



**Board of Directors Meeting**  
**February 16, 2015 (4:00 pm – 5:52 pm)**

Present: Mike Klyop, Tim Dabrieo, Nancy Rowell, Catharine Mirabile, Dave Wheel, Tina Sharby, Dave Twitchell, Michelle Gray, Dan Griffiths

Phone: Amy Wright, Jim Reidy, Denise Vallaincourt, John Wilson, Kevin Keleher, Armando Llorente

Minutes: The minutes of the December meeting were not voted on during the meeting. They will be voted on in the upcoming April meeting.

**Director – Mike Klyop**

Position Openings

Mike thanked Katie Marble for her contributions to the State Council as the Legislative Director however, she must step down immediately to work on other priority projects. Her stepping down opens up the Legislative Director position open. The Program Director positions is also open. Mike asked everyone to circle the openings around the chapters and reach out to anyone of potential interest.

Changes – Members/Positions

Mike mentioned the removal of the North County Liaison Director position. Chapter Liaison is now Anne Vallette. Membership Director is now Catherine Mirabile.

Board Meeting Schedule

Mike has drafted the schedule for 2016. Please find it below:

<b>Date</b>	<b>Location</b>	<b>Time</b>
February 16 <sup>th</sup>	McLane – Manchester Office	4-6PM
April 8 <sup>th</sup>	McLane – Manchester Office	8-10AM
June 6 <sup>th</sup>	Call-In Only	4-6PM
August 12 <sup>th</sup>	Call-In Only	8-10AM
October 3 <sup>rd</sup>	McLane – Manchester Office	4-6PM
December 2 <sup>nd</sup>	McLane – Manchester Office	8-10AM

State Council Directory

Mike recently distributed and updated copy of the NH State Council directory and asked everyone for information regarding any blank fields.

State of NH Filing

Mike mentioned that the SC and the GSHRC are having trouble with the merger and non-profit filing status in the state of New Hampshire. We need to refile paperwork and get everything squared away with the state.

**Treasurer – Nancy Rowell**

Nancy mentioned there was a little confusion with the SC and the GSHRC fiscal year calendars and what to use moving forward. Nancy will use Quick Books and keep the SC and GSHRC separate but have one P/L. Form 990 - Tim mentioned additional reporting may need to be filed if the dates change to match each other.

The 2016 budget was compared with the financials. Since there were no special budget requests made, the 2016 budget was defaulted from the previous year.

Checks for the chapters are currently being sent. The budget will be updated and sent out.

**Treasurer’s Report for February 15, 2016**

**January 1, 2016 Beginning Balance**

Checking (opened 12/4/15) – <b>State Council</b>	\$36,602.91
Checking Account Balance – <b>GSHRC</b>	\$86,239.25
<b>Total Account Balances</b>	<b>\$122,842.16</b>

**Transactions since January 1, 2016**

<b>State Council:</b>	
None	\$0.00
<b>GSHRC:</b>	
Profit Sharing with Chapter/SHRM Attendees	-\$2,895.00
BrightSight Group LLC – 2016 GSHRC Speaker Dep	-\$7,500.00

**Profit / Loss through February 15, 2016**

Income	\$0.00
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The HR State Council of New Hampshire is committed to actively promoting the advancement of the human resources profession by providing leadership and a voice for New Hampshire human resource professionals, facilitating the exchange of ideas, sharing of information, and connectivity of human resource professionals and the business community, supporting the New Hampshire SHRM Affiliate Chapters, actively promoting the professional development of current and future human resource professionals, serving as a resource to proactively meet the human resource challenges of today and the future, and partnering with State and Federal Legislators to advocate on human resource issues of significance impacting the workforce.

Expenses	-\$10,395.00
<b>Net Loss</b>	<b>(\$10,395.00)</b>

**Ending Balance February 15, 2016**

Checking Account Balance – <b>State Council</b>	\$36,602.91
Checking Account Balance – <b>GSHRC</b>	\$75,844.25
<b>Total Balance</b>	<b>\$112,447.16</b>

**2016 Remaining Income Projections**

Please note below income projections are estimated based on 2014 actuals.

GSHRC – At Large Member Attendees and Profit Share	\$4,165.00
<b>Total Projected Income</b>	<b>\$4,165.00</b>

**2016 Remaining Expenses Projections**

SHRM Leadership Summit (Klyop, Nelson, Mirabile)	-\$1,500.00
HR Certification – Scholarship (Stromgen)	-\$600.00
State Council Meetings – food/refreshments (Oct/Dec)	-\$300.00
Bank Fees – changing banks, fees, checks (unsure of fees)	
SHRM Foundation – donation	
DWC donation / Diversity	
Other CLAs	
<b>Total Projected Expenses</b>	<b>-\$2,400.00</b>

Audit Policy

Mike sent out a draft audit policy and asked for everyone’s feedback. There was discussion around defining the executive team. Address any sort of conflicts of interest. Also, to add clarify on the consolidation of the SC and the GSHRC. Amy will investigate further and provide another revision of the draft policy.

**SHRM Update – Dan Griffiths**

Dan mentioned that about 87,000 HR professionals have taken the new SHRM certification or have used the pathway to become certified. He said it is more than SHRM had ever hoped for and is a big milestone.

