

<b>Date:</b>	April 28, 2016		<b>Location:</b>	Mid-Wisconsin Beverage – 720 72 <sup>nd</sup> Ave
<b>Time:</b>	7:30am – 8:30am		<b>Call In:</b>	
<b>Attendees:</b>	Sara Ackermann Melissa Colombo Tanya Gruetzmacher Kelsie Haase Linda Hackbarth Kim Hall Bob Heyman Carol Howard	Linda Huss Darlyne Keller DeAnn Kmosena Weng Liew Krissy Rodewald Nicole Williams Jessica VanderPloeg	<b>Meeting ID:</b>	
<b>Absent:</b>				
<b>Meeting Minutes:</b>	Kelsie Haase			
<b>Meeting Purpose and Desired Outcome:</b>				
To align the Board and Leadership Committee on 2016 SHAPE Objectives and update on area topics.				
<b>Preparation for Meeting:</b>				
March meeting minutes Budget / Financials Umbrella List				
	<b>Action Items from Previous Meeting</b>		<b>Responsible</b>	<b>Due Date</b>
1	Approve March 24, 2016 Meeting Minutes <i>See attachment</i> Motion by: <b>Krissy</b> 2 <sup>nd</sup> by: <b>Darlyne</b>		DeAnn Kmosena	
2	SHRM Certified Members – remaining umbrellas <ul style="list-style-type: none"> <li>Review list and pick 3-4 individuals</li> <li>This was completed and each board member picked 3-4 individuals to deliver umbrellas to.</li> </ul>		DeAnn Kmosena	
3	Policy and Procedure Manual updates Board: Please look at this and review for our next meeting. Board is reviewing.		DeAnn Kmosena	
<b>Meeting Sponsors</b>			<b>Linda Huss</b>	
January	Greenheck Community Services		1 <sup>st</sup> Quarter	Dustin Rustick - Badgerstatejobs.com
February	Cornerstone Advisors - A financial advisory practice of Ameriprise Financial Services, Inc		2 <sup>nd</sup> Quarter	Remedy Staffing
March	Remedy Intelligent Staffing		3 <sup>rd</sup> Quarter	
May	Ruder Ware – logo?		4 <sup>th</sup> Quarter	
June				
August	EO Johnson		This is the most updated list as of 4/27/16	
September	ABR			
December				
<b>Meetings</b>	<b>Monthly Membership Meetings</b>			<b>Responsible</b>
May	Credits Submitted? <b>Yes</b>			Melissa Colombo

