

CUPA-HR Northern & Central California Chapter
Meeting Agenda

Wednesday, May 2, 2018; 12:00-1:00pm

Type of Meeting: Monthly Board of Directors Meeting

Meeting Facilitator: Wendy Lee, Chapter Interim President

Invitees/Roll Call: (share your favorite dessert...)

Wendy Lee, Past President and Interim President (strawberries)

Christine Lovely, President-Elect (banana pudding)

Veronica Lenegan, Secretary (pie)

Sheila Javier, Treasurer (cheesecake)

Javier Rodriguez, Sponsorship Outreach/Relations (rice pudding w/ice cold milk!)

Shanice Whittaker, Event Logistics, Registrations & Evaluations - absent

Marlene Denham, Membership Outreach/Relations (german chocolate cake w/lots of icing!)

Deborah Walker, Event Programming-Learning/Development - absent

Mariela Rodriguez, Website Administration (ice cream)

Penny Schafer, Treasurer-Elect - absent

Tammy Kenber, Floating Member-at-Large - absent

Agenda

- Call to order; Roll call & Check in question
- Approval of minutes for previous meeting (April) - Secretary (Veronica) - Christine will do this.
- Budget & Expense Report - Treasurer (Sheila) - \$450 charge to HR certification; ending balance \$4,499.47; this balance is prior to any new sponsorships for the new year

- Any Other Board Updates:
 - **June** Board mtg and **August** Planning Day combine incoming and outgoing Board members (**no July Board mtg!**)
 - Outgoing members: Mariela and Veronica
 - New Board members: Holly, Vivian, and Emma
 - Need new shirts! Before May 31? **Sheila will research**
 - ALP Team - July 12 -15, 2018: Christine, Shanice, Penny, Marlene, Tammy?
 - CUPA Chapter Volunteers: 4 official volunteers and backup/future Board members:
 - * Michael Wade - Mills College
 - * Rebecca Sarkissian - Stanford
 - Kristen Wanderlich - UC Merced
 - Yesica Mendez - Berkeley
- Event and Project Planning
 - May 31st (Thursday) Full-Day Conference - Event Leads (Christine and Javier) -
 - **Committee Planning Mtg Friday, May 4, 1:30 - 2:30pm**
 - Oracle = \$2,500 annual sponsor
 - Event Committee = Christine, Javier, Deborah, Marlene, Sheila/Penny, Shanice
 - Committee Report: Topic and Breakout Sessions
 - **Need presenter for "Continuous Process Improvement"**
 - **We will need to confirm 150 attendees!! Participant update: 47!!!:**
 - **Continue outreach to support Marlene**
 - **Marlene to get the list of all institutions and all names from National**
 - Sponsorship update - **continue to do this outreach**
 - Hotel update - **need further update from Penny**
- Outstanding Business
 - SHRM and HRCI Education Credit - Learning/Development Lead (Deborah)
 - Finalized for May 31st event? - Deborah - \$450 charge
 - Community College Outreach - Full Board
 - Any additional updates? - Invite community colleges to May 31?
 - Finalizing Position Descriptions - **Wendy? Still on her list!**
- Next meeting: **Wednesday, June 6, 2018**
- Adjournment