The regular monthly meeting of the Coastal Bend SHRM Board of Directors was called to order by President Luis Cabrera at 11:37 a.m. at LK Jordan and Associates in Corpus Christi. Quorum was established.

**COASTAL BEND SHRM**

**Minutes – Board of Directors Monthly Meeting**

**March 13, 2019**

**Board Members Present:**

Luis Cabrera, PHR, SHRM-CP – President

Toni Nerren, SPHR – Past President

Bill Hibbs – Member at Large

Elizabeth Shockley, CSP – VP Professional Development

Ludy Ramirez – VP Membership

Stephanie Molina – VP Finance

Melissa Quinones, CSP – VP Community Outreach

Cassondra Casanova, PHR – VP Legislative Affairs

**Not Present:**

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

Kaylee Hawkins, PHR, SHRM-CP – Secretary

**Board Approvals**

Financial Reports – Stephanie Molina presented the financials. Money from PayPal for February meeting has not been deposited. Had to do quite a lot of reimbursements for automatic payments of membership. Monthly meeting income not accurate due to funds from PayPal missing. Casi moved to approve. Dani second. Bill abstained. Financials approved.

February Minutes – The February 2019 Board Retreat minutes were presented to the BOD. No questions on behalf of Board members. Bill moved to approve. Luis second. Minutes passed.

**Membership**

Ludy Ramirez, VP of Membership, presented three applications for membership. Toni motioned to approve. Bill second. The Board approved the new members.

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| Kelle | Clark | AG|CM, Inc. | Human Resources Assistant | CBSHRM Membership |
| Cesar | Flores | Neighborhood Centers of Corpus Christi | Executive Director | CBSHRM Membership with Active SHRM Membership |
| Misty | Smith | Edward Jones | Financial Advisor | Affiliate Membership |

Ludy wants to organize a spring fling. Looking at venues. No food. Just a get together after work.

**Community Outreach**

Melissa Quinones, VP of Community Outreach, reported that she met with Matt at Holiday Inn-Marina. They are offering free parking, huge ballroom, food, table, and linens. Venue is booked. She has obtained some new committee members. Organizations have been informed of the event.

**Professional Development**

Elizabeth Shockley, VP of Professional Development reported that Marcado, the previous month’s development meeting sponsor, wants to speak at a development meeting. The topic is to be about 401K’s. Luis warned that it cannot be a sales pitch, as that upsets members. Liz is happy about credits being approved. We now have the approval to market meetings as an ASA (American Staffing Association) member and can use their logos. Trying to nail down dates for study group. It is a 10- to 12-week long course. Looking at Spring to early Summer. She does not want to go in to the Fall. She will look at recently certified members to help as committee members.

Ludy asked if boss’s will be able to eat free at the ‘Bring Your Boss to Work’ meeting. Luis says ‘Yes’. Luis will create special code in Wild Apricot for registration purposes for the event.

**Legislative Affairs**

Cassondra Casanova, VP of Legislative Affairs, reported that she is seeking to hold the annual conference at Texas A&M University-Corpus Christi. The initial cost of the event is $9000 - $10,000. This includes alcohol, mixer, tables, food, podium, A.V., servers, signage, security, and email drafts. She says we have enough speakers to have a full two-day conference. Want to change price to $190. Seeking to get lower and waive fees, only paying for food. Toni said it may be too expensive if we cannot get the room fees waived. Date is set for September 26 & 27, Thursday Friday. Recommendations from board to inform smaller, surrounding cities to attend. Recommended to speak with the Conventional Business Bureau to possibly help with marketing. Bill asked if there were other events going on that weekend that we could promote and tie it in to the conference for marketing purposes. GCGV, DMC small business center and smaller cites chambers of commerce were also recommended to assist with marketing the event.

**Finance**

Stephanie Molina, VP of Finance, was excited to report that Wild Apricot finance module is online. Payments are received and emails are working. Payments are automatically downloaded. Fees are taken after 2nd day of the month. It will now be easier to reconcile. Refunds will be issued through Affinity, the funding company. Luis and Stephanie will have access to Affinity. Stephanie does not have a scanner for payments. We must manually enter data if taking payment at events. Stephanie will go through old invoices and resend them to outstanding vendors. Recommended informing members of the recurring membership payments earlier in the year, such as bringing it up beginning of September. Toni recommended Ludy to review outstanding membership invoices. Stephanie asked if we could have emails and business cards for our positions. Toni said she would send a template to the Board.

**Member at Large**

Bill Hibbs welcomed us to L.K. Jordan & Associates. He said Linda has a long history with the chapter and was the person who started Best Places to Work. Bill said we could have meetings there at any time.

**President**

Luis Cabrera is looking at Dave & Busters for a meeting or sponsor. National SHRM is seeking commitments to help give people who have criminal histories second chances. Luis moved to inform SHRM that the Chapter would be in support of the initiative. Ludy second. Motion passed to support initiative to allow criminal history to be more lenient when processing a recommendation for hire.

Luis asked who wanted to volunteer as a greeter as the next development meeting. Melissa will be a greeter. Stephanie asked if we could have a popup on other signage to differentiate us from the others at the Ortiz Center. Step and repeat recommended. Toni said she has the big step and repeat- it’s just somewhat of a pain to get it up and down due to its large size. Luis will ask Ortiz Center if we could store it there.

No other business, Luis Cabrera adjourned the meeting at 12:57 p.m.

Meeting minutes taken by Toni Nerren, Past President.