

**DULLES SHRM BOARD OF DIRECTORS  
MEETING MINUTES FOR AUGUST 2, 2021**

**Board Members Present:**

1. President – Charlan Cornwell
2. Secretary/Certification Representative – Tricia Kleber
3. Treasurer – Bryan Clickener
4. Vice President, Programs – Will Seidler
5. Director, Discussion Group – Megan Hollywood
6. Director, Diversity/Workforce Development – Shareem Annan
7. Legislative Liaison – Matt Nieman
8. Past President – Nicole Davis

**Board Members Absent:**

1. Vice President, Membership & Registration – Tenelle Whitehurst
2. Community Outreach Co-Chair – Mary Khattak
3. Director, Marketing – Erin Moody
4. Director at Large – Jennifer Regis
5. Director at Large – Rae Shimon
6. Director at Large – Beth Van Burk

**Vacant Position:**

1. President Elect
2. Vice President, Sponsorships
3. Student/Emerging Professional Liaison
4. SHRM Foundation Representative

MEETING STARTED – 5:34 pm

Charlan called the meeting to order.

**Secretary's Report** – Tricia Kleber sent out the June minutes for approval. Because we did not have quorum, Tricia will send them out and we will vote by e-mail.

**Treasurer's Report** – Bryan Clickener – Balances as of 8/2/2021

- BBT checking - \$1,056.50
- BBT savings - \$15,483.36
- PayPal - \$3,195.75

**Programs' Report** – William Seidler

*Programs for 2021*

- August – Social Event – Coopers Hawk could not accommodate our dates, so Will is going to check out some other events. We had a discussion on what the cost would be and decided to keep the cost the same for both members and non-members. He will also look for something outdoors, as we might have a better chance of getting more people in attendance.
- September – Annual Legislative Update – we're still not sure what will be going on. Maybe we can do an outdoor event, such as Hidden Creek Country Club, where we can be outside and have some social distancing. If we do something inside, we should look at social distancing the tables and changing the set-up. After discussion, we decided to do this meeting virtually.
- October –
- November –
- December –

### **Membership Report – Tenelle Whitehurst**

- Active Members – 101
- Pending Members – None

### **Sponsorship Report – Vacant**

- Yearly Sponsor –
- Monthly Sponsors
  - August Meeting
  - September Meeting
  - October Meeting
  - November Meeting
  - December Event

### **Registration Report – William Seidler/Tricia Kleber**

#### **June 16 Meeting – Navigating Through Loss: Workplace Support for Grievors**

- Registrants – 17
- Attended – 13
- Speakers – 1
- Total Attendants – 14

August – 3 people registered

September – 1 person registered

### **Community Outreach Report – Mary Khattak**

Jack Kent Cooke Foundation is not doing an in-person event this year, so we will not be helping there. Mary still needs to contact someone at the SHRM Foundation to speak at the October Meeting.

## **Discussion Group Report – Megan Hollywood**

### **August Discussion Group**

- Topic – From WFH to RTO: The ABC's of Hybrid Work
- Date – Thursday, August 5, 2021
- Registered - 26

### **September Discussion Group**

- Topic – Retirement Reimagined
- Date – Thursday, September 2, 2021

## **Social Media/Communication Report – Erin Moody**

- LinkedIn Members – 1044, same as last month
- Twitter Followers – 1046, same as last month
- Instagram Followers – 53, same as last month
- Facebook – 120, same as last month

## **Certification Report – Tricia Kleber**

- SHRM Approval – August Discussion Group; September Discussion Group
- HRCI Approval – September Discussion Group
- Waiting for HRCI Approval – August Discussion Group
- Waiting to Obtain – August Monthly Meeting; September Discussion Group

## **Old Business**

Holiday Inn – we still are not sure if we will go back there; we need to wait and see what happened with the variant.

Dual Membership - Charlan has been reviewing the reports from SHRM and cross-referencing with our lists and is trying to get them reconciled. Nicole, Will and Charlan were on a call with SHRM to make sure that the membership audit is in-line and matches up. The next roster update is due on August 6. Charlan is waiting for SHRM to put the registration link on our website, which will happen around August 18.

Membership Survey – Matt stated that we are still trying to get into Survey Monkey. We cannot access the [dullesshrm@gmail.com](mailto:dullesshrm@gmail.com) and we need access there to access Survey Monkey. Tricia suggested that we cancel this account and set up a new one. We have 2 accounts for it; one is used by Linda Hoyt for the mentoring program. Nicole will change it so that Will is a primary user of Survey Monkey, and we will have Linda receive access on it temporarily as needed.

## **New Business**

Upcoming State Council Meetings

Nov 13 – Gaylord National Resort, DC

Jan 13 – Virginia Crossings, Glen Allen  
April 24 – Greater Richmond Center

November – HR Impact awards submissions  
December - CLIFF/State council Forms

2022 – HR/Virginia State Conference – Create a Better Workplace; Avoid the Catch 22

There are a limited number of complementary SHRM certificate exams through  
September 1 – we can submit some of our chapter membership for that –Erin will send  
that through the e-mail blast.

Shareem – SHRM National in Vegas in September – Michael Phelps will be speaking

Matt – he received a call from SHRM National inviting the legislative people for an event  
in September

**Next Board Meeting:** September 13, 2021. Bryan sent out the Zoom invite for it.

Meeting adjourned: 6:25 pm

Respectfully submitted,  
Tricia Kleber

Last edited September 7, 2021