

UC SHRM Board Meeting

January 28, 2020

Attending: Derek Heap, Mary Dee Allen, Fred Baker, Kara Davis, Tom Timmerman, Jennifer Guerrero, Bob Valerio, Addison Hightower, Lynsey Nail, Sheryl Ransom

Financial Review:

- New mailing address for chapter: PO Box 3944, Cookeville, TN 38502
- Current Balances: Checking \$1,491.22 | Savings \$4,265.00

Membership Report:

- SHRM no longer uses ID Numbers, it only uses member's email address'
- 2020 Membership Dues notices went out 2nd week of January
- Need to add Kara and Bob to notifications on new member sign ups
- Beginning in March, we will use cater each meeting (Buffet style), Mary Dee to see if we can get a volume discount through Grade-A
- Beginning in March, all meals need to be prepaid on-line when registering
- Beginning in March all non-chapter members will be charged \$25 to attend the meeting (this will not include speakers and those with them) Board members may approve a one-time exception for prospective members that are being referred by a chapter member.

Program Report:

- Feb – OSHA, Mar – Immigration, Apr – Panel Discussion, May – Legal Topic, June – Human Rights, July – Summer Social, Aug – Supervisor Training, Sept – Internet Security, Oct – Trish Holliday from MT SHRM, Nov – Legal Topic, Dec – Christmas Social

Social Media:

- Addison to create a public FaceBook page for the chapter.
- Reach out to UCBJ, Chamber, etc. to share on their pages

Board Positions:

- Reviewed Job Description for Officers. Some adjustments were made and agreed upon. Mary Dee noted the changes on the master document and will update it.
- Derek to email Jennifer Income and Expense template for tracking SHRM funds.
- Derek will develop online survey through the UC SHRM website for members to complete after each meeting to obtain their CE certificate for the topic. Should be ready to roll out by March 1.

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By Laws:

- Reviewed proposed update to the current By Laws. All changes agreed upon with no exception.
- Need to find out if we can just adopt those, or if someone at SHRM needs to sign off on them too.

Next meeting – Discussed need to meet at least quarterly. Some meetings will be held at Wimberly Lawson, some will be held at Mauricio's. Next meeting to be scheduled by Kara before March to be sure that we are ready for all of the new changes being rolled out.