**Board and Committee Meeting Minutes**

Meeting Date: October 23, 2024

Meeting Called to Order: 10:30am

Location: SVCC

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| P | *Kendra Hull, President (PHR, SHRM-CP)* | A | *Sally Hanrahan, Program Chair* |
| A | *Lisa Wakely, President Elect (PHR, SHRM-CP)* | A | *Julie Hoak, Certification Chair (PHR, SHRM-CP)* |
| P | *Megan Kuhn, Secretary (PHR, SHRM-CP)* | A | *Mandy Anderson, Membership Chair* |
| P | *Rhonda DeWitte, Treasurer* | A | Rebecca Munoz-Ripley, Diversity Chair |
| P | Anna Garcia, Legislative Chair (SHRM-SCP) | P | Alisa Wolf, SHRM Foundation Chair |
| A | Morgan German, Communications Chair | A | Anita Carney, Education & Workforce Readiness Chair |

\*Italicized denotes Officer of the Board

**Position Reports**

1. Secretary’s Report
   1. Review of previous minutes.
   2. Action: Quorum not present.
2. Treasurer's Report
   1. Budget update.
      1. DMR deposits are occurring.
      2. 2025 budget needs to include DMR as a line item.
   2. Action: Quorum not present.
3. President
   1. Plan for 2025 Transition
      1. Kendra’s last meeting will be in December.
   2. Open positions
      1. Amanda Jacinto has expressed interest in the Communications Chair position.
      2. Quorum not available.
   3. A request has been made to have the meetings available virtually.
   4. Attendance at board meetings is down. The schedule needs to be revisited as the time commitment to attend both meetings is significant.
4. President Elect
   1. No report.
5. Programs
   1. All 2025 meetings are booked at SVCC.
6. Certification
   1. No report.
7. Membership
   1. No report.
8. Diversity
   1. This position will be transitioning to Polo in January. Rebecca and Polo have been preparing for this transition.
9. Legislative
   1. No report.
10. SHRM Foundation
    1. No report.
11. Education & Workforce Readiness
    1. No report.
12. Communications
    1. Morgan will be resigning from this position in December. A replacement is being looked for.

**Old Business**

1. The Holiday Party is at the YWCA on December 11th at noon.
   1. Food
      1. Rhonda will order the food from Angelos.
      2. Rhonda will pick up a salad, dressing, water, utensils and plates/bowls.
      3. Kendra will order dessert platters from KSB.
      4. Morgan will make and send out the invitations. RSVP deadline is November 27th. This can be sent out anytime.
      5. Activities
   2. Wear an ugly sweater. No contest.
      1. $15 gift exchange. No gift stealing. Deck of cards to assign picking order.

**New Business**

None.

**Follow Up Required**

* 1. Treasurer
     1. 2025 budget needs to include DMR as a line item.
  2. President
     1. Schedule of board meetings.
     2. Possibility of virtual meetings.
  3. All Board Members
     1. Holiday party preparations.
  4. Approvals Needed at next Board Meeting
     1. Minutes from July 2024 need to be approved along with the October board minutes.
     2. Budget from July and October need to be approved.

Meeting Adjourned at 11:25am

Next Meeting

Chapter – December 4th Holiday Party at CGH

Board – A meeting will be scheduled by Kendra. It will be a zoom meeting.