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**Human Resources Association of Southern New Jersey**

**Chapter 260**

**Executive Board Meeting Minutes  
Thursday, July 25, 2024**

Members Present: Carol Asselta, Kim Cruz, Bruce Dutra, Kim Kerrigan, John Knoop, Dennis McCullough, Karen Rivera, Joe Skwara, Agnes Trummer

Members Absent: Megan Knowlton Balne, Terry Brophy, Bethann DuBois, Ronda Dwight, Shelby Gandy, Paul Koch, Laura Powers, Melissa Ulrich-Doughty

Quorum

Quorum established at 6:22pm.

Minutes: Executive Board meeting, March 27, 2024

The Minutes will be provided before our next Executive Board meeting.

Reports

* President’s Report (Kim K.)
  + Kim K. reported that chapter presidents have been invited to SHRM’s Volunteer Leaders Business Meeting (VLBM) for next year, along with other chapter administrators. Last year, Kim K. and Karen went, and reported that they had an excellent experience, having learned a good deal about SHRM, strategic planning, and possible collaboration with other associations.

Motion (Kim K.; 2nd: Joe) to have HRASNJ cover costs to send Kim K. and a second attendee to VLBM next year.

*Motion passes unanimously.*

Kim K. stated that she would share with the Board the cost to our chapter.

* + Kim K. reported on the Garden State Council meeting which took place the week of July 15. SHRM will be partnering with survey companies, and we may be able to make use of that partnership to conduct surveys of our members. Joe commented that, concerning surveying, confidentiality is important; we should know to what extent the survey company will have access to SHRM members and their personal information.
  + Kim K. spoke about Board meeting attendance, and led a discussion about the possibility of virtual Board meetings and venue options. Our next Board meeting is scheduled for October 24.
  + Kim K. discussed the idea of a Board retreat, and the possibility of tying this together with our Book Club.
  + Kim K. and Carol led a discussion of the continuing need for committee volunteers, and especially chairs/co-chairs. A handout on committees was distributed; Kim K. stated that this will be discussed further at our next Board meeting.
* Vice President’s Report (Karen)
  + No report.
* Treasurer’s Report (Kim C.)
  + Kim C. noted that the HRASNJ annual budget was presented at our June dinner meeting (our annual membership meeting).
  + There was a discussion of no-shows at dinner meetings, specifically of those who do not pay in advance. Kim C. stated that she has drafted a letter concerning this matter that could be sent out to membership. Others commented that we have not enforced our rules about late registration, and no-shows, in a long time. Kim K. reminded the Board that the matter of late registration was discussed at our annual meeting in June.
* Secretary’s Report (Bruce)
  + Updating our by-laws remains a goal.
* College Relations & Scholarships (Carol/John)
  + Carol spoke of needing to find someone to replace John, so that he may step down from the committee. She noted that the position also acts as an advisor to RCSJ’s HR student group; and that getting an emerging professional to serve as co-chair of this committee would be optimal.
* Communications/Publicity (Joe)
  + No report.
* Community Outreach (Rhonda)
  + No report.
* Diversity (open)
  + No report.
* Emerging Professionals (Shelby/Paul; report given by Kim K.)
  + On August 15 there will be a mixer at Avalon. Gallagher (Paul Koch) will sponsor.
* Legislative/Government Affairs (Megan)
  + No report.
* Member Experience (Agnes)
  + Agnes discussed the idea of giving “HR quizzes”—which could be interactive and educational—as part of our door prizes at dinner meetings.
* Membership (Carol/Bethann)
  + We currently have 318 members.
  + Carol handed out a report from SHRM regarding our membership, but noted that the report is not accurate.
  + Several of our members have not renewed their membership with SHRM. Carol asked for volunteers to reach out to those who have not renewed.
  + Joe led a discussion of incentives we might offer to entice members to renew, including the possibility of getting sponsors to pay for the first one or two (or more) persons who renew. Carol stated that she will bring a draft email to the next meeting for Board members to consider on this matter.
* Professional Development (Carol)
  + Our Legal Symposium is set for August 14. Currently, we have 28 who have registered, including seven speakers.
* Professional Excellence (open)
  + No report.
* Programs (Bruce)
  + Bruce distributed a sheet showing set and tentative speakers for 2024-25, and reported that Carol was instrumental in reaching out to possible speakers for the beginning of the 2024-25 year.
  + Carol noted that she is trying to set up a roundtable on HR Analytics and Tools.
* SHRM Foundation (open)
  + No report.
* Sponsorships (Terry)
  + No report.
* Technology (Kim K.)
  + This ad-hoc committee will focus on our website; emails; document storage; making ours a “data-driven organization”; and other pressing matters.
* Workforce Development (John/Melissa).
  + No report.

Old Business

* No discussion.

New Business

* No discussion.

With nothing further before the Board, Kim K. called for Adjournment.

Hearing no objections, meeting adjourned at 8:38pm.

minutes submitted by B. Dutra 10/12/24