

**DULLES SHRM BOARD OF DIRECTORS
MEETING MINUTES FOR AUGUST 2, 2016**

Board Members Present Via Conference Call:

1. President – Linda White
2. President Elect – Amy Civilikas
3. Treasurer - Jennifer Regis
4. Secretary - Linda Caporaletti-Hoyt
5. Vice President Membership – Rae Duffy
6. Vice President, Programs – Beth van Burk
7. Certification Representative – Tricia Kleber
8. Legislative Liaison - Matt Nieman
9. Legislative Liaison – Meredith Bergeson
10. Director, Diversity/Workforce Education – Mary Roome Godbolt

Board Members Absent:

1. Past-President – Courtney Nicholson
2. Director, Community Outreach – Madi Robison
3. Assistant Registration Coordinator – Susan Helling
4. Student Chapter Liaison and Scholarship Coordinator – Cindy Clark
5. Vice President, Sponsors - Vince Pascarella
6. Registration Coordinator - Charlan Cornwell
7. SHRM Foundation Representative – Katt Hancher
8. Director at Large – Kelly Ridge
9. Director, Discussion Group – Gus Lawson
10. Student Chapter Liaison and Scholarship Coordinator – Sarah Cox
11. Director, Social Media & Newsletters - Cindy Snyder, SPHR
12. Assistant Vice President Membership – Sharon Boisvert

Meeting called to order: By Linda White, the virtual meeting began at 6:00 pm.

Secretary's Report/Minutes: Linda Caporaletti-Hoyt circulated the June minutes from the last meeting via email in July. Linda W. made a motion to accept the minutes as distributed, Tricia Kleber seconded the vote. The vote was:

- Approve –9 (present at time of the vote)
- Abstain – 0
- Opposed - 0

The June minutes were approved.

Treasurer's Reports: Jennifer Regis reported that the current bank balances are:

The bank balances are as follows:

Paypal =	\$1,189.91
BB&T checking =	\$8,676.46
BB&T savings =	\$36,945.67

Total = \$46,812.04 (last month was \$45,898.23)

Membership: Rae Duffy updated the board on the membership statistics. As of 8/2/16 we have 158 active members, which is an increase of 5 from last month.

Registration: Charlan Cornwell emailed the following for the June chapter meeting:

Total attendees = 27 (includes speakers, sponsors and other guests) / Total meals ordered = 29

- 21 Registrants / 20 Actual Attendees (2 no-shows & 1 late registrant)
- 1 Speaker & 1 videographer
- 1 Annual Sponsor
- 2 Monthly Sponsors
- 2 Community Speakers
- No registration fees were collected at the door.

There was no meeting in July 2016.

Currently we have 11 registrants for the August 2016 Chapter Meeting (*lunch*). Additionally:

- 1 Community Speaker – Carol Black representing Backpack Buddies

Sponsors: Vince Pascarella had no report.

Programs: Beth van Burk reported, we are on track with our legal panel lunch for August. We will go back to paper surveys for a few months to see if we can get additional feedback.

Certification: Tricia Kleber reported she is working on getting the legal panel luncheon approved, and marketing the certification class, which starts in September.

Legislative Liaison: Meredith Bergeson and Matt Neiman had no updates.

Discussion Group: Gus Lawson had no report.

SHRM Foundation: Katt Hancher had no report.

Media Communications/Newsletter: Cindy Snyder had no report.

Student Chapter: Cindy Clark had no report.

Workforce Diversity: Mary Roome had no report.

Community Outreach: Madi Robison had no report.

Other items:

Fall Seminar: Amy is working to market the event, which will be held on 9/23/16. Details are on the website.

Strategic Meeting: The meeting was held Saturday, July 23 from 9-12 noon at Cox Communications. Tricia Kleber circulated notes from the meeting, which were posted on the board only section of the website for future reference.

Dulles SHRM Holiday Bazaar: Mary reported that the Holiday Bazaar Committee (with Charlan, Katt, Madi, Tricia & Cindy S) met last month via conference call. The chapter will sponsor this event on November 11/5 from 9-12 noon at Hidden Creek Country Club and donate a portion of the proceeds to three 3 charities: Northern VA Family Services, Women Giving Back and SOME (So Others Might Eat). The cost is \$30 for vendors, we will start promoting this after Labor Day.

Next Board Meeting: Our next meeting will be a virtual on September 7 at Cox Communications, starting at 6:00 pm.

Meeting adjourned at 7:00 pm.

Respectfully submitted,
Linda Caporaletti Hoyt

Last edited 9/6/2016 1:28 PM