



*Helena SHRM  
Board Meeting Agenda  
Via Teams & Overland Express  
11:30 – 12:30  
April 14, 2022*



- **Attendees: Sarah Peters, Emma Rooney, Todd Jackson, Mike Worden, Karol Anne Davis, Michelle Edmunds, John Pavao, Joanna Halland, Dawn Lambert**
- **Absent: Amanda Yocum, Tiffany Thornton, Annie Chase, Kaley Argee, Heather Rankin, Rebecca Bruno**
  - Need a minimum of 8 out of the 15 to make a quorum
- **Icebreaker:**
- **Approve March Meeting Minutes**
  - Joanna made motion and John Seconded to approve meeting minutes from March 2022. All in favor and none opposed. Motion carried.
- **Treasurer (Sarah Peters)**
  - Balance is \$12,297.26
  - Accrual vs Cash Budget discussion.
  - Michelle is sending Emma, Sarah, Dawn and Karol Anne time options
- **President (Karol Anne Davis)**
  - I did not get the Excel Award submission completed and submitted.
  - State SHRM Conference Update – May 4<sup>th</sup> – 6<sup>th</sup>
    - I need one silent auction item from each board member by 4/22/22. The item needs to have a retail value of \$50 or more. It can be combined items. I will need the following information for your silent auction item.
      - Donated by (Name of individual or company.)
        - Full name
        - Phone number
        - Email address
        - Street address
        - Logo (if applicable)
        - Price, cost, or value of the item/basket (Retail)
        - Several photos displaying the item
      - Our chapter silent auction item theme is Outdoor Summer Fun – Think camping, yard games, lake fun, etc.
        - This total basket needs to have a retail value of \$100 minimum.
        - Please get any items to Karol Anne by 4/22/22.
      - As a chapter we will also need to provide 20 door prizes with a \$10 to \$20 value each. Please bring items to Karol Anne by 4/27/22.
    - Monthly Chapter Meeting
      - Reminders for membership.
- **President Elect (Dawn Lambert)**
  - New laptop discussion for hybrid
- **Secretary update (Michelle Edmunds)**
  - Michelle uploaded 2022 meeting minutes so far to website
  - Michelle to schedule Wild Apricot invoice meeting
  - Michelle to update Gmail out of office to direct people to our website
  - Michelle will figure out downloading and saving cloud recordings
- **Membership Update (Amanda Yocom)**

- **Programs Update (John Pavao)**
  - Mar. “RQ – Results Through relationship Intelligence”
  - April “HR Management and the Raci Model”
  - May “The Next Play Accountability System”
  - June “Why does your workplace need “Civility”
- **Foundation Update (Tiffany Thornton)**
  - Speak Easy Event
- **Legislative Update (Mike Worden)**
- **Communications Update (Annie Rasmussen)**
- **Certification Update (Joanna Halland)**
- **Diversity Update (Kaley Argee)**
- **Social Media Update (Rebecca Bruno)**
- **Workforce Readiness Update (Emma Rooney)**
- **College Relations Update (Heather Rankin)**
- **AV/Webmaster Update (Todd Jackson)**

**2022 Monthly Chapter Meeting Calendar – 3<sup>rd</sup> Thursday of every month 11:30-12:30pm via online or at TBD**

Month	Topic	Speaker(s)	
January 20	Supporting Caregivers in the Workplace	LaDawn Whiteside	AARP
February 17	MARIJUANA AND THE WORKPLACE		
March 17	RQ – Results Through Relationship Intelligence	Michael Brown & Kyle Menig	Corestrengths
April 21	HUMAN RESOURCE MANAGEMENT AND THE RACI MODEL		
May 19	The Next Play Accountability System	Richie Contartesi	Author
June 24	Why does your workplace need “Civility”	Jason Slead	Department of Revenue
July 15	TBD		
August	TBD		
September	TBD		
October	TBD		
November	TBD		
December	Holiday Social?		

**2022 Board:**

- **President:** Karol Anne Davis (2nd year)
- **Past President:** Vacant/Karol Anne in 2023
- **President Elect:** Dawn Lambert (1<sup>st</sup> year)
- **Treasurer:** Sarah Peters (1<sup>st</sup> year)
- **Secretary:** Michelle Edmunds (1<sup>st</sup> year)

- **Membership Director:** Amanda Yocom (2<sup>nd</sup> year)
- **Certification Director:** Joanna Halland (2<sup>nd</sup> year)
- **Programs Director:** John Pavao (2<sup>nd</sup> year)
- **Legislative Director:** Mike Worden (re-elected 1<sup>st</sup> year)
- **Foundations Director:** Tiffany Thornton (1<sup>st</sup> year)
- **Workforce Readiness Director:** Emma Rooney (2<sup>nd</sup> year)
- **Communications Director:** Annie Rasmussen (Re-elected 1<sup>st</sup> year)
- **Social Media Director:** Rebecca Bruno (1<sup>st</sup> year)
- **Diversity Director:** Kaley Argee (2<sup>nd</sup> year)
- **College Relations Director:** Heather Rankin (2<sup>nd</sup> year)
- **AV/Webmaster Director:** Todd Jackson