

Meeting Agenda Format

CCSHRM Board Meeting – February 18, 2010

(without some instructions)

I. Welcome and Call to Order –President

- Quorum was present. Present were: Russ, Cheryl, Greg, Paula, Hope, Michelle, Tim, Kayci, Julie
- There were no additions or corrections to the agenda.

II. Approval of Previous Meeting Minutes – VP Administration (Distributed with Board Packet)

- Motion to approve January minutes. Motion made by Cheryl and seconded by Michele. Discussion around President elect status. Julie wants to know if we have bylaws around this. Historically the Program Director has been the President Elect. Decided we had already made these decisions for this year.
- Questions around the nominating committee. Kayci will join the nominating committee.
- Hope to reach out to Johnette about getting access to the website to pull off registration.

III. Approval of Treasurer's Report – VP Finance (No December Report distributed)

- Approximately \$12,000 in the bank. Julie made motion to approve the budget. Hope seconded.

IV. Board Member Reports/Updates *(FYI -No presentation or Board Action requested)*

<u>Board Member</u>	<u>Report</u>	<u>Board Member</u>	<u>Report</u>
- President	<input type="checkbox"/>	- VP Finance	<input type="checkbox"/>
- VP Administration	<input type="checkbox"/>	- Past President	■
- VP Membership	<input type="checkbox"/>	- Member-at-Large _____	<input type="checkbox"/>
- VP Programs	<input type="checkbox"/>	- Member-at-Large _____	<input type="checkbox"/>

V. Volunteer Leader Reports/Updates *(FYI -No presentation or Board Action requested)*

<u>Volunteer Leadership Area</u>	<u>Report</u>	<u>Volunteer Leadership Area</u>	<u>Report</u>
Government Affairs	<input type="checkbox"/>	- Website	<input type="checkbox"/>
Diversity/Inclusion	<input type="checkbox"/>	- College Relations	<input type="checkbox"/>
Workforce Readiness	<input type="checkbox"/>	- Non-Dues Revenue Generation & Sponsorships	<input type="checkbox"/>
Newsletter	<input type="checkbox"/>		
Committees:		Other:	
Scholarship	<input type="checkbox"/>	Professional Development	<input type="checkbox"/>
Strategic Planning	<input type="checkbox"/>	Special Events	<input type="checkbox"/>
Professional of the Year	<input type="checkbox"/>	SHRM FOUNDATION	<input type="checkbox"/>
		Volunteer Coordinator	<input type="checkbox"/>
		Mentoring??	<input type="checkbox"/>

VI. Unfinished and Current Business:

- 2010 CCSHRM Operating Budget Discussion and Approval (Michele)

Vote made at last board meeting to approve meeting to approve removing national conference and raffle. Cheryl moved and Julie seconded.

1. May Legal Update costs and fees

Conversation on May Legal Update. Michele feels we should charge members because our funds are low., Discussion on how and what we should charge. Motion made that we charge \$25 for members and \$65 for non-members. Julie made the motion and Michele seconded. Some concern over members not being pleased with being charges. This time we will have two legal firms involved.

2. Review and approval of removing budget line items: Christmas Auction and National Conference

Vote requested at last board meeting to approve removing national conference and also raffle. Michele did not attend. Cheryl motioned and Julie seconded.

3. Explanation from VP of Finance line items from 2009 Budget
Michele reviewed the questions from last month and answered .

4. Approval from Board of New 2010 Line items:
- a. Advertising
 - b. Membership
 - c. Accounting/Legal Fees

Has a CPA working on 2009 taxes. We did not have to do taxes in 2008 because we were not incorporated and we didn't have the \$. Plans to get everything into Quickbooks.

- d. Directors & Officers D&O Insurance

Tim is researching. Tim will let us know in March

- e. President Discretionary Fund

Discretionary funds of \$300 for President also added. Now the President does not have to have board approval for minor expenditures.

Motion made by Hope and seconded by Julie that we accept the above recommendations and changes to the budget.

- March 18, 2010 SHAPE Training in conjunction with Board Meeting (Russ)

March meeting will be training on SHAPE. Paula will send out SHAPE workbook. Michele will also help on SHAPE.

Nneka Wells interested in working with Paula on SHAPE. Need to get her joined to the membership.

VII. New Business:

- Other Discussion Topics not submitted on Board Packet Forms??

There was conversation on May Legal Update. Michele feels we should charge members because our funds are low., Discussion on how and what we should charge. Motion made that we charge \$25 for members and \$65 for non-members. Julie made the motion and Michele seconded. Some concern over members not being pleased with being charges. This time we will have two legal firms involved.

Check to see if we made a decision to offer the unemployed a discount on membership.

VIII. Adjourn

2:13 pm