

CUPA-HR Northern & Central California Chapter
Board Meeting Minutes (Zoom Meeting May 11, 2022)
The hour call/meeting took place at 12:00pm on Wednesday, May 11, 2022

Meeting Agenda:

- **Welcome, and Check-in**
- **Approval of Minutes from previous meeting**
- **Announcements**
- **Area Chair Report Outs (All)**
- **Budget & Finance Report**
- **Sponsorship Update**
- **June 22-23 Event Update**
- **Misc Items**

Board Members present: Angie Banez, Vivian Lee, Penny Schafer, Cindy Cho, Rebecca Sarkissian, JoAnna Van Brocklin

Welcome and Check-in

The meeting was called to order at 12:08pm.

Approval of Minutes

Minutes were approved from the April 2022 board meeting.

Announcements

- Sarah Larson submitted her board member resignation as she accepted a new position with a start-up that is not in higher education. She recommended Morgan Diamond to replace her board role. Vivian will be meeting with Morgan to review website updates.
- Morgan Diamond accepted the board website administrator position effective May 11, 2022.
- Vivian will attend the 2022 ALP Conference in Tempe, Arizona as President-elect. She will share her experience at August's board retreat.
- Angie placed holds on board member calendars for the August 5th board retreat. Shanice and Clarity were invited.

Area Chair Report Outs

- Sponsor Relations
 - Trying to get returning sponsors to re-engage. We currently have two sponsors – California Casualty and LCW.

Budget & Expense Report

Business Checking: \$9847.48

Market Rate Savings: \$889.50

Grand Total: \$10,736.98

Revenue

- o Refund from Porchlight Book (was previously charged twice) \$937.43
- o Reimbursement for Porchlight Book Shipping from Southern CA Chapter \$303.00

Expenses: \$0.00

Sponsorship Update

Emails to sponsors about the upcoming conference have gone out. Still waiting on confirmation.

June 22-23 Event Update

- Currently waiting on summary of keynotes. Once received, will be submitted for HRCI credit.
- Cindy to see Lori to confirm content and Lori will not charge an honorarium. Subcommittee for the June event has been meeting weekly.
- Task list has been created to keep on track.
- Board voted and approved to gift \$25 gift cards to panelists/speakers not receiving honorarium or fees.
- Zoom link and Eventbrite have been created.
- Technical run through confirmed for 6/15 and 6/21 (if needed).
- Morning yoga instructor to be confirmed.

Misc. Items

Angie to download excel file of current NorCal CUPA membership by organization.

Cindy to see if Stanford West clubhouse is available for August retreat.

Next meeting: **June 8, 2022**

The meeting was adjourned at 12:52pm.