



Central OR SHRM Board Meeting Minutes
Zoom Meeting
June 8, 2023

a. Welcome & announcements – Stephanie Trexler

- i. Start time: 8 am, End time: 8:58
- ii. Attendees
 1. Present: Stephanie, Reggie, Courtney, Michelle, Heather, Ellyn, Kurt, Sarah, Marielle. Quorum confirmed.
 2. Absent: Matt, Don, Cindy, Natasha, Karen
- iii. Welcome Ellyn Waler to the board as DEI chair.
- iv. May meeting minutes: Approval motion made by Reggie, second from Courtney. Board approved.

b. Treasurer's Report – Matt Ertle

- i. We had another net gain in our cash balance due to the SHRM membership credits. We get an additional \$5 per year of membership dues this year with the increase.
- ii. We have some larger costs with insurance renewals over the next 2-3 months coming.
- iii. We are working with our bookkeeper to create a YTD rolling total over revenues and expenses and have the first "draft" version included in the financial packet this month. The goal is to create a budget to actual model so committees know where they any given month of the year with their respective portion of the budget to make decisions for the balance of the year. I am not convinced the spreadsheet currently being used has formulas that are 100% accurate.
- iv. Balance helps inform what we can spend for our chapter meetings.
- v. Discussion of a gift purchase for Wayne, as recognition for the work he has done for our chapter. This will be presented to him at the July 18th event.
 1. \$250 gift card for Wayne, motion to approve by Stephanie, second by Reggie:
 - a. **Heather will purchase a golden microphone.**
 - b. **Michelle will confirm Wayne's presence at the event.**
 - c. **Reggie will purchase the gift card.**

c. Programming – Marielle Gallagher & Natasha Cagle

- i. June event: Ellen Ramey on compensation programs
 1. Focus will be on compensation bands, using survey data, internal equity. Compensation philosophy and design, not equity law.
 2. Ignite Positive Changes is the sponsor.
- ii. Summer mixer is July 19th at Stoller:
 1. Tori will join, **Sarah and Michelle will speak about their experience taking the class to prepare for the certification exam.**
 2. We will provide an update on rest of the year programming- in person
 3. Need to recruit sponsors:
 - a. 3, \$500 sponsors or a large sponsor for \$1500?

- b. Travis Davis with Payne West had shown previous interest in sponsoring an event. **Kurt will make an introduction to Marielle.**
 - c. Possibly Paylocity as a sponsor, **Michelle will reach out to her rep.**
 - 4. Foundation activity should be simple. Ensure we have our square reader along. Perhaps people can purchase raffle tickets when they register? **Matt to report back on our options for including raffle purchase on registration page.**
- iii. OSU cascades locked in for remainder of the year. \$160 room rental fee for the remainder of year.
 - 1. Can we host our own food? It has only been approved on a per event basis.
 - 2. Need to get a plan for covering cost of pastries and coffee. \$300 was spent last time. \$500 budget for each event?
 - 3. We should determine a budget in case we need to use OSU's catering service.
 - 4. Stephanie, keep in mind we have a budget item for meeting costs.
 - 5. We should not need to reimburse people for out-of-pocket costs; work with catering company on invoicing us or paying via our chapter credit card.
- iv. Recruitment of new Programming committee members: They sent out some blasts on LinkedIn to recruit new members; also sent out with the June Chapter meeting email. No interest yet.

d. Membership – Reggie Malanga & Nicole Ponder

- i. Stephanie recognized our impressive numbers for our chapter; 240 members currently which is very high. That is a 20% increase over last year.
 - 1. 10 new members acquired in the last 90 days.
 - 2. WE have 90 SHRM certified members.
 - 3. To view this type of data, go to the SHRM Affiliate management tab within VLRC on SHRM.

e. DEI – Ellyn Waler

- i. Moving forward with November program November 15th, 2-hour session
- ii. Heather- DEI committee has volunteered to take over the tasks of set up and check in that day.
- iii. Bend Chamber community partnership update; working with them on a C Suite outreach to get additional interest. This event will be hosted by Bend Chamber in early 2024.

f. Foundation – Don Paumier

- i. Confirmed that Stoller is reserved and working on minimum spend and logistics.
- ii. If anyone is going to SHRM conference, reach out to Don as he is attending.

g. Legislative Update – Kurt Barker

- i. Fall legislative update- October 18th.

h. Technology Update – Michelle Hammond

- i. LinkedIn engagement continues to grow.

- ii. **Ellyn and Courtney, to send Michelle your headshot for the Board of Directors webpage.**
- iii. The SHRM Certification class is on the events page
- iv. **Michelle will send instructions to the group on how to add SHRM volunteer status on LinkedIn.**

i. Certification – Courtney

- i. Certification class update:
 - 1. The MOU is complete with COCC for the certification class this fall.
 - 2. Flyer is ready and information is on our website.
 - 3. Need to send out to membership email list.
 - 4. Registration deadline is September 9th.
 - 5. Scholarship opportunities are available; more information coming.
- 6. Confirmed that Tori can attend on the 19th at Stoller event.
- 7. Is there information to share about pass rates or #'s from the last class?

j. President's Update – Stephanie (and Cindy)

- i. Cindy is in the process of getting ready to submit for the Pinnacle award.
- ii. Reminder to review your position description and provide edits; [click here to view](#).
- iii. **All members: let Cindy know if you want to stay in current role or take on new role**
- iv. **Anyone have an interest in being our next President Elect? It's a year term and then 2 year term as President, followed by 2 year term as Past President.**
- v. Oregon SHRM state chapter is hosting a conference in Canyonville at 7 Feathers Casino. On or around November 1st. More information to come.
 - 1. 1st day is a board member development session and mixer
 - 2. 2nd day- HR conference open to SHRM members.
 - 3. This is a great alternative to the length and cost of NHRMA conference.
 - 4. Discounted rate to stay at the hotel.