



**WISCONSIN SHRM STATE COUNCIL
MEETING MINUTES
August 05, 2009
10:00 to 11:00 a.m.
Hotel Mead, WI Rapids**



No.	AGENDA ITEM	RESPONSIBLE PARTY
Introductions	Introductions/Welcome/Thank you	Kris Hackbarth-Horn
ACTION		
Approval of Minutes	<p>Approval of April 14, 2009 Minutes</p> <p>Updated version coming out that will be posted online. HR Professional Day is Thursday of the State Conference.</p> <p>Motion to approve Matt Stollak 2nd Doralyn Retzlaff All approved.</p>	Kellie Dunn-Poggemann
Approval of Financial Reports	<p>Approval of Financial Reports/Treasurer Report</p> <p>As of June 30th, the 2009 State Conference has brought in \$84,292 in revenue. The Job Bank has seen revenue of \$5,400 compared to \$13,500 this time last year. It is unlikely we will reach our budgeted goal of \$13,500 in this area. We've received a \$5,000 legislative sponsorship and \$109 through KRM for on-line education programs. These were unexpected revenue amounts that will help even out missing our budgeted job bank goal.</p> <p>We anticipate an increase in expenses from budget for National Leadership this year to provide opportunities for the District Directors to attend as we had planned.</p> <p>Our checking account balance was at \$63,000, in anticipation of upcoming Conference expenses this fall. Our Savings is just over \$100,000 in our Money Market account. We are investigating the FDIC limit to be sure our funds are protected and distributed to separate accounts to gain more interest income.</p> <p>As of June 30, 2009 our Net Income was \$44,520.</p> <p>In regards to the Profit & Loss for the State Conference you'll see last year we allocated to individual items, this year everything is under unclassified. Cindy Cerro is working on the breakouts to get the amounts allocated under the correct classifications.</p> <p>Motion to approve Matt Stollak</p>	Cindy Cerro

2nd Michelle Hauer
All approved.

Budget:

National Leadership was increased from \$500 to \$1000 reimbursement for positions that were altered with SHRM funding. We feel that this increase will project to be budget neutral. There are some positions that went last year that may not go this year.

Kristine will be seeking input for next year on positions that should be funded.

Leadership Conference Budget Update:

- Registration total is 75
- Lawrence Allen and Colby gave us a \$500 sponsorship. First ever sponsor opportunity at Leadership Conference.
- 5 keynotes/General Session presenters
- 9 Breakouts
- Pre-approval for 6 HRCI credits
 - 3.5 strategic
 - 2.5 general

Thank you to all those involved in the planning and speaking. Many people stepped up to share best practices in the sessions!

State Conference Updates:

Planning is moving along for the conference. The pieces needed for the postcard, emails and registration have all fallen into place. We budgeted for 750 attendees and currently we're at 480 attendees. We'll need atleast 280 more attendees to sign up between now and November to meet our budgeted goal.

This year we are doing a State Council subsidy 35% discount on registration for unemployed. Information regarding this discount is posted on the home page and registration pages of the website.

Exhibits for State Conference were budgeted at 115, currently we've sold 90 to date. If you know anyone that this would be a good opportunity for please see any Conference committee member.

Overall the budgeted amount for sponsorship revenue was planned for \$60,000, currently we have about \$30,000.

The pre-conference registration budget was for 200 attendees, currently we're at 209 attendees.

The BoDeans have been an excellent draw to the State Conference. We have a total of 16 extra attendees paying \$50 to see the BoDeans.

Helen Englebert

Theresa Dew

	<p>The State Conference committee would like all Chapter Presidents to talk to your members and promote that registration is still open!</p>	
STRATEGY AND OPERATIONS		
<p>Enterprising Leadership/Nominations</p>	<ul style="list-style-type: none"> • Enterprising Leadership • Nominations <p><u>Enterprising Leadership</u> deadline has been extended to August 31, 2009. Last year was the first year we offered the Enterprising Leadership grant and we had 7 applications. By extending the deadline for the grant this year we're hoping to have even more participation from Local Chapters.</p> <p>Question this week was could a chapter submit more than one application? This is absolutely fine.</p> <p>The application review committee can award the grant to multiple chapters for a total grant allocation up to \$5,000.</p> <p>Below is the VLRC Link for inquiries & previous award winners of the Enterprising Leadership Grant directly from SHRM's website. http://moss07.shrm.org/Communities/VolunteerResources/Pages/default.aspx</p> <p><u>Nominations:</u> Committee consists of Officers & Membership At-Large Director</p> <p>Chair is Bob Swanson Past State Director – meetings have already been taking place for the nomination selections. Last year, was the first year of online open nominations. We encourage chapter leaders to go onto the website and see what opportunities for State Council are available.</p> <p>Voted Positions – Officers Appointed Positions- State Director</p> <p>October is when the slate will be presented to the Council by the Nominations Committee.</p> <p>This year the following positions are available:</p> <ul style="list-style-type: none"> • State Director • Treasurer • Membership At Large • Diversity Director <p>As current Council members meet with Kristine the positions may be updated so please check back.</p>	<p>Bob Swanson</p>

