

## **Central Illinois Human Resources Group (CiHRG)**

### **Board Meeting Minutes**

The CiHRG board members and chairpersons met on February 22, 2006 at 11:30 am at the Illinois Employment & Training offices in Champaign, IL.

**Present:** President – Paige Hall  
President-Elect – Eric Ferguson  
Treasurer – Jonathan Howell  
Secretary – Shirley Hicks  
Public Relations – Cathy McArthur  
Membership Chairperson – Tracey Fairchild  
Conferences – Tammy Hoggatt

**Absent:** Diversity Chairperson – Karen McLaughlin  
Student Affairs – Lori Soto  
Professional Development Chairperson – Beth Wileaver  
Legislative Chairperson – Ron Gremore

The January 28<sup>th</sup> Board meeting minutes were approved with one correction. Shirley will forward the corrected minutes to the board members and Renee Gabbard for the website update.

President Paige Hall called the meeting to order. Eric and Tracey reported that they had success in effectively transitioning the membership committee duties to Tracey. The group discussed new member status as well.

### **Committee Reports**

#### **Student Chapter Affairs – Chair Absent**

Paige reported that we had 40 respondents to the request for wage information. It was a disappointing rate of return considering 1500 were requested, however, it was approximately the same number as last year. Paige reported that the students will be meeting Thursday, February 23<sup>rd</sup> to set up a workgroup and anticipate having the project finished by April 1<sup>st</sup>. The surveys will be distributed shortly thereafter.

#### **Diversity – Chair Absent**

Paige reported that Karen has asked the board to replace her as chairperson. She cannot continue given her present commitments. Paige will contact Everett James to ask if he is interested and Tracey will review the member applications for those interested in serving in that capacity.

### **Public Relations – Cathy McArthur**

Cathy requested that all board members forward a photo to her. She also indicated that although Lori Rairden has agreed to take over the newsletter, she will be unfamiliar with the software and will need to have additional training. Eric Ferguson offered to supply Microsoft Publisher training for her at no charge. Cathy will inform Lori of the available training. The committee still needs to find a chairperson to come to the board meetings and collect information. Amy Kellerman's name was submitted as a possibility. Newsletter items need to be to Cathy by 5pm on 3/2/06 so that it can be emailed to the membership with the request for the March meeting RSVP's. Eric will email an overview of the March speaker and topic to be included in the newsletter as well as the menu for the meeting.

### **Conference – Tammy Hoggatt**

Tammy reviewed the progress of plans for the April ½ day seminar. The speaker is Marc Drizin. His fee is \$4,000. She anticipates the format to be a lot of fun and very interactive. His topic is on employee retention and the four R's. Recruiting, Retraining, Rewarding and Retaining talent. Plans with the Hawthorne are underway. Registration need to be by mail in only. Jonathan requested that they remove his phone number and fax number from the form. They have promised to "comp" the speakers room and are contemplating giving CiHRG a room for a door prize. Tammy reported that sponsors have been slow to respond. The Chamber gives an in-kind \$500 sponsorship and will possibly be adding an additional \$500 cash donation. Tammy will send the flyer/form for sponsorship to Shirley to send out to members to encourage sponsorship from members' companies. Tammy will also send periodic updates to the board on the conference plan status. Eric and Tammy will ensure that we communicate the benefits and limitations of what sponsorship includes to avoid past misunderstandings. The conference has received pre-approval for 3.75 hours of HRCI recertification credits. These will count toward the strategic hours needed by SPHR's. Paige reminded the board members that we will be joining the speaker for dinner on Monday, April 10<sup>th</sup>. She will let them know where dinner will be at the March meeting.

### **Workforce Readiness – Cathy McArthur**

Cathy handed out a pamphlet on the Workforce Development Board of East Central Illinois. She reviewed plans to possibly have a panel discussion about immigrants and employment. She is open to planning that for either a regular lunch meeting or a separate event. She also discussed the Business Employment Team for the purpose of surveying community needs in developing programs and services. She is working with the Chamber on this project. Cathy announced the meeting on February 24<sup>th</sup> at 2 pm if anyone is interested.

### **Professional Development – Chair Absent**

Beth reports that the study group is up and running again. They will be meeting on Wednesdays with a start date of March 1<sup>st</sup>. It is a fairly large group so far with approximately 10 people. Paige asked that any board members that would like to facilitate a topic to please make sure they contact Beth as soon as possible.

### **Legislative – Chair Absent**

Paige stated that the Legislative conference is in March and that Ron would like to have an email sent to the membership requesting issues that members would like for him to address while he is at the conference. The legislative committee plans to meet March 1<sup>st</sup>.

### **Officer Reports**

#### **Treasurer – Jonathan Howell**

Jonathan gave the board members copies of a proposed budget for 2006. He also furnished members with an updated paid member list. Jonathan reported that although he added a balance brought forward column to the budget, he feels that it really distorts the financial picture. The dues from members that were paid in 2005 for 2006 are duplicated in the revenue side and that money is not available for expenditure twice. He strongly urged the board to make substantial cuts to the expenditure proposals in order to reflect actual revenue availability. Revenue is really around \$11,000 per year and expenditures are estimated to be \$18,000. Jonathan reports that we exceed by \$160 each month just for meals at the meetings due to service charges and taxes. Paige asked Eric to discuss the “all inclusive” language with the Hawthorne. The board reviewed each line in the proposed budget and made reductions in expenditures. Jonathan will make the changes and send out another revision to the board and the budget will be presented to the chapter for approval at the March meeting.

Due to the lengthy discussion of the budget, the meeting agenda was cut short. Eric stated that he would email the proposed logo's later in the day and that we could communicate by email so that we could release them to the membership at the March 14<sup>th</sup> meeting.

**Next month's meeting:** The next board meeting is scheduled for Wednesday, March 22, 2006 from 11:30 am to 1 pm at the Illinois Employment & Training offices.

Submitted by Shirley Hicks, SPHR  
CiHRG Secretary