

DULLES SHRM BOARD OF DIRECTORS MEETING MINUTES FOR JULY 1, 2024

Board Members Present:

1. President – Nicole Davis
2. President Elect – Mary Khattak
3. Secretary & Certifications Advisor – Tricia Kleber
4. Vice President, Membership – Rochelle Fashaw
5. Vice President, Registration – Charlan Cornwell
6. Director, Marketing & Communications – Pamela Palmer
7. Student/Emerging Professional Liaison – Cindy Parker
8. Student/Emerging Professional Liaison – Christine Sullivan

Board Members Absent:

1. Past President/Treasurer – William Seidler
2. Vice President, Programs – Hudaidah Bhimdi
3. Director, Diversity, Equity & Inclusion – Nakisha Dixon
4. Legislative Liaison – Matt Nieman
5. Student/Emerging Professional Liaison – Trace-Ann Green
6. Director at Large – Rae Shimon

Vacant Position:

1. Vice President, Sponsorships
2. Director, Community Outreach
3. Director, Discussion Group
4. SHRM Foundation Representative

MEETING STARTED – 5:36 pm

Mary Khattak called the meeting to order.

Secretary's Report – Tricia Kleber noted that due to a computer malfunction, the minutes for May disappeared. We did not have a quorum for June, so there was no meeting.

Tricia stated that she will not be at the August 5 Board meeting, and Mary has volunteered to take the minutes.

Treasurer's Report – William Seidler – Balances as of 7/1/2024

- Truist checking -
- Truist savings -
- PayPal –

We did not get a report from Will.

Programs' Report – Hudaidah Bhimdi

Programs for 2024

- July –
- August – The Four Communication Styles
- September – Legislative Update with Matt

Membership Report – Rochelle Fashaw

- Active Members – 155 active members

Rochelle is sending e-mails out to members when it's time for their renewal.

Sponsorship Report – Vacant

- Yearly Sponsor – Centura Health Care will be our annual sponsor for the rest of the year.
- Monthly Sponsors –
- Fall Conference –

Christine has a possible sponsor, and Nicole is working with PW SHRM for a networking event. If you know of anyone interested in being a sponsor, please reach out to Will.

Registration Report – Charlan Cornwell

May Monthly Meeting

- Registered – 2
- Attended – 19

Community Outreach Report – Vacant

Jack Kent Cooke scholar's weekend is August 3. Mary Khattak and William Wong have volunteered for this in the past. Mary will post something to LinkedIn and Pamela will send out a communication blast to our members.

Discussion Group Report – Vacant

Social Media/Communication Report – Pamela Palmer

We decided to use LinkedIn as our primary communication medium. Going forward, we'll be tracking the following:

	January	February	March	April	May	June
Followers	89	89		107		112
Posts	0	5	3	5		2
Members	1053	1054	1054	>1000		1057
Impressions	47	339		208		78
Visitors	35	40		45		17

Pamela mentioned that we all should be posting to the group when we can.

Student/Emerging Professional Liaison – Trace-Ann Green/Christine Sullivan/Cindy Parker

Because it's the summer months, it's quiet for the students. Cindy would like to start engaging with students in August for the fall events, such as a young professional/student event and the fall seminar.

Certification Report – Tricia Kleber

- SHRM Approval – August Monthly Meeting
- HRCI Approval – August Monthly Meeting
- Waiting for HRCI Approval –
- Waiting to Obtain – anything after August

May's monthly meeting certificates were sent out to the attendees on 6/13/2024.

President's Report – Nicole Davis

- Nicole would like to do 1-on-1's in the next month or so, just to see how everyone is doing and what you would like to do in the next year. She will send out a survey to see what people want.
- SHRM is rebranding the chapter logos. Nicole will update the website and will get it out to those who need it.

Old Business

None

New Business

- Nicole and Tricia were talking about trying to pull together a meeting in July. It's hard to find a good topic at the last minute, and with the number of people on vacation, it might be hard to get a good turnout. Instead of a meeting, what about having a social event? We've had them at Lost Rhino, and they don't charge us for using their location. Pamela can do a survey to see if people would be interested. Tricia suggested July 24 as she will be in town that day.
- Rochelle mentioned that DC SHRM was in full effect at the National Conference. She stated that she would like to have more people attend the National Conference next year. It will be in San Diego.
- Mary talked about the fall conference. She wanted to know if people would prefer the Reston area or Ashburn, and if people preferred morning or afternoon. More people preferred the morning – it will be easier to attend without having work hiccups. We're looking at October 23. The topic will probably change towards more civility in the workplace.

Next Board Meeting: August 5, 2024

Meeting adjourned: 6:17 pm

Respectfully submitted,
Tricia Kleber

Last edited: July 1, 2024