	<p>Discussion in Nominations Committee: Doralyn Retzlaff recommends that the Communications Director position be dissolved for the 2010 year. These responsibilities are looking to be merged into the Secretary role.</p> <p>Please encourage Chapter members and volunteer leaders to apply for Council positions!</p> <p>Please be aware that you must be a National Member to be on the Council.</p>	
SHRM North Central Region	<p>SHRM North Central Region Update</p> <ul style="list-style-type: none"> • <i>(on behalf of NC Regional Team)</i> <p>One Audit per year for every chapter to connect local rosters to National SHRM.</p> <p>Changes to CAP & SCAP coming for 2009 and 2010 submissions. For 2009, all chapters that have a website are required to have a SHRM News Feed on their website.</p> <p>There are archived Webcasts on the SHRM website from earlier in the year for New President and President Elects as a Chapter President orientation.</p> <p>If you have a mid year Board change over please submit your CLIF to Kristine Hoffman with all your new board members.</p>	Laurie McIntosh
Government Affairs	<p>Government Affairs Regional Legislative Conferences in 2010</p> <p>2010 Legislative Conference will have a new & improved process! We're hoping to hold a regional Legislative Conference with Chapter involvement and local legislators. The feedback that we've received from about 5 chapters is that June/July time frame might be best. In the breakout session tomorrow, we'll work through details on venue and length of event.</p> <p>Revenue sharing will be the same as the conference.</p> <p>A big Thank you from the State Council for Tami stepping into the Government Affairs Role!</p>	Tami Christian
Communications Plan	<p>Communications Plan/Website Updates</p> <p>Next blast is scheduled for next week. Kellie is still waiting for more information from council members to include in the blast. Please continue to watch when your area comes up on the communication calendar.</p>	Kellie Dunn-Poggemann
KRM Program	<p><u>KRM Program Announcements</u></p> <ul style="list-style-type: none"> • Next 2 programs have been selected: 	Kellie Dunn-Poggemann

	<ul style="list-style-type: none"> ○ Benefits are the focus for August ○ Diversity is the focus for September <p>This information will be in the next e-blast and is already posted on the home page of the website.</p>	
<p>Functional Directors</p>	<p>Functional Director Updates <i>(Quick Fire Drill Exercise 2-3 minutes)</i></p> <p><u>College Relations</u> HR Games Conference: March 5 & 6, 2010 Conference -Oshkosh</p> <p><u>Certification</u></p> <p>Working on certification strategic goal to reach out to all the local chapters. I've been having difficulty connecting with Chapter certification directors. So far I've only been able to reach 3 chapters. In the certification breakout session, Michelle is hoping to contact with chapter leaders to find certification contact names. If your chapter does not have a certification director, please let Michelle know.</p> <p><u>Diversity</u></p> <p>We currently have six nominees for the up coming diversity award, these award nominees have doubled from 2008. This year we've added a Best Practice page, pulling out key initiatives from each of the nominees to create. Amy is going to make an archive section on the website that will have 2008 key initiatives as well. All applications have been sent to the selection committee for review. We'll have the selection made by the end of August.</p> <p><u>Foundation</u></p> <p>The Foundation is planning a pledge drive for the State Conference. We're hoping to do an Auction and asking for Chapters to participate in donating auction items. When you register online for the State Conference you will have an option to contribute to the Foundation. This is a new feature for the State conference online registration.</p> <p>During the State Leadership conference there will be an opportunity to participate in a raffle that will benefit the foundation.</p> <p><u>Communications/Website</u> Doralyn did a sweep on the site and sent edits to Morgan Data. Just let us know if you see broken links or items to be fixed.</p>	<p>Ryan Derber</p> <p>Michelle Hauer</p> <p>Amy Collett</p> <p>Barbara Stroh</p> <p>Doralyn Retzlaff</p>

