

**DULLES SHRM BOARD OF DIRECTORS  
MEETING MINUTES FOR DECEMBER 6, 2021**

**Board Members Present:**

1. Secretary/Certification Representative – Tricia Kleber
2. Vice President, Programs – Will Seidler
3. Vice President, Membership & Registration – Tenelle Whitehurst
4. Director, Discussion Group – Megan Hollywood
5. Director, Marketing – Erin Moody
6. Legislative Liaison – Matt Nieman
7. Director at Large – Rae Shimon
8. Director at Large – Beth Van Burk

**Board Members Absent:**

1. President – Charlan Cornwell
2. Treasurer – Bryan Clickener
3. Director, Diversity/Workforce Development – Shareem Annan
4. Community Outreach Co-Chair – Mary Khattak
5. Past President – Nicole Davis
6. Director at Large – Jennifer Regis

**Vacant Position:**

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

MEETING STARTED – 5:40 pm

Tricia called the meeting to order.

**Secretary's Report** – Tricia Kleber sent out the November minutes for approval. Megan Hollywood approved the minutes and Tricia seconded the motion. 5 people approved the meeting minutes either by e-mail or from the meeting. The rest of the meeting attendees has to abstain. Tricia will add the minutes to the website.

**Treasurer's Report** – Bryan Clickener – Balances as of 12/03/2021

- BBT checking - \$2,130.20
- BBT savings - \$16,233.90
- PayPal - \$2,324.92

National SHRM sent us a payment of \$643.75 for the Chapter Financial Support Program.

## **Programs' Report – William Seidler**

### *Programs for 2021*

- December – Holiday Event – so far 10 people have registered for it.

### *Programs for 2022*

- January – Purpose, Presence, and Personality: The Three Keys to Releasing Powerful Engagement
- February – How the Great Resignation Is – and Should Be – Affecting Your Recruiting

Loudoun SHRM is inviting us to attend their annual legislative update meeting with Matt. The date is Tuesday, January 11, 2022. We will invite them to attend our annual legislative update meeting in September.

## **Membership Report – Tenelle Whitehurst**

- Active Members –
- Pending Members –

## **Sponsorship Report – Vacant**

- Yearly Sponsor –
- Monthly Sponsors
  - December Event

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

### **November Meeting**

- Registrants –
- Speaker –
- Total Attendees –

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

At the holiday party next week, please bring wool mittens, socks, etc., for Cornerstones.

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

### November Discussion Group

- Topic – Diversity, Inclusion, Equity & Belongingness
- Date – November 4, 2021
- Registered – 14
- Attended – 6

### December Discussion Group

- Topic – Measuring and Assessing Emotional and Social Skills Using the World’s Leading Tool
- Date – December 2, 2021
- Registered – 7
- Attended – 6

We had a discussion if January’s meeting should be changed to the second week, but we decided to keep it when it is.

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

- LinkedIn Members – 1049, up 1 from last month
- Twitter Followers – 1035, down 3 from last month
- Instagram Followers – 52, same as last month
- Facebook – 121, same as last month

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

- SHRM Approval – December Discussion Group; January Monthly Meeting
- HRCI Approval – December Discussion Group
- Waiting for HRCI Approval – January Monthly Meeting
- Waiting to Obtain –

### **Old Business**

- Membership Survey – Will has access to Survey Monkey and will send out a draft to the Board and would like suggestions/edits, etc. on it. We would like to send it out to as many people as possible. If we could send it out this week, we could offer to anyone who responds by next week a free registration to the Holiday Party. Matt moved to authorize the refund of registration fees for the holiday party; Beth seconded it. All in favor voted for this.
- HR Virginia 2022 Annual Conference – Create a Better Workplace; Avoid the Catch 22. This will be from April 24-27 at the Richmond Convention Center, and will be in-person.

### **New Business**

- Meetings – we do not have a date to return to live meetings, and we will probably do virtual meetings through the first quarter, with a live social event. We want to see the results of the survey before we decide on when to bring back live meetings.
- HR Virginia Leadership State Conference – January 13-15, 2022 in Glen Allen, VA. Let Will know if you are interested in attending.

### **2022 Board Members**

President – William Seidler  
 Past President & Membership Director – Charlan Cornwell  
 Secretary & Certification Director – Tricia Kleber

Treasurer – Bryan Clickener  
Vice President – Programs – Nakisha Griffin  
Legislative Liaison – Matthew Nieman  
Discussion Group Director – Megan Hollywood  
Diversity Director & Workforce Readiness Advocate – Shareem Annan  
Marketing & Communications Director – Erin Moody  
Community Service Director – Mary Khattak  
SHRM Foundation Representative – Rae Shimon  
Director at Large – Nicole Davis

We are still missing someone for President Elect, Sponsorships, and Student/Emerging Professional Liaison.

And a big thank you to Jennifer Regis, Beth van Burk and Tenelle Whitehurst for their time spent on the Board.

**Next Board Meeting:** January 10, 2022.

Meeting adjourned: 6:16 pm

Respectfully submitted,  
Tricia Kleber

Last edited December 6, 2021