



**SHRM Topeka Board
June 7, 2011**

**SHRM-Topeka
Chapter #0428
Members Present**

**Paula Merriam
Lori Blosser
Pam Pierce**

**Diana Gillespie
Alisa Mezger-Crawford**

**Sherri Workman
Tasha Holtzman**

**Dustin Haverkamp
Thea Warren**

Members Absent

Cheryl Dubois

Jovonna Funnell

Dan Schultz

The meeting was called to order at 7:37 a.m.

Minutes for the November and December 2010 meetings will be sent out electronically for approval by the 2010 Board. April, May and June minutes will be sent out for electronic approval by the 2011 Board.

President Report

Ms. Workman advised the Topeka SHRM Chapter has been selected as a Foundation Champion.

Ms. Workman noted the Heartland Visioning Partnership form has been signed.

Ms. Workman will follow-up with Ms. Lisa Carlton to ensure George Trombold Award nominations are coming in.

Ms. Warren reported the fundraiser for the SHRM Foundation during the May 2011 meeting went well. Ms. Warren believes approximately \$100 was raised; she gave the actual amount and cash to Ms. Funnell at the end of the May meeting. All tickets entered in the last drawing will be maintained so those individuals will be eligible for the State Conference registration drawing.

Ms. Workman reported Ms. Merriam has turned in her resignation effective at the conclusion of the 2011 Board Term as she will be moving from the area. A motion was made by Ms. Warren to move Ms. Pierce to the VP Elect of Finance position and move Ms. Merriam to the VP Elect of Programs position since the Finance position will require extra learning and support prior to taking over and Ms. Pierce excelled at the finance audit project. The motion was seconded by Ms. Mezger-Crawford and was carried.

Ms. Workman noted the search will begin to fill the vacancies Ms. Merriam's resignation created as well as the additional vacancies for the 2012 Board.

Ms. Warren received suggestions during the May meeting from Ms. Lisa Carlton and Ms. Dina Cox regarding the flyer listing the board and committee positions and for recruiting more member volunteers.

Ms. Workman reported she received a message from Ms. Angela Tyroler stating she would be unable to continue chairing the Workforce Readiness Committee due to other obligations.

Ms. Mezger-Crawford motioned to replace the Sr. HR Forum with a Heartland Visioning Partnership Committee, Ms. Holtzman seconded the motion and the motion was carried.

Finance Report

Ms. Funnell has the laptop, no report on how it is working out. Ms. Merriam reported she still has not had the opportunity to go over the laptop with Ms. Funnell.

Ms. Merriam reported there is consistently some confusion with Paypal, i.e. people hit the pay with Paypal option and potentially don't mean to. The board discussed a great deal of the problem might be with individuals signing up not taking the time to read the options available. Ms. Merriam reported she has received no major Paypal complaints from members.

Ms. Mezger-Crawford needs to organize the chamber mailing and make sure the budget is in line to cover the expense. Ms. Mezger-Crawford will use it to promote the State SHRM Conference so she will need to have the finished product to the Chamber in August for September mailing.

Ms. Workman encouraged all Board Members attending the State Conference to ensure they sign up by the July 1st early bird deadline.

Ms. Workman reported the State Conference was going to begin cycling through Salina, KS as a host, but per her call with the State Council that plan has been put on hold for now. There was a problem locating a hosting venue.

It was also discussed and decided funds would be collected for the SHRM Foundation through both June and July and the drawing for the State Conference registration will be held in July.

Programs Report

Ms. Pierce reported all meetings will be held at the Holidome next year.

Ms. Gillespie reported the June 2011 meeting will be held at Stormont-Vail and the July 2011 meeting will be held at the Holidome.

Ms. Workman will compile the list of future board members and Ms. Warren will compile a list of future committee chairs.

Ms. Gillespie is working hard to get the speaker presentation information so everything can be submitted in hopes the HRCI credits are pre-approved. She stated this process was a bit behind but she has had frequent contact with the speakers.

Training Report

Ms. Blosser reported she is working with Kristen Scott to schedule a training which will qualify for strategic credit. Her training will be held in October.

Ms. Blosser reported there were five scholarship applications pending approval for this scholarship window. They are as follows:

- Sara Meyer - \$350 for PHR testing fee
- Mike Valdivia - \$500 MBA educational expenses
- Deanna McAllister (previous scholarship recipient) - \$500 continuing education
- Erin Shuford - \$500 Bachelor in Business with HR emphasis
- Tasha Holtzman – \$500 National SHRM Conference registration fees
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During the course of discussing the applicants it was determined more information was needed from some applicants and Ms. Blosser would like to follow-up with Ms. Funnell to determine the amount of available scholarship funding. Once needed information is obtained scholarship decisions will be made via electronic communication.

