The regular monthly meeting of the Coastal Bend SHRM Board of Directors Retreat was called to order by Board President Luis Cabrera at 11:39 a.m. at Del Mar College’s Center for Economic Development, 3209 S. Staples, Corpus Christi, Texas 78411. Quorum was established.

**COASTAL BEND SHRM**

**Minutes – Board of Directors Monthly Meeting**

**July 10, 2019**

**Board Members Present:**

Luis Cabrera, PHR, SHRM-CP – President

Bill Hibbs – Member at Large

Ludy Ramirez – VP Membership

Stephanie Molina – VP Finance

Cassondra Casanova, PHR – VP Legislative Affairs

Kaylee Hawkins, PHR, SHRM-CP – Secretary

**Not Present:**

Toni Nerren, SPHR – Past President

Christie Montalvo, PHR, SHRM-SCP – VP Marketing & Public Relations

Elizabeth Shockley, CSP – VP Professional Development

Melissa Quinones, CSP – VP Community Outreach

**Board Approvals**

Financial Reports – Stephanie Molina, VP of Finance, presented the May and June financials. The AR Aging report has not been updated. Luis Cabrera asked Stephanie what the board can do to help. There will be a call for volunteers at this month’s luncheon for help with this. The volunteer will send out final warning emails and ask for proof of payments. Stephanie would also like help in the monthly meetings in regard to collecting payments. Stephanie presented the budget vs. actual report and Luis Cabrera asked her to print out the report to show the whole year. She also presented the balance sheet, profit and loss, and bank statements. Stephanie needs receipts from Toni for the conference to update her reports. There was a question about the “Undeposited Funds” section, where Stephanie clarified that this is where money comes through our system that hasn’t been categorized. Bill Hibbs made a motion to approve May financials and Cassondra Casanova second the motion, all approved. Bill Hibbs also made a motion to approve June financials and Ludy Ramirez second the motion, all approved.

July Minutes – The July 2019 meeting minutes were presented to the BOD. Bill Hibbs made a motion to approve the meeting minutes, Stephanie Molina second the motion, Board approved the July 2019 Board minutes.

**Membership**

Ludy Ramirez, VP of Membership, presented seven applications for membership:

Lisa Baker – Professional

Tiffany Cano – Professional

Tina Garza – Professional

Tyler Olson – Corporate

Stephanie Pagano – Professional

Elizabeth Ramsingh – Professional w/ SHRM

Stacie Whittaker - Professional

Cassondra Casanova made a motion to accept the new members as presented and Stephanie Molina second the motion. The Board approved the new members. Ludy will send out the names of the new members to the Board for welcome emails. The SHRM audit was conducted and will be sent to Luis Cabrera. Ludy will reach out to the membership at state level to make sure she followed the correct guidelines for the audit.

**Community Outreach**

Melissa Quinones, VP of Community Outreach, is currently working with scholarship applications. She now has three applicants and will review their submissions. Melissa will look into updating the language for the scholarship with A&M as it is no longer part of current structure. She will also look to see if we can let past winners participate.

**Legislative Affairs**

Cassondra Casanova, VP of Legislative Affairs, let the board fifty-seven people have already registered for the conference. The conference has already broken even for expenses and anyone else who registers will be profit. The only expenses she has left is name tags, promotional items, and a commemorative item. Cassondra is still looking for raffle items and one more gold sponsorship to sign up. She sent her receipts for the speakers to Stephanie. Cassondra is also looking for a back up plan in case Luis Cabrera is unable to be a speaker. Bill Hibbs announced that he saw a legal update for a Texas judge ruling ACA unconstitutional. He asked if Cassondra can check SHRM to see if we can send this out in the legal bulletin.

**Marketing & Public Relations**

No business to discuss.

**Professional Development**

No business to discuss.

**Finance**

No further business to discuss.

**Secretary**

No business to discuss.

**Past President**

No business to discuss.

**Member at Large**

No business to discuss.

**President**

Luis Cabrera, President, announced that there is no speaker for July. This month’s raffle will be the 50/50 prize. There will be an HR Southwest travel meeting for the board members who are attending. Luis Cabrera will be sending out a survey during this month’s luncheon to get a “pulse” on membership. There will be a QR code for easy access to survey. This survey will ask about the member’s experience with the chapter. The election for President will be held during this month’s luncheon as well. Kaylee Hawkins will conduct this month’s board welcome duty.

No other business, Luis Cabrera adjourned the meeting at 12:18 p.m.

Meeting minutes taken by Kaylee Hawkins, Secretary.