

IPMA – HR SOUTHEAST COAST MA
CHAPTER MEETING
March 8, 2018
Hearth & Kettle Restaurant, Hyannis, MA

Members Present: Laurie Barr, Dennis Bill Cole, Barnstable
 Lynne Poyant, Barnstable Laura Scroggins, Barnstable
 Jacquelyn Shea, Dennis Tara Way, Barnstable
 Angela Whelan, Barnstable

1. Approve 2/27/18 minutes
Laura called the meeting to order and asked the group to approve the minutes of 2/27/18. Bill made the motion to approve, Angela seconded the motion; the minutes were approved.

2. Treasurer’s Report – *Postponed until next meeting*

3. Mental Health First Aid Training , March 24th update
Registrations are slow; 14 confirmed to date. The invitation has been emailed to SHRM, MMPA, CCYP, several municipalities, individuals who have attended previous trainings, Librarian listserv, CCMHG (Deanna Desroches might become a chapter member) and is on the CCHRA website and our chapter website. It will be mentioned at today’s Cape Manager’s meeting. An event should be created on Facebook; each chapter member should share the event on their individual page. Bill put the event on LinkedIn. The invitation should go out to the MOA list for assistants, school employees (send to Gina Hurley-BPS), members from nearby chapters like Michael Coury and Kathy Cappeta. Mention should be made that a certificate is obtained at the end of the training. Should we send it out to the Main Street BID? Currently we are not losing money; hopefully we can fill it with government type employees. There is a “March for our lives” event being held on the same date on the town green. Lynne will get an estimate and place the food order with The Little Sandwich Shop. Deb will pick up breakfast and water from BJs. Tara has a box of IPMA-HR promotional items she will get to the training.

4. 2019 Eastern Region Training Forum, Plymouth, MA update
The bid was submitted and will be discussed during the next board conference call. The contract has been ironed out; the hotel was receptive to the requested changes. We will receive comped rooms for every 50 room nights we use. The rental fee was changed from \$3,000 to \$500 if we meet our room block (185 room nights within a 9 day window). If 60 people stay for 3 nights we’re covered. Food and beverage - \$18,000 this includes everything. Next steps – region board approves the bid. The hotel needs a \$1,500 deposit that hopefully will come from seed money given by the region. We need to brainstorm and focus on the presentation and goodie bags for Baltimore in June. Someone with charisma and enthusiasm should do the presentation – Laurie. Plymouth Chamber of Commerce may have promotional items we can use for the bags. Raffle prizes are needed for the reception – maybe Deb’s daughter can help secure a free stay at the hotel. A raffle item to contribute to the conference is needed as well. Jaquelyn is going to Truro Vineyards this weekend and

offered to pick up wine as a raffle prize. Bill and Laura will both be driving to Baltimore so can transport the wine. The hotel is holding until the first week of April.

5. 2018 Eastern Region Training Forum, Baltimore, MD – find accommodations and transportation information on the website, www.ipma.er.org. Registration and conference details??

Information regarding transportation and accommodations are on the website but there isn't programming information yet. You can't register for the conference at this time; you can only book a room.

6. Social Media update

Like, tweet, share, post! If you are a member of any HR groups share our group information with them. Laurie has a credit with the CCPE for the Social Media class that was cancelled. She's going to see if the credit can be transferred to a class on LinkedIn. Laurie will bring her camera to the next training to take photos.

7. Website update

Tara was hoping that Laurie might have interest in working on the website. Login information will be sent to Laurie so she can take a look. Most chapters are using Wild Apricot out of the San Francisco Bay area. We might want to consider a change from Bearstar as we move into our new chapter year.

8. Membership – let's replace our losses with some gains.

Currently we're at 22 members; can we focus on adding 8 new members to the Chapter. Who can we reach out to? Can the past president send out an introductory email to new employees (Town of Yarmouth). Laura will take this on, send her contact information. IPMA-HR sends lists of new members and those who've been certified. MASSPA is another resource, we tend to not reach out to school employees. Because of changes in membership everyone in Barnstable is now a national member; Debbie and Erin could be added to the chapter for additional members.

9. 2018/2019 program planning

We've had a social event, ADA training, upcoming Mental Health training and two webinars. We could have another social event for a membership drive. We need to get our events out to others in the geographic area. The Plymouth area might be interested after our conference.

Financial wellness – This is one of life's biggest stressors. We could use this topic for a program - maybe Deanna can help, BCRA, Smart Plan, Social Security would be great but could get confusing.

10. Chapter leadership change/election. April?

Leadership changes need to be decided upon 30 days before the term expires. Nominations made in April and vote in May.

Should we create a new Assistant Treasurer position? This change would have to be written into the bylaws. An Assistant Treasurer would allow for a succession plan for the position of Treasurer. The Treasurer holds many financial responsibilities, Anne may be ready to step down and the Treasurer elect will want time to train with her. This will be a great year to get our practices in writing to pass along to the next group.

Can the chapter's year begin in July going forward? The group agreed this would be a beneficial change. Leadership training is held in August. Meeting at the Hearth & Kettle might be a challenge over the summer months. We can book a conference room in someone's building and bring coffee and muffins.

Bylaws need to be revisited; Laura and Jacquelyn will look at them and tweak for the next meeting. Currently the bylaws state we need 10 to hold a meeting, can that be modified?

11. Other business

Philanthropy should be on next month's agenda so we can get some movement and put a plan in place for next year. This may help with increasing membership.

Laura made a motion to adjourn, Bill seconded the motion, meeting adjourned.

Next meeting April 12, 2018 at Hearth & Kettle, Hyannis 8:00 am