

Dulles SHRM Board of Directors May 11, 2009

Board Members Present: Buchholz, Teresa; Caporaletti-Hoyt, Linda; Cower, Sarah; Geib, Janet; Gregory, Joseph; Henderson, Denise; Kelly, Tim; Lourenco, Amy; Milam, Michelle; Nastelli, John; Roome-Godbolt, Mary; Sherrier, Joe; vanBurk, Beth; Ward, Roxanne; Winter, Keli

Board Members Absent: Kaiser, Evelyn; Labman, Brandon; Loison, Cindy

Non-Board Members Present: Juraschek, Dan; Seven, Tobin

The meeting was called to order at 6:03 pm.

Minutes: Linda moved and Janet seconded the approval of the April minutes. The vote was unanimous and the minutes were approved.

Treasurer's Report: As of 5/9/09, the checking account balance was \$16,310.13. Denise noted that the mileage listing is for the State Council meeting, not a conference. The cost of checks purchased from BB&T was \$25 per box. (Several folks noted that they could be purchased less expensively through other sources.) All charges from the Hyatt (bar service, a/v, etc.) will now be incorporated into one bill. Included in this month's report was a bill for \$530 which covered 2 months of these items. It was noted that CT Helmuth sponsorship bill for \$200 for the networking reception at the Spring Seminar is still outstanding.

Registration: So far, 38 are registered for next week's meeting. Since many folks have asked Mary, beef is on the menu this month.

Speakers: Holly & Lori were rated 4.5 on knowledgeability, but lower on dynamism. There were lots of negative comments regarding their talk, in particular the very "sales-pitchy" tone. Keli did pass on this feedback to them. There were fewer specific comments on the hotel. It was noted that we need to work with the hotel to ensure that speakers get fed first. November's speaker is Aimee Lowry on compensation.

Certification: Joseph confirmed that Eileen Taylor is interested in teaching a course in the fall. A decision is needed on location. Last year it was done at FGM. Eileen offered her office (KnowledgeBank) but they can only comfortably accommodate 8-10. Michelle & Tobin mentioned conference rooms at EBCA in Tysons. (They provide broker services.) The space is free to use and one conference room seats up to 60. They simply need 1 month's notice to reserve. Tobin will give Joseph the contact info. Joseph & Eileen talked about a team approach, with several facilitators taking on a few modules each. (She would prefer to do the latter modules so she has some break time.) This would have the added advantages of providing the students with different points of view as well as not requiring as large a time commitment from teachers. We will start marketing in September/October for the spring session, and have info (newsletter, etc.) starting in May to gauge interest in the fall session.

Denise mentioned a SHRM scholarship that provides chapters with funds to reduce costs for certification groups. She sent info on this to Joseph. Joseph to look into it.

Sponsorship: Teresa indicated that the only month that is open for 2009 is November. She already has an annual sponsor for 2010 – Michelle’s firm Business Benefits Group. August was given to Reston Limo at no charge in exchange for their contributions (transportation to Day Inside the Beltway).

Foundation: Joe distributed commitment (to contribute) forms to those who were missing last month. He announced that the 50/50 drawing winners for 2 months in a row have contributed their winnings back to the Foundation. There is a SHRM Foundation scholarship available with an application deadline of 7/15, but you must already be enrolled in a program to qualify.

Communications: Denise spoke about splitting the role with 1 person handling the newsletter and another, the web. These two individuals, Dan Juraschek & Tobin Seven, attended the meeting and introduced themselves. Dan works in Herndon. He has been a member of SHRM for quite a while, as well as Dulles & other local chapters. He has always been a backseat person, but feels that he has more time now to make a contribution now that his kids are grown. Tobin has been very active in the past in the technology committee of NVTC, but his term was limited. He was looking at local SRHM chapters to join, and chose Dulles over NoVA. He works in Rockville but lives in Aldie so our location, size & friendliness was just right.

We THANKED Dan and Tobin for stepping forward! It was also mentioned that there are other folks who expressed interest on being on the Communications committee (but just didn’t want Board roles). There was some additional talk about deadlines, etc. for the roles.

Legislative: John discussed the Day Inside the Beltway. Five folks attended from the Fredericksburg chapter and one came from Leesburg. Everyone who attended had a great time and all said they would attend again in the future. Joe met Congressman Frank Wolf, and the folks from Fredericksburg met their Congressman as well. They talked to folks in Webb & Warner’s offices. Topics included e-Verify and the Healthy Families Act (which SHRM opposes). Reston Limo provided the transportation gratis. (John did give the driver a \$75 tip.) We will also be writing a complimentary article in our newsletter about them.

