The regular monthly meeting of the Coastal Bend SHRM Board of Directors Retreat was called to order by Board President Luis Cabrera at 11:33 a.m. at Del Mar College’s Center for Economic Development, 3209 S. Staples, Corpus Christi, Texas 78411. Quorum was established.

**COASTAL BEND SHRM**

**Minutes – Board of Directors Monthly Meeting**

**May 8, 2019**

**Board Members Present:**

Luis Cabrera, PHR, SHRM-CP – President

Toni Nerren, SPHR – Past President

Bill Hibbs – Member at Large

Christie Montalvo, PHR, SHRM-SCP – VP Marketing & Public Relations

Ludy Ramirez – VP Membership

Elizabeth Shockley, CSP – VP Professional Development

Stephanie Molina – VP Finance

Melissa Quinones, CSP – VP Community Outreach

Cassondra Casanova, PHR – VP Legislative Affairs

Kaylee Hawkins, PHR, SHRM-CP – Secretary

**Board Approvals**

Financial Reports – Stephanie Molina, VP of Finance, presented the financials. No questions were asked. Toni Nerren made a motion to approve the financials, Kaylee Hawkins second the motion; Board approved the financials.

March Minutes – The May 2019 meeting minutes were presented to the BOD. Toni Nerren made a motion to approve the meeting minutes, Elizabeth Shockley second the motion, Board approved the May 2019 Board Retreat minutes.

**Membership**

Ludy Ramirez, VP of Membership, presented eight applications for membership:

 Patricia Bell - Professional

 Jessie Hutchinson - Professional

 Carrie Perez – Professional

 Lita Ramirez – Professional with SHRM Membership

 Yvonne Valerie Sanchez – Professional with SHRM Membership

 Chloe Scott – Corporate

 Barbara Temple – Affiliate

 Maria Trejo-Pardon – Professional

Stephanie Molina made a motion to accept the new members as presented and Ludy Ramirez second the motion. The Board approved the new members. Ludy is looking at having another membership event during the summer. She will look at the budget and plan for an event in July or August. Ludy would like to make this a quarterly event for the membership to enjoy. Luis Cabrera asked Ludy to conduct a membership audit so that he has numbers to present for the chapter.

**Community Outreach**

Melissa Quinones, VP of Community Outreach, reported that she has enough volunteers for the upcoming job fair. She reported that the Facebook postings for the event are creating interest in the community. She plans on reaching out to the Caller Times to advertise on Monday, May 13th. Melissa has been searching in the Dropbox to see what past events CB SHRM assisted with. She brought up that Habitat for Humanity has an event in June if CB SHRM wants to help with plans to help the community. For the community scholarships, Melissa will need more follow up from Luis for Del Mar and she will reach out to the A&M student chapter.

**Professional Development**

Elizabeth Shockley, VP of Professional Development, informed the board that the professional development meetings are booked for 2019. She is currently working on getting them approved with HRCI and SHRM. The May Professional Development meeting has been approved for strategic/business credit. Elizabeth has had speakers reach out to her and she is asking them to consider speaking for the 2020 meetings. Elizabeth reported that the Study Group looks like it will start in August and go through October.

Elizabeth attended the Texas SHRM meeting this month. Texas SHRM is launching a strategic partners pilot program at the state level. The 2019 goal is to increase SHRM membership and certification. There are three CB SHRM members that due this year for their recertification with one lapsed. Elizabeth stated that Texas SHRM now has marketing material online that was presented as being free. Another great opportunity for CB SHRM is that we can advertise on SHRM National Website and on their calendar. Elizabeth pointed out that this would be great for the conference and the monthly meetings. Another great opportunity she was presented with was HR Connect. She is waiting for clarification, but it includes e-resources (networking, webinars, etc.) should the board members choose to add it to website.

Upon attending the meeting, Elizabeth offered ideas that other chapters had in place. Other chapters offer a robust membership fee that includes all monthly meetings. Ludy will look into membership numbers and Toni suggested having a few free meetings if this was to happen. Elizabeth also suggested having one meeting a year that is different to gauge attendance. Texas SHRM had a “Go Green” initiative at their meeting and Elizabeth suggested that all board members bring their own copies to the monthly meetings to avoid waste. There was also a push for National Membership, but this might be an initiative for next year. The next Texas SHRM meeting is in July (virtual) and the next one is in October at the HR Southwest Conference.

**Legislative Affairs**

Cassondra Casanova, VP of Legislative Affairs, had a site visit with the Radisson and discussed conference plans. One option for the conference is to have a DJ for the mixer at night. She does not have a quote yet but hopes to send it out to the Board Members when the Radisson provides it to her. Cassondra is looking into different package pricing for the conference that includes hotels and local attractions that would cost anywhere between $1,200-$1,500. Bill Hibbs suggested that vendors bring big prizes instead of the small extras. Attendees will have to visit all the vendors to get tickets that will go into a bowl for a drawing.

**Marketing & Public Relations**

Christie Montalvo, VP of Marketing & Public Relations, has a KIII interview scheduled for the job fair promotion. She will look to see if they can try to get tv exposure during the job fair. The radio station, Z95, will be live onsite for the job fair but they need a script for a radio ad ahead of time. Christie is not sure how the free “Bring Your Boss to Lunch,” went but she believes it was not a big impact. She did report that there were five students that did attend the April luncheon. The May promotion for the Professional Development meeting has been sent out.

**Finance**

Stephanie Molina, VP of Finance, reported that she emailed Luis and Jerry Henry about needing the list of 2018 officers for the CPA. She also needs Navy Army access for the December 2018 statement and CD (missing). Once she receives this information, she can file the 2018 taxes. Stephanie has worked on getting old invoices cleaned up. She is currently working on getting recent (2018 – current) invoices cleaned up as well. Stephanie reported that having payments only through Wild Apricot has been working out decently. She has been using Swipe Card Reader for onsite meeting sign-ups. Stephanie will create a section on Wild Apricot for members to buy raffle tickets online before the meeting.

**Secretary**

No business to discuss.

**Past President**

No business to discuss.

**Member at Large**

Bill asked if we could avoid email voting. Luis likes for the board to have this option for emergency needs.

**President**

Luis Cabrera, President, announced that this month’s sponsor is Express. The raffle has not been decided. The 50/50 raffle was suggested by Stephanie. Luis wanted to propose a travel budget for President Select. Currently there are two national SHRM conferences in the budget. Luis would like for there to be one in the budget and distribute the cost of the other to the HR Southwest Conference and the Leadership Conference. Bill Hibbs made a motion to amend and Toni Nerren second the motion. All board members approved. Luis would like for the board members to start thinking of the 2020 succession for Marketing, Professional Development, At Large Member, and the Community Outreach positions. This month’s board welcome duty will be conducted by Toni Nerren.

No other business, Luis Cabrera adjourned the meeting at 12:51 p.m.

Meeting minutes taken by Kaylee Hawkins, Secretary.