



**Meeting Minutes
Board of Directors Meeting
April 1, 2021**

A meeting of the Lynchburg Regional SHRM Board of Directors was held April 1, 2021 remotely via zoom. Caitlin King, SPHR, SHRM-SCP called the meeting to order at 12:04 pm.

Board Members present: Board Members present: Caitlin King, SPHR, SHRM-SCP; Paul Kopack, SPHR, SHRM-SCP; Nate Mahanes; Lauren Anderson, SHRM-CP; Andrea Cook, SHRM-CP; Nickcole Maynard-Errami, SHRM-CP; Terry Maddox, SHRM-CP; David Brandt, SHRM-CP; Lisa Gordon, SHRM-SCP, and College Relations Chair Travis Griffin.

Paul Kopack motioned to approve the March Board of Directors meeting minutes, David Brandt seconded, and the Board approved.

Director Reports

Financial: Terry gave a financial report and reported the current checking account balance is \$28,805.11. A couple of months ago there was a charge back from PayPal. A final resolution has been finalized with \$60 deposited back into the account. Two speakers wanted to donate their gift cards, and two \$25 gift cards have been sent out to organizations.

There was discussion around future donation options for speakers that do not want to keep their gift card and donate the funds. The following organizations were chosen for this year:

United Way of Central Virginia
Blue Ridge Area Food Bank
Lynchburg Humane Society
Miriam's House.

Terry will complete a Bill Pay for \$25 to the organization if the speaker chooses to donate.

LRSHRM received a \$50 discount on the Virginia conference registration for Caitlin as the chapter covers the president's registration.

Caitlin discussed technology account fees. Caitlin discussed the conference registration (\$250) giveaway.

The Chapter insurance payment for the year has been paid and will be reflected on the April statement. It has gone up several hundred dollars. A quote will be completed next year.

Caitlin will purchase a \$75 VISA gift card for the conference door prize.

David discussed that he is waiting for 990 form to be completed and filed.

Legislative: There are significant updates. A detailed report has been provided for review.

Social media highlights will be completed to keep membership updated on the changes.

Membership: Nate discussed that LRSHRM has been 100% aligned with National SHRM. There are 128 members of LRSHRM on the roster. Rachel Tobin is an outlier as Roanoke is her designated chapter. There is one real pending membership. Nate discussed a membership drive. Nate and Caitlin have a meeting with National SHRM tomorrow about dual membership.

Caitlin discussed that LRSHRM had to develop a membership plan using the National SHRM template. Caitlin and Nate completed the plan, and Caitlin will send it out to the Board.

There was discussion about members wanting to resume in-person meetings or saying that they will potentially drop their membership. Caitlin discussed another survey about return to in-person meetings.

Professional Development: Andrea provided her report with attachments and discussed upcoming events.

Public Relations: Lauren reported on public relations and stated that she is going to start doing Board Member spotlights on social media.

College Relations: Travis discussed that there were two applicants for the professional scholarship and three applicants for the student scholarship. The two applicants for the professional scholarship are qualified and should be awarded if the Board agrees with proceeding. Each Board member will complete the rubric for the students to determine an appropriate winner. The winners will be announced at the next Chapter meeting.

Caitlin discussed new business. There are no updates on the SHRM Foundation Chair positions, and Caitlin will check in with three people that had expressed interest. The next Board meeting is May 6, 2021.

Caitlin adjourned the meeting at 1:05 pm.

Nickcole Maynard-Errami
Secretary