



## STEVENS POINT AREA HUMAN RESOURCE ASSOCIATION (SPAHR)

<b>EXECUTIVE COMMITTEE AND COMMITTEE CHAIRS MEETING AGENDA</b>		<b>Meeting Date:</b>	October 3, 2023
		<b>Location:</b>	Zoom
<b>Call to Order:</b>	3:02 p.m	<b>Adjourn:</b>	3:59 p.m.
<b>Attendees:</b>	Present: Karla McGuigan, Dana Williams, Marc Bouwer, Kelli Francis, Mandy Reeves, Allison Walsch, Dean Dietrich, Kelli Francis Absent:		

Agenda Items	Discussion/Notes	Votes
1. Approval of Strategic Planning Minutes from 9.20.2023 Meeting	Kelli (Marc)	8:0
2. Ice Breaker		
3. President's Report (Karla) <ul style="list-style-type: none"> <li>a. Completed Strategic Planning Meeting</li> <li>b. Recruit Members for Boarding Positions Update – Discuss nomination process and voting</li> <li>c. SHRM Conference – Member awarded conference – Lisa S. from ABR</li> <li>d. Basket Raffle for SHRM conference – completed and Allison sent check</li> <li>e. Holiday Social – December 14<sup>th</sup> <ul style="list-style-type: none"> <li>i. Save the date &amp; communication</li> <li>ii. Food</li> <li>iii. Swag</li> <li>iv. Cake</li> <li>v. Baskets</li> </ul> </li> </ul>	<p>Strategic Planning Meeting went well.</p> <p>Dana and Karla busy meeting with people on potential board positions. Good group of candidates for the board roles. Next step is to get them nominated. Attain interest by October 11, voting by October 16, then announce at end of the month. Dana and Karla will connect with Kelli to send out the ballot with names.</p> <p>Allison available to connect with someone who may be interested but reserved about the Treasurer role.</p> <p>Lisa was updated about the SHRM conference. Will draw again if Lisa interested.</p> <p>Mandy has tentative menu - \$450 Rockman's Catering. Will confirm.</p> <p>Social event baskets – given restrictions at other companies, keep around \$50/basket, 3-4 baskets. Allison will coordinate again and request reimbursement or coordinate with Dana to order.</p>	
4. November Items: <ul style="list-style-type: none"> <li>a. Kick off Membership Drive – board discussion</li> <li>b. Start transitioning new board members</li> <li>c. Dana &amp; Karla will meet with Mark on Clif submission</li> </ul>		

	<p>Anna to coordinate with D1 on time and attendees. Save the date sent around early November.</p> <p>Leverage our collateral and rebranding for membership drive. Dana, Karla, and Mandy will work on the program for 2024.</p>	
<p>5. President Elect (Dana)</p> <ul style="list-style-type: none"> <li>a. Board Nominations Follow up</li> <li>b. Canva Update</li> <li>c. Midstate Option – virtual option</li> <li>d. Debit Card Process - completed</li> <li>e. Washington DC Trip</li> </ul>	<p>Canva secured an account but restructured; \$60 more a year if want to add multiple emails. 5 additional members for the added money. SPAHRA Gmail should be the host account.</p> <p>Kelli (Karla) motion to approve the additional cost for the Canva so can have additional log-ins.</p> <p>Leave the cost the same for virtual v. in-person at Midstate to drive people to the in-person meeting.</p> <p>Washington DC Trip, Dana working through cost. Request to identify what’s covered for</p>	8:0
6. Immediate Past President (Marc)	No updates	
<p>7. Communications Chair Report (Kelli)</p> <ul style="list-style-type: none"> <li>a. Update</li> </ul>	<p>Kelli sent membership survey results – 10/3. Okay with new structure.</p> <p>Kelli updated logo on Facebook and LinkedIn.</p> <p>Kelli is going to pursue the president-elect.</p>	
<p>8. Treasurer’s Report (Allison)</p> <ul style="list-style-type: none"> <li>a. Updates</li> </ul>	<p>Checking – 11, 437 Money Market - \$40,813</p> <p>Debit card set up is a lengthy process. Not sure how to speed up that process. Helps with the president elect getting the card, so that person has purchasing power transitions every 3 years. Process will be noted in the Treasurer folder.</p> <p>Possible Financial Wellness speaker for half-day event. If you mention SPAHRA when setting up Associated Bank, we get a kick-back.</p>	
<p>9. Professional Development/Programming (Dana and Karla )</p> <ul style="list-style-type: none"> <li>a. Updates – Need to review</li> <li>b. 2024 Programming – who can assist with this as it needs to start asap</li> </ul>	<p>Speaker budget for the year is \$17,000 for food, speaker, and venue.</p>	
<p>10. Membership Chair Report (Mandy)</p> <ul style="list-style-type: none"> <li>a. Updates</li> <li>b. November meeting – food and location</li> </ul>	<p>On call for National SHRM, indicated November audit. Assuming that is what turned in September.</p>	

	<p>If someone is interested in attending meetings the remainder of the year (only November), could come for free?</p> <ul style="list-style-type: none"> <li>- Should be more strategic for 2024 as an option, non-member rate is available to them.</li> <li>- Holiday social as member appreciation event.</li> <li>- Consider 2024 referral incentive.</li> </ul>	
<p>11. Secretary Report (Anna) a. Updates</p>	<p>Outreached to D1 to confirm 12/14 as the social date.</p> <p>Connected with Lisa Schaufenbuel about program development.</p> <p>Will connect with Dana via email about adding in logo and additional Canva information on 10/4.</p>	
<p>12. Legal &amp; Legislative Chair (Dean) a. Virtual Roundtable update b. Roundtable scheduled for 10.4.2023</p>	<p>Doing roundtable 10/4. Significant occurrences at the NLRB.</p> <ul style="list-style-type: none"> <li>- Really reversed some of the employer friendly policies so much to discuss.</li> </ul>	
<p>13. Other business</p>	<p>Motion to adjourn Karla (Dana)</p>	<p>8:0</p>