



**Board of Directors Meeting  
October 5, 2015 (4:00 pm – 5:27 pm)**

In-Person: Mike Klyop, Tim Dabrieo, John Roller, Denise Vaillancourt, Dave Wheel, Anne Vallette, Michelle Gray, Jessica Bourassa, Nancy Rowell, Catherine Mirabile, Dave Twitchell

Phone: Tina Sharby, Barbara Hecker, Amy Wright, Jim Whitmore, Kathy Nelson, Jeannie DiBella, Kevin Keleher

Minutes: The minutes of the August meeting were voted on and approved unanimously. Tim Dabrieo made the motion to accept and John Roller seconded the motion.

**Director – Mike Klyop**

Welcome New Members

Mike welcomed the new State Council members:

- Jim Whitmore, DWC Liaison to the SC
- Dave Twitchell, Workforce Readiness Director
- Nancy Rowell, Treasurer/Secretary

Special Thanks to John Roller

Mike recognized John Roller for being an instrumental player in his liaison role with the SC and his work within the HR community. John will be stepping down from his Chapter Liaison role, effectively immediately. We wish him well. John said that it's been a pleasuring working with everyone in the SC. He is currently looking to fill his open roll and make a smooth transition.

SHRM Leadership Summit

Registration is open. The SHRM Leadership Summit is being held between November 19-21. Everyone should take action now; especially chapter leaders.

Strategic Goals

Strategic Goals 2015 - 2020

- I. Resource to the Community
  - Thought leader and resource to business, HR professionals, & legislative communities
    - Go to for HR Expertise at the state (State Council) and local level (SHRM affiliate chapters)
- II. Chapter Support
  - Be an integrated resource and support with SHRM affiliate chapters
    - System of support
    - Fostering collaboration
    - Drive HR professionals to the SHRM affiliate chapters

### III. Statewide Programs

#### Implement workforce readiness programs

- Facilitation of statewide resources to address skill gap issues via ACT/NCRC, and current and existing programs throughout the New Hampshire
- Succession planning throughout SHRM affiliate chapters to the State Council

Catherine asked when should this be used. Mike responded by stating that he would be happy to present a brief overview to all chapters, if he was invited to do so. The SC Strategic Goals should be getting out to all chapter board members. For 2016, we need to bring together the SC initiatives and goals.

#### GSHRC 2016

Mike stated that we are moving forward with it. Forms are being submitted so that the SC can assume full responsibility of it. Quotes are happening on insurance so that payment can be made for full coverage.

#### Budgets

The SC came into the 2015 with a deficit. We continue to be budget neutral. However, we do have a revenue stream (will need Mike's notes to elaborate).

HR Certification cut \$800

Chapter Liaison cut \$500

HR North cut \$500

Programming cut \$500

Community Donations cut \$1,000

Mike asked that everyone bring their 2016 budgets and planning to the December meeting.

#### Transition Planning

Mike pointed out that there are several new board members, he asked that everyone start planning their transition now and not to wait until the last minute. Transition roles should all be completed by January. Don't be afraid to ask for help, if you need it.

#### Nomination Committee

Open positions on the SC: Young Professional – College relations director and the Chapter Liaison Role. Please reach out to any interested individuals and pass their name along to the nomination committee.

#### **Director-Elect – Tim Dabrieo**

Tim Dabrieo mentioned that we have the potential to hit silver this year. We are currently down 5% and a lot would need to happen this quarter for that number to shift dramatically. What has everyone done this year; additional information is still needed.

State Council donations: Discussed the difference between individual donations and what comes through the S. Mike asked if Jeannie will send the link out to everyone. Tim mentioned that last year \$4,210 and \$2,300 of that came from the SC. In order to get the Chapter Champions logo, they need more donations and we will talk more about it in December.

Kathy: SHRM Certifications came in mid-year. Last year SHRM waived the membership requirement last year and they issued the award you asked for.

Anne: Stated that we are at 2.5% through 8/31. Mentioned that chapters are struggling. There are always discrepancies; it's a national problem. They need to regroup and find out "what is it?"; what's the problem in chapters getting membership. 2 out of 7 SHRM members are part of a chapter.

**SHRM Update – Dan Griffiths**

Deferred.

**Treasurer – Jennifer Kinville**

**Treasurer's Report for October 5, 2015**

**Current Balance**

Checking Account Balance	\$29,121.02
Pay Pal Balance	\$0.00
<b>Total Balance</b>	<b>\$29,121.02</b>

**Tri State Conference**

Income	\$16,115.00
Expenses – Conference	-\$13,127.07
<b>Income – ME/NH/VT</b>	<b>\$2,987.93</b>
Income to ME/VT - \$995.98 each	-\$1,991.96
NH Expense – Volunteer Award	-\$280.69
NH Expense – Hotel (Klyop)	-\$235.91
<b>Net Income -</b>	<b>\$479.38</b>

**Legislative Conference – Refunds Issued**

Holiday Inn – Room fee	-\$400.00
Padfolios (to be used at 2016 GSHRC)	-\$995.00
Pay Pal Fees	-\$1.80
<b>Net Loss</b>	<b>-\$1,396.80</b>

Final refunds totaling \$1,600 issued to Sponsors (CGI, McLane, Clark Mortenson, Marble).