Membership: 63 guests attended the joint membership drive (plus an additional 5 panelists and assorted volunteers). At the end, 11 people expressed interest in joining our chapter. (Other participants were NoVA and NAAAHR.) We will try to do this at least annually; however, Roxanne wasn’t sure if there would be time to plan another for the fall because of the planning time involved. There is another networking event planned on June 25th, but Roxanne couldn’t recall the location. This is a free, open bar event with no speakers. Our membership total is 285, including 7 new members and 5 renewals in April.

Membership Survey: Michelle discussed the problem she is having creating matrixes where folks can chose 1 topic from each sub-topic. We recommended that she list all topics and ask folks to select their top five, perhaps ranking them as well. In addition, we suggested an additional question regarding asking for details on the topics of interest suggested.

Website: Two new members that joined this month ended up with their names only in our database. We need to have certain fields of the on-line membership application be required (like contact information!) so this won’t happen in the future. We also discussed the issue of spambots creating false

records in the membership database (and registration). We suggested a field that requires folks to type in a specific code to prevent this.

Spring Seminar: Sarah thanked everyone for their hard work. The comments – all positive – have included the great value, right size group, nice facility, good food, etc. Many folks asked if we will be doing another seminar in the fall. She expressed doubt about the networking reception at end. Many folks left – perhaps because it had already been a long day, perhaps because of the lack of adequate signage (since this was in a different room than the rest of the event). We discussed doing networking during a longer lunch period instead of a speaker at future events.

President's Report: Denise received an email from the Leesburg Chapter's college relations director regarding a joint event with local schools. National is really into collaboration! Our work with Fredericksburg and Leesburg for the Day Inside the Beltway garnered a mention on the Legislative webpage. They also love our discussion group – it's free and open to all.

NoVA was at the State Council meeting and had lots of good ideas. Fredericksburg asked some Dulles Board Members to speak at their Board retreat – and Richmond did too!

We're 4th or 5th in size for state. We're one of fifteen chapters that won Superior Merit for 2008. (We were either first or second in total CAP points.). The logo will be going up on the website. We also won the SHRM Foundation award. DULLES ROCKS!!!

Miscellaneous:

- HR Games: Linda discussed this event which had Jeopardy-style questions – that were hard! She said it was a great experience (echoed by other attendees).
- Succession Planning: Linda thanked all who responded and reminded those who had not to do so. She is still compiling responses for Denise and Sarah. Please don't forget to include names of future committee members. Also, please start thinking about next year – do you want to stay in your current role? Take a different role?
- June meeting: We will be meeting at HireStrategy in Reston (thanks Roxanne). Joe agreed to bring food.
- State Council: next meeting is Lynchburg on Friday 7/31. Michelle will be attending with Denise, as well as maybe Linda & Beth.
- VA State Conference: This event is in Virginia Beach from 10/4-6. The State Council meeting is 10/4. Denise will attend on 10/4. Michelle will attend the entire event. Information will be posted on our website soon, encouraging folks to attend. We get credit for each Dulles member that attends (a certain percentage of the net proceeds).
- SHRM Leadership Conference: Is being held 11/19-21. The President and President-Elect typically attend. Others may be sponsored by the Chapter as well. Attendees earn recertification credits.
- VA SHRM State Leadership Conference: This event will be January 8-9, 2010.
- Volunteerism: Mary talked about Dulles, NoVA and Leesburg members volunteering at job fair in Loudoun. They reviewed resumes for attendees. We discussed possible volunteer events for Board/chapter members. HRA-NCA is doing an event that focuses on underutilized populations – with speakers, interviewers, resume critiquers. We did stuff with Landmark Academy last year; Mary has worked with Chantilly HS. Robin Rickenback (a recent speaker) is involved with this too, and Janet will ask her about it. We also spoke about partnering with other

organizations like the Rotary Club (which does a lot with Herndon HS). Right now we're also talking with the Dulles Chamber of Commerce. It was suggested that folks continue to brainstorm ideas and then we'll make some decisions.

- Tim made a motion, seconded by Michelle, to reimburse John the \$75 he spent on the tip for the driver of Day Inside the Beltway. The motion passed unanimously.
- John spoke about an upcoming wellness seminar sponsored by his firm. He wants to plug Dulles, and asked for someone to speak on our behalf. Michelle agreed to do so.

The meeting was adjourned at 7:32 pm.

Respectfully submitted,

Amy L. Lourenco, SPHR
Secretary