

# LOWER COLUMBIA HUMAN RESOURCE MANAGEMENT ASSOCIATION

## Minutes of Board Meeting

February 13, 2006

A meeting of the LCHRMA Board was held on this date at 5:30 p.m. Those in attendance were: Linda Zillinger, President; Sharon Craven, President-Elect; Paul Knoch, Vice President of Membership, Linda Ray, Treasurer and Genevieve Butenshon, Secretary. Genevieve took minutes of the meeting.

The Board had a general discussion about the current membership lists, including various updates on guest and SHRM member status. Linda Zillinger noted that the new State Council Representative, Larry Hellie is planning to attend the March 1<sup>st</sup> meeting and has offered his services as a possible future speaker. The possibility of scheduling some LCHRMA monthly meetings as "Breakfast Meetings" was briefly discussed. Linda also reported on current efforts to update the LCHRMA website.

Details of the March 1, 2006 meeting were reviewed and discussed, including publicity, table set-up, presenter requirements, registration, and evaluation. It was agreed to hold a brief business meeting first and then have the presenter begin at noon. The Board also discussed the possibility of arranging for buffet lunch at all monthly meetings; however, there was concurrence that prior notification could present difficulties in planning.

Board members reported on action items from the January 20, 2006 meeting, noting that the Speaker Schedule is updated and that the application for Astoria-Warrenton Chamber of Commerce membership has been submitted. Linda Zillinger will pursue application of a business credit card as soon as possible.

Linda Zillinger reported that she will participate in the Astoria High School "World Fest" event on March 4, 2006. Linda Ray also noted that she is planning to volunteer for the event. Linda Zillinger reported on upcoming SHRM State Council meetings, and Linda Ray said she will plan to attend the September 8, 2006 meeting in Eugene. Linda Zillinger noted that the Board's attendance will exceed the 50% Chapter requirement. The Board also discussed topic suggestions for a half day Employment Update seminar to be scheduled; Sharon will follow up with the potential presenter.

At this time, the Board reviewed the Chapter Achievement Plan in detail, discussing and assigning various items specifically. It was agreed that each Board member should print off the SHRM Job Description and review for applicable changes.

There being no further business to bring before the Board, the meeting was adjourned at 8:00 p.m.

### Next Meeting:

The next LCHRMA Board meeting was set for Monday, April 10, 2006; 5:30 p.m.: location to be announced.