

HUMAN RESOURCES ASSOCIATION – GREATER CONCORD, NH
Program Year 2017-2018
Board Meeting Minutes – August 2, 2017
Northeast Delta Dental, Two Delta Drive, Concord, NH

Board Members Present: Matt Becker, Denise Vaillancourt, Bonnie St. Lawrence, Jessica Beaudet, Michelle Morse, Naomi Butterfield (called in), Beth Deragon, Elena Preston, and Maria Morais.

Board Members Absent: Beth (Hutchins) Carpenter.

July 5, 2017, Board Meeting Minutes

VOTE: A motion was made by Matt Becker and seconded by Jessica Beaudet to accept the minutes of the July 5, 2017 meeting.

Discussion: Denise Vaillancourt recommended that “financial audit” in the Finance Committee narrative of the minutes be changed to “internal processes audit,” to better reflect the intent of the audit.

All present voted in agreement of the change to the draft minutes and the July 5, 2017, minutes were approved for posting on the Association’s website.

Financial/Treasurer’s Report

Jessica Beaudet reported we had a great year – there was a profit instead of a small loss. Kudos to the Programs Committee!

VOTE: A motion was made by Jessica Beaudet and seconded by Denise Vaillancourt to accept the financials as presented.

All present voted in agreement to accept the financials as presented and to place them on file for audit. Approved.

Membership Vote

Renewing Members: 24 candidates were presented for renewed membership:

Professional: 24 members

Associate: 0 members

Affiliate: 0 members

Student: 0 members

New Members: 5 candidates were presented for new membership:

Professional: 4 members (Melissa Abbott, Susannah Chance, Jean Marchant and Sarah Rosetti)

Associate: 0 members

Affiliate: 1 member (Hilary Rheume)

Student: 0 members

VOTE: A motion was made by Elena Preston and seconded by Denise Vaillancourt to approve the 24 renewing members and 5 new members for membership in the HRAGC.

All Board members agreed and the 29 members were approved for membership in the HRAGC. Approved.

COMMITTEE REPORTS

Community Relations - reported by Beth Deragon

The committee did not meet this month. There is a meeting scheduled - the committee will confirm a location to meet shortly.

Elena Preston asked if the committee will name a liaison for the SNHU student chapter. Beth asked Elena to provide an email introduction to the person in charge of the SNHU student chapter and Beth will work with the committee to appoint a liaison.

Leadership Development Committee - reported by Denise Vaillancourt

Denise reported the LDC has received updated Committee lists from most of the committees (still need Marketing and HR North). They are reviewing the volunteer interest page with the renewing/new applications. The Board and Committee Orientation will be held on September 6, immediately following the abbreviated Board meeting. Denise reminded everyone that this is very helpful for all Board, Chairs, and Committee members, especially if you are new to your role and asked all liaisons to make sure the word gets out to all committee members.

Finance Committee - reported by Michelle Morse

Michelle reported the committee reviewed the year end financials and the committee was pleased to see a profit instead of a small loss. They reviewed the workplan (it looks good) and plan on reviewing the SOP document (may need some changes).

Marketing Committee - reported by Matt Becker

Matt reported there was no meeting this month - they will meet next month. The committee is still looking for a Chairperson. Elena Preston followed up with the committee to report stats from the website. The Local Job Opportunities section of our website is one of the most visited areas of the website.

Membership Committee - reported by Elena Preston

July committee meeting was cancelled due to lack of attendance. The committee will meet in person on August 25. They are still looking for a Chairperson. Most tasks have been delegated and they are also looking for new members.

Programs Committee - reported by Naomi Butterfield

Naomi reported that the committee is diligently working on securing speakers for the program meetings; they will have a tentative schedule shortly. The committee wanted to understand the budget for catering. Has there been a change? What have we done in the past? Matt will reach out to Mary Lambert (Chairperson) and Naomi, with a cc to Jessica Beaudet to walk through what has been done in the past and what was budgeted for this program year.

Michelle Morse recommended that each committee get a chance to do a two or three-minute commercial at each program meeting. Programs would love to do this - and they will need to build this into the program agenda.

HR North - reported by Matt Becker

The phone call with all the volunteers has not been scheduled yet. Beth is working on getting this scheduled. The Board discussed some of the challenges HR North faces, such the location of meetings; they have bounced around in the beginning, and then they tried to piggy-back on other big meetings, hoping to draw a bigger crowd. It is very difficult to draw from the whole region due to size. Another challenge is trying to get a core group of people who want to provide programming and resources to HR folks in the North country. Beth will let Matt know when a phone call is scheduled.

OLD BUSINESS - None

OTHER BUSINESS:

SHRM Certification Course

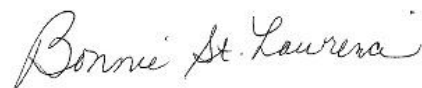
As of today, four people have registered for the Fall 2017 class (one is a non-member, three are members). It was just sent out to LaborNet last week. Maria Manus Painchaud will send out her email to former students and her contacts to advertise the course.

Membership Audit

Elena Preston has been working with Crystal at SHRM to accurately report our membership numbers. There has been a little back and forth, some issues with coding (if coded as a student, they don't count in our numbers), lapse in SHRM membership (affiliates must be SHRM members) and 20 people are not on our list (they have not recently paid, but are telling SHRM they are HRAGC). We are waiting for follow up from Crystal at SHRM, but our numbers are 72-73% SHRM members, up from 68%.

There being no further business to come before the Board, upon a motion duly made by Matt Becker and seconded by Bonnie St. Lawrence, it was unanimously voted to adjourn at 8:44 a.m.

Respectfully submitted,



Bonnie St. Lawrence
Secretary, HRAGC