Ms. Blosser will think about parameters for scholarship applications and bring back suggestions for the board, i.e. time frame of activity and when scholarship should be submitted.

Electronic communication was discussed in an effort to minimize the number of e-mails individuals get on a daily basis. It was decided that any votes need to go to all members with the exception of voting on membership approval, those e-mails can be sent directly to Mr. Haverkamp. All other e-mails can be sent only to the concerned party or parties.

College Relations

Ms. Workman reported there will be a new Washburn Student Chapter President next year but Mr. Shultz will stay on until the end of the 2011 Board term.

President-Elect Report

Ms. Holtzman reported Learning Quest as the June sponsor and Delta Dental as the July sponsor. No further sponsors to report at this time.

Communications Report

Ms. Mezger-Crawford stated she was working on the newsletter for this month and has her time frame set for the Chamber mailing.

Membership Report

Mr. Haverkamp reported connecting with a National Speaker who is from the Topeka area and has expressed an interest in speaking at one of the Topeka Chapter meetings. Currently Chapter meetings are booked through April of 2012. Potential speaker is Jessica Miller-Merrell, SPHR and blogs at a website called Blogging4Jobs.Com. Her fees are \$5k plus travel expenses.

Ms. Workman suggested we continue to look at hosting SHRMinars and open them to the public.

Mr. Haverkamp proposed using Twitter for membership drives, i.e. mention this code when you join and receive \$5.00 off of your membership. He also proposed utilizing a recruitment plan, i.e. if you recruit one member you receive \$5.00 off of your membership dues and if you recruit twelve members, your membership is free. It was suggested to let the members do the math on their own that it takes the recruitment of twelve members to get a free membership as opposed to putting that out in the beginning as it might seem intimidating and overwhelming.

Mr. Haverkamp stated Ms. Dubois was working on retention ideas and incentives to present.

Ms. Workman requested Mr. Haverkamp proceed with his membership incentives via Twitter.

Ms. Workman and Mr. Haverkamp discussed re-implementing giving gifts to new members but no decision was finalized.

Past President Report

Ms. Warren reported she will bring both her strategy for Foundation Champion fundraisers and committee updates next month.

With no further discussion, meeting adjourned at 8:44 am.

Electronically conducted Board Action:

Motion to approve the following scholarships as presented was made on June 9, 2011 by Mr. Haverkamp and was seconded by Ms. Warren:

- Tasha Holtzman - Amount requested - \$500; Purpose: To help with the \$1365 she paid out for the 2011 SHRM National Conference.
- Sara Meyer - Amount Requested - \$350; Purpose: To reimburse her for the fee to take the PHR which she passed in December. She had a waiting period though for HRCI to make the final determination, which is why she submitted it in this application window.
- Deanna McAllister - Amount Requested - \$500; Purpose: To reimburse her for class fees paid in February 2011 to Friends University. She is pursuing her Bachelor's in HR Management.
- Erin Shuford - Amount Requested - \$500; Purpose: To cover class fees paid to Baker University to cover a class taken in April-May 2011. She is pursuing her Associates and then Bachelor's in BBA with an HR concentration.
- Mike Valdivia - Amount Requested - \$500; Purpose: To cover class fees paid to Baker University during the spring and summer 2011 sessions at Baker. He is pursuing his MBA to progress to a Director level HR position and teach HR and business classes at a local university as an adjunct professor.

Board Member	Aye	Nay
President: Sherri Workman, PHR	<i>Not Recorded</i>	<i>Not Recorded</i>
President - Elect: Tasha Holtzman, SPHR	<i>Abstain</i>	<i>Abstain</i>

Past-President: Thea Warren, PHR	X	
VP, Programs: Diana Gillespie	X	
VP, Membership: Dustin Haverkamp	X	
VP, Finance: Jovonna Funnell	<i>Not Recorded</i>	<i>Not Recorded</i>
VP, Communications: Alisa Mezger-Crawford, PHR	X	
VP, Training/Development: Lori Blosser, PHR	X	
VP – Elect, Programs: Pam Pierce	X	
VP – Elect, Membership: Cheryl Dubois	X	
VP – Elect, Finance: Paula Merriam, PHR	X	
VP, College Relations: Dan Schultz	X	