

**Tennessee Valley Chapter of
Society for Human Resources Management, Inc
5/06/2014 Board Meeting**

Present: Amy Smith, Pat Bearden, Mary Ila Ward, Valerie Curtis, Jeff Powers, Denny Smith, Pam Werstler

- I. The meeting was called to order by President Amy Smith at Java Jaay's Café and at which time a quorum was present.
- II. Amy Smith asked if there were a motion to approve the previous months' minutes. Motion was made by Jeff Powers to accept the minutes as written and Valeria Curtis seconded the motion. Motion carried.

III. Officer Reports:

President: President Amy Smith updated the Board on the incorporation status of our Board. Articles of Incorporation have been completed and notarized.

Amy opened discussion regarding changes to the by-laws. She asked for clarification on their definition of levels of membership. She also had a question regarding the requirement of the chapter to have an annual meeting. The annual meeting is to be held in October with a 10 day advance notice to present the next year's Board members to the chapter. Advance notice will be announced in our newsletter. We are also changing the statement that the "1st Vice President serves as the President Elect" to "President Elect."

The new by-laws with the changes are sent to SHRM to be approved and then they are sent to the chapter members to look over and then vote to accept. Amy will make the changes and send them to Dorothy Knapp.

Amy also updated the Board on the tax exempt status of our chapter and filing of taxes. She has contacted Daphne who responded that we are her top priority. Filing date is May 15th.

Amy opened the floor for discussion regarding our chapter's donation to the AL SHRM Conference Silent Auction for SHRM Foundation. It was recommended and accepted that the chapter would donate a Keurig Coffee Maker. Mary Ila volunteered to pick one up and deliver to State Conference.

1st Vice President of Programs: Mary Ila Ward and Valerie Curtis
Mary Ila reported to the Board that our monthly meeting speakers are scheduled and book through July and HRCI credits are approved through June. She also informed the board that our August speaker who is the State Wellness Director is given a small budget by the State Council but she might need help from the chapter with the cost of her hotel room.

Mary Ila gave an update on speakers for the Fall Workshop. We currently have one speaker booked, Matt Stiles, who will be discussing legal updates. It was suggested we contact prospective speakers who can discuss future legal trends.

Amy said she has directed Tiffany to work on the Fall Workshop.

Valerie reported that we have sponsors booked through the end of this year.

Treasurer: Pat Bearden distributed the Treasurer's report for April 2014. Pat reported we have just over \$10,000 in our checking account after paying for the Spring Social. We were just under \$300.00 over budget for the Spring Social but the Board agreed that the social was a success.

Pat informed the Board that in order to open an account with Family Security, Family Security requires copies of the minutes of the Board's vote to open the account. Pam Werstler made a motion to open a checking account and a money market account with Family Security Credit Union. Denny Smith seconded the motion. Motion carried.

Jeff Powers made a motion that our chapter's President, Secretary and Treasurer will sign on the Family Security account. Pam seconded the motion. Motion carried.

Pat also informed the Board that Family Security would be issuing our chapter a Visa debit/credit card. The Board agreed that the debit/credit card would be held by the President and used as a credit card.

Secretary: Patti Fowler – not present.

Legislative: Pam Werstler – Pam said she had nothing big to report at this time

SHRM Foundation: Jeff Powers - Our Spring Social Fundraiser was a success raising \$175.00 for the SHRM Foundation. Jeff said he would come up with something for the Fall Workshop and asked if he should be working on anything in the meantime. It was suggested that we place a change jar at our monthly meetings for SHRM Foundation donations.

Community: Denny Smith – Denny will try to contact Donna Whitten with the United Way for a community speaker for our June meeting.

Special Events Director/ Newsletter: Tiffany Weaver – not present.

Diversity: Denny Smith – nothing to report.

Certification: Forrest Keith – not present. Valerie Curtis said the certification classes were complete and they went very well. Students may try to get together for study group before sitting for the exam.

Director of College Relations: Jeff Powers – Jeff suggested students be put to work helping out at the State Conference and also at the Fall Workshop.

2nd Vice President of Membership: Beverly Thompson (not present)
Amy presented one application for membership, Simone Tabb with Aleris. After a short discussion of her qualifications, Pam Werstler made a motion to accept Simone as a Professional member. Jeff Powers seconded. Motion carried.

Technology: Amanda Tidwell – not present.

IV. Old Business-

V. New Business-

VI. Announcements

VII. Action items

Amy informed the Board that she has been trying to contact Beverly Thompson without success. Beverly has been absent from the February, March and May Board meetings. Amy has consulted with Michele Debord regarding removing an absentee Board member. Michele said that if the member does not respond, they are considered to have resigned. Amy informed the Board that according to Section 6.9 of our by-laws which speaks to removal of an officer, the officer is to be notified that the issue will be taken up at the next meeting. After giving that officer the opportunity to present their case at the next meeting, the Board votes on removing the officer.

Amy instructed the Board that we need to have 2015 prospective incoming Board members in place by the October meeting.

Amy said she will email Simone Tabb informing her that she has been approved for membership.

Amy will make another attempt to contact Beverly.

Respectfully Submitted,
Pat Bearden

Final Approval
TVC-SHRM Chapter President


Amy Smith

Date

6/3/14