



**Board of Directors Meeting**  
**March 9, 2015** (4:05 pm – 5:53 pm)

Present: Mike Klyop, Tim Dabrieo, Charla Stevens, Catharine Mirabile, David Wheel, Barb Hecker, Renee Charney, Tina Sharby, John Wilson, John Roller, Laurie, Glaude, Kathy Nelson, Jennifer Kinville

Phone: Phyllis Shurn-Hannah

Special Guest: Cotton Cleveland, our strategic planning facilitator

Minutes: The minutes of the December meeting were voted on and approved unanimously. Dave Wheel made the motion to accept and Barb Hecker seconded the motion.

**Strategic Planning Meeting**

We welcomed Cotton Cleveland for our annual strategic planning meeting.

Mission and Vision Statements

She has read our mission and vision statements which are in pretty good shape. She recommends that we finalize the phrasing and get them done to vote at the April meeting.

Ideally, what positive statewide impacts will our organization be achieving by 2020?

Cotton recommended that we look forward at an ideal situation. What will you be proud to be a part of?

We broke into groups of 4-5 to brainstorm ideas.

Group 1

- Resource to the community – colleges, HR, businesses, leaders, legislators, young professionals
- Partners with community
- Well known as the “go to” for anything HR; 1<sup>st</sup> on google search
- Assimilation into state chapters
- Resource for best practices
  - Content in programs
  - Provide chapter with info
- Drive HR practitioners to local chapters

Group 2

- Statewide recognition by business community as a resource on workforce issues
  - Education/collaboration with business groups
- Increasingly being contacted by state and federal legislators to provide information on impact of workforce legislation
- Be fully integrated into chapters as a support structure

### Group 3

- Thought leaders to business community
  - Go to for HR expertise at the council and chapter level
- Statewide awareness for suicide prevention
- Effective communications and networking among HR professionals, council, and chapters
- Strong HR chapters with solid (participatory) membership throughout the State
- Valuable resource for HR professionals at all levels (young professionals, senior HR professionals)
  - Value added professional development
- Strong effective voice for State legislative issues
- Implemented workforce readiness programs
  - Increased number of veterans in workforce
  - Development of ACT to address skill gap issues
- Engaged young professionals
  - Active participation in chapter and council
  - Increased membership
- Viable succession plan

### Similarities and Overarching Themes

She said we are doing a lot as a group. This activity will help us focus on key items we want to/should do. Many of the items we came up with in groups can be bundled together.

### Theme A

#### Resource to Community

- Resource to the community – colleges, HR, businesses, leaders, legislators, young professionals
- Partners with community
- Well known as the “go to” for anything HR; 1<sup>st</sup> on google search
- Statewide recognition by business community as a resource on workforce issues
  - Education/collaboration with business groups
- Increasingly being contacted by state and federal legislators to provide information on impact of workforce legislation
- Thought Leaders to business community
  - Go to for HR expertise at the Council and Chapter level
- Valuable resource for HR professionals at all levels (young professionals, senior HR professionals)
  - Value added professional development
- Strong effective voice for State legislative issues

### Theme B

#### Support Chapters – 2 way street

- Assimilation into state chapters
- Resource for best practices
  - Content in programs
  - Provide chapter with info
- Drive HR practitioners to local chapters

- Be fully integrated into chapters as a support structure
- Effective communications and networking among HR Professionals, Council, and Chapters
- Strong HR chapters with solid (participatory) membership throughout the State

## Theme C

### Statewide Programs

- Statewide awareness for suicide prevention
- Implemented workforce readiness programs
  - Increased number of veterans in workforce
  - Development of ACT to address skill gap issues
- Engaged young professionals
  - Active participation in chapter and council
  - Increased membership
- Viable succession plan

### Notes

Groups including BIA and High Tech Council have a business/legislative focus which is important for HR Professionals to understand.

### How to measure

One way to know if progress has been made is to set goals.

We need to determine what we can do this year; what we can really handle.

Example – ask 10 business people where they go when they have HR issues/questions.

### Awards

HR award by business community – raises the awareness level; NH Business Review

National – SHRM

Focus on State – local chapters, businesses, key statewide organization

### Next Steps

Strategic Planning Committee to meet to discuss and then finalize at the April meeting. Then it is time to move on.

## **Director – Mike Klyop**

### State Council Expense Policy

The State Council Expense Policy, expense report, and travel expense request were sent to Board Members for review. A vote to approve the policy was done on March 2-3, 2015. 16 out of 20 people voted in favor of accepting the new policy. No one voted against the policy.

The State Council Expense Policy has been accepted.

### HR Certification Scholarships

Applications for the HR Certification Scholarships were sent to the Board Members for review.

Available scholarships are two \$600 scholarships – NHCHR Certification Scholarship and The Joe Wirtz NHCHR Scholarship. A vote was done on February 23, 2015.

The winners, by majority vote, are Carla Block and Jaclynn Stromgren.

**Treasurer – Jennifer Kinville**

**Treasurer's Report for March 9, 2015**

**Current Balance**

Checking Account Balance	\$38,706.57
Pay Pal Balance	\$0
<b>Total Balance</b>	<b>\$38,706.57</b>

**2014 Summary**

January 1, 2014 – Balance	\$32,420.40
December 31, 2014 – Balance	\$39,253.95
<b>Profit</b>	<b>\$6,833.55</b>
Total Revenue	\$27,568.75
Total Expenses	\$20,735.20
<b>Profit</b>	<b>\$6,833.55</b>

**Transactions since December 5, 2014**

Strategic HR Conference Grant	\$2,400.00
Chapter Donations (Omni Raffle – SHRM Foundation)	\$400.00
Sponsorship 2014 Leadership Conference	\$250.00
NH Food Bank Donation	-\$500.00
Diversity Workforce Coalition Donation	-\$500.00
Holiday Inn – Room Fee; Legislative Conference	-\$400.00
Void Check Fee – Bank Expenses	-\$30.00
Expenses – Jenn Kinville (flowers for Deb Tuttle and stamps)	-\$71.75

**2015 HR State Council of NH Meetings**

Friday, April 3, 2015 ~ 8:00 – 10:00 am ~ McLane, Manchester, NH  
Monday, June 1, 2015 ~ 4:00 – 6:00 pm ~ Conference Call  
Friday, August 7, 2015 ~ 8:00 – 10:00 am ~ Conference Call  
Monday, October 5, 2015 ~ 4:00 – 6:00 pm ~ McLane, Manchester, NH  
Friday, December 4, 2015 ~ 8:00 – 10:00 am ~ McLane, Manchester, NH  
If you are interested in hosting a meeting, please see Mike.

**State Council / GSHRC Events**

Tuesday, April 28, 2015 ~ GSHRC ~ Manchester, NH  
Wednesday, May 6, 2015 ~ Legislative Conference ~ Concord, NH  
Thursday, August 6, 2015 ~ Tri State Leadership Conference ~ Portsmouth, NH

**Other Events**

October 25-27, 2015 ~ Strategic HR Conference ~ Bretton Woods, NH

Submitted, Jennifer Kinville, SPHR, Secretary/Treasurer