

Meeting Called by:	Angie Sperandio-Hart
Type of Meeting:	Monthly Board Meeting
Members Present:	Krista Holland, Tamara Russell, Elizabeth Stork, Jeanette Hazen, Carrie Cofer, Ann Nordquist, Julie McCord, Cerise Joliver, Susan Shafer, Pam Noll, Lisa Hobbs, Jennifer Burris,
Members Absent:	Angie Sperandio-Hart, Rainer Seitz, Michelle Allan, Katie Policar

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

President Reports	Angie Sperandio-Hart
1. ABSENT	
President Elect/Programs Co-Chair	Lisa Hobbs, SPHR
1. Succession Planning questionnaire, distributed at the December 1 Board Retreat, to be completed and submitted to Angie by March 1, before the next board meeting. Questionnaire will be emailed to board members.	
2. March 13 program meeting, topic "2006 Pension Protection Act" may have low attendance due to Stoel Rives annual Employment Law Seminar on the same day and Columbia Willamette Compensation Group (CWCG) March 1 meeting on the same topic.	
Vice President/Programs Chair	Ann Nordquist, SPHR
1. Reported Hostess house raised prices without prior notification. Our prices have remained the same since 2004. Also paying 20% gratuity. Carrie shared negative comments by a colleague about attending the meeting at the Hostess House. <i>Angie researching other meeting options.</i>	
2. February and March programs are approved for HRCI credit. Need one speaker for fall luncheon.	
Secretary	Jennifer Burris, PHR
1. January minutes could not be approved – some board members did not have the opportunity to review the minutes. Will be emailed to the board and will be approved via email.	
Treasurer	Elizabeth Stork, PHR
1. Presented the budget for 2007. Board approved. Per Lisa Hobbs' request, will prepare a separate sheet with the Financial Report to track payments by Program Sponsors during the month they actually sponsored. Payments are received in advance of the month sponsored, i.e. Intellius sponsored the January 2007 program meeting; payment was received in November 2006 and appeared in the December 2006 Financial under "Programs" as a December 2006 income.	
2. Made note to watch for banner renewals.	
3. Paying Clark County Chamber for SWHRMA membership.	
4. Elizabeth presented the brochure for new members and business meetings. Needs graphics before finalizing.	
Professional Development/Certification Chair	Susan Shaffer, PHR
1. Discussed selling 2006 SHRM Learning System for \$200.00, half price, offered to the HRCI study group. Per Jeanette Hazen, if there are no interest, contact Tahira Probst, WSU, perhaps the books could be on loan to WSU students.	
2. February 7 Orientation meeting went well. Lisa Hobbs facilitated the group in Michelle Allan's absence, along with Cerise Joliver. Looks like a good group this year. Julie McCord will be the facilitator for the February 14 session on Part I of Strategic Management.	

Legislative Director	Carrie Coffey, SPHR
<ol style="list-style-type: none"> 1. Encouraged everyone to draft a letter to the elected officials on intermittent FMLA and leave without notice on the proposed bill to address the administration of leave. Carrie mentioned that if an employee left the company but returned within a year, this might be considered a leave. 2. Discussed October 11th for the date of the Law Conference. 	
Web Site Director	Krista Holland
<ol style="list-style-type: none"> 1. Discussed the March and April Board meetings will be at Riverview off 172nd and Mill Plain, will confirm if the May meeting can be held there as well. There is a possibility that we might have to look for another location for the May meeting. 	
Director of Communications	Rainer Seitz, PhD
<ol style="list-style-type: none"> 1. ABSENT 2. Board agreed for Rainer to send reminder email to SWHRMA members prior to each luncheon. <p>OLD BUSINESS</p> <ol style="list-style-type: none"> 3. There was a discussion regarding surveying the members. Rainer will bring survey information/ideas to the next Board meeting. Please send any input for a survey via email. Kris and Angie will give the previous survey information to Rainer. Kris mentioned her bank uses Survey Monkey and it is very successful. They just signed up for a new year and we may be able to utilize her access. 	
College Relations Chair	Tamara Russell, PHR
<ol style="list-style-type: none"> 1. Meeting with PHRMA group went well. 	
SHRM Foundation/Diversity Advocate	Pam Noll, PHR
<ol style="list-style-type: none"> 1. Received chapter medals from SHRM. Angie will present to Pam Noll as the SHRM Foundation Director and to Julie McCord as the Past President at the February 13 program meeting. 	
Professional Development/Certification Co-Chair	Michelle Allan, PHR
<ol style="list-style-type: none"> 1. ABSENT 	
Workforce Readiness Director	VACANT
<ol style="list-style-type: none"> 1. Tamara Russell as the former Workforce Director and Angie Sperandio-Hart will meet on February 9 with Mike Wendlin, Columbia Machine, as a potential replacement for Katie Policar for this vacant board position. Tamara will bring a copy of the job description. 	
Membership	Cerise Jolliver, PHR
<ol style="list-style-type: none"> 2. Created thank you notes to new members – brought a sample; we might want to consider using these cards as official SWHRMA business cards. 3. Have additional tasks to accomplish from the suggestions discussed at the Retreat. Will send out a listing of items for volunteers to sign up and assist. 4. Reported a new way to track members. Also discussed recognizing new members in the newsletter, sent thank you notes to new members. 5. Cerise did not have time to review her recap on membership from the December 1 board retreat meeting – Cerise will first on the agenda for the March board meeting. 	
Student Chapter President	Jeanette Hazen
<ol style="list-style-type: none"> 1. Nothing to new to report. – had to leave early <p>OLD BUSINESS</p> <ol style="list-style-type: none"> 2. Jeanette let us know that Feb. 22 is a job fair at WSU that focuses on HR opportunities. Please direct any companies who may be interested in participating to Jeanette. Also, the school will be holding Mock Interviews at the end of March. Any volunteers to help interview would be appreciated. Jeanette will email the information. 	

Past President	Julie McCord, SPHR
<ol style="list-style-type: none"> 1. Discussed an idea for the Pinnacle Award to hold workshops for employees being laid off from the Camas Mill. About 300 employees are affected. Julie is looking for volunteers to help coordinate. Julie will take the lead on this project and will email the board with results of her additional research. 2. FMLA legislation committee discussing adding .02 per hour. Julie is talking with someone from the board and needs letters from us to send in with the Bill number and information. Julie will forward more information for us to get involved. 3. Superior Merit Award was submitted. Will take a few months before we hear back. <p>OLD BUSINESS</p> <ol style="list-style-type: none"> 4. Julie presented information regarding a Dress for Success branch that will be opening in 2007 in Vancouver. There already is a Dress for Success branch in Portland. We discussed partnering with this group to support their organization. Julie will bring more information to the next meeting on how we can assist pre and post opening. 5. Julie is looking into the name tag program. 	
Additional Comments/Notes from Last Meeting	Committee
<ol style="list-style-type: none"> 1. 2. 	
Adjournment:	Meeting was called at 5:00PM
Next Meeting:	3/8/07 @ 3:30PM, MicroPump
Minutes Submitted by:	Jennifer Burris, PHR
Minutes Approved by:	