	Jefferson All Set? <b>MaryEllen will need a podium and a projector for the meeting.</b> Advertising/Social Media: LinkedIn and Facebook? <b>Complete</b>	Tanya Gruetzmacher Linda Hackbarth
Parking Issues	Added to Eventbrite, discussed at member meeting, newsletter and website. Agenda Items: <ul style="list-style-type: none"> <li>• <b>Send to DeAnn by May 2</b></li> <li>• <b>New Members – Krissy will handle this at the May Meeting</b></li> <li>• <b>Marshfield Clinic – should we have them come to do a 10 minute presentation on how to control costs – perhaps this could be a value added to our May Membership meeting?</b> <ul style="list-style-type: none"> <li>○ <b>Quality improvement/care management department</b></li> <li>○ <b>Perhaps we will put together a panel event on healthcare</b></li> <li>○ <b>Kim will send out more information on this.</b></li> </ul> </li> </ul> Table Talk Topics <ul style="list-style-type: none"> <li>• <b>Created by? Darlyne will create this</b></li> </ul>	Tanya Gruetzmacher
<b>Agenda Topic</b>	<b>Description</b>	<b>Responsible</b>
Financials	Review and Approve March Financials Motion by: <b>Linda Huss</b> 2 <sup>nd</sup> by: <b>Linda Hackbarth</b>	Bob Heyman
	MRA survey update <ul style="list-style-type: none"> <li>• <b>How many participants?</b></li> <li>• <b>They haven't responded to Bob's request on this. They did extend some of the surveys until the end of April – Office/Clerical and Technical Survey; Professional Survey is extended.</b></li> <li>• <b>Industrial Survey – Pam is hard to get a hold of – Bob will reach out to her again to see if there is anything they can do to make that information available to our members.</b></li> </ul>	
	Form 990 due May 15 (tax return) <ul style="list-style-type: none"> <li>• <b>Update</b></li> <li>• <b>Bob's taking care of this.</b></li> </ul>	
	Updates There are about 40 members that have not renewed for the year – <b>Krissy will assign 3-4 people for each board member for us to call and check in.</b>	
President	Review Calendar of Events <ul style="list-style-type: none"> <li>• <b>New Member Luncheon – survey to new members?</b> <ul style="list-style-type: none"> <li>○ <b>Results (Krissy)</b></li> <li>○ <b>Krissy will email these out.</b></li> </ul> </li> <li>• <b>Recertification presentation after membership meeting?</b> <ul style="list-style-type: none"> <li>○ <b>May DeAnn will pull this together</b></li> <li>○ <b>Do we have a presentation</b></li> </ul> </li> <li>• <b>Form 990 due May 15 (tax return)</b></li> </ul>	DeAnn Kmosena
	Membership Meetings <ul style="list-style-type: none"> <li>• <b>Board introductions</b></li> <li>• <b>New members announced</b></li> <li>• <b>Any volunteers to get member bios? Jessica and Weng volunteered to work on this for the next meeting – May will be the goal.</b> <ul style="list-style-type: none"> <li>○ <b>Might make May – Will for sure make June</b></li> </ul> </li> </ul>	

	<p>Member Meeting Expectations</p> <p>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.</p>	
	<p>Marathon Cty Chamber of Commerce</p> <ul style="list-style-type: none"> <li>No updates</li> </ul>	
	<p>Succession Planning If you don't plan to return for 2017, let DeAnn know within a week or so.</p>	
	<p>U.S. Workstories Update</p> <ul style="list-style-type: none"> <li>Next Steps</li> <li>Darlyne and DeAnn met with Mike Beck at US Workstories – he wants to donate time to CWSHRM to promote our members; He wants to put together a series of videos (1 minute tops) that we can use to promote on social media. We need to look for members that would be okay with being recorded (20-30 minutes of their time required).</li> </ul>	
	<p>2016 SHAPE (see attached)</p>	
President Elect	<p>Roundtable Discussions</p> <p>2017 – is a go; Sara needs to talk to Amy Altenburg about whether or not we can do some kind of dial in conference call – from Ruder Ware. Sara needs to figure out what dates are available and she will let Darlyne know.</p>	Darlyne Keller
	<p>2017 Planning Updates</p> <ul style="list-style-type: none"> <li>Dr. Humor (Next February)</li> <li>Norah Burns (Undercover Candidate/Employee)</li> </ul>	
	<p>CWSHRM Logo Update</p> <ul style="list-style-type: none"> <li>Darlyne presented a couple logos as our current logo is “illegal”</li> </ul>	
	<p>Updates</p>	
Past President	<p>Updates</p>	Linda Huss
Marketing/ Communications	<p>Business Expo Recap</p> <ul style="list-style-type: none"> <li>Feedback</li> <li>Krissy followed up with two potential members while she was working there for a couple hours</li> <li>Good feedback all around from the board.</li> </ul> <p>Facebook</p> <ul style="list-style-type: none"> <li>Boosting Posts</li> <li>MWB started doing this for their recruiting purposes. MWB has getting a lot of shares and likes from this.</li> <li>Are CWSHRM posts being seen by our members?</li> <li>Let's try it! Bob and Linda Hackbarth will work together on this.</li> </ul>	Linda Hackbarth
	<p>Updates</p>	
Membership	<p>Update on Membership Numbers:</p> <p>Active Members: 181</p> <p>National SHRM Members: ?</p> <p>SHRM Certified Members: ?</p> <p>Pending: 6</p>	Krissy Rodewald