Dan also touched on the new SHAPE requirements. The new face of the SHAPE award is initiative based and a lot less paperwork than before. Dan also discussed that SHRM has taken a step back on pushing and requiring the membership piece.

#### SHRM Certification

Mike touched upon certification and talent acquisition. Mentioned that engagement is important. Change continues and what do we want moving forward. Chapter growth continues to be a challenge and everyone sees it.

#### **Membership – Catharine Mirabile**

Catherine touched upon that membership is everyone's responsibility but it really falls on the chapters to grow it. She mentioned that we should continue and keep the inner circle. She discussed her attendance at the Leadership Conference: Session called breakthrough moments and discussed the value of SHRM and how it will help the SC and the chapter's increase visibility.

Also discussed how to leverage the GSHRC and the inner circle and get people to join a chapter. There was also discussion around charging different attendance fees for the GSHRC for members and non-members.

#### **HR Certification – Kathy Nelson/Mike**

Mike brought two scholarship applicants for the \$600 certification scholarships so the SC could vote. One was for Tami Johnson and the other was for the Greater Monadnock chapter to purchase the SHRM study material. Tim made the motion to accept, Tina and Cathy second the motion.

#### **Director-Elect – Tim Dabrieo**

Tim prepared and sent the 2015 SHAPE which was due on January 31, 2016. Awards will be given by March 15<sup>th</sup>.

Tim mentioned some of the changes for SHAPE in 2016. He mentioned it will be so much easier to meet the requirements and also apply. There will be two reporting structures. They will be more initiative driven than before. There will be less focus on SHRM certification.

#### **Workforce Readiness – David Twitchell**

Dave mentioned that normally the \$500 is given to the Student Summit. He was questioning what to do this year. The thought was to take the \$500 and break it down into 4 \$125 scholarships to award to active HR college students to attend the GSHRC. Catharine made the motion to accept, Tina and Nancy seconded the motion.

Dave is also working on the Work-Readiness survey and see what the Work Ready NH results were/are.

**Programming – Open Position**

This position is currently open. If you have interest in the person or have a recommendation, please see Mike.

**Diversity – Armando Llorente**

Armando mentioned that he sent a letter to all chapter presidents asking about diversity work and events. He mentioned that only two chapters responded to him so far. He hopes that more will follow suit.

Armando is getting excited about the events coming up with regard to diversity. On 3/13, there will be a bullying prevention workshop held at SNHU. There is also a bias prevention workshop as well, TBD.

The GSHRC will have a diversity workbook and will address transgender in the workplace. Armando is working with Laurie on worksheets.

**SHRM Foundation – Jeannie DiBella**

Jeannie was unable to join us today. There are no updates to report.

**Social Media/Marketing – Michelle Gray**

Michelle mentioned that things are coming along on social media. We are having success in better reaching people. Her and Mike need to discuss marketing initiatives for 2016 in more depth. We are also starting to see Twitter usage.

**Chapter Liaison – Anne Vallette**

Anne was unable to join us today. There are no updates to report.

**Technology – Linda Tuells**

Linda was unable to join us today. There are no updates to report.

**GSHRC – Laurie Glaude**

Laurie was unable to attend the meeting today. There are no updates to report.

**Legislative Action – Jim Reidy**

Jim shared that he will be in D.C. from the 13<sup>th</sup> to the 16<sup>th</sup> for two full days of breakthrough presentations. He will be conducting training on Advocacy training and a presentation on distracted driving. He is happy that the GSHRC and the legislative conference are being held together this year.

He discussed some major changes within staffing agencies and an article he read in the union leader. He mentioned that with the new ACA regulations, staffing agencies will be looking to compensate for a 50% increase in overhead.

He also mentioned there are executive orders and laws that could require the staffing agency and the employer to share ownership of a temporary employee. More to come!

#### **Diversity Workforce Coalition (DWC) – Jim Whitmore**

Jim was unable to attend the meeting today. There are no updates to report

#### **ESGR Program – Dave Wheel**

Dave shared that most, if not all, of the deploy soldiers are back home.

Dave continues to work on the suicide prevention initiative and he distributed information about the facilitated training program that is being offered. There is hope that an event will be scheduled on May 10<sup>th</sup> to discuss suicide prevention in more depth. More to come!

Dave is working with Barb Hecker to create a panel with regard to mental health and what is the SC council and how can it help.

#### **Local Chapter Updates**

Chapter Presidents, please send your events to Linda Tuells to advertise on our website.

#### **Adjourn**

Catharine Mirabile made the motion to adjourn the meeting, seconded by Tim Dabrieo, and approved unanimously.

### **2016 HR State Council of NH Meetings**

Schedule to be sent out soon.

The meeting schedule will continue with Monday afternoons and Friday mornings. The summer meetings will be conference calls only.

Charla said McLane will be happy to host the meetings.  
If you are interested in hosting a meeting, please see Mike.

### **State Council / GSHRC Events**

Granite State HR Conference ~ Tuesday-Wednesday, April 26-27, 2016 ~ Manchester, NH

### **Other Events**

SHRM Regional Meeting ~ February 5-6, 2016 ~ Dallas, TX  
Strategic HR Conference ~ October 23-25, 2016 ~ Bretton Woods, NH

Submitted, Jessica Bourassa, PHR, SHRM-CP, Secretary/Treasurer-Elect