



**Meeting Minutes  
Board of Directors Meeting  
April 26, 2019**

A meeting of the Lynchburg Regional SHRM Board of Directors meeting was held April 26, 2019 at the Kirkley Hotel and Conference Center, 2900 Candler's Mountain Road. Paul Kopack, SPHR, HCS, SHRM-SCP called the meeting to order at 7:30 a.m.

Board Members present: Paul Kopack, SPHR, HCS, SHRM-SCP; Caitlin King, SPHR, SHRM-SCP; Jim Burns, PHR, SHRM-CP; Lauren Metz, SHRM-CP; Francie Dye, David Brandt, Donna Smith, and Nate Mahanes.

Nate motioned to approve the March Board of Director Meeting minutes, Caitlin seconded, and the Board approved.

The Board discussed multiple members being absent for the May Chapter meeting to ensure everything runs smoothly.

Director Reports

Financial: David stated the Chapter paid \$2,000 in Scholarships out to the recipients. He confirmed the Chapter is paid in full to date to the Kirkley. The Chapter also recently paid for Paul's lodging for State Conference. David reported the current checking balance is \$17,246.13 as of April 25, 2019. He mentioned that he is still looking for some additional Chapter meeting sponsorships. He also confirmed the Chapter paid a \$300 Sponsorship to DARS. David mentioned there are two pending sponsorships and he will follow up with Kelly Services who expressed interest in sponsoring. Francie confirmed that we still need a sponsor for the December meeting if possible.

Membership: Donna reported that we have 93 professional members and 8 student members. She is still reaching out to about 18 – 20 members who have not renewed. The Board discussed all of the members who have not renewed.

Programs: Francie discussed a few comments on the April Chapter Meeting Survey results. She then went through all the upcoming Chapter Meeting topics, presenters, and sponsors. The Board approved to have Doug Haynes present on "Employee Engagement" at the December Chapter Meeting.

Francie exited the meeting at approximately 8:20 am.

College Relations: Paul reported on behalf of Rachel Tobin that she has not heard back from University of Lynchburg regarding the reformation of their Student Chapter. It was confirmed that there are no other events scheduled with LUSHRM that LRSHRM needs to be involved with at this time. Rachel has reached out to other Virginia Chapters to find out how they are handling College Relations.

The Board members who attended the State Conference discussed their experience and possible new Chapter Meeting topics that came up during their time in Norfolk. Paul invited Michael Latsko to attend a Chapter Meeting.

Paul thanked the Board Members who have provided feedback on the State Council slides.

The Board discussed the request to send out the survey focusing on training and skill needs, hosted by Central Virginia Community College and G3 Career-Technical Education Academy Planners. The approved to distribute the survey upon it's completion.

Paul adjourned the meeting at 8:35 am.

Lauren Metz  
Secretary