



**Meeting Minutes
Board of Directors Meeting
November 4, 2021**

A meeting of the Lynchburg Regional SHRM Board of Directors was held November 4, 2021 remotely via zoom. Caitlin King, SPHR, SHRM-SCP called the meeting to order at 8:14 a.m.

Board Members present: Caitlin King, SPHR, SHRM-SCP; Nickcole Maynard-Errami, SHRM-CP; Paul Kopack, SPHR, SHRM-SCP; Lauren Anderson, SHRM-CP; David Brandt, SHRM-CP; Lisa H. Gordon, SHRM-SCP; and College Relations Chair Travis Griffin joined at 8:14 am.

David motioned to approve the October 2021 board minutes and Paul seconded. The minutes were approved.

Director Reports

Financial: Terry was not be able to join the meeting; however, she provided her reports to the Board prior to the meeting.

The new equipment for processing payments should be operational for our next in-person meeting.

Legislative: Lisa discussed the vaccine mandate. She also discussed the Virginia governor election race news.

Membership: No update provided.

Professional Development: Andrea provided her report in advance to Caitlin, and Caitlin provided an update about upcoming meetings. Andrea will send out a link for board members to review the October survey results.

The November chapter meeting will be virtual. Board members are asked to send written reports to be compiled and posted prior to the virtual meeting.

David Brandt discussed a new HR consulting group in the area.

LRSHRM partnered with ITG Medical Advisory Group to provide HR information. The meetings are concluded and went well.

Public Relations: Lauren is keeping social medial posts current. Lauren updated Board members about a potential LinkedIn issue regarding the fact that it is a personal account setup as an organization. It is still posting from Hootsuite and Lauren can get around the issue for now, however when she tries to directly log into the LRSHRM account she is prompted with a Security request asking her to update her actual name.

College Relations: Travis reported that the deadline for scholarship submittals is February 25, 2022. Liberty student SHRM chapter has a Facebook page. Travis asked if anyone had an issue asking the Liberty chapter to post the LRSHRM scholarship announcement on the Liberty page. Travis stated that there can be promotion of the scholarship in 2021 Quarter 4 and 2022 Quarter 1.

At 8:28 a.m. Caitlin discussed new business. Caitlin discussed the December LRSHRM social, separate from the regular meetings.

Caitlin brought up a member giveaway. Caitlin won a free HR Virginia conference which she would like to donate for a member giveaway.

The January leadership conference is January 13, 2022 to January 15, 2022 in Glen Allen, Virginia. There are five complimentary registrations per chapter; however, LRSHRM will pay for any board member that would like to attend the conference. Terry, David, Nickcole, Lauren expressed interest in attending the conference. Once the registration links are provided, we will get registered.

Caitlin discussed a professional development fund for board members. Other chapters across the state are offering this option. She learned about this from her recent best practices call. It would be a way to attract potential board members. The logistics would have to be worked out.

Caitlin is on track to meet the President conference attendance requirement. She is attending the virtual volunteer board meeting next week. There is no cost to LRSHRM. She is registered for the 2022 HR Virginia State Conference for in-person at this time.

Caitlin discussed the board meeting schedule. Lisa has a conflict with the December 2, 2021 meeting. The 2022 budget will be discussed at the December meeting. Lauren stated that she is okay with the regular board meetings being held virtually, and she would like to keep them held monthly. Lauren would like strategic meetings to be held in person. Lisa agreed with Lauren. Travis indicated that if a meeting needed to be cancelled it could be announced ahead of time, and he would like to continue monthly. David indicated that he liked the virtual option and a monthly frequency. Paul and Nickcole agreed to continue virtual for LRSHRM monthly BOD meetings. Caitlin will ask for feedback from Nate, Andrea, and Terry.

Caitlin stated that the next board meeting is December 2, 2021. The meeting will be virtual and held at 8 am.

Caitlin adjourned the meeting at 8:52 a.m.

Nickcole Maynard-Errami
Secretary