



Board of Directors Meeting

Friday, January 19, 2018 – 10:00am-2:00pm

Agenda

CentraCare

Meet-Me Call Bridge - Phone: 612-870-5735 Passcode: 845735

1810 Minnesota Boulevard SE St. Cloud MN 56304

Benet Room

Attendees:

Shannon Demgen	President
Chad Engstrom	President Elect
Jennifer Gryte	Secretary
Mandy Dobosenski	Treasurer
Roxanne Hejhal	Communication and Marketing
Elizabeth Hensley	Regional Consultant
Dave Mandel	Business Partner –Member at Large
Shelly Diener	Business Partner –Member at Large
Heidi Powell	Member at Large & Conference planner

Absent:

Chrissy Draper	Member at Large
Lois Slick	Past President
Paula Wokasch	Business Partner Liaison
Brad Lindow	Salary Survey Coordinator

AGENDA ITEM	DISCUSSION / DECISION / MOTION	PERSON RESPONSIBLE	ACTION/ DUE DATE
Call to Order and review of meeting minutes	Meeting called to order at 10:08 am Meeting minutes- Change the spelling of Mandy’s last name as is spelled wrong. Change Heidi’s last name spelling. Change SWAT to SWOT. Motion	Shannon Demgen	

AGENDA ITEM	DISCUSSION / DECISION / MOTION	PERSON RESPONSIBLE	ACTION/ DUE DATE
	made to approve meeting minutes as long as changes are made by Chad Engstrom and second by Mandy Doboenski. Seconded by		
Welcome New Members	Dave Mandel Business Partner –Member at Large Shelly Diener Business Partner –Member at Large Roxanne Hejhal Communication and Marketing Heidi Powell Member at Large & Conference planner	Shannon Demgen	
Financial Report	Total Assets as of 12/31 is \$121,279.21 Net income as of 12/31 is \$14,105.76 Checking account as of 12/31 is \$77,260.61	Mandy Dobosenski	
	Old Business		
2018 Spring Conference	<ol style="list-style-type: none"> 1. Budget 2. Speakers- There is still a couple of spots open for speakers. Jennifer will speak with the Behavior collaborative for a speaker. Maybe Laurie. Looking at a networking event after the first day and trying to figure out what to do for the networking event. Looking at a sip and paint with Cheers Pablo or something like that. Looking to have brochure out mid-February. 3. Business Partners-Chad and Paula will be getting together to start talking business partners for the spring conference. 	Mandy Dobosenski and Christy Laustad	Chad Engstrom, Mandy Dobosenski, Jennifer Gryte and Christy Laustad
2018 Fall Conference	<ol style="list-style-type: none"> 1. Budget 2. Speakers 3. Business Partners 4. Ruttger’s Bay Lake in Deerwood will be where the conference is held. Chad Engstrom asked Roxanne Hejhal to work with Heidi Powell, to schedule a monthly call to discuss conference and business partners with Chad Engstrom and Paula Wokasch. 	Heidi Powell, Angela Kleffman and Roxanne Hejhal	Heidi Powell, Angela Kleffman and Roxanne Hejhal
Newsletter	End of February beginning of March <ul style="list-style-type: none"> • DOL four-part series; may also be a speaker for the fall conference • Business Partner spot light- Todd Hanson at CBIZ 	Shannon Demgen	

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	<ul style="list-style-type: none"> • Spot light new business partner liaison- Dave Mandel and Shelly Diener • Shelly Diener will get a white paper on benefits to Shannon Demgen • Conference announcement • Save date for fall • Introduce Paula Wokasch to the membership and her new role • State new goals and budget • Election results • Board meeting dates • ASHHRA updates • Fun HR facts or comics • Top HR questions and answers 		
	<p>New Business</p>		
<p>HHRAM open positions</p>	<p>Membership Coordinator- Scholarship-</p> <ul style="list-style-type: none"> • Shannon Demgen will send out an e-mail to HHRAM Members to see if anyone would be interested in the two roles. Chad Engstrom will reach out to a couple members that may be interested. 2/12/2018 	<p>Shannon Demgen</p>	<p>Chad Engstrom</p>
<p>2018 Goal discussion</p>	<ol style="list-style-type: none"> 1. Research partnering with MHA, WISHHRA, MMGMA or other state ASHHRA Chapters. Research will be completed by March and implement new relationships by November 2018. <ul style="list-style-type: none"> • Shelly Diener will help connect Shannon Demgen to MMGMA and hope to get a booth at their conference 	<p>Shelly Diener and Shannon Demgen for MMGMA Dave Mandel and Shannon Demgen for MHA</p>	<p>Shannon Demgen, Shelly Diener and Dave Mandel</p>

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	2. Succession Plan: Have a membership table at the Spring and Fall conference to share HHRAM membership benefits, Board positions and collect interest in joining the HHRAM Board.	This should be the membership director	
	3. Business Partner Liaison and Board will bring in three new business partners. This will be implemented by the fall 2018 conference.	Chad Engstrom and Paula Wokasch	Chad Engstrom and Paula Wokasch
	4. Review and update bylaws by October 1, 2018. Each meeting the board will review portions of the bi-laws	Jennifer Gryte	Each board meeting completed by October 1, 2018
	5. Ensure HHRAM members are receiving all email communication delivered from the Wild Apricot system by April 1, 2018.	Roxanne Hejhal	Roxanne Hejhal
	6. Leverage the two new Business Partners at Large to determine how we can build relationships and value to our Business Partners as well as increase conference attendees and/or increase HHRAM membership by 5%. <ul style="list-style-type: none"> • Discussion was had that business partners at the silver, gold and platinum level would be able to bring one attendee that is not a HHRAM member to the conference for free. • Discussion on the new membership director calling each new member by a certain date. • Increase networking events in-between conferences. • Sponsor upgrade- Sponsors in a hat and if they attend the next conference they get a sponsorship upgrade. 	Shelly Diener and Dave Mandel	Shelly Diener and Dave Mandel
Budget	The 2018 budget was approved by the board	Shannon Demgen	
Updates			
Secretary	No update	Jennifer Gryte	
Communications/Website	No update	Roxanne Hejhal	

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Education-SHRM/ HRCI/CHHR	No update	Sarah Fredrickson	
Membership	<ul style="list-style-type: none"> • 151 active members as of 1/19/2018 • 57 need to renew • 1 new member 	Shannon Demgen	
ASHHRA	No update	Sarah Fredrickson / Karen Gillespie	
Salary Survey	Deadline to participate is February 9 th and report distribution April 16 th , 2018	Brad Lindow	
Scholarship	Chad is reaching out		
Business Partner Liaison	Chad and Paula will connect and work on moving responsibilities to Paula	Paula Wokasch	
Chapter Management	Application requirements should be out by the end of January	Lois Slick and Shannon Demgen	
Regional Update-	Thirty-five businesses signed into host the sexual harassment webinar in December facilitated by Mary Krakow. Would like to see another topic between spring and fall. Bring ideas to Elizabeth.	Elizabeth Hensley	
Member at-Large	No updates	Chrissy Draper and Heidi Powell	
	Other Discussion		
Next meeting:	February 16, 2018 - this will be a call-in meeting. Meeting adjourned at 1:23pm		