

BOARD MEETING □ **February 2, 2016** □ **Bastrop, TX**

Board Members in attendance:

Wendy Standorf	Veronica Sanchez	Craig Barnes
Jill McAdams	Lisa Norris	Linda Spacek
Mark Washington	Martha Butz	Lavern Gaines (TML)
Rachel Pitts (TML)		

Absent:

Ronnie Kidd, Miguel Ozuna, Luanne Hanford and Tadd Phillips (TMRS)

- I. Secretary/Treasurer Wendy Standorf called the meeting to order at 2:00 PM in the DeWitt's Colony Room at the Lost Pines Resort in Bastrop, TX. The following minutes are presented in the order of the agenda, not necessarily in the order the items were discussed.
- II. **Approval of October 9, 2015 Board Meeting Minutes (Board Meeting in Abilene, TX)** Martha moved to approve the minutes of Board Meeting held in Abilene on October 9, 2015. Lisa seconded the motion. MOTION CARRIED.
- III. **Financial Report & Budget Update**

Wendy presented TMHRA's financial report for month ending December 31, 2015 (which was included in the Agenda Packet). Wendy indicated that the financials are in good shape. Given that the financials are through the end of December, sponsorship revenues are not currently reflected and will be shown in the upcoming reports. Additionally the packet provides individual revenue reports for TxPELRA (\$1,000); Civil Service (\$23,025); and TxPELRA/Civil Service (\$48,675).
- IV. **Committee Assignments & Reports**
 - a. **Programs**
 - TxPELRA/Civil Service 2016- Lost Pines-Veronica and Jill provided an update on the conference and reported that everything was ready to go. There was a last minute change in the TxPELRA conference program due to a last minute unforeseen conflict with Stan Standridge's schedule. All other speakers were able to accommodate the change. Signage was created for participant's information. In addition Miguel will announce the changes at the beginning of the conference. The Board also discussed the need to verify that attendees who registered at the last minute are members of management and not associations or employees with pending litigation. Lavern asked that Board members be available to vet out and approve attendance of those who register the day of the conference. Veronica and Jill will monitor the registration table. Registration for this event is about average. There were 138 registered for TxPELRA and about 225 for both TxPELRA and Civil Service.
 - Annual Conference 2016-Ft. Worth, TX-Veronica and Jill provided a draft Agenda for the Annual Conference to be held in Ft. Worth. Most of the agenda is full. There are a few slots remaining to be filled. There was general discussion on the remaining slots to be filled. Veronica went through the draft agenda with the Board. The theme of the conference will encompass music. The Programs Committee is working on having some type of musical sessions during the conference during breaks, etc. The type and frequency will depend on what else is occurring as far as meetings at the hotel that week. It was discussed that the Holmes Murphy event, new

member dinner and past President's dinner have changed dates due to Cinco de Mayo. Also there was discussion about the sponsorship of the past President's dinner. Martha indicated that in the past TMRS and American Fidelity co-sponsored the event. TMRS sponsored the meal and American Fidelity sponsored the alcohol.

- Site Committee update- Veronica indicated that the COG in Lubbock would like to host a Nuts and Bolts. The COG in Lubbock has indicated that they believe they could have about 50 people attend an event there if TMHRA decided to host it. Veronica indicated that the Board would need to make the decision (closer to event) if Lubbock would be a third site or replace on the other two sites. In addition future considerations for Nuts and Bolts in addition to Lubbock include: Hurst, San Marcos and the Houston area. Grapevine is a consideration for the Annual Conference in 2019.

b. Membership Development

- Linda handed out a spreadsheet of 28 potential new members for Board approval. Mark moved to approve the membership. Lisa seconded. MOTION CARRIED.
- Linda indicated that she wanted to find ways to reach out to new members to get involved with various committees within TMHRA. She asked that if the Board had any ideas to please let her know.
- There was general discussion about the new member dinner and the number of people that attend that dinner. The discussion revealed that approximately 30-40 people attend. Those numbers include new members, Board members, sponsors and any guests. Linda indicated that she may be seeking Board assistance when determining a venue for the new member dinner.

c. Membership Engagement

- Craig mentioned that the TMHRA website got a facelift and that the content was updated. He thanked Lavern and TML for their assistance with this.
- Craig also mentioned wanting to add more pictures to the website and considering a QR Code with the TMRHA logo for members to take "selfies" and immediately send in to encourage membership engagement. Lisa mentioned that Hailey Norris (a 20 something HR professional) felt that there was a gap on the website. Lisa indicated that Hailey would be happy to work with Craig in building this aspect of the website by adding social media. Craig indicated he would be happy to work with Hailey on this.
- Craig mentioned that he needed direction from the Board with regard to how to communicate volunteerism activities to members via the website. He felt like there may be opportunities for members to help out such as at a Nuts and Bolts conference if it were to be hosted in their area.
- Craig will be looking for members to assist with the Awards Program for 2016. Applications for awards are currently on the website. The nominations will go to Lavern. The deadline for awards applications is at the end of March. We need to consider if there will be a Charlie Sheppard Life Time Achievement Award for this year.

