

# LOWER COLUMBIA HUMAN RESOURCE MANAGEMENT ASSOCIATION

## Minutes of Board Meeting

June 2, 2006

A meeting of the LCHRMA Board was held on this date at 4:30 p.m. Those in attendance were: Linda Zillinger, President; Sharon Craven, President-Elect; Brett Marconeri, Communications Director/Press Agent and Genevieve Butenshon, Secretary. Genevieve took minutes of the meeting.

### 1. New Business:

Details of the July LCHRMA Chapter meeting were discussed, including specific board member assignments. Linda reviewed the minutes for the May SHRM State Council meeting she recently attended, noting specific items in detail. She discussed the SHRM Foundation solicitation for donations: board members concurred that the December Chapter meeting fee will be set at \$20, with proceeds to be donated to the Foundation, in addition to individual board member donations of \$25. The Board then discussed the half day Employment Law Seminar scheduled for November 3, 2006, including various options for location, time, fees, etc. It was agreed to charge \$45 for the seminar. Sharon will research availability and cost of hotel use, refreshments, etc. and report back as soon as possible. Linda reported that Jeanne Hartman had agreed to lead a SHRM Certification Study Group. The Board agreed to charge \$150 per participant, with a minimum of five participants expected. The fee is to cover the cost of purchasing the SHRM Facilitator Guide as well as Jeanne's instruction.

### 2. Old Business:

Linda reviewed the proposal for website maintenance, including the fee of \$50 per hour; Board members agreed to proceed at this time with the current necessary updates. Linda noted that Linda Ray has agreed to present the LCHRMA Scholarship this Thursday at Astoria High School; Linda Zillinger will follow up regarding distribution of the winning essay at the next Chapter Meeting, publicity, etc. Board members then reviewed the current membership and guest listings, noting corrections and discussing potential new members. The Board also reviewed the upcoming speaker schedule, and the possibility of holding the October Chapter meeting in Seaside. Linda then reviewed the Chapter Achievement Goals; various items were discussed in detail. Linda noted that Board members can pull the "Leaders Edge" and "Leaders Guide" from the SHRM website. She also reminded members that they should take the opportunity to view the Volunteer Leader Webcast series.

There being no further business to bring before the Board, the meeting was adjourned at 6:00 p.m.

### Action Items:

Sharon Craven will look into sites and specifics for the November 3 Employment Law Seminar.

Linda will follow up on the following items: SHRM Study Group, Linda Ray and Paul Knoch's individual donations to the SHRM Foundation, website update/maintenance and the LCHRMA scholarship.

Brett will contact Paul Knoch regarding procedures for adding interested people to the e mail/guest list.

**Next Meeting:**

The next Board meeting is scheduled for 4:00 p.m., Friday, July 28, 2006 at the Warrenton Branch of the Bank of Astoria.

***Signed:***

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*Genevieve Butenshon, Secretary*

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*Linda Zillinger, President*

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*Date Approved*

*Cc: District Director:  
State Director:  
SHRM Area Director:*