	<p>New Member Program ideas update: Coffee with new members – Linda Hackbarth, Sara, Kelsie Haase, and Nicole would all be willing to do this</p> <ul style="list-style-type: none"> <li>• Update on this program</li> </ul> <p>New Member phone call</p> <ul style="list-style-type: none"> <li>• Update</li> </ul> <p>New Member packet – Complete</p>	
	<p>Updates</p> <p>Krissy has the list, labels, etc. She just needs to print out the letter. There are almost 150 at large members in the area. We can also do two at large emails. We can send them out in August and September.</p>	
Secretary	<p>Shared Documents Update: Google Drive</p> <ul style="list-style-type: none"> <li>• How is this working? Working Well – More People have been loading their documents onto it. We will get there!</li> <li>• Issue with storage limit <ul style="list-style-type: none"> <li>○ Ideas?</li> <li>○ No issues with storage limit</li> <li>○ Kelsie will go on and take a look at the Policy Manual – we were having troubles getting it on the drive.</li> </ul> </li> </ul>	Kelsie Haase
	<p>Newsletter Items: Please submit by Monday at 7pm</p> <p>Submission deadlines</p>	
	<p>Updates</p>	
	<p>New Member FAQ Document – Complete</p>	Kelsie Haase/Tanya Gruetzmacher
Hospitality	<p>Updates</p>	Tanya Gruetzmacher
Spring Conference	<p>Recap</p> <ul style="list-style-type: none"> <li>• Survey Results</li> <li>• Feedback on the speaker was amazing</li> <li>• Feedback on the food was poor – fruit wasn't put out when it should have been</li> <li>• Electronic Brochure was a success</li> <li>• \$9872 Net Income (Last year was \$5972)</li> <li>• We raised a price a little this year and also raised the vendor costs</li> <li>• Melissa will give a presentation at the May meeting to CWSHRM on the conference and how much money we made</li> </ul>	Carol Howard /Melissa Colombo
Professional Development	<p>Certification Study Group Updates</p> <ul style="list-style-type: none"> <li>• Spring group completed</li> </ul> <p>Marshfield Clinic Evaluations See Above</p>	Kim Hall
	<p>Updates</p>	
Senior Liaison	<p>December Panel Recap</p> <p>Write up for newsletter – on going? No write up for May</p>	Weng Liew
	<p>Updates</p>	

College Relations/Workforce Readiness	Scholarships for Spring Conf Feedback <ul style="list-style-type: none"> <li>Update at next meeting</li> </ul>	Nicole Williams	
	Updates		
Diversity Director	Updates WI SHRM Diversity Award is open. This will go in the newsletter and she will put out print outs on the table.	Jessica Vander Ploeg	
Legal Counsel	Updates Sara plans to do a write up in the May newsletter and will send that to Kelsie	Sara Ackermann	
<b>Follow Up</b>	<b>Action Items</b>	<b>Responsible</b>	<b>Due Date</b>
1	Krissy to finish the At-Large Mailer	Krissy	May Board Meeting
2	Kelsie to review Policy Manual on Google Drive	Kelsie	May Board Meeting
3	Look for companies/members who are comfortable doing US Workstories on CWSHRM	All Board Members	May Board Meeting
4			
5			
<b>Agenda Topics for Next Meeting</b>		<b>Responsible</b>	
<b>Adjournment</b>			
<b>Adjournment</b>	Next Board Meeting – 5/26/16 Time: 7:30am – 8:30am Location: MWB Facility / 720 72 <sup>nd</sup> Ave, Wausau WI Motion to adjourn: Darlyne 2 <sup>nd</sup> by: Linda Hackbarth	DeAnn Kmosena	