaws. In order for Katie to transfer from programs to membership, it only has to go in front of the board, not the members.
	+ Jessica made a motion to approve Katie transferring from programs co-chair to membership chair.
	+ Robbie questioned what the plan is for programs. Jessica stated that is currently fluid. Nichole is working on filling the role and Katie has stated that she will assist in the interim.
	+ Jessica made a second motion for Katie to transfer from co-chair of the programs committee to chair of the membership committee. Jill seconded the motion. No board members opposed the motion. Effective immediately, Katie is now the membership chair.
	+ Jessica asked Beth to notify SHRM of the update.
* Analytics will now be a portion of the membership chair.
* Programs Co-Chairs
* Jessica stated that the slate of 2025 programs planning meeting will be scheduled soon. She questioned if any other board members would like to join the programs planning committee. Kaylie stated that she would be interested.
	+ The planning committee currently consists of the following board members: President, Past-President, President-Elect, Programs, Membership, Diversity, Marketing, and Chapter Manager.
	+ Kelsey discussed that it has been hard to find diversity speakers that are willing to speak for free. Amy questioned what amount they are requesting, and she stated that the most recent request was for $1,800.
	+ Robbie stated that HR NE has a $4,000 budget for diversity speakers for LincolnHR.
	+ Beth will send out a doodle poll to board members to get a speaker selected.
* Jessica discussed LincolnHR beanies for the Zoo Lights event.
* Nichole had an idea for the board to receive LincolnHR beanies for the Zoo Lights event in December. Jessica reached out to Clinch Promos to receive pricing. We would need to order a minimum of 48 and the price would be $7.99 each.
* Based on last year’s numbers, Nichole stated that we would need approximately 50 beanies if we gave them to every member.
* Robbie questioned if scarves would be more popular than a beanie.
* Katie suggested glow sticks.
* The board will ponder ideas and circle back to this at a later time.
* Jessica was the winner of ten passes to Benefit Management’s Husker Football Tailgate. LincolnHR paid for her ticket, so she wanted to offer up the opportunity to the board.
* Nichole asked Beth to do another doodle poll on what home game dates would work best for board members to attend.

**Robbie Seybert, Past President**

* Robbie stated that the HR NE Conference went well. They are currently going through all the feedback and so far, it is overall positive.
* Historically, LincolnHR receives about $10,000 from the event.
* After expenses, 40% of the revenue is paid to the seven local HR chapters.
* This money should be paid out in the next couple of months.
* Robbie discussed the VLBM Update which will be held November 21 – 23. They will be overhauling a lot of the compliance items as well as the SHAPE and EXCEL reports so it is an important meeting this year. From the NE chapters, there are generally about 10-15 individuals in attendance.
* Robbie stated that they are working on HR NE Strategic Planning – This meeting will be held at LES on November 13th; from 1 p.m. to 4 p.m. with dinner to follow.

**Nichole Hall, President-Elect & SHRM Foundation Director**

* Nichole stated that she has eight individuals who are interested in being on a committee. Two individuals have specific interest in the programs committee so perhaps one could be chair and the other co-chair.
* The board agreed that we would select a programs chair and then allow them to have a say in who is their co-chair.
* One individual shared interest in being on the diversity committee.
* Jessica asked Jesse if she would like somebody to assist her with marketing. She stated that she would not say no if somebody wanted to assist her.
* Amber stated that we don’t want to turn anybody away so we can always ask them to help in other areas.
* Nichole will continue to communicate with the individuals who are interested. Jessica will meet with potential program chairs.

