



Board Meeting Minutes
April 29th, 2013
 3:00pm – 4:00pm

I. Call to Order **Marcos Ramirez**

x	Dana Brandt	x	Tammy Oehlke	x	Katherine Sanford
	Eileen Brown	x	Marcos Ramirez		Teresa Westover
	Emmett Craig		Sheila Richards	x	Susan Willars
x	Cheryl Jones		Jennifer Rummel		

Meeting called to order 3:15

II. Approve February Minutes **Marcos Ramirez**

Motion to approve minutes by Susan Willars, 2nd Tammy Oehlke. Motion passed.

III. Review of March Financials **Tammy Oehlke**

Motion to approved Dana Brandt, 2nd by Susan Willars. Motion passed.

IV. Membership **Dana Brandt/Sheila Richards**

a. Membership Report

- i. **TORCH hospital list-** Teresa Westover to get TORCH list. Save the date should help increase membership. Items stretch goal to be added on the membership report monthly.

V. Review 1 year Goals **Marcos Ramirez**

Goals partially reviewed by Board. Marcos Ramirez and Tish Campbell will update the document for review at the next meeting.

VI. Committee Reports

a. Communications **Cheryl Jones/Teresa Westover**

First meeting will be Friday May 3rd. Cheryl Jones will post conference information on LinkedIn. The Committee will talk about newsletters (2x per year).

b. Education

i. Annual Conference

Susan Willars

Save the date to go out after we settle on the theme and keynote.

Lindy to send email out regarding contract for Senator Kay Bailey

Hutchinson to Board for approval with names of committee members

(Kathy, Rebecca, Susan).

Topics to date: Senator Kay Bailey Hutchinson- keynote speaker; Finance for the Nonfinancial Leader; FMLA challenges; Immigration Update; Criminal Records; Affordable Care Act Reform (1.5 hours in afternoon); HR101 Labor Law; Wellness in the Environment. Wrap up conference at 4:00 (Friday).

ii. Networking Luncheons

Kathy Sanford

No report. Kathy Sanford will reach out to try to find new committee members from the Valley to help organize these luncheons.

VII. Old Business

Marcos Ramirez

a. ASHHRA affiliation update

Eileen Brown

No report. Marcos Ramirez will follow up with Eileen Brown.

VIII. New Business

Marcos Ramirez

a. Houston/Dallas Alliance- Future Events

Eileen Brown/Sheila Richards

No report. Marcos will follow up with Eileen.

Marcos will work with Tish on updating the Goals tracking document and send out the document with the Board call follow up email.

Membership categories: Dana Brandt to work with Tish on a proposal for changing the Bylaws language to reflect a new "Educator" member category to supplement the current Student Membership category.

IX. Adjourn

Marcos Ramirez