

LOWER COLUMBIA HUMAN RESOURCE MANAGEMENT ASSOCIATION
Minutes of Board Meeting
October 6, 2010

I. Call to Order:

The meeting was called to order at 10:10 a.m. by President Cheryl Martin. President Elect Sharon Borgardt, VP Membership Dean Perez, Secretary Linda Zillinger, Treasurer Devra Hermosilla, and Workforce Readiness/Student Relations Chair Heather Aho were present. Communications Director Leslie Lipe and Diversity Chair Sumuer Watkins were excused.

II. Approval of Meeting Minutes

Minutes from the September 1, 2010, board meeting were approved with the correction of one typo and the next meeting date.

III. Officer Reports:

VP Membership – Dean Perez

- NHRMA Conference - The chapter donated a really nice Astoria-themed gift basket to the silent auction at the NHRMA conference. The suggested price was \$40.00, and the winning bid was \$90.00. People were glad to have a lower cost item to bid on.

Dean and Sharon shared information about the excellent conference, topics, and speakers.

- Membership - A lot of chapters are losing members. LCHRMA has been holding its own. On the SHRM August 2010 Membership Report, we are one of four chapters in Oregon that had growth. As of August, we are holding at 32 members. We lost Zola Andrews, Carol Snell, and Bill Coker. Rita Farney and Linda Ray are both listed as at-large members, but not LCHRMA affiliates. Dean will contact them. Pat Preston, the Veterans Coordinator at the Employment Department joined today. Dean sent an e-mail to Lisa Nyberg to ask about joining.

Dean asked SHRM to send an e-mail blast to at large members in our geographic area. He received no response to the letter mailing he did previously to about 60 at-large members.

- Norma Hernandez – Norma is scheduled to speak in January. We would love to have her join the board. Dean proposed we sponsor her membership, as the Lower Columbia Hispanic Council has very little money.

MOTION (by Zillinger): LCHRMA offers to pay for Norma Hernandez' SHRM membership for the first year. Norma's presence on the board would help support and promote the community's diversity initiatives and also support SHRM's diversity initiatives. Second by Borgardt. Unanimously approved.

- Employer Support of the Guard and Reserve (ESGR) – Oregon State Council President Lisa Snively and Dean participated in an ESGR meeting. SHRM is encouraging chapters to sign letters of support. Cheryl will contact the ESGR representative asking him to participate in a LCHRMA signing ceremony. Once our document is signed, we can frame it and have it at the meeting table. We can e-mail a blank statement to the membership, encouraging their company's support.
- The Stoel Rives will hold their annual conference on March 10, 2011. This year's theme will be the HR Horror Show. Mark your calendars!
- The HR Director position is open at Mt. Hood Community College. The job announcement is very interesting. Check it out.
- Dean has a \$100.00 gift certificate to Ashland's Lithia Hot Springs Resorts and Gardens. We could offer it as a raffle item for the SHRM Foundation.

President Elect – Sharon Borgardt

- Norma Hernandez is scheduled for January. We usually have a roundtable and installation of officers, but the installation could take place at the board meeting.
- Deborah Jeffries is scheduled for March.
- Allan Cabelly will present on "Managing Your Boss" in June.
- In July, Bullard will present a "First Time Supervisors" workshop.
- Allan would like to do a half-day session on DISC in the spring. With the economy and companies' budget constraints, we're not sure if there would be enough interest.

Dean mentioned the Columbia Gorge chapter is doing half-day seminars, quarterly. Rick Howell did "How to Work with Difficult People," and it was such a draw they had to move the event to a larger space. We could ask Rick if he would present a half-day for us.

Discussion followed about the possibility of having Bullard Law do two half-day seminars for us per year. Devra said she thought workshops on how employers fit into employment law would be more helpful than an employment law update. We will see how much interest we have in the December "What to Expect in an Employment-Related Lawsuit" seminar.

Treasurer – Devra Hermosilla

- The current checking account balance is \$3,096.34
The current savings account balance is \$5,640.56
- Cheryl received a \$193.75 SHRM quarterly financial support payment for the chapter which she gave to Devra.
- The bank is still showing Sumuer's name on the bank statement. We need to get it corrected.
- We received an invoice for the Seaside Chamber membership. Should we renew it? Linda mentioned Paul Knoch used to attend the Seaside Chamber breakfast meetings, but no one has, since Paul left the board.

MOTION by Hermosilla: The chapter pay the invoice for another year and then actively participate. Second by Aho. Unanimously passed.

Secretary – Linda Zillinger

No Report

Student Relations/Workforce Development – Heather Aho

No report.

Scholarship applications are due November 15. Linda suggested we schedule a special meeting to review them and make a determination and announce the winner before students leave for winter break in December.

IV. New Business/Announcements:

- Sharon is registered for the SHRM Leadership Conference and has her hotel reservations.
- Stacey Bue was nominated as Secretary or Communications Director for the 2011 board. Sharon needs to talk to her.
- Dean will talk to Norma Hernandez about serving as the chapter's Diversity Chair.
- Sumuer will stay on as the SHRM Foundation Director.
- We will hold a holiday dinner for the board on either December 10 or December 17. December 17 was good for everyone except Linda, as Tongue Point's holiday party is tentatively scheduled for December 17. She will let Cheryl know if the date has been confirmed.

- Linda asked if the gift certificate ever was sent to Paul Knoch. It was not.

MOTION by Zillinger: The chapter send Paul Knoch a \$75.00 gift certificate to the new restaurant in Cannon Beach. Second by Dean. Unanimously approved.

- Linda said she would like the board to review the chapter's SHAPE, soon. She asked Cheryl if she would send out an e-mail to the membership with the chapter's new 2011 meeting rates.
- Sharon suggested we do another member survey on speaker topics.
- Cheryl mentioned we haven't been having attendees complete evaluation forms at the meetings. Linda will e-mail Cheryl a copy of the old form.

V. Adjournment:

There being no further business to bring before the Association, the meeting was adjourned at 11:21 a.m.

Next Meetings & Events:

Board meeting: Wednesday, November 3, 10:00 a.m. – 11:15 a.m.

Chapter meeting: Wednesday, November 3, 11:30 a.m. – 1:00 p.m. Topic: "Employee Wellness, Starting with Human Resources," presented by Dr. Nancy Carritte.

Items needing action, follow up, or further discussion:

1. Contact Stacey Bue about serving on the board – Sharon.
2. Contact Norma Hernandez about joining the board with the chapter paying her membership the first year – Dean
3. Purchase gift certificate for Paul Knoch - ???
4. E-mail meeting evaluation form to Cheryl – Linda
5. E-mail membership announcing the new 2011 meeting rates - Cheryl
6. Survey the membership on speaker topics – Future discussion
7. Review SHAPE goals - All