**HCHRA Board Meeting Minutes**

Wednesday august 12th 2020

3:30-5PM

virtual Meeting

**In Attendance:** Candie Delp, Jackie Huffman, Karyne Spadi, Kathleen O’Toole-Gilles, Brenda Perez, Amy Felton

1. **President’s Update**: (Candie Delp)
	1. EvolveHR Summit -Karyne tried and had technical difficulty. They posted that they had a number of issues on Basecamp given how large of a virtual meeting it was. Candie will send out the link for the Summit.
	2. Johnny C Taylor will be key note speaker at 2021 COSHRM Conference
	3. Who has PO Box keys? We may have a missing key.
2. **Financial Update: (Kathleen/Candie)**
3. US Bank balance is $7,291.60- We resolved the issue with Paypal so we are able to transfer funds.
4. $200 balance left in Paypal
5. Candie has a receipt for bulk gift cards and thank you cards which will be submitted
6. Amy was going through members who had expired and was following up on invoices sent.
7. **Membership Update:** (Amy Felton)
	1. Our membership is down significantly. Amy went to the post office and we have not received a lot of the invoices back from July 1st. We are currently at 36 members and will be working to get those numbers back up.
	2. Looking at promotion to incentivize people to renew in the next 6-8 weeks.
8. **Programs Update: (**Jackie Huffman)
9. Think on Your Feet training is tomorrow. There are 13 people signed up.
10. Should we consider offering free programs to members or a $15 price point to non-members? Is it worth doing some trainings for free in order to get full classes and market to other chapters? Legislative updates should not be free given the cost involved. Happy/Coffee Hours are free programs.
11. Can we offer a discounted rate for larger groups from the same organization or a bring a friend program? Will discuss on next call and look at doing something like this for October.
12. Shout out to Brenda for help in advertising programs!
13. Send anyone who wants to be added to email list to Amy, as they can get on the distribution list for communications as a non- member.
14. Working on finalizing the D & I Series. There will be 10 Session, co-hosted through VVP and HCHRA. Looking at a September start date and working on facilitators/speakers for this program.
15. Any ideas for October and November please send to Jackie.
16. **Certification Update:**  (Lisa Lowe)
	1. Boot Camp- We will get a commitment of dates from Lance and send out communication with dates and price for a virtual Bootcamp. The communication will state that we need to have at least 10 people to run the program.
17. **Workforce Readiness Update:** (Mark Hoblitzell)
18. No Updates
19. **Legislative Affairs Update:** (Karyne Spadi)
	1. No updates- there have been no calls since February
20. **SHRM Foundation and Diversity Update:** (Alex Fuller)
21. Panel series is being worked on and in progress, see programs update above. Will begin in September.
22. **Communications Update: (Brenda Perez)**
	1. Video has been created for the reasons why people should become associated with our Chapter. We will figure out how to post this on the website.
	2. There is a link to video of Johnny C Taylor for 2021 COSHRM Bi-Annual Conference that can be shared. Brenda will share videos after the next virtual happy hour.
	3. Once plans are finalized for D&I series we will begin to advertise in September.
23. **Other Topics for Discussions:**
	1. Annual Employers Council Summit was 2 days virtual and it was really good.
	2. Next Meeting – Tuesday September 8th