

Minutes from 4/1/2010 Meeting

Meeting Start: 11:45 a.m.

Meeting End: 1:05 p.m.

Chair: Stephany Wade Tate, President

Minutes Taker: Sharon Fulton, Chapter Administrator

BOD's Present: Kathleen Lyons Bunna, Stephany Wade Tate, Lisa Fleming, Michelle Pollock, Michelle Gibson, Cooper Johnson, Lindsey Nichols, Gayle Barrett, Kevin Brown, Kathy Petito, Sharon Fulton

BOD's Absent: Glenda Owen, Janet Fisher, Lynette Parmley, Brad Davidson

Stephany began meeting by distributing notes from the January 22, 2010 BOD meeting. It was her suggestion that BOD's pick a few of the key initiatives presented at the last meeting. After some discussion, the following was decided and agreed as OCHRS Vision, Theme, and Key Initiatives.

OCHRS Vision: The vision of the Oklahoma City Human Resources Society is to be the center of knowledge, inspiration and influence for people management and organizational development in the central Oklahoma HR and business community.

2010 Theme: Championing the Profession

Key Initiatives

Initiative	Champion(s)
Strategic HR Skill Upgrade (inc Focus Group)	Stephany Wade Tate
Encourage HR Community	Lisa Fleming
Social Media	Lindsey Nichols, Brad Davidson and Kathleen Lyons Bunna
Volunteers/Succession Planning	Michelle Pollock and Gayle Barrett
HR Certification	Kevin Brown and Kathleen Lyons Bunna
Redesign Website	Kathy Petito

It was agreed that OCHRS would use SHRM's criteria for transitional members. OCHRS will offer a one time/one year free OCHRS membership to past members who are currently unemployed. An e-mail blast will be sent to advise members of this new initiative. This information will also be posted on our website. It was also suggested that we could ask members to donate money to help with the cost of monthly lunch meetings for unemployed members.

Gayle will review bylaws and submit at a future BOD meeting for approval so that OCHRS will receive points for SHRM's 2010 SHAPE Report.

Cooper will take 10 minutes to present SHRM Foundation information at an upcoming meeting. This will give OCHRS 3 points toward SHAPE report.

The latest report shows that OCHRS will have at least 10% of our chapter attending the 2010 State Conference. This level of participation will enable our chapter to receive financial reimbursement. Our chapter will provide gift baskets worth \$300 to benefit the SHRM Foundation at the silent auction. In addition, OCHRS will offer 4 coupons, each worth \$100 off the registration fee for the OK State Conference. Two drawings will be held at the April morning workshop; two drawings at the April lunch meeting.

Post Meeting Survey results were discussed for the Jan., Feb., and March meetings. Overall, results were positive for January and March meetings. February Legislative meeting had less favorable feedback in large part to no-shows by the legislators who were to speak. Gayle had some ideas for next year and will visit with Lynette about these possibilities.

Lisa presented the OCHRS 2010 Budget. Some minor changes were made. The revised budget was sent by email and approved April 6, 2010 by the board. Approved Budget is:

