



South Central Human Resource Management Association  
 P.O. Box 5974 • Jackson, Michigan 49204-5974

**SCHRMA Executive Committee Meeting**

Tuesday, March 9, 2010

Meeting convened at 7:32 am

Meeting adjourned at 8:27 am

**Officers:**

Co Presidents:	Dawn Geoghegan – present	Valerie Schuette - present
Co Vice Presidents:	Doug Scott – present	Kerry Klee-Tiesman - present
Treasurer:	Jennifer Johnson – present	
Co Secretaries:	Michelle McCormick – present	Laura Mobley - absent
Past Presidents:	Kim Sayles – absent	

**Committee Chairs:**

Legislative/Foundation:	Cheryl Melville – present	
Programs:	Doug Scott – present	Kerry Klee-Tiesman– present
Marketing/PR:	Doug Scott – present	Kerry Klee-Tiesman– present
Membership:	Teri Ogg – present	
Diversity:	Nicoleta Grace - present	
Certification/HRCI:	Alaqua Cummings – absent	
Workforce Readiness:	Bob Engel – present	
College Relations Chair:	Sandra Boyers - absent	

The meeting was called to order by Valerie Schuette.

President’s Report:

New website is close to being up and running, it should be complete in about 10 weeks. There were very few responses from the survey passed out at the last monthly meeting in regards to having a new member orientation - based on the lack of interest we will not proceed. We are still looking for someone who would be interested to chair the Seminar Day – Doug Scott volunteered. Need to make a determination on how we will proceed with our financial planning. Jennifer Johnson will contact Doug Vanderstelt of Jackson Investment Services for a reference and will submit to Valerie and Dawn. We need to address the SHAPE (SHRM Affiliate Program for Excellence) and determine the feasibility to become a gold chapter. MISHRM Leadership conference is June 3, 2010, contact Dawn if you would like to attend, SCHRMA will pay for the cost of the conference. Each member was asked to review the bylaws prior to our April meeting. There was discussion surrounding a need for consistency in promoting the monthly programs; VP should have the presenters’ bio to the HRCI chair more than a month in advance so that they can work on HRCI accreditation, monthly invitations need to be sent out by the first of the month each month. Discussed changing the co-secretary positions into two positions: secretary and communication chair. Dawn passed around a membership brochure.

Vice President’s Report:

Flyers are being printed for the half day seminar for April. We will be serving breakfast only. Kerry will follow up with The Manor House on breakfast. Student pricing for the event will be \$20.00, members \$35.00, and non-members \$45.00. To check on interest for 2011 programs we will send out a survey to our members and have the survey available at the April & May meetings. Valerie suggested using Survey Monkey for this and any other surveys. Currently we have about 50-55% who respond to the paper surveys, and it was felt this wouldn't be necessary at this time. Doug reminded committee that we should be giving new board members a copy of the Board Packet binders (Valerie will update the packet to replace the CAP information with SHAPE). Doug also asked that we respond to his email each month about having information for the powerpoint presentation even if we don't so he knows we received the email and have nothing to add.

#### Treasurer's Report:

Bank balance is \$6,836.85. Flagstar upgraded their system, so we are waiting for an updated February statement. Received a check from TAC for \$24.00, unknown as why we received this. Gave to Teri Ogg to follow-up. IRS form has been submitted for taxes. Approved invoices: \$250 for Chamber of Commerce membership, \$10 for Jennifer Johnson for treasurer's book and tabs. The accountant at Jackson County Medical Care Facility is performing an audit of our books. Preliminary suggestions: 1) make sure notes from the audit are in the minutes 2) need a better financial statement 3) need a plan to spend our money. Final report will be ready next month. We will provide him with a \$50 gift certificate to the Jackson Crossing for our appreciation in performing the audit.

#### Secretary Report:

21 people attended the February meeting. One no-show, Ann Marie Marsack. Preparing the Steady Eddy list and will send to Dawn and Valerie for review.

#### Past Presidents Report:

No Report.

#### Legislative / Foundation Report:

Cheryl is attending the SHRM Legislative Conference in Washington D.C., March 16-18. She will plan to report after her return.

#### Membership Report:

Distributed updated membership report. Teri will start contacting previous members who have not renewed. She also noted we have several members who have not listed their SHRM membership number on the application. She will contact them for the missing information so we receive credit.

#### Diversity Report:

No Report.

#### Certification/HRCI Report:

Jennifer transitioned to Alaqua. They submitted the information for the March meeting. Still unsure if February was approved for credit.

#### Workforce Readiness Report:

Junior Achievement had job shadowing last month. There will be an Open House at the Jackson Area Career Center on March 18<sup>th</sup> from 5-8pm. The students will be there displaying their skills.

#### College Relations Report:

Baker has received positive feedback from students regarding a student chapter. They will be discussing at their Advisory Meeting March 22<sup>nd</sup> and anticipate moving forward with informational meetings the later part of

March. Requested that SCHRMA cover the cost of printing flyers/posters to publicize the meetings and cover the cost of pizza and drinks during the meeting. Board approved \$200 budget and suggested we use the ISD for printing, the contact person is Denny Vass. Teri Ogg would like to attend the information meeting and will need to know the date.

Other Business:

No Report.