**VACANT, Membership**

* Beth is covering membership duties for now.
* Jessica questioned if we want to do a fall membership event. The board discussed different ideas that we’ve done in the past and brainstormed new ideas.
	+ Robbie stated that if an event is planned, he and Nichole met USI at the HR NE conference, and they would most likely be happy to sponsor an event.
	+ Katie would like to survey members to see what times work best and see if there’s any barriers that prevent members from attending these types of events.
* Jessica discussed a proposal on Membership Rates for 2025
* Single year (10 programs) for $150.00.
* Proposal for two years 2025 – 2026 of $285.00.
* Robbie questioned if we still want to do 10 programs per year. Technically, we are only required to do one per quarter.
* Katie stated that they had discussed doing a networking lunch. If we drop the number of meetings down, we could hold a networking event in its place.
* Nichole stated that with fewer programs, there would be less opportunity for SHRM and HRCI credits. Katie stated that 140 of our members are not certified. Robbie stated that Lincoln HR has the highest percentage of certified members.
* A number of board members stated that SHRM does a 2-year membership. They do not give a discount, but they do give a gift.
* Nichole suggested the possibility of starting up workshops again after the program meetings. Beth stated that generally only around ten individuals would typically stay for the workshops.

**Hannah Fagan & Katie Welp, Programs**

* September 2024
* **Topic:** Mental Health Matters (Suicide Prevention Month) – Anxiety, Burnout, Stress, Depression
* **Speaker:** LEAdeRNship Institute; Molly Mackey
* **Location:** SCC Continuing Ed Building – Rooms 303 and 304 (confirmed)
* **Sponsor:** Gallagher (Gold)
* **Catering:** Hy-Vee Chinese
* October 2024
* **Topic:** DEI
* **Speaker:** Manpower Strategic, LLC – Angela Cooper
* **Location:** SCC Continuing Ed Building – Rooms 303 and 304 (confirmed)
* **Sponsor:** Medica (Gold)
* **Catering:** TBD
* November 2024 (Katie)
* **Topic:** Updates and Trends in Labor and Employment Law
* **Speaker:** Remboldt Leudke – Tara and Mark Folson (pending) If they are not able to, Robbie can find somebody who is able to speak.
* **Location:** SCC Continuing Ed Building – Rooms 303 and 304 (not confirmed)
* **Sponsor:** Alliant
* **Catering:** TBD
* The board discussed sponsorship for program meetings.
* Katie stated that sponsors are looking for more structure around when their company is going to be promoted to our membership group.
* Beth suggested providing sponsors with her and Jesse’s e-mail addresses directly versus having to go through the program chairs. Katie stated that her and Hannah have been sending them Jesse’s e-mail address right away this year but not Beth’s. The programs committee will now include Beth as well.
* Robbie suggested only having two sponsorship levels. Currently, we have three different levels, Gold ($500), Silver ($350), and Bronze ($200).
* It was suggested that we condense our sponsoring levels to two; the minimum level would be $500, and the top level would be $1,000.
* Katie and Nichole will work on drafting a proposal for tier sponsorship levels and present it to the board at October’s meeting.

**Jesse Erickson, Marketing**

* No update.

**Kaylie Hogan-Schnittker, Workforce Readiness**

* No update.

**Amber Dingwell, Certification**

* Amber stated that eight participants signed up for the Fall Study Group which starts on Monday, September 9th.
* Going into 2025, Amber would like to review what we are charging for the study groups.
* Amber shared that HRCI approved LincolnHR’s request to be a provider.
* Amber is working to get September and October’s programs submitted for HRCI credits.

**Kelsey Blersch, Diversity and Inclusion**

* Kelsey stated that the speaker for October has been confirmed. She will e-mail Katie and Amber the program information.

**Julia Messineo, College Relations**

* Julia stated that the UNL SHRM group would like to do another networking event with LincolnHR in the spring.
* They suggested the following dates: Thursday, April 3rd; Wednesday, April 2nd, and Wednesday, March 25th.
* Would one of these dates work best for us?
* They would also like to open the networking event up to the business college.
* The event would need to be during the daytime. Last year, they had tables with specific HR topics.
* Robbie suggested letting them know that LincolnHR is interested in continuing the partnership.
* No board members had concerns with any of the dates. Julia will work with the advisor to select a date.
* Julia suggested publicizing this to our member group.
* Julia shared that the mentor program will be kicking off on September 17th. She had quite a few volunteers so does not need any board members to volunteer this year.

Meeting adjourned at 12:50 p.m. The next board meeting is scheduled for Wednesday, October 2, 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.

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