### Other Transactions since August 7, 2015

SHRM Foundation Raffle Sales	\$265.00
SHRM Foundation Donation	-\$265.00
State Council Meet and Greet – Holy Grail	-\$276.00
HR Certification – Scholarship (Carla Block)	-\$600.00
SHRM National Expenses (Mike Klyop)	-\$2,125.14

### Profit / Loss through September 25, 2015

Income	\$19,814.99
Expenses	-\$29,947.92
<b>Net Loss</b>	<b>-\$10,132.93</b>

### 2015 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
Strategic HR Grant	\$2,400.00
SHRM National	\$2,000.00
<b>Total Projected Income</b>	<b>\$8,565.00</b>

### 2015 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)	-\$150.00
SHRM Foundation – donation	
Community donation	
DWC donation / Diversity	
Other CLAs	
<b>Total Projected Expenses</b>	<b>-\$3,550.00</b>

#### Chapter Liaison – John Roller

No updates to report.

**Programming – Renee Charney**

No updates to report.

**Membership – Anne Vallette and Catharine Mirabile**

Anne shared that the roundtable discussions at the Tri-State Leadership Conference was a success. Membership continues to be a struggle. Most individuals are asking, “why do I need to be part of a chapter?”.

Anne shared that she feels there was some confusion with regard to the inner circle and why it was created. She feels a discussion should take place to iron out the confusion. Membership needs to sit down again and brainstorm about revamping new ideas on how to attract new members. A 1/3 of the Granite State conference were at-large members.

**HR North – Beth Hutchins**

No updates to report.

**Technology/Website – Linda Tuells**

No updates to report.

**Legislative Action – Jim Reidy**

No updates to report.

**College Relations/Young Professionals – Open Position**

The Nomination Committee is actively recruiting for this role.

**Workforce Readiness – Deb Burkholder/ Dave Twitchell**

No updates to report.

**HR Certification – Kathy Nelson**

Kathy mentioned that SHRM is renaming its language as of 1/1/16 to “preferred provider”. Kathy asked to get a list of what each chapter is doing. There are now 60,000 people certified: 34,000 of them are CP certified and 26,000 of them are SCP certified. SHRM is coming out with a lot of new tools and they seem to be much cleaner than in the past.

### **Social Media/Marketing – Michelle Gray**

Michelle shared that she had a marketing meeting with three of the local chapters: Greater Nashua, Greater Monadnock, and MAHRA. Target marketing towards members and not just board members. All the chapters seem to be using different platforms, Michelle said it would be nice to get everyone on to one specific platform. She shared that the first round went well.

### **GSHRC/Conferences – Laurie Glaude/Tim Dabrieo**

Strategic HR: There will be an invite to all diversity chairs to a barnstorming event. The event is in January and will focus on bullying.

### **ESGR Program – Dave Wheel**

During the Tri-State Leadership Conference, Vermont, New Hampshire, and Maine HR State Council's signed the ESGR Statement of Support. Today, it was asked that the local Chapters do so as well. Denise Vaillancourt signed on behalf of Greater Concord, Tim Dabrieo signed on behalf of Seacoast Area, and Nancy Rowell signed on behalf of Greater Nashua. The State Council will send the outstanding Statement of Support letters to the remaining chapters: Greater Monadnock, Manchester Area, and Greater Merrimack Valley.

Dave brought two individuals with him to the board meeting. They shared more insight on what the Statement of Support means, who they are, and what they do. They are a DOD agency and they work directly with employers to show the value of supporting their local guards and reservists.

The agency has accomplished many goals. They provide education to the employer on understanding their responsibility under the law. They also provide education to the employee regarding being absent from work and re-employment when they return.

Updates: There is a unit going overseas for the first of the year. Initiatives are focused on suicide prevention. Dave will have more updates before the December meeting. Currently looking in an "ACE" program. He was thinking of bring individuals to meetings over the next 18 months to work with specialists on suicide prevention.

Barbara Hecker stated that she has dealt with suicide prevention in the workplace before and thinks this is a great idea. Maybe there is a way to send information or invite someone on a panel and get this out to chapter meetings, make people aware, and follow up.

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

The DWC is a non-profit organization with an affiliation agreement with the State Council. The DWC began as a State Council initiative. They have three upcoming events.

The DWC is hosting an event on October 6, 2015 from 5:00 – 7:00 pm at the 100 Club in Portsmouth. The purpose of the meeting is for networking and awareness which will highlight the lack/decline of

Women in Technology in NH and the fact that it starts at a very young age. The panel will include parents, educators, mentors, students, and organizations.

### **Local Chapter Updates**

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

### **Adjourn**

Dave Wheel made the motion to adjourn the meeting, seconded by Dave Twitchell, and approved unanimously.

### **2015 HR State Council of NH Meetings**

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**

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

### **Other Events**

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

SHRM Volunteer Leaders' Summit ~ November 19-21, 2015 ~ Washington, DC

SHRM Regional Meeting ~ February 5-6, 2016 ~ Dallas, TX