

**The Tennessee Valley Chapter of
Society for Human Resources Management
Board Meeting –05-01-12**

Present: Robin Jackson Pat Bearden
 Pam Werstler Chasitie White
 Cathy Shallal Amanda Tidwell
 Nancy Vaughn Mary Ila Ward
 Debbie Golembeck

- I. The pre-meeting was called to order by Robin Jackson, President, at Java Jaay's in Decatur to review information leading to the removal of Debbie Golembeck from her position as 1st VP of Programs.

Robin began the meeting with a recap of the year to date. The chapter has not received HRCI credits for our February, March and April meetings (January does not apply since we do not apply for credits due to the nature of the January meeting.) Credits for the May meeting which were submitted on April 17th are still under review but were not submitted the required four weeks in advance.

Mary Ila asked if credits have to be applied for and approved before the meeting to be awarded. Robin explained that the individual members can apply for credits after the meeting but the chapter usually takes care of this for the members.

Debbie stated she will resign the position but is disappointed that she was not given the opportunity to explain before the decision was made to remove her from the Board.

Debbie stated that she did not get information regarding instructions for submitting for HRCI credits until long after she accepted the position and we could confirm this with Alicia. There was confusion regarding Ben Eubanks presenting in February. Debbie did not know Ben and Ben did not know he was presenting so Debbie did not have his information to submit for credits.

For the March meeting, Bruce Pieper was in the hospital when it was time to submit his information for credits so he was unable to submit his outline to Debbie.

Debbie said she had a speaker booked for April but Pam told her to cancel that speaker because she had a speaker booked. Debbie said she did not receive the info from Pam in time to submit the information for credits. Pam said she submitted the information to Debbie early but did not hear from Debbie.

Debbie said she submitted the information for Steven Levy who is scheduled for the May meeting the day she received it.

Debbie expressed disappointment that the Board was meeting behind her back. Robin explained to Debbie that the Board had met only once because Debbie had failed to respond to Robin's calls and emails. Robin wanted to make clear that the Board was not talking behind Debbie's back.

Debbie apologized for the breakdown in communication.

Chasitie explained that the lack of communication has been a problem. Debbie said she was working where there was no email capability. Debbie apologized but said she feels "hit off the sideline." Debbie said an email or voice mail that only says "call me" is not enough information for her to respond. Mary Ila asked Debbie if she received an email or voice mail from a customer that said "call me", would she respond to the customer. Debbie said she would. Mary Ila suggested calls to the customer should be the standard.

Robin told Debbie she still has the SHRM Foundation position but Debbie said she resigned that also.

Robin asked Debbie if she could provide any future meeting speaker information that the Board may need. Robin also asked Debbie if she had any SHRM Foundation checks. Debbie said she had only one check from Pam and she would bring the check and the speaker information to Robin's office.

Debbie then left and the Board continued with the regular monthly meeting.

- II. The minutes from April were reviewed by the Board members. Pam Werstler made a motion to approve the minutes with two corrections and Chasitie White seconded the motion. Minutes were approved by the Board.

III. **Officer Reports:**

President: Robin Jackson said she did not plan items for her agenda pending the outcome of the meeting with Debbie. Robin said she would call Steven Levy who is scheduled for the May meeting to confirm.

Robin reminded the Board members that we discussed as a group scheduling speakers for the remainder of the year which will include June, July and August since September is Diversity, October is our Fall Workshop, November is Legislative and December is Christmas.

Nancy suggested Libby Frisby as speaker for our June meeting and Pam suggested we book her for July. Nancy said she would ask her.

Robin asked if anyone knew if Debbie had any speakers booked for our Fall Workshop. Mary Ila said she was not sure if Debbie had them booked or if she was just mentioning names of possible speakers.

Robin asked if anyone knows of anyone in the chapter who might be interested in helping to plan the Fall Workshop. Chasitie suggested Kim LeFever and Pam suggested Ann Coleman. Cathy volunteered to work on logistics and find a location. Members agreed that we need 2 main speakers or at least 3 or 4 speakers. How many we will need will depend on the subject.

Chasitie said Athens State is officially chartering their chapter. Chasitie has this information from her niece who is VP of Membership. Pam said she would have Carmen Douglas, College Relations Director with the St Council, contact them.

Robin brought up the subject of who will head the SHRM Foundation position. Cathy asked what it is and Robin said she would send her information. Robin said she will handle that position in the interim.

