



**Meeting Minutes
Board of Directors Meeting
July 31, 2020**

A meeting of the Lynchburg Regional SHRM Board of Directors was held July 31, 2020 remotely via zoom. Paul Kopack, SPHR, SHRM-SCP called the meeting to order at 7:33 a.m.

Board Members present: Paul Kopack, SPHR, SHRM-SCP; Caitlin King, SPHR, SHRM-SCP; Francie Dye; Lauren Anderson, SHRM-CP, Nate Mahanes, Rachel Tobin, Lisa Gordon, and David Brandt, SHRM-CP.

Nate Mahanes motioned to approve the June Board of Directors meeting minutes, Rachel Tobin seconded, and the Board approved.

Director Reports

Financial: David provided his report via email on July 30, 2020 which listed the current checking account balance is \$27,764.71. The Board had additional discussion on refunding members for membership fees due to meetings being virtual since March. To date, there have been no inquiries from members regarding this topic. The Board has decided to not process reimbursements at this time due to the continuous professional development content being provided to members virtually.

Legislative: Lisa reported that on July 15th Virginia became the first state in the country to pass a workplace safety standard specific to COVID-19. She then explained what the new standard entailed and the potential impacts on employers. She also stated the General Assembly is going to be in special session in August which will focus on budgeting, criminal justice, and police reform.

Membership: Nate reported the Chapter currently has 122 active professional members with 3 pending members.

Professional Development: Francie confirmed the August Chapter meeting is finalized. She stated the September presenter is not 100% able to commit to an in-person meeting at this point so the Board immediately confirmed September will be a virtual meeting, as opposed to waiting for a later date to make that decision. Francie confirmed the presenter for October is confirmed but there is a vacancy for November. However, there are many options to fill that opening. She also stated she is confirming with all future presenters that they are able to do both in-person and virtual meetings. Then, Francie asked about the process for SHRM and HRCI certification

provider renewal. Last, Francie discussed the July Chapter meeting survey results which had very low participation.

Public Relations: Rachel reported she has been posting content that comes to her via email but to notify her if there is anything else to be posted. She clarified with the Board if the content that is shared specifically has to be SHRM related, or can be community related as well. The Board confirmed that content shared should have a specific connection to SHRM or the Chapter.

Nate motioned to sponsor up to \$300 to the “Back to School Care Fair” hosted by Johnson Health Center on August 8, 2020, Francie seconded, and the Board approved.

Paul thanked Board members for responding with their interest level in running for their current, or different, positions for the next term. Discussion surrounding the election process then took place. Caitlin will take responsibility for updating the election survey with candidate names.

Caitlin reported she has been in contact with Paul Klockenbrink and Cate Huff regarding the planned half-day seminar for the upcoming Fall. They have confirmed interest in being the presenters and she will continue to work with them to establish a date, time, and virtual format.

Rachel Tobin exited the meeting.

The Board then discussed the 2021 change in membership dues which combines SHRM national and local LRSHRM dues into one payment. This is a SHRM national initiative to streamline these payments for members. Caitlin and Nate have participated in informational planning calls and will get David involved moving forward.

David confirmed there are no paid meeting sponsors for the remainder of the year. He suggested considering a sponsorship special to add value to sponsoring the webinar format. Caitlin will ask Rachel to post a “sponsorship spotlight” on the Chapter’s social media pages for all current annual sponsors.

Paul adjourned the meeting at 8:50 am.

Lauren Anderson
Secretary