

## Gallatin Valley Human Resources Association (GVHRA) Board Meeting SEPTEMBER 2023 Minutes

In-Person Location: VIA ZOOM ONLY

Virtual Location:

Topic: GVHRA September Board Meeting

Time: Sep 12, 2023 05:30 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91503498272?pwd=eDYyd3BJekpCT3FSLzJ2Rk5MN1Btdz09>

- **CALL TO ORDER: 5:34pm - Amanda called the meeting to order**
  - **PRESENT VIA ZOOM:**
    - Amanda Keith (President)
    - Shannon Kirby (Secretary)
    - Erin Loucks (Past-President)
    - Jen Buchanan (Programs Co-Chair)
    - John Reed McDonald (Diversity)
    - Melinda Hill (College Relations)
    - Amy Hager (Membership)
    - Nicole Lowry (Programs Co-Chair)
    - Grover Wallace (Foundation)
  - **ABSENT:**
    - Sarah Kelley (Treasurer)
    - Allyson McDonald (Webmaster)
    - Patti Berg (Legislative)
    - Nancy Axtell (Workforce Readiness)
    - Megan Young (Certification)
- **MINUTES: Approval of JUNE & AUGUST 2023 Minutes**

Amanda will send June and August via survey
- **Business Carried Forward**
  - GVHRA Silent Auction Donations
    - 2 donations per board member – just reminding everyone to get on that
  - September Meeting
  - Jen doing printing and bringing breakfast treats, John McDonal will bring bagels, Nicky bringing coffee
    - September 14th @ 9:00am

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- Bozeman Public Safety Center
- Jen said we need \$250 for the speaker – she had agreed to do it gratis and then changed her mind so we need to get it covered
- Amy - posted in Bozone, price confirmation – NOT free – Erin and Amanda said a carry over from the August meeting – Amanda sending \$ pricing to Amy
- Succession Planning & Board Positions
  - President- Elect – Vote
    - Amanda asked that everyone please vote if they have not yet
  - VP of Programs - Co-Chairs
    - Meet after Thursday meeting
  - Veteran Liaison
    - Amanda reached out to Mary
  - Webmaster
    - Amanda will get Allyson set up for webmaster
- **New Business**
  - October Meeting - Thursday, Oct 12 12p-1p
    - Amanda will send more LinkedIn invitations, FB posts for consultations – will keep promoting it
    - Nicky asked about # of members, how to drive membership – Amanda sent we have a good open rate but need to figure out how to get them to click and register
      - Maybe the perfect time to create the membership survey for 2024 – what they want, what they want less or more of, meeting time (do we alternate?)
      - Socials?
      - Legislative is always popular
      - Need to figure out what the majority of our membership wants and deliver that
- **Vice President Reports**
  - **Treasurer: Sarah Kelly**
    - Not present
  - **Secretary: Shannon Kirby**
    - Approved minutes signature page have been signed by me and sent over to Amanda for signature since we have not connected. Sign and shoot those over for Jan – April (they have been approved) and I will get those ready to be put on the website.
    - Approved June and August today so I will shoot you signature page as well – shoot them back and we will get them uploaded.
    -
  - **Membership: Amy Hager**
    - Started updating #s on agenda for everyone to see
      - 108 Rostered Members
      - 2 New (in last 90 days)
      - 53 Certified members
    - Created a membership email address and is emailing members – getting solid responses – tracking in HubSpot
    - Will promote GVHRA at MSU class roles

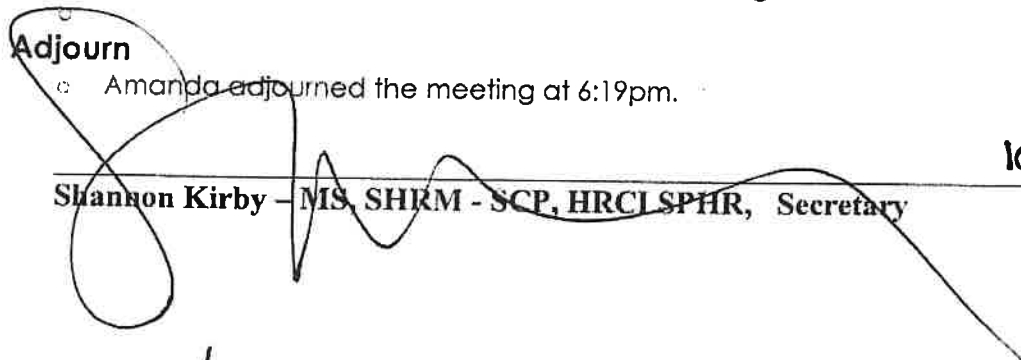
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- Business/Career Fair – Jake Jobs – Amy signed up for that – Amanda asked her to let us know what she needs from GVHRA
  
- **Certification: Megan Young**
  - Not present
  
- **Programs: Nicky Lowry & Jen Buchanan**
  - Oct – speaker engaged – Nancy bringing a great program for October
  - Nov – Ann Donovan – customized program –
  - Dec – last meeting Jen and Nicky will plan before exiting the board
  - Meeting with future program directors this week to prepare the handoff
    - Also trying to help leave them with information, speaker contact info – leave them prepared – Jen asked about voting them in early
  - Jen so sad to be leaving but not doing it justice
  