Amanda said she can set up the survey on our chapter website but she needs the questions. Robin said she would do the questions. Mary Ila said she had a Survey Monkey account if the chapter wants to use it. Since Amanda has the members' email addresses on the chapter website, it will probably be easier to do the survey through the website. Amanda believes she can do "yes" or "no" or open ended questions. Robin will ask the Board for questions and choose 5. Amanda suggested one of the questions asks members what they would like to hear at the Fall Workshop.

2nd Vice President of Membership: Nancy Vaughn reported that our chapter now has 63 members. Three applications were submitted to the Board for consideration. Nancy emailed Robin and Amanda regarding putting our application on our website which Amanda said she could do. The Board approved putting the application on the website.

The 3 applicants were Libby Frisby, Katie Gress, and Heather McDearmond. Following a brief discussion of each applicant to insure each meets our chapter's eligibility requirements, a vote was taken approving the 3 applicants for membership.

Pam Werstler made a motion to approve Libby Frisby as a professional member and Nancy Vaughn seconded.

Robin Jackson made a motion to approve Katie Gress as a professional member and Mary Ila Ward seconded.

Nancy Vaughn made a motion to approve Heather McDearmond as a professional member and Chasitie White seconded.

Moving on with the meeting it was discussed that our chapter needs to meet a 3% increase in National membership from last year to get Star Status.

Debbie Golembeck returned to the meeting bringing Brad Williams information for our June speaker as well as returning Pam Werstler's SHRM Foundation donation check. Debbie then left. Robin said she would follow up with Brad and Nancy said she would call Libby Frisby to invite her to speak at our July meeting.

Secretary: Pat Bearden took the minutes in Amy Smith's absence.

Treasurer: Pat Bearden presented the Treasurer's Report for May 2012. The ending balance for the month was \$9285.05 plus \$74.00 cash. The money market account was \$5020.13. The budget for 2012 was also attached. There were no questions.

Chair Reports

Legislative: Pam Werstler reported that Juanita Phillips would be testifying before Congress May 10th regarding work place flexibility. Pam, Paula, and John want Juanita to write an article regarding testifying for next year's HR Magazine.

Also, unemployment in the state of Alabama will now have a one week waiting period.

Community & College Relations: Denny Smith was not present. Robin said she will contact Denny to get information regarding the community speakers for our May meeting.

Certification: Mary Ila Ward reported that the certification study classes went well concentrating on the modules the individuals most needed. The remaining modules were self-study. Mary Ila took and passed the SPHR test.

CONGRATULATIONS MARY ILA!!!

Mary Ila asked the Board if anyone knew where we could store the SHRM Learning System materials. Robin volunteered to keep it in her closet. The Board agreed.

Pam Werstler updated the Board on Terry Naccarato. Pam spoke to Terry by phone and he has currently been traveling for his new job. Terry plans to attend the June meeting.

Nancy Vaughn asked the Board's opinion of offering the SHRM Learning System materials to chapter members.

Pam Werstler reported that SHRM is offering discounts to the SHRM National Conference for multiple members of the same chapter attending.

Robin reminded the Board that the State Conference is May 15th and 16th.

Special Events Director: Cathy Shallal reported that she mailed 150 invitations to our Spring Social with 26 responses. Sixteen responding that they plan to attend with 1 maybe. Cathy will order an assortment of 60 GiGi's mini cupcakes. Melva asked to help volunteering to sit at registration. Pam suggested we ask Melva to help with our Fall Workshop. Cathy said she would ask Melva to do the 50/50 raffle.

Chasitie suggested next year we advertise in the Chamber updates.

Name badges with markers and pens will be at the registration table.

Robin will call Amy to find out the color of the drink tickets and will then purchase a different color raffle ticket at Staples.

Nancy said she had two stacks of name divided into National and non-National members which she will bring to the Brick. We will also have a third group consisting of non-members.

Diversity: Jeff Powers was not present.

Director of College Relations: Terry Naccarato was not present at this meeting.

Technology: Amanda took part in the discussion of the survey website for our chapter during the early portion of the meeting.

IV. Old Business

None

V. New Business

None

VI. Announcements
None

VIII. Action items

Respectfully Submitted,
Pat Bearden

Final Approval
TVC-SHRM Chapter President

Robin Jackson
Robin Jackson

6/5/2012
Date