

OCHRS BOD Meeting

Date: April 9, 2007
Time Started: 6:34 p.m.
Time Ended: 8:00 p.m.

Chair: Scott Lowber, President of OCHRS
Minutes Taker: Michelle Gibson, VP of Member Relations
Members Present: Scott Lowber, Joy Pollock, Lisa Fleming, Melanie Thompson Stillinger, Lynette Parmley, Cooper Johnson, Gayle Barrett, Brad Davidson, Lindsey Murry, Sharon Fulton, and Michelle Gibson

Members Absent: Kathleen Norman, Stephany Wade Tate, and Susan Leonard

Visitors: Jamie Schuman, UCO HR Society President and Megan Metzler, UCO HR Society Member

1. **Minutes from the February 2007 BOD meeting were reviewed. Motion for approval by Cooper Johnson and seconded by Joy Pollock** Scott Lowber
2. **Sharon Fulton – New Chapter Administrator** Scott Lowber

Sharon Fulton was introduced to the BOD's as our new Chapter Administrator. Sharon stated that she was getting up to speed on all of the new technology, including Cvent, that OCHRS uses and is happy to help out anyone on the Board as best as she can.

Scott mentioned that some of the members of the BOD's should get together with Sharon to have her assist them with some of their duties. In addition, the newsletter has been handed over to Sharon effective this month and she will need for us to provide any information that we have for the newsletter by Friday, April 13th.

Scott is not ready to hand over the website at this time. He feels that he will be able to keep up with this task the rest of this year and throughout 2008.

Cooper stated that he could use Sharon's assistance with invoicing sponsors from previous and future OCHRS meetings.
3. **Chapter Foundation Director – Scott mentioned that adding the responsibility of SHRM Foundation Director for the OCHRS chapter would fulfill our requirement for the CAP report. We are considering rolling it into another VP's position. Cooper Johnson and Lisa Fleming have agreed to co-chair this initiative in addition to their current VP positions.** Scott Lowber

SHRM Foundation is a charitable organization that has a scholarship program among other charitable causes. We may utilize Cvent and/or the OCHRS website to funnel donations.
4. **Golf Tournament – Cooper mentioned doing a fundraiser at a lighted driving range off I-44.** Cooper Johnson
5. **OCHRS Dues – BOD's discussed raising our dues in 2008 from \$35/yr to \$40/yr and putting the additional \$5/yr towards a charitable donation such as** BOD's

6.

the SHRM Foundation. In addition, it was discussed to do organize a fundraiser for the December meeting to go towards the SHRM Foundation in conjunction with our December meeting.

Diversity Report: Brad and Joy have some ideas on a speaker for the Diversity meeting in October. Lisa Fleming mentioned that Generational Diversity might be a good topic of discussion as it is a different slant on diversity. A speaker was mentioned; none could recall the name at the meeting but she is an excellent speaker in the area of Diversity but usually charges \$4,000-\$5,000 for a full day training session. May speak for free if we speak to her.

Brad Davidson

Brad would like to present something quarterly for the newsletter on diversity initiatives. In addition, Brad would like to have diversity best practices put on the website as well as create a Workplace Diversity Award. Lisa Fleming suggested that we use In Roads for a resume/interview workshop.

Legislative Affairs Report: Lynette mentioned that the National Legislative Conference at the end of the March in Washington D.C. was excellent. Lynette was able to listen to Secretary of Labor, Elaine Chow, speak among others.

Lynette Parmley

H.B. 1804 was intended to commence at the federal level as the starting point but that will not happen because the government is moving too slowly. The states are already moving on this initiative, including Oklahoma. Lynette and the State Chamber feel that the bill will be okay for the state.

OK State Council voted to have a Day as the Legislature again next year and is currently making reservations and soliciting ideas for next year's program.

Membership Report: Melanie stated that Sharon Fulton could assist her with membership renewals through Cvent and contact those who have not renewed. ****This is a high priority right now.**** Melanie has only received approximately 25 paper renewals this year and discussed how accounting for all of the renewals via cross-referencing reports has proved burdensome and time-consuming.

