

AL SHRM State Council and Chapter Leadership Meeting Minutes

MINUTES FOR: May 16, 2006

P: Present A: Absent with notification X: Absent without notification

COUNCIL MEMBERS and GUESTS PRESENT							
A	Jim Dingus Past State Council Director	P	Jamie Brown Workforce Readiness Director, Conf Co-chair, Director-Elect	P	Bill Rush Foundation Dir/ Conf Co-chair	P	Carmen Douglas Pres: Montgomery
A	Alan Sconiers Certification Director	P	Lynne Greene Co-pres: Calhoun County	A	Sonya Knipper Pres: Dec/ TN Vall	P	Shelly Cofield Co-pres: Calhoun County
P	Al Poston Pres: Gadsden/ Etowah	A	Shelly Prochaska National SHRM	P	Evelyn Gibson Member Demo Dir.	P	Inez Beek Pres: Mobile
P	Allen Kennedy Pres: BHM, Diversity Director	P	Trish White Pres: Baldwin County	P	Pam Peterson Pres: North AL	P	Penny Rotolo Pres: Dothan/ Wiregrass
P	Andrea McCain Federal Legislative	P	Juanita Phillips State Leg. Director	P	Lana Moseley Branding/ PR Director	P	Leanne Fuller Pres: East AL
P	Herb Clark Pinnacle Award Director	P	Paula Watkins State Council Director/ Conf Chair	P	Mike Bean Business Manager	P	Caroline Thompson Cullman
P	Nancy Leigh Pres: Tuscaloosa	P	Pam Werstler Council Affairs Manager	A	Mike Loncono College Relations	P	Al Perry Pres: Selma
P	Paula Miller Pres: Escambia County	P	Greg Glasscock Pres: Marshall County	P	John Dodson Pres: Winfield/ NW AL	P	Mike Van Rensselaer Pres: Shoals (NEW)
P	Gwen Black East Alabama	P	Shelly Murray East Alabama	P	Janet Parker SHRM Board	P	Liana Barnett Mobile SHRM

ACTION ITEMS TO BE COMPLETED			
	Action Items	Who:	Completed By:
1.	Visit the PBS website for the CEO Exchange air dates. http://www.pbs.org/wttw/ceoexchange/	All	On-going
2.	Notify chapter legislative reps about the Fall Hill visit	Andrea	Completed
3.	Brand the state council and highlight the conference	Lana	7/15/06
4.	Contact the following council leaders if you would like them to speak at your chapter meetings: <ul style="list-style-type: none"> • Bill Rush: SHRM Foundation • Alan Sconiers: Certification • Jamie Brown: Workforce Readiness 	Anyone interested	On-going
5.	Solicit feedback from Hill visit attendees on their experience	Herb	7/15/06
6.	Review chapter by-laws annually	Chapter presidents	On-going
7.	Talk with your president-elects to let them know what will be expected of them when they take over (i.e. member of state council, etc.)	Chapter Presidents	No later than 10/15/06
8.	Invite the 2007 Chapter Presidents to the October State Council meeting	2006 Chapter Presidents and Paula	November 15
9.	Complete and distribute a conference evaluation to attendees (as of 6/13/06, 34 attendees have completed the evaluation)	Jamie	Completed
10.	Prepare conference evaluation results for next meeting	Jamie	8/20/06
11.	Refer to the e-mail from Paula Watkins dated 5/22/06 (On to other things) regarding actions that need to be taken.	All	On-going

DISCUSSION ITEMS AND MAIN DECISIONS MADE DURING COUNCIL MEETING:		
	Discussion Item	Main Decision(s) Made
1.	Welcome, Introductions and Approval of Minutes Paula Watkins	Paula asked that everyone introduce themselves and tell what their role was with the state council. Paula also asked if the minutes (that were sent in advance of the meeting) were approved. A motion was made and seconded that the minutes from the April 1, 2006 meeting were approved as written.
2.	SHRM Board Janet Parker	Janet wanted to thank Paula for the invitation to attend the meeting. She wanted to appreciate the Shoals Chapter for being a 100% chapter and invite the state