Strategic Plan	<p>Strategic Planning: 2009-2010</p> <ul style="list-style-type: none"> • Key Initiatives Review <p>Core Council Members please have your initiatives in front of you. Kristine has asked that you provide a written update in your areas to the Strat Plan. If you can hand it in at the end of the meeting to Morgan Data that would be appreciated.</p>	Kris Hackbarth-Horn
National Leadership	<p>Update on National Leadership Conference November 19 -21, 2009 Washington, D.C.</p> <p><u>Chapter Reimbursement:</u></p> <p>We decided to make an exception for this year's National Leadership Conference reimbursements. We'll cover up to \$1000 in expenses per person for the Conference. It is agreed that this needs to occur with all the recent adjustments SHRM has made in regards to which expenses qualify for reimbursement. Kristine will be sending out an e-mail giving people the authorization to attend the conference for the budgeted amount of \$1000. Within that e-mail she'll indicate which positions qualify for attending the Conference at WISHRM's expense. Kellie will be sending out a bullet point on how to get to the National Leadership conference by saving costs.</p> <p>Watch your emails! Upcoming you will see an RSVP for Leadership and the Dinner as well as some travel tips.</p>	Kristine Hackbarth-Horn
Association Management	<p>Association Management Team Update</p> <p>If you are a new Chapter President or President Elect, please verify on the Council roster that we have all your information correct.</p>	Heather Dyer
Adjournment	<p>Adjournment/Next Council Meeting, October 16, 2009 at the Kalahari Resort, Wisconsin Dells</p> <p>Motion to approve Bob Swanson 2nd Anthony Dix All approved.</p>	Kris Hackbarth-Horn

2009 Wisconsin State Council Members
Meeting Attendance

08/05/2009

Position	State Council Member	Attending	Conference Call	Substitute	In Attendance
Past State Director	Bob Swanson	Yes			Yes
State Director	Kristine Hackbarth-Horn	Yes			Yes
Secretary	Kellie Dunn-Poggemann	Yes			Yes
Treasurer	Cindy Cerro	No			No
North Central Field Service Director	Laurie McIntosh	Yes			Yes
North Central Regional Administrator	Kristine Hofmann	No			No
Membership At-Large Director	Julie Geyer	No			No
Certification Director	Michelle Hauer	Yes			Yes
College Relations Director	Ryan Derber	Yes			Yes
Communications Director	Doralyn Retzlaff	Yes			Yes
Conference Liaison Director	Theresa Dew	Yes			Yes
Diversity Director	Amy Collett	Yes			Yes
Foundation Director	Barbara Stroh	Yes			Yes
Leadership Director	Helen Englebert	Yes			Yes
Governmental Affairs Director	Tami Christian	Yes			Yes
Workforce Readiness Director	Doug Hamm	No			No
District Director	Matthew Stollak	Yes			Yes
District Director	Anthony Dix	Yes			Yes
District Director	Jane Berg	Yes			Yes
District Director	Sally Field	Yes			Yes
Blackhawk HRA President	Elaine Schultz	Yes			Yes
Central Wisconsin SHRM President	Kim Hall	Yes		With Melissa Kimps President Elect	Yes
Chippewa Valley SHRM President	Kathi Lee	Yes			Yes
Fond du Lac AHRA President	Paula Stettbacher	Yes		Amy Collett	Yes
Fox Valley Chapter SHRM President	Lisa Van Straten	Yes			Yes
GMASHRM President	Kari Lauritsen	Yes			Yes
Green Bay Area Chapter SHRM President	Jennifer Smith	Yes			Yes
Metro Milwaukee SHRM President	Joanne Krueger	Yes			Yes
Jefferson County HRMA President	Jen Jirsa	Yes			Yes

La Crosse Area SHRM President	Kim McCann	No		No
Lakeshore Area HRA President	Jane Birkholz	Yes		Yes
Sauk County Personnel Association President	Theresa Schuster	Yes	Yes	Yes
Sheboygan Area Chapter President	Martha Miller	Yes	Yes	Yes
SHRM Dodge County President	Holly Nobles	No		No
SHRM-Racine & Kenosha Area Chapter President	Brad Foley	No		No
St. Croix Valley Employer Association	Joanne Jackson	Yes		Yes
Stevens Point Area HRA President	Brian Formella	No		No
Morgan Data Solutions	Heather Dyer Leah Wiemann	Yes Yes		Yes Yes
	<i>If not Listed Above – enter your name below</i>			
Sheboygan Area President Elect	Sara Suckow	Yes	Yes on Conference Call	
President of the Student Chapter from St. Norbert College	Kelly	Yes		

Council Meeting = 31
Conference Call = 3