



CMSHRM Board Meeting

October 15th, 2015

1:00pm – 3:00pm

We ARE the HR Voice of Central MN!

Members Present:

Jen Gertken, Julie Schulte, Julie Schomer, Heidi Korver, Carissa Schwinghammer, Betsy Lund, Nathan Brown

Absent:

Brie Curfman, Valerie Larkin, Kristin Rademacher

Approval of prior month minutes

Last Month's To Do List Review (Done / Not Done)	WHO	D	ND
Website update for national members to input their national ID numbers	Brie	x	
Holiday Party survey created to give guests at the 2015 party for input on the 2016 party. Review with Anton's to consider buffet style serving at the 2015 party.	Sara/Angie	x	
Email blast on September meeting to include free MNSHRM conference registration – winner Brie ☺	Jen	x	
Update registrations with reduced rates	Brie	x	
CMSHRM audit completed	Val		
Follow back up with Nancy on Detroit Lakes – Lakes Country information - Miscommunication, Detroit Lakes was interested in West Central MN SHRM (Alexandria)	Jen	x	

New Business	
Financial Report	Checkbook balance of \$42,327.59
Membership Update	Total Members: 146 - New Members for 2015: 28 - Non-renewals: 44 National Membership % of current CMSHRM members verified: 77 are SHRM members & 69 aren't SHRM members = 53% SHRM
Chamber Lunchtime Learning	CMSHRM is sponsoring the Chamber Lunch time learning Wednesday, December 2 nd . Nathan will be attending on behalf of CMSHRM
GSDC Partnership	Possibly partnering with the GSDC update? – Nate Brown Table this conversation (Nate not in attendance for first portion of meeting).
Programming	Programming ideas? Do we need to do another survey? The thought is 'no' being the other survey is just one year old. Julie Schulte will work with information she currently has to formulate plan for 2016. It was suggested to move the legal update to May or June being the

	fall season seems a little late. Discussion held to continue to review business partnership potential on key speakers. A variety of speaker options were reviewed for further research.
Strategic Plan	<p>Assigned members reported on goals from the Strategic Plan with key notes listed below:</p> <p><u>Engage and Maintain Membership</u></p> <p>Goal #1: Improve programming: Katrina/Julie Schulte</p> <ol style="list-style-type: none"> a. COMPLETE: Sponsorship program to contribute funds toward programming 4/16/15 Board approved \$3200 b. CANCELLED: C-suite Seminar -may not work for this year due to timing and scheduling. Are tabling until next year. c. COMPLETE: ½ Day Seminar expanded to outreach to more local community members d. Partner with SCSU and/or local business for funding to bring in higher level speaker -this will be researched in 2015 and implemented in 2016 due to programming already in place for current year -consider SCSU hosting the speaker and CMSHRM members attending -Find out qualifications to disburse funds from SCSU -Julie Schulte is reviewing <p>Goal #2: Increase national membership from existing 54%: Brie, Sara</p> <ol style="list-style-type: none"> a. Educational Presentation on Benefits of the Membership at the Chapter Meeting -Starting in May, will do this every other meeting. Next presentation in November. Discussion on whether or not additional efforts should be made to increase membership with the decision made to just continue with the presentations at Chapter meetings. Logic is to be provided to members as to why the national membership is important to sustaining the chapter. b. COMPLETE Supplement or award membership -Table due to budgetary confinement c. COMPLETE: Discount Chapter membership if national membership -Research was complete and there is a kickback of \$5 per person, 2 times a year (\$10 annual). The decision was made to leave the fee structure as is. <p><u>College Relations</u></p> <p>Goal #3: Create and engage student chapter at St. Ben's(CSB) and St. John's: Carissa, Sara, and Julie</p> <ol style="list-style-type: none"> a. COMPLETE Additional resources to assist the College Relations Director -Sara Netter to assist Carissa Schwinghammer b. Review and develop funding options for CSB/SJU students -next step is to work on the affiliation Carissa met with Deb at CSB/SJU and chapter formation seems to be going in the right direction. Students are forming a group and meeting regularly. The student president Allison is working on the affiliation paperwork (currently on step 4). -SCSU is doing better with several staff attending the State SHRM Conference. Kelly, the student president, is setting up to meet independently from SUMO. <p><u>Workforce Readiness</u></p> <p>Goal #4: Promote HR Certification: Tammy</p> <ol style="list-style-type: none"> a. COMPLETE: Educational Presentation to Chapter Members b. COMPLETE Add information to New Team Member Presentation c. COMPLETE Gift upon Certification d. COMPLETE complete 4 discounts provided for educational coursework e. COMPLETE Advertise contact person – let members know who and how to contact Tammy and place on the website <p>Goal #5: Developing community outreach in a variety of areas: Nathan, Val</p>

	<ul style="list-style-type: none"> a. COMPLETE Workforce center job fair – provide refreshments b. COMPLETE Partner with school district -Putting information on the website and being discussed at chapter meeting c. COMPLETE Partner with Chamber of Commerce -Will do a lunchtime learning in December -Val and Brie members of Chamber of Commerce d. COMPLETE Other local HR groups -GSDC: placed link on CMSHRM website. -BET: past history CHSHRM did not have employer audience to benefit from. No funds budgeted for this year, so pass. Val and Nate will attend to reassess. COMPLETE Partnerships: Mahowald seminar, United Way Mental Health Day
Holiday Party	Anton's will serve the meal buffet style and all is set for the December event.

Conclude

New To Do List	WHO
Work with Tammy to find out if SCSU funds can be utilized to bring in higher level speaker.	Julie Schulte
Connect with Brie and Sarah to do demo in November on National SHRM and Membership advantages. Demo should indicate reason why National Membership is important.	Jen
Introduce students at the Chapter Meeting.	Jen
Work with Professor Tan to ok students to attend the CMSHRM Meeting	Heidi
Work with student presidents to get contact information to email members for mentor opportunities	Carissa
Check with SHRM to see if they have standard bylaws the student chapter could use to become an affiliate versus creating their own bylaws.	Carissa
Consider Perfect Attendance Awards; check with Julie Schomer if this can easily be done with the data we currently have	Jen
Consider setting up process where name goes in a hat each time meeting is attended for drawing to win free state conference registration fee	Jen