The regular monthly meeting of the Coastal Bend SHRM Board of Directors was called to order by Board President, Elizabeth Shockley, at 11:47 a.m. remotely due to COVID-19 restrictions. Quorum was established.

**COASTAL BEND SHRM**

**Minutes – Board of Directors Monthly Meeting**

**October 14, 2020**

**Board Members Present:**

Elizabeth Shockley, CSP – President

Melissa Quinones, CSP – VP Community Outreach

Stephanie Molina, PHR – VP Finance

Cassondra Casanova, PHR – VP Legislative Affairs

Luis Cabrera, PHR, SHRM-CP – Past President

Toni Nerren, SPHR – Member at Large

Kaylee Hawkins, PHR, SHRM-CP – Secretary

**Not Present:**

Ludy Ramirez – VP Membership

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

Laura Delgado, SHRM-CP – VP Marketing & Public Relations

**Board Approvals**

A special board meeting will be held on Tuesday, October 20th to vote on financials and meeting minutes.

**Membership**

Ludy Ramirez, VP of Membership, was not present.

**Community Outreach**

No business to discuss.

**Professional Development**

Mary Canales, VP of Professional Development, was not present.

**Legislative Affairs**

Cassondra Casanova, VP of Legislative Affairs, has no updates for the conference but will be having her last board meeting in November.

**Finance**

No business to discuss.

**Marketing**

Laura Delgado, VP of Marketing, was not present.

**Secretary**

No business to discuss.

**Past President**

Luis Cabrera, Past President, would like to discuss the ratification of by-laws and the voting process of new board members. The board would make a resolution that allows for electronic voting for by-laws and lump in voting for new board members. Luis will draft a resolution for the board to vote on next Tuesday. There will be discussion that comes around with sending the by-laws electronically. The current by-laws state that there must be a notification period for the upcoming election. Luis would like to send a link for Survey Monkey that expires by a certain date. Elizabeth spoke with Rebecca and she suggested holding the election via Zoom. If we notify people that we are voting on by-laws by “X” date then we should be fine. For elections it is usually done by secret ballots. We will send the email now with intent to vote on by-laws and intent to vote in November.

Luis would also like to see re-engagement. Virtual meetings have been a hurdle for our membership. We need to find a way to re-engage so that people will renew their membership. A suggestion was to send post-cards to address on file to let membership know we are all still together. The bigger chapters have been checking up on membership. Stephanie suggested having an outdoor event, such as a picnic, with masks and social distancing. Melissa volunteered to help set up this event if the board decides to move forward. Stephanie suggested having masks made with the chapter’s logo and sending them with Post-Cards to inform membership about the outdoor event.

**Member at Large**

Toni Nerren, Member at Large, informed the board that the Texas A&M Scholarship Banquet will not be held but a video will be sent of the students that the scholarship impacts. Elizabeth wants to post this video on our website to show members how their donations have impacted the community.

Toni was confused on the monthly meeting invite when it came out. It said September in the headline and the images did not show up. The email needs to proofed before sending to membership. Communication is not consistent and not accurate. Elizabeth stated that what Toni and Luis built is crumbling and there have been issues going virtual. There are big gaps in performance, with a few exceptions. There are additional challenges with COVID, but the board does not need to lose sight and we need to hold people accountable for their work. Stephanie let the board know that on our website it has a section for our meeting minutes. The minutes have not been uploaded in a few years. She states that this makes us transparent and promotes visibility.

**President**

Elizabeth Shockley, President, informed the board that Friday is the Texas SHRM meeting. She stated that the chapter is falling apart and so is the board. People need to be held accountable. Stephanie would like for the board meetings to be on the same days and same times each month. Elizabeth let her know that this is mostly the case besides a few emergency meetings. There have recently been changes due to people’s schedules. Luis would like to get together face to face as a board and reconnect.

No other business, Elizabeth Shockley adjourned the meeting at 12:42 p.m. Meeting minutes taken by Kaylee Hawkins, Secretary and President, Elizabeth Shockley.

The additional meeting of the Coastal Bend SHRM Board of Directors was called to order by Board President, Elizabeth Shockley, at 11:34 a.m. remotely due to COVID-19 restrictions. Quorum was established.

**COASTAL BEND SHRM**

**Minutes – Board of Directors Additional Meeting**

**October 20, 2020**

**Board Members Present:**

Elizabeth Shockley, CSP – President

Melissa Quinones, CSP – VP Community Outreach

Cassondra Casanova, PHR – VP Legislative Affairs

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

Luis Cabrera, PHR, SHRM-CP – Past President

Toni Nerren, SPHR – Member at Large

Kaylee Hawkins, PHR, SHRM-CP – Secretary

**Not Present:**

Stephanie Molina, PHR – VP Finance

VP Membership - Vacant

VP Marketing & Public Relations - Vacant

**Board Approvals**

A special board meeting was held to discuss financials and meeting minutes.

Financial Reports – There was a question on financials if the board was reaching out to sponsors for the monthly development meetings. The board has not reached out to any sponsors because our meetings have not costed anything since they are virtual. Luis Cabrera had a concern about the AR report. He noticed that some Corporate Memberships are listed out in the report. There might be a coding issue of why there are members not in bundle corporate membership. Toni Nerren made a motion to approve all financials up to date and Luis second the motion, all approved.

September Minutes – The September meeting minutes were presented to the BOD. Melissa Quinones made a motion to approve the meeting minutes, Cassondra Casanova second the motion, Board approved the September 2020 meeting minutes.

**Additional**

After the board meeting on Wednesday, Laura Delgado, VP of Marketing resigned. She would like to be in involved in committees in the future. Ludy Ramirez has also resigned as VP of Membership. Melissa is interested in moving into VP of Membership from VP of Community Outreach. October 16th was the quarterly state council meeting. The SHRM Volunteer Leaders’ Business Meeting is open to all board members this year. It is a four-day commitment. Elizabeth will send the link to all board members and volunteers.

Mary asked what will happen with Cassondra ending her term in December since she was helping her plan the conference. The board may not move forward with the conference until we fill her position. Elizabeth has been reaching out to local lawyers to see if they were interested in the legislative position. We will be voting in November if we want to hold off on conference planning.

Luis asked if other TX SHRM chapters are having the same experience as us. Elizabeth stated that other chapters are either thriving or doing poorly with engagement. Leaders are planning a separate meeting to see how to trickle down engagement. Mary asked about an award ceremony in December. Elizabeth stated that she really doesn’t have any awards to give out. Toni let Elizabeth know that this is generally the time the President thanks the board members for the time they spent volunteering for the chapter that year. Luis thinks this would be a good opportunity to engage the members. The December meeting will be brainstormed on at a later date.

No other business, Elizabeth Shockley adjourned the meeting at 11:52 a.m. Meeting minutes taken by Kaylee Hawkins, Secretary.