



**Central OR SHRM Board Meeting Minutes**  
**Zoom Meeting**  
**September 14, 2023**

**a. Welcome & announcements – Cindy Bené**

- i. Start time: 7:57 am, End time: 9 am
- ii. Attendees
  1. Present: Cindy, Sarah, Nicole, Kurt, Natasha, Marielle, Heather, Stephanie, Matt, Michelle
  2. Absent: Ellyn, Don, Courtney, Reggie, Karen
- iii. Sept Minutes – approval motion made by Sarah, second from Marielle. Board approved.
- iv. NHRMA- Selected as chapter in excellence for DEI program. Marielle will attend and receive the award on our behalf.

**b. Treasurer's Report – Matt**

- i. Net cash position continues to increase; recognition for SHRM quarterly credits of 2<sup>nd</sup> quarter
- ii. Business insurance policy is paid for, renewed and up to date, also directors and officers' liability insurance (July and August)
- iii. 8/23 YTD finances. \$1200 is earmarked remaining for events to use this year- October, November and December. We do have money to spend. We could still use additional funds from our finances for events.
- iv. We could charge for attendance for some of the meetings like legislative meeting, etc. Test OSU catering. \$25 for members/\$50 non-members. Consider an increase for 2024 for special meetings. Discussion:
  1. What was breakdown of members/non-members for April?
  2. How many non-members can members register for? Limit?

**v. Sarah and Nicole to be set up as additional Square admins**

**c. Programming – Marielle Gallagher & Natasha Cagle**

- i. **September** was meant to be in-person, our speaker could not come in person so we pivoted to virtual. NHRMA is the same week. Change Management is the subject, Sponsor Edward Jones.
- ii. **October**- Kurt/in person. Mid-Oregon sponsor. Revisit roles and responsibilities for in person meeting. 10/18, OSU. He recommends an hour and a half for the presentation plus Q & A. Matt drafted an SOP, Nicole will finalize and email the group and get sign ups. **We need a minimum of 3 people, 2 greeters and one square runner. Matt, Sarah and Nicole are confirmed, for sure.** \$25/50 pricing
- iii. **November**- DEI committee will take over greeting. Whoever does the square reader needs to have the app and an account with square.
  - o 6 panelists confirmed; they will meet with them to coordinate.
  - o Confirming Don as M.C.
  - o Diverse Workforce Solutions in Central Oregon- title
  - o **Natasha is reaching out to the Bulletin for journalism coverage**

- **Heather will send flyer information**
  - Xenium as sponsor
- iv. **December-** need assistance with securing the venue. Date is supposed to be 12/20- recommend we move it up a week. December 13<sup>th</sup>. Should we consider a late afternoon/evening event with wine like the mixer?
  - **Oxford Hotel- Marielle**
  - Tetherow is expensive
  - **Deschutes Mountain Room? Shut down? Marielle**
  - **Worthy- Emma**
  - **10 Barrell Eastside- Sarah**
  - **OpenSpace Studios- Sarah**
  - Does anyone have connections anywhere else?
  - We need capacity for 60
  - Recommend we meet early as a board so we meet the week before (7<sup>th</sup>?)
  - **Everyone follow up in the next few weeks via email.**
  - **Matt looking into fanny pack swag items for December giveaways, Cindy looking into Hydro Flask.**
- d. **Membership –Nicole and Reggie**
  - i. We have 244 active members, 89 SHRM certified
- e. **DEI – Ellyn**
  - i. We are still working with Bend Chamber to plan another program for 2024, **Cindy to follow up with Talena.**
- f. **Education- Courtney**
  - i. Currently have 5 registrations, but need 5 more to run the class. **Asked board to mention class on their LinkedIn pages.**
- g. **Foundation – Don Paumier**
  - i. Don is talking to employers about hiring non-traditional employees and we will be having a silent auction for our December member-appreciation event.
- h. **Legislative Update – Kurt Barker**
  - No report
- i. **Technology Update – Michelle Hammond**
  - i. Michelle notified everyone that the CORSHRM website is triggering people to reset their passwords, then not sending the email to reset it if they forget their new password. If you hear of this happening, please ask them to follow up with Michelle or Cindy.
- j. **President’s Update – Cindy Bené**
  - i. Submitted Pinnacle Award, will find out if won at VLBM. **Cindy to f/u with NHRMA on if they are holding the conference in 2024 or 2025 in Central Oregon.** 9/26 is National HR Day and SHRM's 1st annual #SHRMDay. **SHRM is asking members to wear SHRM swag that day and post pics with the**

**#SHRMDay on their social media pages.** SHRM will have all day discounts at the SHRM store that day.