



**SARASOTA-MANATEE HUMAN RESOURCES ASSOCIATION  
Board of Directors Meeting at Webster University – Sep 1, 2009**

**~ Meeting Minutes ~**

<b><i>Call to Order and Welcome</i></b>	The board meeting was called to order at 6:15 pm by Wendy Larson. Board members present were: Wendy Larson, Renee Bergman, Judy Brewer, B.J. Camarota, Lisa Krouse, Toddy Peterson, Sue Gutek, Jean Raskin and Lynne Tuccy; not present-Verna Blaine; Guest-Terri Groening
<b><i>Consent Agenda</i></b>	Motion to approve Minutes of August 4, 2009 (with change to CEUs to 20.5 for the year) made by Ms. Raskin, seconded by Ms. Gutek. All in favor, no abstentions.
<b><i>Old Business and Board Updates</i></b>	
<b><i>President</i></b>	<p>(Wendy Larson) Regarding many awards given out at HR Florida Annual Conference, it was felt by all that SHRA needs to apply for some of the awards next year. Ms. Larson will monitor emails for applications.</p> <p>Sue Gutek and Lisa Krouse will be attending SHRM Leadership Conference. They will begin to explore airfares for a good rate.</p> <p>Discussion on the number of Board members. Our Board is large at 12. After the slate for 2010 is completed, we will look at possibly combining some positions or moving to an Executive Board of 7-9.</p> <p>Discussed the feasibility telephonic Board meetings to enable members at the far ends of Sarasota and Manatee Counties to continue to serve.</p> <p>One of our strategic goals was workforce development. Co-sponsoring the Suncoast Workforce Board's 2009 Annual Meeting is instrumental in fulfilling this goal. Lisa Krouse will work to get Ms. Larson's admission fee "comped." Motion by Ms. Raskin, seconded by Ms Gutek for SHRA to pay for Ms. Larson's attendance if not comped. All in favor – one abstention (Ms. Larson).</p> <p>Based on feedback of existing board members, the following positions will be open in 2010: Programs, (maybe) Treasurer, Assistant Treasurer and Secretary. Our goal is to finalize the candidate slate by November and present them for vote the same month.</p> <p>Save these dates for December: 1<sup>st</sup> Board Transition Meeting; 11<sup>th</sup> Member Meeting.</p>
<b><i>Past President</i></b>	<p>(Verna Blaine) Ms. Larson reported for Ms. Blaine Slate for 2010 Board is being compiled and Ms. Blaine has received some interest.</p> <p>SHRM Foundation Update: plan for a 50-50 raffle at a meeting prior to the end of year. We have already donated two baskets: one to 2009 HR Florida Leadership Conference and one to 2009 HR Florida Annual Conference.</p> <p>Member Survey – Feedback to Ms. Tuccy on the survey is due one week prior to October Board Meeting.</p>
<b><i>President Elect</i></b>	<p>(Sue Gutek) – Sarasota Hotel &amp; Marina is under new ownership and closing for renovation October 2009 through April/May 2010.</p> <p>Holiday Inn (new by airport) – Ms. Gutek met with sales manager to get prices for our monthly meetings as well as Board Meetings. The room capacity is 140.</p> <p>Comfort Inn – Ms. Gutek will get room fee but there is no catering facility. Ms. Gutek will get catering fee rates also.</p> <p>Hilton Garden Inn – not a good choice for us. Our last experience was not good and the room is too narrow.</p> <p>Holiday Inn (Lakewood Ranch) – room capacity is 75.</p> <p>Polo Grill is too expensive</p> <p>Ms. Gutek will look at one more location.</p> <p>Locations are set for Sept, Oct &amp; Nov.</p> <p>Ms. Krouse suggested Atlanta Bread for catering.</p> <p>October meeting at USF – Ms. Gutek and Ms. Raskin will coordinate. We will use the USF caterers.</p> <p>Network Nite – November 5<sup>th</sup> – sponsor is Fisher &amp; Phillips. Wendy Smith and Lisa Ward volunteered to continue with HR Jeopardy or another fun activity. Ms. Raskin will look into door prizes.</p>
<b><i>Vice President</i></b>	<p>(Lisa Krause)— The Fall Study Group. We have 20 participants. Testing date is 12/1/2009 through 1/31/2010 Spring Study Group had a 65% pass rate. Motion by Ms. Krouse, seconded by Ms. Gutek to purchase 5 SHRM Learning System along with Facilitator's Guide. All in favor, no abstentions.</p>



