



**Meeting Minutes
Board of Directors Meeting
May 29, 2020**

A meeting of the Lynchburg Regional SHRM Board of Directors was held May 29, 2020 via a teleconference. Paul Kopack, SPHR, SHRM-SCP called the meeting to order at 7:32 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.

Nate motioned to approve the April Board of Directors Meeting Minutes, David seconded, and the Board approved.

Director Reports

Financial – David reported the net income is \$5,097.33. He confirmed payment has been received from two more meeting sponsors. The current checking balance is higher than projected due to the cancellation of multiple Chapter Meetings due to Covid-19. He reported the Chapter received the 1st Quarterly Chapter Meeting payment of \$862.50, based off 138 members. He completed the Chapter's taxes for 2019. David reminded the Board the Chapter did not have an auditor go through the finances due to Covid-19 and that would be done next year instead.

Legislative – Lisa reminded the Board that the Face Covering Requirement goes into effect today for all Virginia patrons.

Membership – Nate reported the Chapter currently has 122 active members and 3 pending professional members. He stated he completed another mini audit in April.

Professional Development – Francie reported she has updated the 2020 meeting schedule. The August presenter has asked that a survey is sent out before the meeting and the Board reviewed and approved those questions. She reported the June and July speakers are confirmed to still present. The July presenter is prepared to present virtually if needed. Francie stated the HRCI professional credits are still pending for those meetings. She also mentioned Karen Ackerman is pending for November and there are multiple other options for presenters that month if needed. Francie then discussed the Chapter is receiving multiple solicitations from presenters. Since the Chapter has been sharing relevant virtual meetings that are not hosted by the Chapter directly, she asked the Board to review two of the upcoming options. Last, she mentioned the May Chapter Meeting feedback was positive.

Public Relations – Nate stated that he has been trying to keep the website updated as new information comes in, including announcement of the Chapter receiving the Platinum Excel Award, updated minutes, and all upcoming meetings. Caitlin asked that Nate share the Platinum Excel Award information on the Social Media accounts.

College Relations – Travis reminded Board members that scholarship recipients are excited to attend a face to face meeting for recognition in the fall.

Nate then mentioned that he believes Brooke McDonald could be a good potential candidate for Public Relations. Paul also stated that Rachel Tobin may be a good candidate as well. Nate will touch base with Brooke to find out about her interest.

The Board then discussed the interest to host another half day seminar in the fall, depending on if face-to-face meetings are possible again at that time. David confirmed the Board did budget for the event as well. Paul asked that a survey is sent out to gain members interest in topics for this event.

Paul adjourned the meeting at 8:35 am.

Lauren Anderson
Secretary