



Board of Directors Meeting
August 17, 2018
Minnesota Gastroenterology
10:00am-2:00pm

Attendees:

Shannon Demgen
 Chad Engstrom
 Mandy Dobosenski
 Jennifer Gryte
 Heidi Powell
 Elizabeth Hensley
 Sarah Fredrickson
 Dave Mandel


President
 President Elect
 Treasurer
 Secretary
 Member at Large & Conference planner
 Regional Consultant
 ASHHRA Liaison
 Business Partner –Member at Large

Absent:



Brad Lindow
 Paula Wokasch
 Chrissy Draper
 Shelly Diener
 Roxanne Hejhal
 Lois Slick

Salary Survey Coordinator
 Business Partner Liaison
 Member at Large
 BP Member at Large
 Communication and Marketing
 Past President


AGENDA ITEM	DISCUSSION / DECISION / MOTION	PERSON RESPONSIBLE	ACTION/ DUE DATE
Call to Order and review of meeting minutes	Meeting called to order at 10: 05 Meeting minutes- Chad Engstrom made a motion and Mandy Doboenski second the motion	Shannon	

Financial Report	<p>Total Assets as of 07/31/2018 is \$135,517.98 Net income as of 07/31/2018 is \$ 5,652.53 Checking account as of 07/31/2018 is \$91,480.96</p> <p>In November the board will discuss moving money from checking into a CD before the end of the year.</p>	Mandy Dobosenski	
	Old Business		
2018 Fall Conference	<p>Everything is going well. The brochures are going to print and should be in the mail shortly. Heidi will ask Susan to send out an email announcement to the membership about the conference. Mandy will then update social media.</p> <p>Paula shared that we have 11 business partners. \$16,500 committed.</p> <ul style="list-style-type: none"> • Graystone advertising-New • Purdue University-New • Platinum- Felhaber • Gold- Lockton, Oxford Immunotech, Hays • Silver- Purdue • Bronze- Verified Credentials, Willis Towers Watson, Incentive Services, and Mercer  <p>Budget in process.xlsx</p>	Heidi Powell, Angela Kaufmann and Roxanne Hejhal	
Newsletter	Chad will reach out to Travis Lueadtke to write an article about him as a new member. If anyone has any HR fun facts please send them to Shannon.	Shannon Demgen	

	New Business		
HHRAM open positions	Scholarship-This has been moved to Education Director Membership Coordinator Secretary will be open- If you are interested please contact Shannon	Shannon	Chad and Shannon will connect about succession planning.
2019 Spring Conference	Jennifer and Shannon are planning the spring 2019 conference. We have reached out to Simon Sinek as our keynote. Lois Shared that she may be interested.	Shannon	
2019 Fall Conference	Lois slick		
SHRM/CHHR/HRCI	<p>Sarah handed out information \$250 per conference for HRCI credits. We need to submit 4 weeks ahead of time.</p> <p>HRCI- Things to think about with HRCI</p> <ul style="list-style-type: none"> • Eligibility needs to be HR related and open to the public. • Must contribute to an attendees HR knowledge. They do not approve personal development. • Must always have three learning objectives • Give a speaker bio • 45 minute presentation with a minimum 15 min Q & A • Activity cannot be given at the same time as a meal • Must not be in a gameshow or theater related. <p>You will not get credits for round table discussions, exam prep, and or software or end user purpose.</p> <p>CHHR-Things to think about</p> <ul style="list-style-type: none"> • Sarah has used the same information for HRCI for the CHHR. You will need to add the content code for ASHHRA. You can find the application on the ASHHRA website. You must apply at least two weeks ahead of time. There is no cost for this. <p>SHRM- Things to think about</p> <ul style="list-style-type: none"> • May want to make a phone call and see if we can get set up HHRAM 	Sarah Fredrickson	

	<p>as a contact as opposed to an individual</p> <ul style="list-style-type: none"> • \$500 for two years, can submit up to 4 conference • 1 hour = 1 credit <ul style="list-style-type: none"> • You must submit for credit before the session or learning education. • Provide program attendees proof of attendance. A sign in sheet is required and we must keep the sign in sheet for 3 years. <p>Decisions- Do we want to put the responsibilities on the conference planners or on the Education director? IF we can sign up as an organization, then we could keep with the conference planners if we can't, then assigning the responsibility to the Education Director.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  HRCI appoliciesprocedures2 </div> <div style="text-align: center;">  SHMRRecertificationP roviderGuide.pdf </div> </div>		
2018 Goal discussion			
	<ol style="list-style-type: none"> 1. Research partnering with MHA, WISHHRA, MMGMA or other state ASHHRA Chapters. Research will be completed by March and implement new relationships by November 2018. Conference this fall at Maddens and see how we can partner. WISHHRA has committed to doing a webinar with HHRAM. Elizabeth will reach out to WISHHRA HHRAM and MMGMA to reciprocity for each other's conferences. We list this in our brochures and registration. Dave and Shannon are working with MHA. ASHHRA has AHA and we think that would be valuable for MHA and HHRAM. A meeting will be set up after September 4th, 2018 	<p>Shelly and Shannon for MMGMA Dave and Shannon for MHA and Leading Edge</p>	<p>Shannon, Elizabeth and Dave.</p>

	<p>2. Succession Plan: Have a membership table at the Spring and Fall conference to share HHRAM membership benefits, Board positions and collect interest in joining the HHRAM Board.</p> <p>The conference planner will assign table responsibilities for the HHRAM/ASHHRA fall conference table. Heidi will take care of assigning board members.</p>	This should be the membership director	
	3. Business Partner Liaison and Board will bring in three new business partners. This will be implemented by the fall 2018 conference.	Chad and Paula	COMPLETE
	4. Review and update bylaws by October 1, 2018.	Jennifer	Each board meeting completed by October 1, 2018 Jennifer will update bylaws for next board meeting
	5. Ensure HHRAM members are receiving all email communication delivered from the Wild Apricot system by April 1, 2018.	Shannon Demgen	COMPLETE
	<p>6. Leverage the two new Business Partners at Large to determine how we can build relationships and value to our Business Partners as well as increase conference attendees and/or increase HHRAM membership by 5%.</p> <p>Allowing Platinum and gold to bring a non-member and give a free membership to that guest. Paula updated the business partner letter and offered this benefit for fall 2018</p>	Shelly and Dave	COMPLETE
Updates			
Secretary	No Updates	Jennifer	
Communications/Website	No Update	Roxanne	
Education-SHRM/ HRCI/CHHR/Regional	Will assist in transferring to Elizabeth	Sarah	

Consultant			
Membership	189 active members	Shannon	
ASHHRA	Social event for the annual conference will be at the ball park. Conference registration is at 504 at the end of July. ASHHRA has started a Business Partner Advisory committee. Award submissions were down for this year. Lots of cost sharing and standardization with ASHHRA and AHA.	Sarah	
Salary Survey	 HHRAM Board Meeting Updates Augu	Brad	
Scholarship	Motion by Jennifer and seconded by Mandy for Sarah Leech to receive the scholarship.	Elizabeth	
Business Partner Liaison	Nothing further	Paula	
Chapter Management	Lois s working on getting things organized. Shannon and Lois both applied and received the CHHR scholarship from ASHHRA.	Lois	
Member at-Large	Lois, Paula and Chrissy will plan the 2019 fall conference. Lois is looking at Grandview. The cost is rather high so Lois will take a look.	Chrissy and Heidi	
Other Discussion		Chad	
	Next meeting: September 21, 2018 Conference call		
	Meeting adjourned at 1:50	Shannon	