- **Core Leadership Reports**
  - **College Relations: Melinda Hill**
    - Excited to be able to attend in person on Thursday
    - Has no current updates
    - Attempted to arrange a meeting with Amy, John Reed and her – illnesses, and stuff made it not happen – hopes in the next few weeks they can try again
    - Reached out to Mark Hom this week – no update
    - Her plan this year is to attend more student meetings to help work more closely together
    - President was a freshman so hoping for a little more consistency over time – turnover as students graduate is a challenge
  
  - **Diversity: John Reed-McDonald**
    - No updates from DEI yet
    - Moving along as before
    - Real opportunity in Gallatin county to support, in expected and unexpected ways – sometimes when people hear "DEI", they wonder about relevancy to businesses, very passionate about the topic and sees President-Elect position as a way to continue to promote DEI- welcomes questions about how we can do better
    - Jen – could we give DEI update? People don't understand the full idea or definition – are there ways we could give a 30 second blurb – facts to meetings?
      - John would love that – may topics relate to it – so many topics tie to DEI – often people shut down because they feel overwhelmed because they think of it as one huge thing they have to tackle. Helps to show people how they can break it down a little to make it a little easier to manager. Untangle what people think it is and help them understand what it really is.
      - Erin – make sure we watch time so that it doesn't eat into speaker time
  
  - **Workforce Readiness: Nancy Axtell**
    - Not present. No report.
    - Shannon reached out to Nancy – but haven't heard back.



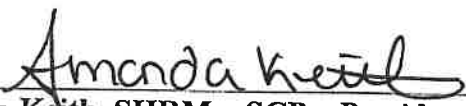
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- **Foundation – Grover Wallace**
  - Nothing really on Foundations.
  - Had trouble downloading the spreadsheet so may need some guidance – doorprizes (Google sheets).
  - Amanda will see if she can help.
- **Legislative: Patti Berg**
  - Erin put the September Cut N Paste up.
- **Webmaster: Allyson McDonald**
  - Not present.
  - Erin and Amanda will schedule time to get her set up, Erin will give her Admin privileges today.
- **Volunteers**
  - Nothing.
- **General**
  - Report on SHAPE related activities for log (standing agenda item).
    - Promote the SHRM Certification Program (on monthly slides)-get Amanda stuff for slides so she can add it.
    - Use quarterly rolling powerpoint at meetings
    - Amy asked about different board meeting times, 1 in person and 2 online; she willing to send a survey. Wanting avoid nights – kids, sports, etc. Jen likes the idea of different options.
    - Submit monthly program for Recertification Credits
    - Review SHAPE initiatives
      - Will review over the weekend and get that out to us.
- **Adjourn**
  - Amanda adjourned the meeting at 6:19pm.

  
Shannon Kirby – MS, SHRM - SCP, HRCI/SPHR, Secretary

10/10/23

Date

  
Amanda Keith, SHRM – SCP, President

10/12/2023  
Date



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Board Member	Position	Email	Phone	Company
Keith, Amanda	President	<a href="mailto:amandarosa12.17@gmail.com">amandarosa12.17@gmail.com</a>	406-579-8517	Murdoch's
Sarah Kelly	Treasurer	<a href="mailto:smwoods1@gmail.com">smwoods1@gmail.com</a>	907-347-2789	Executive Services
Kirby, Shannon	Secretary	<a href="mailto:athena68@bresnan.net">athena68@bresnan.net</a>	406-930-2174	Wilcoxson's, Total Electric, consultant
Erin Loucks	Past-President	<a href="mailto:eloucks@lonepeakpt.com">eloucks@lonepeakpt.com</a>	406-600-4904	Lone Peak PT
Hager, Amy	VP Membership	<a href="mailto:amyhager12@gmail.com">amyhager12@gmail.com</a>		WestPaw
Buchanan, Jennifer	VP Programs (Co-Chair)	<a href="mailto:jmbuchanan1979@gmail.com">jmbuchanan1979@gmail.com</a>	406-209-3848	Blue Cross Blue Shield
Lowry, Nicole	VP Programs (Co-Chair)	<a href="mailto:nicky8850@gmail.com">nicky8850@gmail.com</a>	202-695-5326	Montana State University
Young, Megan	VP Certification	<a href="mailto:myoung@americanbankmontana.com">myoung@americanbankmontana.com</a>	406.223.0059	American Bank - MT
Axtell, Nancy	Workforce Readiness	<a href="mailto:naxtell@mt.gov">naxtell@mt.gov</a>	406-582-9234	Bozeman Job Service
Berg, Pattie	Legislative Chair	<a href="mailto:patricia_berg@live.com">patricia_berg@live.com</a>	406-209-2096	Berg Personnel Solutions
Wallace, Grover	Foundation Chair	<a href="mailto:Wallace_grover@yahoo.com">Wallace_grover@yahoo.com</a>	719-233-8722	Grover Wallace & Associates
OPEN	Web Master			
Hill, Melinda	College Relations	<a href="mailto:m.hill3922@outlook.com">m.hill3922@outlook.com</a>	406-589-4866	GCC
McDonald, John-Reed	Diversify Chair	<a href="mailto:johnreed@giaworx.com">johnreed@giaworx.com</a>	406-312-0452	GigWorx