OCHRS 2010 BUDGET

	ACTUAL 2009	BUDGET 2010	DESCRIPTION
ADVERTISING INCOME	2,369.57	500.00	<i>Job postings, JOB DIG cancellations</i>
CHAPTER MEETING INCOME	23,578.00	25,500.00	<i>Monthly GL Summary - 11 mtgs</i>
INTEREST INCOME	807.13	800.00	<i>Money Market and CDs</i>
JOB FAIR & OTHER ACTIVITIES	780.00	0.00	<i>Revenue from Job Fair, Qtrly Mtgs</i>
MEMBERSHIP DUES	24,940.00	24,000.00	<i>New and Renewals</i>
CHAPTER FINANCIAL SUPPORT- SHRM	8,750.00	8,750.00	<i>100% chapter each quarter</i>
SPONSORSHIP	3,000.00	3,000.00	<i>Based on 2009 experience</i>
STATE CONFERENCE PROCEEDS	17,272.00	10,000.00	<i>Guess for 2010 conf in Tulsa</i>
MISCELLANEOUS	0.00	500.00	<i>Unexpected income</i>
TOTAL INCOME	\$81,496.70	\$73,050.00	
BOARD MTGS, APPRECIATION & GIFTS	\$4,882.80	\$5,000.00	<i>BOD Mtg cater, gifts, flowers</i>
CERTIFICATION PROGRAMS	\$199.13	\$1,000.00	<i>HRCI Cert Recog & Study Group</i>
CHAPTER ADMINISTRATOR	\$18,495.93	\$19,000.00	<i>Labor only for chapter admin</i>
CONTRACTORS	\$200.00	\$0.00	<i>No more Newsletter</i>
			<i>Annual Cvent & Visa/MC/Amex Fees</i>
CVENT & PAYMENT PROCESSING FEES	\$5,344.90	\$6,500.00	
CATERING EXPENSE	\$17,801.68	\$20,000.00	<i>Ned's Catering 11 meetings in 2010</i>
DIVERSITY PROGRAMS	\$345.00	\$1,500.00	<i>Meeting speaker fee</i>
EDUCATION	\$8,168.37	\$10,000.00	<i>BOD attend SHRM confs-5 per year</i>
FOUNDATION DONATION	\$2,500.00	\$3,000.00	<i>annual SHRM Foundation donation</i>
JOB FAIR OTHER ACTIVITIES	\$454.27	\$500.00	<i>Expenses:providing lunch for job fair</i>
MEMBER APPRECIATION-CHRISTMAS PARTY	\$6,488.77	\$5,000.00	<i>Food, entertainment, décor, gifts</i>
POSTAGE AND MAILING EXPENSE	\$148.99	\$200.00	<i>PO Box annual cost and postage</i>
SEHRF SUPPORT	\$500.00	\$500.00	<i>Not to Exceed \$500</i>
SPEAKER FEES, GIFTS AND DOOR PRIZES	\$2,594.25	\$3,000.00	<i>Spkr fees 2 mtngs, gifts/dp 11 mtgs</i>
STORAGE UNIT	\$224.79	\$500.00	<i>Monthly fee of \$38</i>
SUPPLIES	\$1,271.67	\$1,000.00	<i>Ink, paper, printing, labels, misc</i>
STATE CONFERENCE	\$4,245.29	\$4,000.00	<i>Promotional items and other supplies</i>
UTILITIES	\$1,293.61	\$1,500.00	<i>Internet & Phone for Chapter Admin</i>
WEB PAGE	\$486.00	\$500.00	<i>Annual hosting/maintenance</i>
WORKFORCE READINESS PROGRAMS	\$0.00	\$500.00	<i>Meeting/refreshment sponsor</i>
TOTAL EXPENSES	\$75,645.45	\$83,200.00	

Current Account Balances	Assets as of March 1, 2010	
Operations Checking		\$10,589.30
Money Market		\$16,553.83
Certificate of Deposit #1		\$10,941.64
Certificate of Deposit #2		\$21,378.72
	TOTAL	\$59,463.49

Lindsey discussed new HRCI Guidelines. HRCI is changing its guidelines for students to take the PHR exam. Previously, students could take the exam within 1 year of their graduation date (before or after), without meeting the 2 years of exempt-level experience requirement. After passing the test, they had 5 years to earn two years of exempt-level experience.

Beginning in May 2011, this opportunity will no longer be available for students/recent grads. In its place, SHRM is working on an Assurance of Learning exam for students to take after graduation. This exam will be something that students can brag about to potential employers to show that they have learned the HR body of knowledge. This new exam is set to go into effect in May 2011.

Cooper made a motion for Non-Member meeting rate and walk-in rate to be \$30.00 beginning in May in order to help us with planning meals and seating since the last two meetings were at capacity. Kathleen seconded motion; all were in favor. E-mail blast will be sent to alert membership of rate and RSVP change.

Kathleen reminded board that Robert's Rule of Order must be used in BOD meetings in order to be in compliance with SHRM requirements set forth for chapters.

Motion to conclude meeting was made by Lindsey and seconded by Kathleen. All were in favor. Meeting concluded at 1:05 p.m.

Next BOD Meeting Scheduled: June 1, 2010 from 11:30am – 1:00 pm