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**Board Retreat Meeting Minutes**

**July 24, 2024**

**8 AM to 12 PM**

**@ Coffee Crush, Dixon**

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| --- | --- | --- | --- |
| P | *Kendra Hull, President* | P | Alisa Wolf, SHRM Foundation Trainee |
| P | *Lisa Wakely, President Elect* | P | Anna Garcia, Legislative Chair |
| A | *Megan Kuhn, Secretary* | P | Rebecca Munoz-Ripley, Diversity Chair |
| P | *Sally Hanrahan, Programs Chair* | P | Rhonda DeWitte, SHRM Foundation Chair |
| A | *Julie Hoak, Certification Chair* | P | Mogan German, Communication Trainee |
| A | *Mandy Anderson, Membership Chair* | A | Anita Carney, Education & Workforce Readiness Chair |

**A. Board Members**

1. **Secretary** – Megan Kuhn

a. Review of Previous Minutes

b. Action: Motion to approve Rebecca, seconded by Rhonda. 0 opposed

2. **Treasurer** –Rhonda DeWitte

a. Budget Update

b. Action: Motion to approve Rebbeca, seconded by Lisa. 0 opposed

3. **Programs** – Sally Hanrahan

a. Speakers for Remainder of Year: September (will ask Dr. Cortez to speak on Imposter Syndrome), no one scheduled yet for October

4. **Membership** – Mandy Anderson

a. No report

5. **Certification** – Julie Hoak

a. No report

6. **President Elect** – Lisa Wakeley

a. No report

7. **President** – Kendra Hull

**B. Committee Chair**

1. **SHRM Foundation** – Alisa Wolf

a. Resources for HR Mental Health found on the website. Will add the link to the next newsletter

2. **Diversity** – Rebecca Munoz-Ripley

a. Mental Health First Aid training was postponed, hope to have schedule in September.

b. Due to work obligations Rebecca would like to transfer the Diversity Chair position to Polo in December.

c. Action: Motion to approve Rhonda, seconded by Anna. 0 opposed

3. **Workforce Readiness / Education** – Anita Carney

a. No report

4. **Legislative** – Anna Garcia

a. No report

5. **Communications** – Morgan Germann

a. Member Application – reviewed and making so updates

* Create New Member Welcome Packet

b. Will update RRHRPA business cards

c. Morgan will update the RRHRPA GMAIL account to add administrative rights to the Treasurer and President positions.

d. Morgan will update the admin permissions on group FB account

**C. Old Business – Kendra Hull**

1. **Community Involvement**
2. Dixon City Market – 7/24/24 2nd night
3. Business After Business – considering co-hosting, Kendra will contact Sauk Valley Chamber for more information
4. **Summer Seminar**
5. When: Friday August 23rd from 8:00am to 12:00pm @ SVCC
6. Speakers: Natalie Moeller and Tim Zollinger
7. Food / Prizes: Sauk to provide coffee, water and small pastries. Anna will bring some snacks
8. Advertising: Need to start ASAP, Rhonda will contact Chamber about getting on FB page
9. **Dual Membership**
10. Communication: Kendra has template letter for members explaining DMR and timeline
11. Non-SHRM Members – What are they eligible for? Membership Category?

* Will be considered “Affliate” member
* Will not be able to vote

1. Will provide a “Dues Holiday” for first year
2. Morgan to attend the Digital Asset meeting with Nate on 8/16/24 @ 1:45pm
3. Lisa will make a general announcement at the Summer Session about DMR

**D. New Business – Kendra Hull**

1. **Holiday Party**
   1. When: December 4th
   2. Location: YWCA, Sterling
   3. Food: Pasta Crocks from Angelos and Chapter will provide salad and drinks.
   4. Activities: Keep gift exchange (no stealing this year), BINGO get to know you game

**2. Goals for the Remainder of the Year**

**Next Board Meeting – 10-23-24 @ SVCC 10:30 AM to 12 PM**

**Adjourned:** 11:00 am Motion to adjourn, Rhonda, seconded by Lisa