

HRATV Board Meeting
Wednesday, August 10, 2016
11:30 a.m. to 1:00 p.m.
Boise Public Library

In Attendance: Vickie Coale, Laurie Nowierski, Vivian Otero-Epley, Justy Thomas, Doni Richardson, Jaye B. Pierce, Chad Nicholson, Brian Marshall and Pat Duncan

Absent: Valerie Davis, Kay Walter, Bethany Calley, Clay Gill, Jessica Donald, Patti Perkins, Kim Schaff, Kari Korell and Pam Howland

Vickie called the meeting to order at 11:35am.

The June Board meeting minutes were reviewed and approved online.

Treasurer Report: Doni provided an update on the Chapter financials. There has not been very much activity the last couple of months.

Administration: Laurie reminded Brian and Bethany that they are assigned to write the September newsletter article (due on 8/23/16). She is also looking in to software to assist with the database management to tie together all aspects of the members' experiences, specifically dues payments/renewals and event registrations. The goal is to make this information accessible to the members through their online account.

Membership: There are 13 applications pending approval but not enough Board members in attendance to vote today. Chad will email the list to the entire Board for online approval. The Board discussed whether additional information should be added to the application regarding the percentage of time spent in "Direct HR Duties." It was decided to leave as is. Other questions on the application help to provide a clear picture of their duties and we do not want to complicate it further by providing specific job titles. The Board also discussed the method used to change membership levels, ie from Associate to Professional. It was decided that we will add additional instructions for this at renewal time. Lifetime Memberships were also discussed. Jaye B., Chad and Laurie met last month to discuss options for how to monitor and elect members into this category. Their suggestion was to provide a 5-year auto renewal period, after which the member will need to contact us if they wish to continue as a Lifetime Member. The Board suggested that we assign someone, such as the Past-President, to reach out to these members at the end of each year to make sure they are interested in being renewed.

Communications/Marketing: Vivian has announced next week's program through LinkedIn and Facebook. She created an event in Facebook and is considering incentives to encourage people to use this method to show they are planning to attend. Next week she will communicate about the Idaho State SHRM Council Employment Law Conference. Vivian will also work on filling the community calendars with our events.

Words, Wisdom and Wine: Jaye B. looked into a virtual book club option and decided not to pursue this method. As a means to foster networking, she will work on creating an in-person book club instead. She is looking into books to suggest for the initial meeting. The Board discussed means of communicating and planning the initial gathering. Vivian suggested that an online forum be available

prior to the meeting so people can post comments there and still participate if they are unable to attend the book club meetings. Ideally, the book selection will provide SHRM Business credits to those who read it and take their online quiz. The Board discussed whether books can be shared and how the quiz is accessed. Laurie will look into options for the online forum.

Arrangements: There are 49 people registered for the program next week but there are still a few more days to register. The venue for next year's programs needs to be determined soon. Suggestions were made, including the Owyhee Plaza and JUMP. Parking needs to be part of this consideration. A suggestion was also made to possibly combine the Programs and Arrangements Board roles in the future.

Certifications: A small group has been meeting to prepare for the certification exams.

Conference: The committee has been formed and has had one meeting so far. They would like to select a theme so they can proceed. Pat shared a list of possibilities for the Board to discuss. The next steps are to line up presenters and prepare the graphics. The committee will meet again on 8/11.

Idaho Business Review HR Insert: Vivian reported that the IBR received 53 responses to their survey. They are compiling the information and will share with her the end of this week. Two members also contacted Vivian to offer assistance with the project if needed.

2017 Board Nominating Committee: Vickie requested additional Board members to participate on this committee. The committee consists of Vickie, Valerie and Brian. Two more Board members are needed.

Sponsor Request: The Board discussed a request from Parsons Behle to sponsor their Employment Law Conference this October. The Board decided not to participate as a sponsor; Vickie will contact them. As with all HR-related events, we will list the seminar on our website "Training Opportunities" page, but will not send email blasts or advertise in any additional manner. The Board will promote the September SHRM State Council Law Conference as this is our affiliate.

Book Sale: Books will be available for sale at the August 17 meeting with all proceeds going to the SHRM Foundation. Justy and Vivian offered to staff the table.

The meeting adjourned at 12:50pm.