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	LaRoss Parker HR Scholarship – still only one application but application process is open until October 1.
<b>Board Secretary</b>	(Open Position)
<b>Treasurer</b>	(B.J. Camarota) – Ms. Camarota was excited that we are doing well to budget. Ms Camarota also noted that we need to hold an annual meeting – which can be part of the regular meeting. Ms. Camarota will get more information and possibly look at October as Annual Meeting. Our 5500 not been filed. We have extension to November 15th. Our accounting firm is not being responsive. Tracey O’Neil is one of our members. Ms. Camarota and Ms. Larson will coordinate to get a response from KB or move to another firm.
<b>Asst. Treasurer</b>	(Judy Brewer) – Ms. Brewer reported that we currently have 24 people enrolled for the September Mini-Conference.
<b>Membership Director</b>	(Renee Bergman) – August applications were approved. Four new member applications were received in August and presented to the board. Motion made by Ms. Bergman to approve new members and was seconded by Ms. Gutek, motion carried. Ms. Bergman discussed the possibility of a special meeting for a membership drive, pushing networking benefits and website access, all benefits. Ideas from Renee and Jamie: <ul style="list-style-type: none"> <li>• Request Crystal Adair and request at large membership list with our recruiting area in mind – Crystal will tell us what our area is.</li> <li>• Create a unique postcard with our branding to send to members at large. Outline perks of membership. This is a budgeted expense.</li> <li>• Mailing this same postcard to our guests from monthly meetings</li> <li>• Develop contest SHRA members 10/1 – 11/30 and for every lead that becomes a member and enter into drawing.</li> </ul>
<b>Programs Director</b>	(Jean Raskin) – Ms. Raskin distributed the updated meeting calendar via email.  Regarding the ½ day workshop on September 18 <sup>th</sup> , Margaret Spence will be bringing 25 books as give-aways / door prizes. Ms. Peterson will ask sponsors about give-aways /door prizes.  December meeting will be free with the possibility of having donations for All Faiths Food Bank. This is the month for volunteer and recognition certificates. Approval has been submitted to HRCI for CEUs.  Many speakers at HR FL wanted to speak at our meetings – some with speaker fees, i.e., John Spence. Possibility of a conference with John Spence, with EDC as a partner, if we can get speakers. We should look towards May 2010 timeframe. Tabled for one month with Ms. Raskin to put together a proforma budget.  Conference with other areas chapters was tabled. Most of them already have conferences set for each year. We should look at co-sponsoring a meeting.
<b>Data Director</b>	(Jamie Battles) – Ms. Battles reported that we have 211 members, 193 active, 6 renewals and 8 ready to drop off.
<b>Communications Director</b>	(Lynne Tuccy) – Ms. Tuccy updated the Board on the status of email blasts, press releases and website updates. Ms. Tuccy reminded the Board to review the member survey and send input a week prior to the next Board meeting. Both College Relations and Workforce Development committee chairs will be submitting articles for the newsletter.
<b>Marketing Director</b>	(Toddy Peterson) – Ms. Peterson reported that she is follow up on leads and is beginning to set up sponsors for future events in 2010.
<b>Committee Reports – Core Leadership Area Reports</b>	<ul style="list-style-type: none"> <li>• <b>Certification</b> –report contained in body of minutes.</li> <li>• <b>College Relations</b> – report contained in body of minutes.</li> <li>• <b>Diversity</b> – nothing new to report at this time.</li> <li>• <b>Government Affairs</b> – report contained in body of minutes.</li> <li>• <b>Membership</b> – report contained in body of minutes.</li> <li>• <b>SHRM Foundation</b>- report contained in body of minutes.</li> <li>• <b>Website</b>- report contained in body of minutes.</li> <li>• <b>Job Fairs</b>-none scheduled at time of meeting.</li> </ul>



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	<ul style="list-style-type: none"><li>•</li></ul>
<b>New Business</b>	<ul style="list-style-type: none"><li>• <b>Future Board Meetings-</b> Dinner:<ul style="list-style-type: none"><li>• October-Lynne Tuccy</li></ul></li></ul>
<b>Closing Comments</b>	<ul style="list-style-type: none"><li>• <b>Next Meeting</b> – The next Board meeting is scheduled for 6:00 pm, Tuesday, October 6, 2009, at Webster.</li></ul>
<b>Adjournment</b>	The meeting was adjourned at 8:24 pm.

Respectfully submitted,

*Lynne Tuccy*

Board Communication Director, 2009 (filling in for vacant position of Board Secretary)

Approved as: Read   X   Date: October 6, 2009 Corrected        Date