d. Sponsorships

- Lisa indicated that the sponsorship letters for the annual conference have gone out. She discussed the fact that Blue Cross Blue Shield, UT Employee Assistance Program, and Superior Vision are unable to commit to sponsorships this year. She also indicated that she needed contacts for Delta Dental and IPA, as her emails to past contacts bounced back as undeliverable.
- Lisa indicated that she was trying to obtain sponsorship for the member reception at the annual conference. This is an event that costs about \$8,000. The discussion also focused on whether or not the Board would allow sponsors to speak at the reception or hang a banner indicating sponsorship of the event. It was decided that signage on an easel acknowledging sponsorship would be the best approach as the Worthington Hotel charges a fee to hang a banner.

- There was a general discussion of how to best recognize sponsors. It was decided that sponsors would be recognized during lunch on Wednesday, May 4th as the Award recognition is on Thursday, May 5th.

e. IPMA-TX Chapter Update

- Mark reported that three individuals from the Chapter attended the national meeting in Oakland.
- Mark reported that the Roundtable/Annual meeting will be held in Richardson on April 7-8 2016. He indicated that IPMA-HR Texas Chapter would need assistance from TML with this event in the form of assistance with registration and payment of conference bills. A general discussion amongst the Board took place as to how this would occur from TML's perspective and who from IPMA-HR Texas Chapter would be the point of contact for TML. After the general discussion Martha moved that the Board authorize TML to pay \$350 for the Texas Chapter of IPMA-HR for TML services for the Texas Chapter of IPMA-HR's annual conference and Competencies Conference. Craig seconded. MOTION CARRIED.
- There was also a general discussion regarding a Face book page and other social media outreach for the chapter.
- Mark noted that this was his last year as President of the Texas Chapter of IPMA-HR. Priscilla from Garland will be assuming the Chapter presidency. There was some discussion on what, if any roll the past president should take in the IPMA-HR's Board. It was determined that there is still some time to discuss this and determine what that roll should be.

f. TXPELRA

- No report due to Miguel's absence.

g. Legislative

- No report due to it being a non-legislative year.

h. Nominations

- No report due to Miguel's absence.

i. TML

- No report due to Luanne's absence.

j. TMRS

- Tadd provided an update via email that read in part: "For the Board meeting, not much to report from the TMRS perspective. TMRS is currently in the process of surveying advisory committee members as the TMRS Board considers any changes to the make-up and scope of the advisory committee. I will forward to Ronnie any updates in the coming weeks and months."

The Board took a 15 minute break from 4:05 PM to 4:20 PM

V. Old Business

a. Annual Conference Rates for 2016

- There was a general discussion of what the fees should be for the annual conference. After the discussion the following was decided:
 - Registration= \$325 for Members, \$425 for Non Members.
 - Late Registration=Flat fee of \$495 for Members and Non Members
 - One Day Fee=\$200 for Members only to attend the annual conference for one day (different stickers would be placed on name badges so that we would know which day the attendee is

registered to attend) NOTE: This will not be for all annual conferences just those approved by the Board.

-Lunch=Award nominees would be able to bring one guest and their lunch would be covered by TMHRA. All other guests would be charged the cost of the meal.

-Retired Past TMHRA Members=will receive a complimentary registration to the conference as long as they are not employed.

-Reception=Guests for the reception will be charged \$50.

b. Salary Survey

- There has not been much activity in this regard. Craig and Miguel will continue to take the lead on moving this forward. Craig indicated that this is still a priority but there has been little movement on it.

c. NPELRA Investigations Seminar in Texas

- No report due to Miguel's absence.

d. Revival of Civil Service Coalition

- No report due to Miguel's absence.

e. Strategic Plan

- Wendy reported that this will be a topic discussed at the next Board meeting or through a conference call at a later date.

VI. New Business

a. Recommendation for Appointment to TML Policy Committee

- The Board discussed the idea that the representative for this Committee should be a Board member that is in close proximity to Austin since this is where the meetings will occur.
- Linda indicated that she would be the TMHRA representative to this committee.

VII. Anything Else

- There was no additional new business to discuss.

VIII. Next Meeting(s)

- The next meeting is scheduled for May 3, 2016 at the Worthington Renaissance Hotel in Ft. Worth.

There being no further business or discussion, Wendy adjourned the meeting at 5:16 PM.

Respectfully submitted by:

**Jill McAdams, Trustee
for Wendy Standorf/Secretary/Treasurer**