

**Meeting called by:** Lisa Hobbs  
**Type of meeting:** Monthly Board Meeting  
**Members Present:** Wendy Henderson, Jennifer Burris, Lisa Hobbs, Elizabeth Stork, Becky Whitten, Jeannie Brault, Patti Murphy, Ann Nordquist, Carol Zaharko, Julie McCord, Angie Sperandio-Hart, Carrie Cofer  
**Members Absent:** Krista Holland  
**Guests:** Troy Potter (WSU Chapter President), Brenda Wallace (registrar), Dave Konz

The Southwest Washington Human Resource Management Association (SWHRMA) was established in June 2000 to serve human resource professionals throughout Southwest Washington, including Clark, Skamania, and Cowlitz counties.

## Agenda Topics

<b>President Reports</b>	Lisa Hobbs, SPHR
<ol style="list-style-type: none"> <li>1. Review Cap at Board Retreat and additional items to receive points for Superior Chapter Award</li> <li>2. Need to submit Assets &amp; Liabilities report to SHRM by 12/31/08.</li> <li>3. Need to modify website registration to ask members to review and update their contact information once they log in or register for an event.</li> </ol>	
<b>President Elect – Program Co-Chair</b>	Ann Nordquist, SPHR
<b>Program Co-Chair</b>	Carol Zaharko, SPHR
<ol style="list-style-type: none"> <li>1. Planning for 2009 speakers with Jennifer.</li> </ol>	
<b>Vice President – Diversity &amp; SHRM Foundation</b>	Carrie Cofer, SPHR
<ol style="list-style-type: none"> <li>1. Need additional donations, will take through the day of the auction. SWHRMA to purchase a big ticket item.</li> </ol>	
<b>Secretary</b>	Jennifer Burris, PHR
<ol style="list-style-type: none"> <li>1. Approved October Minutes.</li> </ol>	
<b>Treasurer</b>	Elizabeth Stork, PHR
<ol style="list-style-type: none"> <li>1. Working on October Financials for review.</li> <li>2. Deadline to return budget request forms for 2009 is 12/1/08.</li> </ol>	
<b>Professional Development/Certification Co-Chair</b>	Jeannie Brault
<ol style="list-style-type: none"> <li>1. SHRM 2009 Learning system: cost for 5 with a facilitators guide is \$2938.00 will budget for 2009. Facility is arranged; Confirming instructors.</li> <li>2. Advertising for cVent in December. Preparing flyer for distribution.</li> </ol>	
<b>Web Site Director</b>	Krista Holland
<ol style="list-style-type: none"> <li>1. ABSENT</li> </ol>	
<b>Communications Director</b>	Wendy Henderson, CPP, PHR
<ol style="list-style-type: none"> <li>1. cVent is working well.</li> <li>2. Constant Contacts \$168.00 for the year with eMarketing – includes 30% discount. Received 90 responses from the last survey.</li> </ol>	
<b>College Relations Chair, Past President</b>	Angie Sperandio-Hart
<ol style="list-style-type: none"> <li>1. Working with Troy on ways we can support the college students.</li> <li>2. NPKT meeting in January-reviewing location.</li> </ol>	

<b>Workforce Readiness Director</b>		Becky Whitten, SPHR
1. Nothing new to report.		
<b>Legislative Director</b>		Patti Murphy
1. Discussion on conference for things to consider next year (87 attendees): Pre-select break-out sessions (high/low attendance) Lunch held at round tables for more networking opportunities Spread out the raffles Look at rates of low level sponsors Presentations from sponsors before breaks Look at increasing the registration cost of the conference		
<b>Membership Director</b>		Julie McCord, SPHR
1. Julie would like to charge a membership fee to encourage members to keep their personal contact information up-to-date. The board vetoes this idea and it was anonymous NOT to bring this topic up for several months.		
<b>Additional Comments/Notes</b>		
<u>Updates from Troy, WSU Student Chapter President:</u>		
1. Julie and Wendy attended the intern panel, received good feedback.		
2. Had a good turnout for the resume workshop. Had some confusion and conflicts with the mock interview schedule at the school.		
<b>Adjournment:</b>	Meeting adjourned at 5:00 pm by Lisa Hobbs	
<b>Next Meeting:</b>	December 4, 2008	
<b>Minutes Submitted by:</b>	Jennifer Burriss	
<b>Minutes Approved by:</b>	Board Attendees	