		<p>requirements – more to come on this topic. She was very complimentary of the conference; the timing and theme are great in that our jobs as HR professionals are changing rapidly. When she has meetings on the National level, she is always pulling from her local and state experience that she has had with Alabama. She marvels at the creativity and forward-thinking of the leadership of SHRM.</p> <p>At the February meeting, she wanted to “look forward” and see which way the Board should go. Board members are assigned to committees: Audit (compliance), Governance (what they do as a Board), and HR (functions within SHRM.) They are recruiting for two new Board members and have reviewed two large binders of resumes.</p> <p>As far as STP/ ATP are concerned, they are looking at:</p> <ul style="list-style-type: none"> • Students • E-learning • Volunteer opportunities • CEO Exchange (encouraged us to visit the PBS website to see the schedule) <ul style="list-style-type: none"> ○ She shared the episode with Bill Marriott specifically. <ul style="list-style-type: none"> ▪ He visits the facilities and meets with managers. ▪ One manager shared that HR was a “crutch” for his managers and we don’t need them doing the managers’ job. ▪ It wasn’t exactly what (they) expected to hear on the Exchange but it was a realistic view of how some managers feel. • Exploring other ways to deliver information to members: <ul style="list-style-type: none"> ○ IPODs ○ TV ○ Podcasts ○ Branding • How SHRM can have more impact <ul style="list-style-type: none"> ○ Student chapters ○ Curriculum – having a “say” when it comes to college curriculum regarding HR. As a follow-up, view the research from SHRM’s HR Week as of 6/12/06: http://www.shrm.org/hrnews_published/archives/CMS_017331.asp#P-8_0 <ul style="list-style-type: none"> • Risk taker • Entrepreneur • Business Partner • Financials <p>Membership Advisory Committee (MAC) is the conduit between chapters and the Board (elected Regional Councils)</p> <ul style="list-style-type: none"> • The budget is very big. • Volunteers – do want people to enjoy being a volunteer – the SHRM staff supports the MAC.
3.	Legislative Andrea McCain and Juanita Phillips	<ul style="list-style-type: none"> • To date, 359 letters have been written by Alabama professionals. Of that number, 43 were unique letterwriters. • The Fall Hill Visit is scheduled for September 13-14, 2006. <p>HB215: Guns never made it out of the Judicial Committee. SB105 and SB-4 are “reupping” and this is regarding an extension to the Alabama Career Center. They would like to encourage all presidents to be prepared to communicate any legislative information to their chapter members.</p> <p>State Council letterhead/ template? An introductory letter (sample) is on the website for SHRM members. Juanita responded that there would be one for the council down the road.</p>
4.	College Relations Mike Loncono	<p>Mike sent Paula an update: there will be a state-wide student event to be held in 2007 in the following locations:</p> <ul style="list-style-type: none"> • April 7, 2006 in Montgomery • May 7, 2006 in Birmingham <p>In both cases, the local chapters are being asked to help support this event.</p>
5.	Workforce Readiness Jamie Brown	<p>A survey will be distributed by the AARP to businesses in the state. Encourage chapter members to participate if they receive it.</p>
8.	Branding Lana Moseley	<p>She gathered information at the last chapter meeting.</p> <ul style="list-style-type: none"> • Press releases are ready • Knowledge of HR, business trends – need to serve as a resource to the media <ul style="list-style-type: none"> ○ Speeches ○ Seminars

		<ul style="list-style-type: none"> • She wants to highlight the conference afterwards.
9.	Pinnacle Award Herb Clark	The national website has not been updated yet with the new application. He is working with Andrea on how we have made an impact with our Hill visits. He will also solicit feedback from Hill Visit attendees on their experience.
10.	By-Laws Paula Watkins	Carmen Douglas completed a review of the state council by-laws and compared them to the model published by SHRM. Paula reminded the chapters that they need to review their by-laws annually.
11.	HR Professional Award Inez, Bill, Pam and Leanne	They did get ideas and criteria which will be discussed at the next meeting. Calhoun County and Tuscaloosa already do something in their chapter.
12.	Conference Bill, Nancy, Paula and Jamie	During the meeting we took time to stuff the conference bags, alphabetize the name tags and tie up any loose ends. Jamie discussed the volunteer schedule and where people were needed. Bill and Nancy went to the conference center to review the conference layout, etc.
13.	Financial Report Mike Bean	Mike provided everyone with the conference and state council budget. Our combined assets are \$85,807.95 but that will change once invoices for the conference begin to come in for payment. A discussion regarding the CD was held. She feels like we need to keep some money in reserve for future conferences and attendee failures.
14.	Audit Update	An internal audit was conducted in January 2006 and will be filed annually. Jim Dingus is working on this. Last instructions from IRS were that SHRM Alabama will contact a CPA.
15.	Diveristy Allen Kennedy	Allen participated in a webcast which provided a lot of meaningful information regarding metrics, etc.

HANDOUTS RECEIVED:

Professional Development Course outline from Manufacture Alabama
2006 "Actual" Conference Budget
2006 2 nd Quarter Treasurer's Report
Annual 2006 State Conference Budget

Next Scheduled Meeting: August 25-26, 2006 at Regions Bank in Montgomery.

Jamie Yeaman Brown, SPHR

Director-elect, WR Director, Conference Co-chair