The regular monthly meeting of the Coastal Bend SHRM Board of Directors Retreat was called to order by Board President Luis Cabrera (via phone) at 11:51 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**

**November 13, 2019**

**Board Members Present:**

Elizabeth Shockley, CSP – President Elect

Bill Hibbs – Member at Large

Toni Nerren, SPHR – Past President

Ludy Ramirez – VP Membership

Stephanie Molina, PHR – VP Finance

Cassondra Casanova, PHR – VP Legislative Affairs

Kaylee Hawkins, PHR, SHRM-CP – Secretary

**Not Present:**

Luis Cabrera, PHR, SHRM-CP – President (present via phone)

Melissa Quinones, CSP – VP Community Outreach

Mary Canales, PHR, SHRM-CP – VP Professional Development

Laura Delgado, Ed.D. – VP Marketing & Public Relations

**President**

Luis Cabrera, President, called (via phone) into the meeting to update the board members. President Elect, Elizabeth Shockley, will conduct the rest of the meeting in Luis’ absence. Luis appointed Laura Delgado to be the VP of Marketing & Public Relations for the remainder of the year.

The HR Awards ‘Save the Date’ and applications have been sent out to membership. There will be no company awards this year. A new award will be given out to the volunteer of the year. Applications will be due on December 4th. Luis made a motion to not follow Floyd Simpson Program this year and to allocate those funds as part of the proposed four awards. Bill Hibbs second the motion, all approved. Bill will conduct this month’s board welcome duty. Luis asked the BOD to email any suggestions or updates of the Bylaw review by the end of November.

**Board Approvals**

Financial Reports – Stephanie Molina presented the October financials to the board. There was a deposit that was not reflected from last meeting. The deposit wasn’t made until November 9th. There was a transfer of $10,000 made in October. The money market is now at $18,000. Elizabeth Shockley noticed the receivables went down. Stephanie cleaned up the receivables last month. Stephanie received an invoice for the 2018 tax filing for CB SHRM. She will send a copy to Luis for review before paying the invoice. Most of the expenses from the conference are in the financials. Bill Hibbs made a motion to approve the October financials, Ludy Ramirez second the motion, Board approved.

October Minutes – The October meeting minutes were presented to the BOD. Ludy Ramirez was not present at the October meeting and asked if the membership candidate, Erica Tagle, could be changed from a student member to professional member. Ludy will reach out to Ms. Tagle to pay the membership difference. Bill Hibbs made a motion to approve the meeting minutes, Elizabeth Shockley second the motion, Board approved the October 2019 Board meeting minutes.

**Membership**

Ludy Ramirez presented four membership applications to the Board.

Elena Flores – Professional w/ SHRM

Maria E Garcia – Professional

Anna Kucera – Corporate

Veronica Montez – Professional w/ SHRM

Ludy will reach out to Ms. Montez to find out her SHRM membership number. Email addresses will now be SHRM membership identifier. Toni Nerren wants to wait to vote for Maria Garcia’s membership to find out if her job duties align with HR. Bill Hibbs made a motion to accept the other three members, Toni Nerren second the motion, all approved. *On November 15th, the board of directors voted via email to approve membership for Maria Garcia after receiving details on job duties.*

Ludy has submitted all CB SHRM membership information for the audit. She also submitted the chapter ID and everything went through successfully.

**Community Outreach**

No business to discuss. Elizabeth Shockley did inform the board that Melissa Quinones and herself attended the Endowment Scholarship award night. Elizabeth asked Melissa to reach out to the award recipient and invite to this month’s luncheon.

**Professional Development**

No business to discuss.

**Legislative Affairs**

Cassondra Casanova, VP of Legislative Affairs, is looking at holding next year’s labor law conference on October 22-23. The HRSW conference is October 4-7 next year. The board is concerned that members will not be able to attend two conferences in one month. Bill Hibbs suggested that Cassondra contact the speakers to see if there are any scheduling conflicts. Cassondra has reached out to several venues but is still trying to find one in our price point.

**Finance**

Stephanie Molina, VP of Finance, would like to give our membership book or resource references that could be added to our website under a specific tab. She also received a pack of conversation starter topics to bring to monthly development meetings. Ludy will get with SHRM membership to see if they can provide more conversation starter packs for monthly meetings.

**Secretary**

No business to discuss.

**President Elect**

Elizabeth Shockley, President Elect, was informed that South TX SHRM is dissolving. It was proposed that CB SHRM absorb the members. There are a lot of unknowns that Elizabeth and Luis hope to find out soon.

**Past President**

No business to discuss.

**Member at Large**

No business to discuss.

No other business, Elizabeth Shockley adjourned the meeting at 12:57 p.m.

Meeting minutes taken by Kaylee Hawkins, Secretary.