The regular monthly meeting of the Coastal Bend SHRM Board of Directors was called to order by Board President, Elizabeth Shockley, at 11:37 a.m. remotely on WebEx due to COVID-19 restrictions. Quorum was established.

**COASTAL BEND SHRM**

**Minutes – Board of Directors Monthly Meeting**

**March 18, 2020**

**Board Members Present:**

Elizabeth Shockley, CSP – President

Ludy Ramirez – VP Membership

Melissa Quinones, CSP – VP Community Outreach

Stephanie Molina, PHR – VP Finance

Mary Canales, PHR, SHRM-CP – VP Professional Development

Laura Delgado, SHRM-CP – VP Marketing & Public Relations

Cassondra Casanova, PHR – VP Legislative Affairs

Kaylee Hawkins, PHR, SHRM-CP – Secretary

**Not Present:**

Luis Cabrera, PHR, SHRM-CP – Past President

Toni Nerren, SPHR – Member at Large

**Board Approvals**

Financial Reports – Stephanie Molina presented January and February financials to the BOD. Ludy Ramirez made a motion to approve the January and February financials, Cassondra Casanova second, the Board approved January financials. Stephanie states that the board is ahead of where we need to be as far as the budget goes.

February Minutes – The February meeting minutes were presented to the BOD. Melissa Quinones made a motion to approve the meeting minutes, Laura Delgado second the motion, Board approved the February 2020 meeting minutes.

**Membership**

Ludy Ramirez, VP of Membership, presented seven membership applications to the Board.

 Samuel Cutbirth – Affiliate

 Dallys Eggett – Professional w/SHRM

 Criselda Martinez – Student w/SHRM

 Carroll Nelson – Professional w/SHRM

 Sandy Posada – Professional

 Jen Thurman – Professional w/SHRM

 Janilyn Trevino – Professional w/SHRM

Ludy will look into the membership for Jen Thurman to see if she needs to merge into to see if Jen just changed employers. Ludy will also look into the membership for Criselda with Bay since she is applying for a student membership and is employed. The board needs to approve four professional, one affiliate member and table Criselda and Jen (if already a member.) Laura Delgado made a motion to approve, Melissa Quinones second the motion, Board approved membership for four professional and one affiliate member.

**Community Outreach**

Melissa Quinones, VP of Community Outreach, let the BOD know that she has not received a single application for scholarships. She is not sure if any applications have come through the mail for DMC. Stephanie confirmed that there was nothing in the PO Box but she will check this weekend. Luis will check the email account info@cbshrm. Melissa will try to see if she can push back the deadline to apply.

Melissa is working on making a donation section on the CBSHRM website. She would like to do a 50/50 raffle for the April luncheon. Melissa would also like to pick a new non-profit every quarter. The Corpus Christi Food Bank will be the quarter 2 non-profit. Laura Delgado made a motion to approve CC Food Bank as the non-profit and Stephanie Molina second the motion, all approved.

**Professional Development**

Mary Canales, VP of Professional Development, sent an email to the BOD with a list of speakers for the rest of 2020. The speaker for March is moved to August. There are no speakers for December or October. Mary is working on certification details for the integrated series that was held at the Aquarium. She is having trouble getting more information to get this approved. Luis was coordinating with this group so he might have a contact for Mary. Mary would like to bring in more local speakers for the conference.

**Legislative Affairs**

Cassondra Casanova, VP of Legislative Affairs, is trying to find a place to host the conference. Not having a place to host the conference hinders nailing down what speakers we have. She is worried about when we will be able to have the conference since a lot of events are being postponed to the fall. This might make it harder to find a place to host the conference. Cassondra won’t be attending the SHRM Advocacy due to SHRM postponing the event. It has been moved to the fall. SHRM will honor cost for next year’s conference if Cassondra cannot make it.

**Finance**

Stephanie Molina, VP of Finance, let the BOD that the March financials will look strange because of having to refund payments due to event cancellation. She only received one check in the mail for the luncheon and she will mail it back to the member. Under line 400 in Budget vs Actual, she had to refund corporate membership due to duplicate.

**Marketing**

Laura Delgado, VP of Marketing, let the BOD know that the sponsor for March will be pushed to April and Norma from CC Polymers will be pushed to May. She needs corporate addresses from both sponsors and will sent to Stephanie Molina for fund processing. Mary will send list to Laura of sponsors for the conference. Laura will meet with Melissa for website changes that are needed for donations. She will be sending out materials to the BOD for sponsor information. Mary Canales asked if we should reach out to speakers to see if they are available for a webinar instead.

**Secretary**

No business to discuss.

**Past President**

Luis Cabrera, Past President, was not present but is still working with Sherry from SHRM on by-laws. No update has been given.

**Member at Large**

Not present.

**President**

Elizabeth Shockley, President, wanted to discuss the April luncheon. The current order is to refrain from public gatherings for the next eight weeks. Mary Canales would like to see if the speaker would do a WebEx meeting. Elizabeth made a motion to cancel the on-site lucheon, Mary Canales second the motion, all members approved. This will be visited again with another meeting on March 27th.

No other business, Elizabeth Shockley adjourned the meeting at 12:43 p.m. Meeting minutes taken by Kaylee Hawkins, Secretary.