**Meeting Minutes: HCHRA Board Retreat 1.11.17**

**ERWSD Offices 9:30-1**

Attendees: Michelle Lovins, Ali Kelkenberg, Cherie Chavis, Candie Delp, Mellanee Montgomery (phone), Linda Giordano, Amy Packer, Erica Schneider, Jackie Huffman, Jessica Beauchamp

**Welcome and President’s Update (Ali)**

Group Activity (Volunteer Info document)

* SHAPE (SHRM Affiliate Program for Excellence) Report will be completed by Michelle - due January 31
* SHAPE report shows we are a chapter in good standing
* 2018 Meeting Schedule 3rd Wednesday works for everyone. Dial in is ok.
* Available positions- We are looking for a College Relations Director and will be seeking a President Elect for 2019
* Annual COSHRM Volunteer Leader Summit in BlackHawk (April 26th and 27th) Falls on Spring Break
  + Ameristar hotel rooms and conference are paid for by COSHRM
  + COSHRM Board Meeting Thursday afternoon and dinner that evening
  + Conference is on Friday – Linda is driving down morning of if anyone wants to carpool
* SHRM Annual Conference in Chicago (June 17th – 20st) – As a volunteer leader, take advantage of the lowest possible individual discount on 2018 SHRM Annual Conference & Exposition registration. Register by February 2 and pay $1,095 to attend #SHRM18 as a volunteer leader. After February 2, the rate for volunteer leaders increases to $1,445. On-site you’ll have VIP access to the Leaders Lounge – a special room provided for volunteers to take a break and relax. Don’t wait visit [annual.shrm.org](http://links.shrm.mkt6744.com/ctt?kn=45&ms=MzI1OTA0NTIS1&r=MTAyOTQ1Njk3OTkxS0&b=0&j=MTIwMTU3OTYxNAS2&mt=1&rt=0" \t "_blank) to register and once logged-in you will automatically receive the Volunteer Leader rate.
* Thank you letters from me to your company for allowing you to participate today and volunteer on our board. Please send email and name of your manager (let me know if you’d like a hand written letter)

**Programs Update (Amy):**

* Upcoming Programs and Speakers
  + Calendar on website (MileHigh and Northern Chapters- check in with Rob and Adam)
  + Put other Chapters events on calendar
  + Generations Training Jan 25 3 – 5 Karen Shanley and Ali Kelkenberg
    - One person registered
    - We will push heavily over the next few days
    - Three emails will be sent out over the next week
    - Mountain Careers/Linked In Social Media
    - Ask VVP to post – Ali to reach out to Maren
  + February: Intro to Mental Health for First Aid with Molly Fiore
  + March: Scott Ferrin Talent Acquisition Program
  + April: HR for Small Business
    - Ali to reach out to local businesses to see if they want to sponsor lunch
  + May- Webinar for Mile Hi
  + June 7th: Healthlinks - Josh Scott
    - Topic ideas: free counseling ideas, horse to water (engaging the unengaged), workplace wellness solutions for the seasonal, part time and shift worker (non-office workers)
  + July- ?
  + August COSHRM Quarterly Meeting?
  + Other programs: Peter Rudy, Bob Vanourek, Vail PD – reasonable suspicion

**Financial Update (Erica):**

* Fund Balance with US Bank and PayPal- $200
* Unpaid Invoices – 20 unpaid invoices
  + Taxes – Erica will file
* Erica still needs access to USBank Account

**Marketing and Communications Update (Jackie)**

* Instagram Followers: 123
* Facebook Followers: 28
* Jackie is working to get on board and transition into her role fully and is excited to do this
* Ali and Jackie to train on Communications

**Certification Update (Cherie):**

* Cherie is working on HRCI renewal
* Cherie is not sure if Lance will be available to teach Boot Camp. Cherie to research and discuss study group

**Membership Update (Candie):**

* Current Membership Update
  + 88 Members/6 Pending Members
  + 52 members are SHRM Members
* Transferring membership
* Switch to monthly renewal from 6 month renewal

**SHRM Foundation**

* No Update

**Legislative Affairs Update (Jessica)**

* All members encouraged to join “A Team” (Advocacy Team) calls   
  [advocacy.shrm.org](http://advocacy.shrm.org)
* Day at Capitol Feb 26 3pm- Feb 27 4pm Join on COSHRM Site $75 early bird $90 regular
* Colin Walker, Director of Legislative Affairs COSHRM will update us now that the CO legislative session just started. He will also push out if he does a webinar via his law firm.

**College Relations and Workforce Readiness Updates (Mellanee)**

* March 22 – 9:30-10:15 at BMHS - Workforce center needs help with mock interviews
* Ali to send out Katie Boothby
* April 6 – Eagle county STEM expo- introducing STEM professionals
* Next year – CareerWise work with Erik Williams
* Mellanee meeting people in Summit County
* Ali and Candie to work on info for Summit County

**Other Discussion:**

* Meeting syles-
  + Ali to play with schedule and incorporate a shared resources time and work on an HR problem time.
* Bylaws- Angelo and Michelle worked on the bylaws and updated them
* Next Meeting- Learn about the bylaws and make sure we are in compliance
* Ali to reach out to CMC and make contact their- make sure we have rooms for the CMC events/meetings