

**DULLES SHRM BOARD OF DIRECTORS  
MEETING MINUTES FOR MARCH 1, 2021**

**Board Members Present:**

1. President – Charlan Cornwell
2. Secretary/Certification Representative – Tricia Kleber
3. Treasurer – Bryan Clickener
4. Vice President, Membership & Registration – Tenelle Whitehurst
5. Vice President, Programs – Will Seidler
6. Director, Discussion Group – Megan Hollywood
7. Director, Diversity/Workforce Development – Shareem Annan
8. Director, Marketing – Erin Moody
9. Community Outreach Co-Chair – Mary Khattak
10. Past President – Nicole Davis
11. Director at Large – Jennifer Regis
12. Director at Large – Rae Shimon
13. Director at Large – Beth Van Burk

**Board Members Absent:**

1. Legislative Liaison – Matt Nieman

**Vacant Position:**

1. President Elect
2. Vice President, Sponsorships
3. Student/Emerging Professional Liaison
4. SHRM Foundation Representative

MEETING STARTED – 5:32 pm

Charlan called the meeting to order.

**Secretary's Report** – Tricia Kleber sent out the February minutes for approval. Beth approved; Charlan seconded. Jennifer abstained. All in agreement.

**Treasurer's Report** – Bryan Clickener – Balances as of March 1, 2021

- BBT checking - \$1,597.50
- BBT savings - \$15,482.71
- PayPal - \$3,581.92

**Programs' Report** – William Seidler

*Programs for 2021*

- March – Protecting Trade Secrets and Other Confidential Information – 4:00 pm
- April – TBD

- May – TBD

Charlan will get the information up on the website. Will is working on Q2 right now. We will do a networking event before the March meeting, so hopefully everyone can be there. Rae suggested we send a message to all members letting them know that we have a free meeting for them to attend to see if that will bring up attendance.

### **Membership Report – Tenelle Whitehurst**

- Active Members – 143 (not scrubbed) 35 (scrubbed)
- Pending Members – 0

Tenelle isn't sure how many active members we have. She needs some help in scrubbing the list. Rae will help her with this. Tricia asked if we could get a list of those members who were active in 2020, and she will contact them.

### **Sponsorship Report – Vacant**

- Yearly Sponsor
- Monthly Sponsors
  - March Meeting
  - April Meeting
  - May Meeting

Will is stretched thin with sponsors. Many companies are not spending at this time. He could use some help here. Tricia will reach back out to Paycom to see if they can become a sponsor.

### **Registration Report – William Seidler/Tenelle Whitehurst**

February Meeting/Webinar – Looking Ahead: Labor & Employment Policy. What to Watch For in 2021

- Registrants – 24
- Attended – 16
- Speakers – 1
- Total Attendants – 17

### **Community Outreach Report – Mary Khattak**

Julia (women giving back) had forgotten to attend the last meeting; she can be there for the March meeting. Mary will remind her the day before. She will reach out to others once she gets confirmed dates of our meetings.

### **Discussion Group Report – Megan Hollywood**

February Discussion Group

- Topic – Leading in the 21<sup>st</sup> Century

- Date – Thursday, February 4, 2021
- Registered – 29
- Attended – 23

#### March Discussion Group

- Topic – Employee Relations, Workplace Conflict Resolution and Mediation
- Date – Thursday, March 4, 2021
- Registered – 24

She sent out a letter at the beginning of the year to everyone who – she will send a copy of that.

Megan and Bryan are now doing the discussion groups by zoom meetings and that is working much better.

#### **Social Media/Communication Report – Erin Moody**

- LinkedIn Members – 1029, same as last month
- Twitter Followers – 1056, up by 3 from last month
- Instagram Followers – 45, up by 1 from last month
- Facebook – 121, same as last month

Erin is cleaning up Constant Contact, and is making a little bit of headway there. She is trying to become more active on both Twitter and Instagram.

#### **Certification Report – Tricia Kleber**

- SHRM Approval – March Discussion Group, March Monthly Meeting
- HRCI Approval – February Discussion Group; March Monthly Meeting
- Waiting for HRCI Approval – March Discussion Group
- Waiting to Obtain –

#### **Old Business**

The Board approved the 2021 Dulles SHRM Budget. Tricia will upload that to the website.

Nicole spoke with Shelly at SHRM Nationals and they are going to work together to recreate the Membership Renewal form. This will address the issue we have been having regarding current members being able to renew their annual Dulles SHRM membership. Additional updates will be forthcoming.

Charlan received the Dual Licensing Agreement from SHRM. Charlan will send this to Matt for review, and then send it out to the Board.

The HR Virginia “Journey to 2021” conference will take place from April 11-15, virtually. Charlan shared this information with the board. Please let her know if you would be interested in attending. We can also share this with the Dulles SHRM members.

### Spring Social Event –

This was discussed again. We really would like to do an event, but with connecting virtually, it's a bit draining and many people are experiencing fatigue. It might be better to try and plan an event in the later spring/early summer. Can we poll the Discussion Group and the March Meeting to see what the members think? Bryan can do a poll if he is hosting the meeting, or he can show Tricia how to do it if she is hosting. Beth will do some brainstorming, and maybe we can do something in either August or September.

Bryan talked about Accel Events ([accelevents.com](http://accelevents.com)) where we could do a 1-day event where we have some sponsors and different break-out sessions. That might be something to consider for a seminar, maybe in the fall. One of the networking sessions was 'speed dating' where you got to talk to different people. One thing – how will the world work when people can go places? How much will be virtual and how much will be live?

Rae noted that she will be relocating to Colorado in May, but she will continue to stay with BBG and the Board remotely.

**Next Board Meeting:** April 5, 2021. Bryan sent out the Zoom invite for it.

Meeting adjourned: 6:16 pm

Respectfully submitted,  
Tricia Kleber

Last edited March 31, 2021