

CUPA-HR Northern & Central California Chapter
Meeting Agenda

Wednesday, April 4, 2018; 12:00-1:00pm

Type of Meeting: Monthly Board of Directors Meeting

Meeting Facilitator: Wendy Lee, Chapter Interim President

Invitees/Roll Call: (share one thing on your bucket list...)

Wendy Lee, Past President and Interim President (wants to go to Greece)

Christine Lovely, President-Elect (wants to go on a hot air balloon)

Veronica Lenegan, Secretary - absent

Sheila Javier, Treasurer - absent

Javier Rodriguez, Sponsorship Outreach/Relations (wants to take kids to visit ancient ruins/history)

Shanice Whittaker, Event Logistics, Registrations & Evaluations (wants to go to New Orleans)

Marlene Denham, Membership Outreach/Relations - absent

Deborah Walker, Event Programming-Learning/Development - absent

Mariela Rodriguez, Website Administration (wants to go to Greece too!)

Penny Schafer, Treasurer-Elect (climb Half Dome)

Tammy Kenber, Floating Member-at-Large - absent

Agenda

- Call to order; Roll call & Check in question
- Approval of minutes for previous meeting (March) - Secretary (Veronica) - not received yet
- Budget & Expense Report - Treasurer (Sheila) - no changes recorded
- Any Other Board Updates:
 - Nominations and Elections (Wendy) - all positions are filled for 18/19!!
 - ALP Attendance (July 12-15) for FY18/19 Board Members? (Wendy) - will finalize this list by this Friday - also need new shirts
 - June Board mtg and August Planning Day combine incoming and outgoing Board members (no July Board mtg!) Recommendation: every August the Board sets the tentative calendar through the end of the following **calendar** year. (Wendy)
- Event and Project Planning
 - May 31st (Thursday) Full-Day Conference - Event Leads (Christine and Javier) -

- Committee Mtg Friday, April 6, 1:30 - 3pm
 - Oracle = \$2,500 annual sponsor
 - Event Committee = Christine, Javier, Deborah, Marlene, Sheila/Penny, Shanice
 - Committee Report: Topic and Breakout Sessions = ?? survey report
 - Assign Roles and Times for Event Day! 7am start for Board members!!
 - Need hotel for night before Conference! (Penny is working on this)
 - **We will need to confirm 150 attendees!!**
 - Assign membership outreach emails/calls for month of April - Wendy will work with Marlene to identify outreach efforts
 - Find both annual sponsors and event sponsors - assign outreach emails/calls
- Outstanding Business
 - SHRM and HRCI Education Credit - Learning/Development Lead (Deborah)
 - Finalized for May 31st event? - Wendy to follow-up
 - Community College Outreach - Full Board
 - Any additional updates? - Invite community colleges as well
 - Finalizing Position Descriptions - Wendy? Still on her list!
- Next meeting: **Wednesday, May 2, 2018**
- Adjournment