

**DULLES SHRM BOARD OF DIRECTORS  
MEETING MINUTES FOR OCTOBER 4, 2021**

**Board Members Present:**

1. Secretary/Certification Representative – Tricia Kleber
2. Treasurer – Bryan Clickener
3. Vice President, Programs – Will Seidler
4. Director, Discussion Group – Megan Hollywood
5. Director, Diversity/Workforce Development – Shareem Annan
6. Director, Marketing – Erin Moody
7. Legislative Liaison – Matt Nieman
8. Past President – Nicole Davis
9. Director at Large – Jennifer Regis
10. Director at Large – Rae Shimon
11. Director at Large – Beth Van Burk

**Board Members Absent:**

1. President – Charlan Cornwell
2. Vice President, Membership & Registration – Tenelle Whitehurst
3. Community Outreach Co-Chair – Mary Khattak

**Vacant Position:**

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

MEETING STARTED – 5:33 pm

Tricia called the meeting to order.

**Secretary's Report** – Tricia Kleber sent out the September minutes for approval. Matt Nieman motioned to accept the minutes and Shareem Annan seconded the motion. 3 people had to abstain from voting, but everyone else in attendance accepted the minutes. Tricia will post them to the website.

**Treasurer's Report** – Bryan Clickener – Balances as of 10/4/2021

- BBT checking - \$1,766.78
- BBT savings - \$16,233.63
- PayPal - \$1,972.23

## **Programs Report – William Seidler**

### *Programs for 2021*

- October – Performance Management in the Modern Age
- November –
- December – Holiday Event

Will is working with the Loudoun County chapter to do a joint meeting in November. The topic will be on Marijuana and how it impacts the workplace. Matt is the speaker for the presentation.

## **Membership Report – Tenelle Whitehurst**

- Active Members –
- Pending Members –

Tenelle was not at the meeting nor did she submit any report, so we have no information as to membership.

## **Sponsorship Report – Vacant**

- Yearly Sponsor –
- Monthly Sponsors
  - October Meeting – working on obtaining a sponsor
  - November Meeting
  - December Event – working on obtaining sponsors

Will is working on getting an annual sponsor for 2022; if anyone has any suggestions, please forward them to Will.

## **Registration Report – William Seidler/Tricia Kleber**

### September Meeting

- Registrants – 42
- Speaker – 1
- Total Attendees – 43

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

Mary was not at the meeting and she did not submit anything in advance.

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

### October Discussion Group

- Topic – HR Throw Me a Lifeline – Training and Tracking for Compliance
- Date – October 7, 2021
- Registered – 13

### November Discussion Group

- Topic – D&I
- Date – November 4, 2021

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

- LinkedIn Members – 1047, down 2 from last month
- Twitter Followers – 1039, same as from last month
- Instagram Followers – 53, same as last month
- Facebook – 120, same as last month

Facebook and Instagram were down so we do not have those numbers.

## **Certification Report – Tricia Kleber**

- SHRM Approval – October Discussion Group; October Monthly Meeting
- HRCI Approval – October Discussion Group; October Monthly Meeting
- Waiting for HRCI Approval –
- Waiting to Obtain – November and December Discussion Group; November Monthly Meeting

Tricia submitted the renewal for the SHRM Provider Recertification for 2022.

## **Old Business**

- Membership Survey – Will has access to Survey Monkey and will start working on the survey. Will hopes to get it sent out by the October meeting. He will send it out to the Board beforehand for thoughts and feedback.

## **New Business**

- Holiday Party – Will and Charlan are working on planning the holiday event; possibly at the brewery where the August event was held. If anyone has any ideas or would like to help out, please let Will know.
- We had a good discussion about making vaccines mandatory in the workplace.

**Next Board Meeting:** November 1, 2021. Bryan sent out the Zoom invite for it.

Meeting adjourned: 5:58 pm

Respectfully submitted,  
Tricia Kleber

Last edited October 27, 2021