

Central Wisconsin Society for Human
 Resource Management
MEETING AGENDA



Date:	August 25, 2016		Location:	Mid-Wisconsin Bev
Time:	7:30am – 8:30am		Call In:	
Attendees:	Sara Ackermann	Darlyne Keller	Meeting ID:	
	Tanya Gruetzmacher	DeAnn Kmosena		
	Kelsie Haase	Weng Liew		
	Linda Hackbarth	Krissy Rodewald		
	Bob Heyman	Jessica VanderPloeg		
		Nicole Williams		
Absent:	Melissa Colombo Carol Howard Linda Huss Kim Hall			
Meeting Minutes:	Kelsie Haase			
Meeting Purpose and Desired Outcome:				
To align the Board and Leadership Committee on 2016 SHAPE Objectives and update on area topics.				
Preparation for Meeting:				
	Action Items from Previous Meeting	Responsible	Due Date	
1	Approve June 23, 2016 Meeting Minutes <i>See attachment</i> Motion by: Linda Hackbarth 2 nd by: Darlyne Keller	DeAnn Kmosena		
2	Board members to volunteer to take 1-2 new members to contact – Phone Call should be completed by June 9 th	Board Members	June 9 th	
3	Board members should try to set up their face-to-face meetings with new members during the month of June	Board Members	June	
Meeting Sponsors		Linda Huss		
January	Greenheck Community Services	1 st Quarter	Dustin Rustick - Badgerstatejobs.com	
February	Cornerstone Advisors - A financial advisory practice of Ameriprise Financial Services, Inc	2 nd Quarter	Remedy Staffing	
March	Remedy Intelligent Staffing	3 rd Quarter		
May	Ruder Ware	4 th Quarter		
June	Remedy Intelligent Staffing			
August	EO Johnson	This is the most updated list as of 8/25/16		
September	ABR			
December	US Workstories			
Meetings	Monthly Membership Meetings		Responsible	
September	Credits Submitted? <i>Not yet</i> Jefferson All Set? <i>Completed</i> Advertising/Social Media: LinkedIn and Facebook? <i>Completed</i>		Melissa Colombo Tanya Gruetzmacher Linda Hackbarth	
	Agenda Items: <ul style="list-style-type: none"> Send to DeAnn by September 2 		Tanya Gruetzmacher	

	<ul style="list-style-type: none"> • Table Talk Topics <ul style="list-style-type: none"> ○ Darlyne is willing to continue taking care of the table talk topics ○ In 2017 we want to explore having these attached to the surveys and then giving out the credit codes at the end of the survey. 	
Agenda Topic	Description	Responsible
Financials	Review and Approve June and July Financials Motion by: Tanya Gruetzmacher 2 nd by: Krissy Rodewald	Bob Heyman
	MRA survey update Bob hasn't had any feedback from them but he will give them a call to get the participation and purchasing rates. They haven't checked in with him at all to verify CWSHRM membership.	
	Updates	
President	Review Calendar of Events <ul style="list-style-type: none"> • Request letters of interest from members for open board positions The Secretary position will be open now as Kelsie is moving into the President Elect Position. • Vote on slate of officers Motion by: 2nd by: • Blog submission This will be submitted this week. Thank you to Linda Hackbarth for completing the blog. <p>Chapter Charter Addendum DeAnn presented the Chapter Charter Addendum to the Board for review. She received this from national SHRM and they told her that it had been in place for years. However, the zip codes overlap with SPAHRA, and we need to ask for clarification from SHRM.</p> <p>Update on US Workstories videos DeAnn has not seen the videos yet, but he said he was still working on them and splicing them together. We should see them within the next week or so.</p>	DeAnn Kmosena
	Member Meeting Expectations Expectations: At our member meetings board members will be expected to help facilitate topics and conversations. Board members should be spreading out across tables and breaking apart from each other.	
President Elect		Darlyne Keller
	2017 Planning Updates <ul style="list-style-type: none"> • Darlyne has a speaker that is a little pricier. Her topic is crisis management – and she is fantastic. She was one of the first people on site at the Oklahoma City bombing. She also did a lot of the counseling for 9-11. She really brings things to light to us for us HR folks on what we do in the midst of a crisis. She could come in May – this might be one that we do in partnership with the Chamber. She would be a half day program most likely. Other options provided by the group: Mike from PW Group, John from Kwik Trip (free) 	

	<ul style="list-style-type: none"> Darlyne talked to Fox Valley a few weeks ago and they had a couple speakers that Darlyne wanted to hear back on. There was someone who spoke there in August on Compensation that got rave reviews – and he’s free (except travel). Darlyne only has one spot open – strategic credit is the tough one. She would also like to do a Financial for Non-Financials program. 	
	Updates – No Others	
Past President	Updates – No updates	Linda Huss
Marketing/ Communications	Updates – <ul style="list-style-type: none"> The information on Facebook boosts are posted below. It was evident that everyone loves photos from when we posted the certification photos and Carol’s gift photos. We would also like to do tiny videos to showcase some members. We would like to highlight these videos on Facebook and perhaps during the time before the meetings. Do we have a Twitter account and does anyone know the log in information? 	Linda Hackbarth

Date Started	Date End	Amt Spent (CWSHRM credit card)	People reached	Actions (likes, comments, shared or clicked on posts)	What was posted
5/5/2016	5/11/2016	\$35.00	3,061	45	May meeting
5/26/2016	6/8/2016	\$35.00	2,627	70	June meeting
7/11/2016	8/3/2016	\$35.00	1,791	55	August meeting
8/23/2016	9/7/2016	\$35.00			September meeting

