

## NESD SHRM Board Meeting—Tuesday, February 28, 2017

### Wheel Inn Café

### Meeting Minutes

**Members in Attendance:** Laurie Gates, Sheila Mennenga, Misti Gilbertson, Stacey Goar, Tammy Davis, Leigh Kuecker, Melanie Schroeder, Kristi Melmer, Steve Hauck, Audra Hunt

- Laurie called the meeting to order.
- Approval of January Board Meeting Minutes, motion by Melanie, second by Kristi. Approved.

Updates from Board Members:

Past President/Secretary- Audra Hunt nothing to report.

President Elect- Tammy Davis

Tammy asked if there were any volunteers for the President-Elect position for the following year.

Treasurer's Report- Melanie Schroeder provided a financial summary and Balance Sheet for January, 2017. The chapter paid expenses for attendance at the Leadership Conference, Accounting Fees, Program Lunches, NESD SHRM Contribution to DJ Smith--Speaker, and Sanford. Revenues included membership renewals. Laurie Gates submitted the budget for 2017 last month. Motion made by Tammy to approve the budget. Seconded by Leigh-approved.

There was discussion regarding serving at the Banquet at Grace Lutheran Church in May. The chapter needs to purchase the food to prepare when volunteering, this was incorporated into the budget.

Membership Director- Kristi Melmer noted that membership renewals are coming in. She asked that another email be sent to remind members with lapsed dues that member benefits will be discontinued if not paid by the March 31<sup>st</sup> deadline.

Foundation Representative- Sheila Mennenga (absent) no report.

Diversity Advocate- Stacey Goar shared some topics that will be shared in the next newsletter. She has sent them to Becky.

Government Affairs Representative- Misti Gilbertson –reported that discussion of ACA changes is still occurring, but nothing finalized at this point.

Workforce Readiness Advocate- Steve Hauck reported information about the Dream It/Do It event that was sponsored by the SD Manufacturing Technology Solutions. This event involved the competition of 10 middle school teams the opportunity to develop commercials for manufacturing companies using technology and multi media. [www.SDdreamitdoit.com](http://www.SDdreamitdoit.com)

The goal is to get students in the plant setting and thinking of manufacturing.

Steve reported that SD Dept of Labor and Regulation will be partnering with LATI to develop Soft Skill training for entry level and veteran job seekers.

Vice Presidents Programming/Certification - Leigh Kuecker & Tammy Davis reported that we have about 30 people signed up for the March program—"Lean Office" so far. The April program will feature Jean Bender, Attorney regarding ADA.

Newsletter Representative- Becky Joseph (absent) Kristi Melmer informed the group that the newsletter is in progress and each newsletter will have a section featuring three members in the "member spotlight." Kristi reported that Becky would also like to bring the website up to date and fix inaccurate links, etc. Please let Becky know if you have input.

#### Old Business-

Strategic Planning – Membership Committee will be looking to obtain a list of businesses from the Chamber to focus on educating regarding SHRM benefits and will target small businesses, broadening the focus outside of Watertown. The committee is working on a post card and marketing materials and will need the new logo to place on it. There was also discussion around an initiative to send a replacement to a meeting if a member cannot attend. The purpose would be to expose others who work at the member's place of employment the benefits of SHRM and entice them to join the chapter. There was also discussion to have a business membership be general, meaning that more than one person can attend a program from a representative company. Due to stipulations at the National level, this would not be possible. Also, there was a concern regarding the importance of knowing when people do not attend a program, as the chapter still has to pay for the cost of the meal for that member who signed up.

Motion to adjourn by Steve and seconded by Tammy. Meeting adjourned at 12:45 pm.

Next Meeting: Tuesday, March 28, 2017 at 11:30 am at Wheel Inn Cafe