

**DULLES SHRM BOARD OF DIRECTORS
MEETING MINUTES FOR APRIL 5, 2021**

Board Members Present:

1. President – Charlan Cornwell
2. Secretary/Certification Representative – Tricia Kleber
3. Vice President, Membership & Registration – Tenelle Whitehurst
4. Vice President, Programs – Will Seidler
5. Director, Discussion Group – Megan Hollywood
6. Director, Diversity/Workforce Development – Shareem Annan
7. Legislative Liaison – Matt Nieman
8. Past President – Nicole Davis
9. Director at Large – Rae Shimon

Board Members Absent:

1. Treasurer – Bryan Clickener
2. Director, Marketing – Erin Moody
3. Community Outreach Co-Chair – Mary Khattak
4. Director at Large – Jennifer Regis
5. Director at Large – Beth Van Burk

Vacant Position:

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

MEETING STARTED – 5:34 pm

Charlan called the meeting to order.

Secretary's Report – Tricia Kleber sent out the March minutes for approval. Matt Nieman abstained from the vote as he was not at the last meeting. Rae motioned to approve the minutes; Charlan seconded. Everyone in attendance voted to approve the minutes.

Treasurer's Report – Bryan Clickener – Balances as of 3/31/2021

- BBT checking - \$2,660.25
- BBT savings - \$15,482.71
- PayPal - \$2,446.73

Programs' Report – William Seidler

Programs for 2021

- April – TBD
- May – Deeper Than DISC
- June – Workplace Support for Grievors

The April person had backed out. Tricia suggested doing a panel on going back to work. Panel with Adam Calli, Matt, maybe Bryan, maybe Tricia. Will is going to look into that. The May and June meetings are on the website, and once Will receives the bios, he will submit the forms to Tricia. We discussed when to have the meetings and determined that mornings tend to work better. Meetings will run from 8:30 am – 10:00 am.

Membership Report – Tenelle Whitehurst

- Active Members – 50
- Pending Members –

Tenelle still needs to work with Rae and Nicole to get the list scrubbed corrected. We will contact those who have not renewed their memberships once we get the scrubbed list.

Sponsorship Report – Vacant, temporarily filled by William Seidler

- Yearly Sponsor –
- Monthly Sponsors
 - March Meeting
 - April Meeting – Akron Inc.
 - May Meeting

E-mail Blast - \$150 – Akron Inc.

Registration Report – William Seidler/Tricia Kleber

March Meeting/Webinar – Protecting Trade Secrets and Other Confidential Information

- Registrants – 13
- Attended – 8
- Speakers – 1
- Total Attendants – 9

Community Outreach Report – Mary Khattak

No report

Discussion Group Report – Megan Hollywood

March Discussion Group

- Topic – Employee Relations, Workplace Conflict Resolution and Mediation

- Date – Thursday, March 1, 2021
- Registered – 30
- Attended – 17

April Discussion Group

- Topic – Strategic Partnering with Executive Search Firms, Ensuring Diversity and Inclusion and Acquiring Key Talent without Bias
- Date – Thursday, April 1, 2021
- Registered – 20
- Attended – 12

Megan was asked what the percentage is of discussion group members versus non-members. She replied the majority of attendees are members of Dulles SHRM.

Social Media/Communication Report – Erin Moody

- LinkedIn Members – 1034, up by 5 from last month
- Twitter Followers – 1058, up by 2 from last month
- Instagram Followers – 49, up by 4 from last month
- Facebook – 121, same as last month

Certification Report – Tricia Kleber

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

Old Business

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. Charlan will register for that and will let us know if we can register for one day; that might be a way that more people can participate with it. We can have Erin put that information out on social media platforms once we have that information.

Charlan will send the agreement out on the dual membership out to Matt for review.

New Business

Membership – when can we start having in-person sessions again? We will plan something in the summer (either July or August), preferably August since everyone would have had the opportunity to have the vaccine. As of now, outdoor events can be up to 100 people. Then our first in-person meeting would be the September event, which would be Matt Nieman’s Legislative Update.

Next Board Meeting: May 3, 2021. Bryan sent out the Zoom invite for it.

Meeting adjourned: 6:12 pm

Respectfully submitted,
Tricia Kleber

Last edited April 27, 2021