Membership	Update on Membership Numbers: Active Members: 198 SHRM Certified Members: Update on website Pending: 6 <ul style="list-style-type: none"> Email should be going out to all at-large members from SHRM on 8/31/2016 about our September meeting. Offered a special to all non-renewals from the past 5 years of \$50 for the remainder of the year. Email sent to all guest attendees of meetings offering their \$35 guest fee to go towards their membership fee. Here’s my membership update for July in lieu of our board meeting:	Krissy Rodewald
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	<ul style="list-style-type: none"> • 194 active members • 8 pending members (will clean up this list so it's only viable members) • 1 member from previous years took advantage of the \$50 reduced fee – invoiced, not paid yet • I've been adding an new members to the new member checklist on the Y drive, anyone can feel free to peruse and give a welcome call • Not many have updated certification in database...would like to do a targeted email just about that, rather than in an email or newsletter with other items. Unless there is another way to capture that info. Possibly responding back to the email with their certifications, but then I need to go in and update all the files. A few current members that have filled out new applications if they changed jobs, which created more work for me to delete the duplicate files. • On my calendar to do an at-large email blast in August for the September membership meeting 	
	Updates –	
Secretary	Newsletter Items: Newsletter Items Due By August 31 Submission deadlines	Kelsie Haase
	Updates	
Hospitality	August meeting survey results Speaker spent a very short amount of time actually talking about the data. Probably not a speaker we would bring back in the future. There was some feedback that there weren't enough options for vegetarians. We will see if there is a way that City Grill can accommodate those with special dietary restrictions.	Tanya Gruetzmacher
	Updates	
Spring Conference	<p>Updates –</p> <ul style="list-style-type: none"> • Conference Committee to meet August 31 to review the following: <ul style="list-style-type: none"> ○ Keynote Speaker Review: Two finalists (Marsha Petrie Sue; Jennifer Lee) The committee will also review Andy Masters (information was not shared with the larger group, information was just received). If it is thought he should be a contender I will share his information to the larger group for a review. All speakers are \$6000 to \$6500 for the day; morning and afternoon keynote spots. <p style="text-align: center;">Speakers have CWSHRM tentatively booked on their schedules; will need to share our final decision shortly (no later than early September).</p> 	Melissa Colombo

	<ul style="list-style-type: none"> ○ Holiday Inn Contract: (received 8/18/16) review for any immediate concerns or changes. We will begin to discuss potential changes for room set-up and lunch set-up (buffet style for 2017). ○ Conference Timeline: review and discuss some slight changes to the conference timeline to allow a little more time for keynote speaker (2.5 hours vs. 2 hrs); this includes taking Ruder to ONE topic in the morning and ONE in the afternoon (this will allow more time, a full hour for ONE subject vs breaking it up for TWO). ○ Any other items the rest of the group would like to discuss. <p>Other points:</p> <ul style="list-style-type: none"> ○ I have confirmed that Lisa and Shannon (Ruder) are still committed to assist in conference preparation (nametags, folders, RSVPs,). Lisa usually handles the communication of the conference – Chamber/CWSHRM membership/Ruder mailing list/The Business News/Community Calendar – Daily Herald – to name a few. I would like to try and transition the communication to Linda H or have Linda and Lisa work together; we can discuss further. ○ Lastly, the creation of the communication pieces, flyer/links, etc. was Linda V. As discussed this past spring at Great Dane, this would be a great time to transition to CWSHRM Board (Kelsie? I think?). Again, we have time to further plan/discuss. 	
Professional Development	<p>Certification Study Group Updates –</p> <ul style="list-style-type: none"> • 7 signed up for study group <p>Marshfield Clinic Evaluations –</p> <ul style="list-style-type: none"> • Only one clinic committed. Decision made to go a different direction for Dec meeting. 	Kim Hall
	Updates	
Senior Liaison	<p>Updates – none at this time. It has been difficult to get the senior folks to respond. He would like to get more of the spotlights.</p> <p>Darlyne offered that one of the speakers for next year offered to do a senior session after the general session. Darlyne and Weng will discuss further offline.</p> <p>No further updates on the Mentor program. We have one mentor-mentee relationship set up.</p>	Weng Liew

College Relations/Workforce Readiness	Updates – Now that we are getting into the school year, we will have some things jump up. Summer is quiet and the job center has really been struggling, so they don't want to bring us in. Nicole is trying to work the colleges right now.	Nicole Williams	
Diversity Director	Updates –When Work Works Award – We don't know what's going on with that as it's not active on the website. http://www.whenworkworks.org/about-the-award . A few weeks ago, Jessica was contacted by Cindy Thelen from NTC and they are putting together a Diversity Discussion on September 13 th . Jessica also found out about a diversity fair in a different community. Perhaps this is something she can start out of the Diversity discussion in September.	Jessica Vander Ploeg	
Legal Counsel	Updates – <ul style="list-style-type: none">• November 7th is the conference• Sara is looking for feedback on topics for November: FSLA• Roundtables: Sara is looking into setting up a webinar session for the 2017 roundtables.	Sara Ackermann	
Follow Up	Action Items	Responsible	Due Date
1			
2			
3			
4			
5			
Agenda Topics for Next Meeting		Responsible	
Adjournment			
Adjournment	Next Board Meeting – 9/22/16 Time: 7:30am – 8:30am Location: Conference Call Motion to adjourn: Darlyne 2 nd by: Linda Hackbarth	DeAnn Kmosena	