



**Meeting Minutes
Board of Directors Meeting
March 27, 2020**

A meeting of the Lynchburg Regional SHRM Board of Directors meeting was held March 27, via a teleconference. 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; Lauren Anderson, SHRM-CP; David Brandt, SHRM-CP, Travis Griffin, Francie Dye, Lisa Gordon, SHRM-SCP, and Nate Mahanes.

Caitlin motioned to approve the January Board of Directors Meeting Minutes, Lauren seconded, and the Board approved.

Nate motioned to approve moving forward with signing the contract to move Chapter Meetings to Legacy Auditorium in July 2020, Caitlin seconded, the Board approved. Paul will sign the contract today.

Lisa Gordon and Francie Dye recused themselves from the discussion surrounding the Professional Scholarship application.

The Board then discussed the Scholarship Applications. The Board agreed to award the two Student Scholarships to Kimberly Graham and Kristina Ward, and the Professional Scholarship to Robin Hammer.

Nate will contact Bruce Christian to secure the funding for the Xavier Cox Memorial-Professional Development Scholarship from NB Handy.

David motioned to approve the February Board of Director Meeting Minutes, Lisa seconded, the Board approved.

Nate motioned to increase the Student Lunch Meeting Fee from \$5.00 to \$10.00 per meeting, Caitlin seconded, the Board approved.

David motioned to increase the Student Chapter Membership Fee from \$5.00 to \$15.00 per year effective July 1, 2020 with the new location, Nate seconded, the Board approved.

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Financial – David reported the net income is \$3,458.59. David confirmed he paid the Directors & Officers insurance policy and will look to review the carrier this summer. The renewal was the same price as the prior two years. The Chapter received the lodging and conference fee back for Paul's attendance at the State Conference that is now cancelled. David reported that we received \$1,300 from National SHRM for the Chapter Support Council payment. He mentioned the Chapter will see savings from not paying for lunches or meetings in April or May, however we will also see reduced income from the State Conference being cancelled and not receiving credit payments for members attending.

Legislative – Lisa reported there is still pending legislation surrounding Covid-19 and everyone is just trying to navigate the situation as best as possible until more clear guidance is available.

Membership – Nate reported the Chapter currently has 114 professional, 8 student, and 4 pending professional members.

Professional Development – Francie updated the 2020 Chapter Meeting presentation spreadsheet on the Google drive. She stated the May presenter is willing to do a Virtual Presentation through Zoom on May 14th at no cost. The Board agreed this would be great to offer to members and Francie will find out if we can provide recertification credits for the presentation. The Speaker has also provided a list of various free webinars he will be hosting, the Board agreed to send that out to the membership. The August presenter asked if we could reimburse her \$120.00 for a hotel since it's a breakfast meeting. Caitlin stated we have historically done that for breakfast presenters so the Board agreed to make that payment of \$120.00 to her. Francie also mentioned space was brought up in the Meeting Feedback Survey recently and that a recurring response is more member engagement is desired.

College Relations – Travis asked how to notify Scholarship Recipients of the awards considering the next in-person meeting date is unknown at this time due to the Covid-19 pandemic. The Board agreed Travis will notify them of their awards and invite them to the next in-person Chapter Meeting to be recognized by the membership. Nate will also post the recipients on the website.

Caitlin announced that OneDigital offered to do a webinar focused on Covid-19 concerns as well for the membership. She suggested we could provide this to membership at no cost after the Zoom call scheduled for next week with Rachel Tobin.

Paul adjourned the meeting at 8:23 am.

Lauren Anderson
Secretary