

LOWER COLUMBIA HUMAN RESOURCE MANAGEMENT ASSOCIATION

Minutes of Board Meeting

January 19, 2007

A meeting of the LCHRMA Board was held on this date at 4:00 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.

1. SHRM Oregon State Council Meeting:

Linda Zillinger reviewed items discussed at the recent SHRM Oregon State Council Meeting, including SHRM's focus on affiliation of at-large members with their local chapter, membership retention tools, the March 13, 2007 Stoel Rives Employment Law Conference, a Strategic Management Conference on May 16, 2007 sponsored by the Portland Chapter and a reminder of the upcoming revisions to the EEOC ethnic categories. She also noted that the Chapter's Bylaws have been approved by SHRM and await ratification by chapter members.

2. 2006 Chapter Achievement Plan Review:

Board members reviewed the 2006 Chapter Achievement Plan in detail, discussing individual items and noting that the Chapter will qualify for a Superior Merit award again. Additional ideas and goals for 2007 were also discussed. Linda Ray agreed to draft a Code of Ethics (adopting SHRM's model) and Linda Zillinger will compile a list of 2006 accomplishments, both of which will be reviewed at the next Board meeting and then sent to all LCHRMA members. Linda Ray reviewed the 2006 Financial Report, which she will also send out to all LCHRMA members. Genevieve requested that the Board Job Descriptions be e mailed to her, and it was also noted that they should be posted on the LCHRMA web site.

3. 2007 Meeting/Speaker Schedule:

The Board discussed various meeting options, including format, time of day, etc. and decided it would be good to survey the membership. Linda Ray will e-mail board members the survey she sent out in 2005 to use as a boilerplate. Board members should review the survey and e-mail their ideas on updating the survey to board members prior to the February 9 meeting.

4. Clatsop County Job Fair:

Linda Zillinger reported on the Clatsop County Job Fair scheduled for April 24, 2007, and the Board discussed various Chapter participation options and ideas. We will discuss in more detail at the February 9 meeting.

There being no further business to bring before the Board, the meeting was adjourned at 6:05 p.m.

Action Items:

Board Member	Task
Linda Zillinger	E mail Board Job Descriptions to Genevieve and post on web site Complete 2006 "List of Accomplishments"
Linda Ray	Submit 2006 Financial Report to SHRM Draft Code of Ethics for review at February 9 Board Meeting E-mail board members the 2005 member survey
All	Review 2005 member survey and e-mail ideas for new survey to board members to review prior to February 9 meeting.
Sharon Craven	Confirm March speaker

Next Meeting:

Friday, February 9, 2007, 4:00 – 6:00 p.m., at the Bank of Astoria Warrenton Branch Board Room.

Signed:

Genevieve Butenshon, Secretary

Linda Zillinger, President

Date Approved

*Cc: District Director
State Director
SHRM Area Director*