

DULLES SHRM BOARD OF DIRECTORS MEETING MINUTES FOR APRIL 11, 2022

Board Members Present:

1. President – William Seidler
2. Secretary & Director, Certification – Tricia Kleber
3. Treasurer – Bryan Clickener
4. Vice President – Programs – Nakisha Griffin
5. SHRM Foundation Representative – Rae Shimon
6. Director at Large – Nicole Davis
7. Past President and Director, Membership – Charlan Cornwell

Board Members Absent:

1. Director, Community Service – Mary Khattak
2. Director, Discussion Group – Megan Hollywood
3. Director, Diversity & Workforce Readiness Advocate – Shareem Annan
4. Director, Marketing & Communications – Erin Moody
5. Legislative Liaison – Matt Nieman

Vacant Position:

1. President Elect
2. Vice President, Sponsorships
3. Director, Registration
4. Student/Emerging Professional Liaison

MEETING STARTED – 5:35 pm

Will called the meeting to order.

Secretary's Report – Tricia Kleber sent out the March minutes for approval. Rae Shimon motioned to approve the minutes and Bryan Clickener seconded the motion. Charlan abstained from voting, but everyone else approved the minutes. Tricia will upload them to the website.

Treasurer's Report – Bryan Clickener – Balances as of 4/22/2022

- Truist checking - \$3,495.81
- Truist savings - \$16,234.44
- PayPal - \$1,928.55

Bryan sent over a draft of the budget to Will for review; once that has been reviewed, Bryan will send out the budget for approval. The biggest outlier is if we will have live meetings towards the end of the year.

Programs' Report – Nakisha Griffin

Programs for 2022

- April – Best Practices and Consideration for Integrating Assessments into Your Talent Development Strategy – Jamie Smith
- May – Data Analytics by Jay Polaki
- June – How To Be More Effective in Your Instructional Design – Amber Vanderburg

Nakisha asked if she can see how many people have registered. She would like to know if she needs to help promote it and if the speaker needs to promote it within her network. Tricia is speaking with the Rabin Group to see if they could speak with us. Once she hears from them, Tricia will loop Nakisha in to see if we can get something set up.

Will had sent out a poll about a half-day seminar, but he only had 8 responses. We might consider working on spring 2023 program.

Membership Report – Charlan Cornwell

- Active Members – 113 according to the records
- Pending Members –

Charlan is working on updating the records since the records come in daily.

Sponsorship Report

- Yearly Sponsor – Paycor is going to be our annual sponsor for the rest of the year! They will pay us \$1,200. We can then promote them on our site and our social media sites.
- Monthly Sponsors

Registration Report –

March Meeting

- Registrants – 21
- Speaker – 1
- Total Attendees – 17

Community Outreach Report – Mary Khattak

There was nothing to report for this month

Discussion Group Report – Megan Hollywood

April Discussion Group

- Topic – Neuroscience Hacks for HR
- Date – April 7, 2022

- Registered – 19
- Attended – 11

May Discussion Group

- Topic – Culture and Leadership
- Date – May 5, 2022

Social Media/Communication Report – Erin Moody

- LinkedIn Members – 1052, up 4 from last month
- Twitter Followers – 1042, up 3 from last month
- Instagram Followers – 54, up 1 from last month
- Facebook – 125, up 1 from last month

Diversity & Workforce Readiness – Shareem Annan

No information at this time

Certification Report – Tricia Kleber

- SHRM Approval – April Discussion Group, April Monthly Meeting, May Discussion Group, June Discussion Group
- HRCI Approval – April Discussion Group, April Monthly Meeting, May Discussion Group, June Discussion Group
- Waiting for HRCI Approval –
- Waiting to Obtain – May Monthly Meeting

Old Business

New Business

- Will would like to try and meet quarterly and start getting back to live meetings. He is targeting the June Board meeting (June 6) and will talk to Matt and Mary to see if we can use one of their offices.
- Will would like help with writing a 1-pager to be used at the HR Virginia conference. Nicole suggested doing a postcard instead of a 1-pager, and have a QR code on it to our website. We donated a gift basket. Will and Nicole are attending the conference and Nakisha is attending for one day.
- We went over the information from the strategic planning meeting. Will would like to work on the website and work on increasing membership.

Next Board Meeting: May 2, 2022.

Meeting adjourned: 6:11 pm

Respectfully submitted,
Tricia Kleber

Last edited April 11, 2022