
AAHRA

Aberdeen Area Human Resources Association

Kristin Kroell, President
Kim Bowman, President- Elect
Sheila Sutton, Secretary/Treasurer
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Monthly Meeting Minutes Thursday, November 16, 2017

Program: Digital Document Generation, Retention, and Management

Presenters: Mike Wiese and Matt Peterson, Century Business Products

**Aaron Schultz also spoke briefly on behalf of the United Way on the 211 system.

Attendees: Sheila Hansen, Donna Hurley, Laura Millett, Carl Perry, Sheila Sutton, Lynn Nash, Erica Coughlin, Erin Doering, Kim Hoberg, Gary Vetter

Business Meeting

Introductions were done before the meeting

Call to Order: The business meeting was called to order by Past President, Sheila Hansen at 12:25pm

Approval of Minutes: September meeting minutes were posted to the website. Paper copies were also available onsite. There being no additions or corrections, Carl P made a motion to approve and Donna H seconded. Motion Carried.

Treasurer's Report: A copy of the current budget was available onsite. The checking account ending balance was \$8,431.96, and \$12,246.29 is the balance of the CD. There being no further comments or questions, Donna H made a motion to approve and Carl P seconded. Motion Carried.

Committee reports:

- **Programs/President Elect** (Kim Bowman) Feedback was requested for whether to have the December meeting at our regular lunch meeting time. Everyone appeared in favor of that. The question was raised about whether we will do any kind of gift exchange that has been fun in the past. An email will go out about the final plans.
- **Workforce Readiness** (Dan Thielsen) No Report
- **Certification** (Amy Jones) Today's presentation was certified for 1 credit with both SHRM and HRCI. Certificates were available at the meeting. If interested in a certification study group, please let Amy know.



- **College Relations** (Kristi Bockorny) We need to finalize the scholarship within the next month. Erin D made a motion to move forward with a \$1500 scholarship for next year. Laura seconded. Motion carried.
- **Legislative** (Julie Johnson) – No Report
- **Technology** (Sara Haugen) Get events to Sara to share on the social media sites.
- **Membership** (Donna Hurley & Kim Bot) One more new member planning to come in Dec. We have exceeded our goal for this year for new members.
- **Diversity** (Laura Stoltenburg) Oct event had 109 in attendance. It was a huge success.
- **Foundation** (Laura Millett) Foundation website does have scholarships available for certification materials and/or exam. The application deadline is April 10, 2018.
- **State Council** (Kristin Kroell) SHRM Rubric was passed for how funds will be distributed from the state conference. Council has approved utilizing a 3rd party website for their website, rather than the free SHRM website. They had concerns with the SHRM site's capabilities and believe they will have more opportunities to market the state conference and mass mailings with the new site. The council also encouraged us to like other chapters' facebook pages to get ideas for our own chapter. We will also have a council member speak at a meeting next year to get a better idea of who they are and how they support us. Next state conference is in the Black Hills in May 2018.

Old Business:

- Next Board Meeting is Dec 6th.
- Kim B and Jillaine N are at the Leadership Summit in DC and will provide a summary in January.
- The 2019 Conference planning committee will meet next week Wednesday. Please join if interested. Reach out to Kristin.

New Business:

- Volunteers were requested to audit the books as duties pass from Sheila S to Jen W. Laura M volunteered, and Erica C will check her calendar. The date is planned for Dec 21.
- We will start a chapter newsletter in 2018. First one will be in January. It will spotlight a member each time, and list upcoming meetings.
- Our mission and vision statement contest will be decided at the next Board meeting. If you would like to submit please do so by Dec 5th. Winner will be communicated by email.

Adjournment: There being no further business a motion to adjourn was made by Carl P. and seconded by Gary V. Meeting Adjourned.

Submitted by:
Sheila Sutton
Secretary/Treasurer

