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**Board Retreat Meeting Agenda**

**March 12, 2025**

**8 AM to 9 AM**

**Teams Meeting**

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| X | *Lisa Wakeley, President* | A | *Julie Hoak, Certification Chair* |
|  | *President Elect - Vacant* | A | Bethany Burdick, Communications Chair |
| X | *Kendra Hull, Secretary & Workforce Readiness Chair* | X | Alisa Wolf, SHRM Foundation Trainee |
| X | *Rhonda DeWitte, Treasure* | X | Anna Garcia, Legislative Chair |
| X | *Sally Hanrahan, Programs Chair* | X | Polo Castillo, Diversity Chair |
| X | *Mandy Anderson, Membership Chair* | A | Anita Carney, Education Chair |
|  |  |  |  |

**A. Board Members**

1. **Secretary** – Kendra Hull

* Review of previous minutes

Motion to pass the minutes: Rhonda DeWitte

Second Motion: Polo Castillo

Opposed: 0

1. **Treasurer** – Rhonda DeWitte

* Treasurer’s Report – Rhonda sent out the budget for next year.

Motion to pass the Treasurer’s Report: Kendra Hull

Second Motion: Mandy Anderson

Opposed: 0

1. **Programs** – Sally Hanrahan

* Sally has several opportunities for people who want to present.
* Heather from Cottingham Butler – Round table for the May meeting. Will see if she is available. She also said she could speak on Wellness. Polo will look into having the May meeting at the YWCA.
* Sally had an offer to speak on Loneliness in the Workplace. This would be a free virtual workshop, possibly in July.
* Legal presentation – thinking about having Tim Zollinger back to present at a monthly chapter meeting rather than at the Summer Workshop.
* Summer workshop – reaching out to the contact person from AAIM to speak about AI. The topics suggested were law, AI and possibly having a free SHRM speaker. August 22nd at Sauk Valley Community College is the half-day seminar.

1. **Membership** – Mandy Anderson

* She was sending emails from her own email to new members but has gone back to sending them from the RRHRPA email.
* Mandy is planning on being at the Chapter meetings 30 minutes before with a sign-in sheet.

1. **Certification** – Julie Hoak - absent
2. **Past President** –Kendra Hull – no updates.
3. **President Elect** – Vacant
4. **President** – Lisa Wakeley

* Board meetings virtual or in-person
  + 8 AM Wednesdays. Next meeting is on May 14th. Will meet in person. Coffee Crush – Lisa will get it scheduled. We can then talk about another in person day at that time.
* IL SHRM Conference 3/31 – 4/2 in Tinley Park
  + Lisa is going and Rhonda is going to be attending virtually.
* SHRM National Conference coming up in San Diego, CA, June 29th – July 2nd
  + Polo will be going.
* Membership Roster
  + Suggested that we send out the excel spreadsheet more frequently. Mandy will “own” the workbook. Rhonda will send Mandy the information as to who is paid currently.

**B. Committee Chair**

1. **SHRM Foundation** – Alisa Wolf

* Gathering goods for the SHRM basket. $250. She cannot go to the conference, however, will get the basket to Lisa by the Friday before the conference. She will get the information to Lisa as to what is in the basket by next Friday.

2. **Diversity** – Polo Castillo

* YWCA is working Women of Achievement. Sauk Valley Diversity Alliance is working on Juneteenth and a Cinco de Mayo at the YWCA in their parking lot. May 9th.

3. **Education** – Anita Carney – Absent

4. **Workforce Readiness** – Kendra Hull

* No update.

5. **Legislative** – Anna Garcia

* No update.

6. **Communications** – Bethany Burdick – absent.

**C. Old Business**

1. Co-Branding

* Lisa is working on this.

1. Board Member 1:1 w/ Lisa

* This is on Lisa’s to do list. She will be emailing everyone within the next two weeks to get this done.

**D. New Business – Lisa Wakeley**

1. By Laws Update

* Have not received an update on the new guidance for the new bylaws so this is on hold.

1. Member Appreciation Luncheon Date – Heather to do round table.

* Location - YWCA
* Food – Pasta Crocks, garlic bread, and salad. Rhonda will place the order when the time comes.
* Give aways – Lisa has items from last year’s National SHRM conference and will get some things from the IL State Conference. Mandy also has give aways. Kendra will also bring swag from RMTD.

1. Community Involvement

* Last year we did the City Market. Overall consensus was that it was not beneficial and will pass on it this year. If anyone hears about something, please let Lisa know.

**Next Board Meeting – May 14th at Coffee Crush 8 a.m.**

Motion to Adjourn: Rhonda DeWitte

Second Motion: Alisa Wolf

Time: 8:54 AM