Melanie Thompson

Membership Report: Michelle mentioned that she will attend the UCO HR Society's April 12th meeting to discuss the benefits of membership. In addition, she will send out an email blast this week (was completed and sent out on 4/13/07) to the at-large members in our area.

Michelle Gibson

Michelle ordered a tablecloth through MTM Recognition to use at our monthly meetings as well at off-site events. The tablecloth will be royal blue with our logo in silver. The order should be complete in 2-3 weeks.

Michelle ordered new nametags on Thursday for the new VP's as well as those VP's who have changed titles this year.

Presidential Note: Scott mentioned that OCHRS was the only chapter in Oklahoma who was willing to work the at-large table at the state conference. He reiterated that any assistance our VP's could provide at that table would be greatly appreciated.

Scott Lowber

Sponsorship Report: Cooper mentioned that he has only four sponsorships left open this year. If we choose to have a sponsor in December, those funds could go towards the SHRM Foundation.

Cooper Johnson

Cooper is not sure where we are on advertising in 2007.

Melanie mentioned offering sponsorships or advertising via the OCHRS website or email.

Community Services Report: Lindsey introduced our two visitors this week, Jamie Schuman, UCO HR Society President, and Megan Metzler, UCO HR

Lindsey Murry

Society member and mentioned Michelle's presence at the April 12th meeting. In addition, she spoke on this year's HR Games.

UCO HR Society Report: Jamie mentioned the April 12th meeting as well as their last meeting of the year, which is on April 26th. They would like to have a speaker from OCHRS come to UCO on April 26th to speak on the benefits of membership with OCHRS. Scott volunteered for this project. This will benefit UCO on their merit award.

Jamie
Schuman

UCO submitted their merit award last month and they feel that they did rather well.

Presidential Note: Scott mentioned his request to the BOD's to facilitate future funds for the HR Games initiative. In addition, he mentioned free OCHRS memberships for all graduating seniors and free membership for the UCO HR Society advisor.

Scott Lowber

Workforce Readiness Report: Nothing to report.

Lisa Fleming

General Counsel Report: Gayle discussed the Workforce Investment Board and its association with Business Connections. This association is one of service providers to the business community, mainly vocational schools. A website is being set up so that employers can create a "one-stop-shop" to obtain the resources that it needs. This organization would like a Workforce Readiness representative to represent OCHRS to state what preparations need to be made in the business community. Lisa Fleming stated that she would be happy to participate.

Gayle Barrett

The Legal Seminar in August was discussed at length with varying ideas being offered. The group agreed that a mock trial would be a good format which lasts about 1 1/2-2 hours in length. This format may include Legal HR Games, in a game show fashion. This would include a continental breakfast and a light lunch and possibly a speaker during lunch. The regular meeting fee was discussed rather than the higher fee charged in the past.

Motion for approval by Melanie Thompson Stilling and seconded by Lindsey Murry.

Programs Report: all meetings for 2007 have already been scheduled.

Joy Pollock

Membership directories brought in roughly \$4,000+ in 2004 and it is estimated that we could make approximately \$6,000+ in 2007. There is a concern with security if we choose to offer the online option. Joy is soliciting ideas of companies to use for the printing of the directories.

Scott stated that SHRM offers a membership directory but you most know the name of the member and email addresses are not provided. We may be able to not only provide a hard copy of the directory but offer a link on our website as well.

Melanie stated that Sharon Fulton could maintain the upkeep of the directory.

Scott mentioned that we might have to use another database in order to provide an online version, as we cannot offer Cvent to the public. In addition, Scott mentioned that he make it a requirement through Cvent for members to update their work phone number and addresses, as well as title, company name, etc.. to assist with keeping our records up-to-date.

Closing Remarks: Scott is satisfied with the direction that the OCHRS meetings are going especially with last month's attendance at 120.

Scott Lowber,
Lisa Fleming,
and Gayle
Barrett

Lisa mentioned that we should offer an HR internship, which could assist us with the new OCHRS directory.

Gayle mentioned that she needs some volunteers for the Legal Seminar.

Motion to conclude the meeting was made by Lynnette Parmley and seconded by Cooper Johnson. All present were in agreement.

The meeting concluded at 8:00 p.m.

Next Meeting----August 6, 2007, at 6:00 p.m., location to be determined at a later date.