



*Helena SHRM  
Board Meeting  
Overland Express  
11:30 – 12:30  
August 10, 2023*



- Date: Thursday, August 10, 2023
- **Attendees:** Todd Jackson, Michelle Edmunds, Teresa Adams, Dawn Lambert, Heather Rankin, Shannin Danko, Joanna Halland, John Pavao
- **Absent:** Aimee Hawkaluk, Renee Wooster, Karol Anne Davis, Kim Worthy
- **Icebreaker:**
  - Michelle talked about board meeting day, time and location since
    - moving meeting to library
    - Todd is looking to see if the dates are available
- **President:** Dawn Lambert
  - Open Board Positions discussion
    - Foundations director open
    - Membership director position discussion
      - Amanda resigned due to busy work life
      - Previously Renee has been interested in this position
      - Dawn makes a motion from workforce readiness position into membership position. Michelle seconds. Discussion? All in favor and none opposed.
    - Workforce Readiness Position open
    - Teresa will send email to solicit interest for vacant board positions
      - Deadline end of September.
      - Michelle will do a google form
  - State Council Meeting – our kickback is 6k from state conference and council should set it
  - DC trip – hopefully virtual will be an option
  - Next state council meeting in person end of October 26-27
    - Dawn will be going in person and we will have some
- **Past President:** Karol Anne Davis
- **Treasurer:** Heather Rankin
  - Bank Balance: \$7,795.06
  - Heather will be cutting a check and mailing it to Beth McGrath.
  - We will end member
    - Joana motions to approve cancelling memberships that are not current (paid status) currently. John seconded. All in in favor and none opposed.
- **Secretary:** Michelle Edmunds
  - Review meeting minutes.
    - John makes a motion to approve meetings minutes from July. Joanna seconds. All in favor and none opposed.
  - HR Leader of the Year
    - When should our deadline for submissions be?
  - Too early to start planning Dec holiday event?
    - Michelle will head committee
    - Events idea: Downstairs brewhouse, L&C, Missouri River, rental room with bar (cocktails?), Jorgensens
      - Holiday party committee – Michelle heading and Joanna, John and Theresa (and Dawn)
- **Membership Director:** Renee Wooster - interim

- **Programs Director:** John Pavao
  - We have speakers through November
    - August –
    - Sept – wage and hour
    - October
    - Nov - investigations
  - Two additional special events
    - End of August or early September – MSU extension follow-up for remote working
    - October is disability awareness month for presentation
  - Veterans event at Capitol – SHRM booth (Michelle said she would attend)
  - Incentive for in person - \$10 starbucks card and our SHRM mugs
    - John has it in his budget and we will do a drawing for winning \$10 starbucks card
  - Dawn makes a motion to increase guest fee from \$15 – 25 starting in September. Michelle seconds. All in favor none opposed.
- **Certification Director:** Joanna Halland
  - Only need October information for 2023 certifications
- **Legislative Director:** Aimee Hawkaluk
- **Foundations Director:** vacant
- **Workforce Readiness Director:** Vacant
- **Communications Director:** Teresa Adams
  - HR leader of the year voting
  - Michelle needs to do billboard
  - Social with beer trolley
- **Diversity Director:** Shannin Danko
- **College Relations Director:** Kim Worthy
- **AV/Webmaster Director:** Todd Jackson
  - Dawn is sending changes on website she wants

**2023 Monthly Chapter Meeting Calendar – 3<sup>rd</sup> Thursday of every month 11:30-12:30pm via online or at TBD**

**2023 Board:**

- **President:** Dawn Lambert (1<sup>st</sup> year)
- **Past President:** Karol Anne in 2023
- **President Elect:** N/A
- **Treasurer:** Heather Rankin (interim)
- **Secretary:** Michelle Edmunds (1<sup>st</sup> year)
- **Membership Director:** Renee Wooster (interim)
- **Certification Director:** Joanna Halland (reelected 1st year)
- **Programs Director:** John Pavao (reelected 1st year)
- **Legislative Director:** Aimee Hawkaluk (interim)
- **Foundations Director:** vacant
- **Workforce Readiness Director:** vacant
- **Communications Director:** Teresa Adams (1<sup>st</sup> year)
- **Diversity Director:** Shannin Danko (1<sup>st</sup> year)
- **College Relations Director:** Kim Worthy (interim)
- **AV/Webmaster Director:** Todd Jackson (2<sup>nd</sup> Year)