



**Meeting Minutes
Board of Directors Meeting
October 25, 2019**

A meeting of the Lynchburg Regional SHRM Board of Directors meeting was held October 25, 2019 at the Comfort Inn & Suites, 15001 Wards Rd, Lynchburg, VA 24502. Paul Kopack, SPHR, SHRM-SCP called the meeting to order at 7:35 a.m.

Board Members present: Paul Kopack, SPHR, SHRM-SCP, Jim Burns, PHR, SHRM-CP; Caitlin King, SPHR, SHRM-SCP; Lauren (Metz) Anderson, SHRM-CP; David Brandt, SHRM-CP, Lisa Gordon, SHRM-SCP; Donna King, and Francie Dye.

Jim motioned to approve the September Board of Directors meeting minutes, Caitlin seconded, and the Board approved.

Director Reports

Financial: David reported on the costs of the half day seminar and confirmed he is currently working on 2020 invoices. He mentioned the Chapter is waiting on one sponsorship payment from the recent half day seminar event. David also stated EvolutionHR has asked to sponsor the December Chapter Meeting and the Board approved. He also reported the “Coffee and Connect” event on October 24th with students and HR Professionals was very successful.

Francie confirmed Ultimate Software is sponsoring the November Chapter Meeting.

Membership: Donna reported the Chapter currently has 117 active members with three being new members and a couple of pending members. Nate and Donna are meeting in the first week of November to go over the membership audit. Donna will also reach out to the people who came to the seminar that are not currently Chapter members. The Board discussed the Holiday Social menu and agreed to go with Option #2. Donna and Nate will make the actual food selections.

Government Affairs: Lisa reminded everyone the overtime rule has been approved and employers should be reviewing their affected employees. Paul mentioned he has seen some communication on upcoming federal changes to retirement plans.

Professional Development: Francie reported that she has completed the HRCI and SHRM provider recertification applications and both have been approved. HRCI certification for upcoming meetings are pending currently. The Board discussed the survey results from the half day seminar which were overall great. The Board agreed to host another similar event in 2020.

Francie reported she is working on finalizing all speakers for 2020 Chapter meetings. She will be working diligently to get the first few months of 2020 meeting descriptions completed within the upcoming weeks so everything can be posted.

Paul reported that Rachel will have the updated Scholarship Application to Nate to post by November 1st. Caitlin stated she asked Rachel to email the completed application to the Board as soon as it is completed as well.

The Board then discussed possible candidates for the College Relations Chair position.

The Board also discussed again partnering with the Lynchburg Business Alliance on an upcoming Wage Study. The Board agreed to promote the event and look at financially supporting as well.

Caitlin announced that Allstate has volunteered to be an Annual Meeting Sponsor.

Paul adjourned the meeting at 8:40 am.

Lauren Metz
Secretary