



**Meeting Minutes  
Board of Directors Meeting  
October 30, 2020**

A meeting of the Lynchburg Regional SHRM Board of Directors was held October 30, 2020 remotely via zoom. Paul Kopack, SPHR, SHRM-SCP called the meeting to order at 7:30 a.m.

Board Members present: Paul Kopack, SPHR, SHRM-SCP; Caitlin King, SPHR, SHRM-SCP; Francie Dye, Lauren Anderson, SHRM-CP, Nate Mahanes, David Brandt, SHRM-CP, Rachel Tobin, SHRM-CP, Lisa Gordon, SHRM-SCP, and College Relations Chair Travis Griffin.

2021 – 2022 Board Members present: Andrea Cook, SHRM-CP, Nickcole Maynard-Errami, SHRM-CP, and Terry Maddox, SHRM-CP.

The current Board introduced themselves to the new Board members and spoke about their current positions.

Caitlin King motioned to approve the September Board of Directors meeting minutes, Nate Mahanes seconded, and the Board approved.

Director Reports

Financial: David reported the current checking account balance is \$28,563.04. The Board discussed the large amount of net income the Chapter has due to meeting changes surrounding Covid-19. He mentioned the Board will need to start thinking about the 2021 budget.

Legislative: Lisa reported the ACA will go to the Supreme Court on November 10<sup>th</sup> and changes surrounding FFCRA, 2021 contribution limits, and H1B Visa standards. She also reminded everyone that Tuesday is the Election Day.

Membership: Nate reported that he has submitted the annual membership audit to SHRM for review. He and David have discussed the process for annual membership invoicing of members and shared those thoughts with the Board. Caitlin motioned to waive Chapter dues for 2020 Q4 and 2021 Q1, Nate seconded, and the Board approved. This will include those members who have a different home local Chapter but also join LRSHRM. The Board also agreed to delay invoicing members for the lunch fees until in-person meetings can resume.

Professional Development: Francie provided her report via email on October 29, 2020. She confirmed that the Chapter has been approved to be a SHRM recertification provider for 2021. Francie requested approval to move forward with obtaining certification for the January through April Chapter meetings. The Board confirmed those meeting topics and presenters so Francie will submit them for certification credits.

Public Relations: Rachel reported she recently put up multiple posts on the social media accounts for the November and December Chapter meetings. She also shared the LRSHRM Board of Directors Election 2021-2022 results. Rachel also stated she has connected with Lauren to transition the Director of PR role responsibilities.

College Relations: Travis reported that he is still in contact with the LU SHRM Student Chapter however he has not been able to attend the in-person classes. He is planning on attending the classes again as soon as possible. Rachel and Travis discussed possibly hosting a virtual event for the students specifically. Travis will reach out to the LU and University of Lynchburg Student Chapters to gauge their interest.

Caitlin spoke about applying for the VASHRM Best Practices awards and will be submitting the applications next week.

Paul reported he submitted the CLIF report to National SHRM.

Paul also reminded everyone of the last Board of Directors meeting of the year which is on Friday, December 4, 2020.

Caitlin thanked Rachel for all of her work on the social media accounts. She also asked everyone to submit their Director reports to be posted on the website.

Nate stated he will be adding all of the new Board members as administrators to the Chapter website.

Francie confirmed that Board members should log into the November Chapter meeting at 11:45 am. She also stated that she submitted the HRCI recertification provider information in September and the Chapter has been approved for 2021.

Paul adjourned the meeting at 8:38 am.

Lauren Anderson  
Secretary