



# MINUTES

September 6, 2007  
3:30 PM – 4:30 PM  
Micropump, Inc.

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

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>	Angie Sperandio-Hart
<ol style="list-style-type: none"> <li>1. New name badges for members are ready. Members will be asked to drop the badges in a basket after each luncheon.</li> <li>2. SWHRMA received the 2006 award for Chapter Champion from SHRM.</li> <li>3. Board agreed to donate \$100.00 to the NHRMA Conference for the silent auction.</li> </ol>	
<b>President Elect/Programs Co-Chair</b>	Lisa Hobbs, SPHR
<ol style="list-style-type: none"> <li>1. Board Meetings will continue in 2008 at Micropump.</li> <li>2. Board retreat scheduled at Red Lion on 12/6/07 in lieu of board mtg that month. Confirm attendance and email at least one strategic objective for 2008.</li> <li>3. Announce open board positions at September luncheon. To qualify for a position on the board you should have three years exempt level experience plus HRCI certification or five years exempt level experience.</li> <li>4. Lisa's interns (2) will rotate and assist Wendy H with the luncheon registration process. Wendy and Intern will receive a free lunch.</li> <li>5. All board members need to review the Job Descriptions (JD) for their current role. Highlight what you are doing now, add additional responsibilities and forward to Lisa before 9/11/07. Completed JD will be placed on the SWHRMA website.</li> </ol>	
<b>Vice President/Programs Chair</b>	Ann Nordquist, SPHR
<ol style="list-style-type: none"> <li>1. November luncheon is employee solutions; December is a benefit focus, helping employees beat holiday dress.</li> <li>2. Learning Salem chapter mtg ideas for HRCI cert.</li> <li>3. Meeting with Always Perfect Catering for new year.</li> </ol>	
<b>Secretary</b>	Jennifer Burris, PHR
<ol style="list-style-type: none"> <li>1. Board approved Minutes for August 2007.</li> </ol>	
<b>Treasurer</b>	Elizabeth Stork, PHR
<ol style="list-style-type: none"> <li>1. Pay pal payments are not hitting SWHRMA's account. Researching with Krista for a resolution.</li> <li>2. Approved August Financials.</li> </ol>	
<b>College Relations Chair</b>	Tamara Russell, PHR
<ol style="list-style-type: none"> <li>1. Generated an interest of about 20 attendees for North County meetings. Received a few offers for hosting an event. Sending survey to targeted area for additional feedback.</li> </ol>	
<b>Legislative Director</b>	Carrie Cofer, SPHR
<ol style="list-style-type: none"> <li>1. Provided update on the upcoming conference. Printing brochures September luncheon, offering early bird sign-up. Jennifer B will email JJ HR Network, Angie will coordinate a posting with Columbian. Wendy H will administer the sign-in the day of the event. Reviewed speakers, topics and agenda.</li> </ol>	

<b>SHRM Foundation/Diversity Advocate</b>		Pam Noll, PHR
1. Auction update: Each Board member will be asked to contact at least 30 people from the member listing in a 2-week period. Flyers will be distributed at the September luncheon.		
<b>Communications Director</b>		Rainer Seitz, PhD
1. Sending membership survey to board for review before distributing to all members. Closing the survey on 9/25/07. Offering a drawing for \$100 Best Buy gift card for participating. Drawing held on 10/4 luncheon, must be present to win.		
<b>Additional Comments/Notes from Last Meeting</b>		Committee
1.		
2.		
<b>Adjournment:</b>	Meeting was called at 5:00PM	
<b>Next Meeting:</b>	Annual Legislative Conference	
<b>Minutes Submitted by:</b>	Jennifer Burris, PHR	
<b>Minutes Approved by:</b>		