

SPS SHRM BOARD MEETING AGENDA

June 12, 2025
4:00 p.m. – 5:30 p.m.
ZOOM



SPS SHRM Mission Statement

We develop and connect South Sound Human Resource professionals by providing strategic and practical tools and resources. We actively engage our members to ensure our services are timely, innovative, and relevant.

ATTENDEES

X = Present A = Absent

X	Elisa Braley, President	X	Amye Reynolds, Hospitality
X	Amber Sferrazzo, President-Elect/SHRM Foundation		
X	Alex Ekstrom, Treasurer	X	Breanne Johnson, College Relations
A	Sarah Butler, Membership	X	Terryl Ross, Diversity, Equity, & Inclusion (DEI)
X	Denise Altheimer, Secretary	X	Margaret Henning, Legislative
X	Michael Holloway, Programs	A	Ana Armas-Rullan, Workforce Readiness
X	Amy MacDonald, Certification	X	Holly Eckert, Board Member-at-Large
			Open Position, Technology Director

Call the meeting to order. Meeting called to order by President at 4:02 p.m.

Icebreaker – Choose an emoji and share why.

[President's Report \(Elisa\)](#)

Main Focus: Lead chapter in proactive and progressive direction, help set chapter goals and manage accountability.

Celebrations:

- We won the Gold excel award!
- Great turnout for the Springing Forward Event...Thank you for all Michael's hard work to make this happen over 40+ hours of work your put into this! Ana thank you for moderating you did great! Thank you everyone else that helped make this event happen.

Updates

- **President -Elect position** – One internal and external candidate were interviewed. Amber Sferrazzo was selected and will assume responsibilities immediately.
- **Survey** – Preliminary results were discussed. Please complete the 2025 board feedback survey, if you haven't already done so.
- **New Member Social** - Monday June 16th from 2 – 4 p.m. @ One Digital - Who is coming??? Please come out and support Sarah and the chapter.
- **Discuss Strategy for 2026 and planning session to come** -

- Community activity, Employer activities, what do you want to do? How do we get more employers involved, particularly those without a professional HR person, or HR professionals who don't currently have a voice at the table? How do we promote the HR profession in the community? Suggestion to explore relationships with the Chamber, Rotary Club, Urban Leagues, etc. Market to non-HR professionals who may benefit from some of the information from our meetings. Build connections/relationships.
- SHRM Bylaws Review recommend annual review will be looking at our current vs. suggested SHRM National Template – Elisa will review existing bylaws and review with board members to determine if any modifications are necessary.
- **Logo Co-branding** - credibility, visibility, and influence access to increased recognition that enhances member engagement. Chapters and State Councils that have co-branded with SHRM are seeing real results- better alignment with our global brand, increased brand recognition. Recent vote from the board was to pass on this idea. Elisa will revisit with the current board at a later date.
- **Community Volunteer Opportunity?** Give back to the community events as a team-building and relationship building opportunity within the community. Will begin to build a strategy to move this idea forward.
- **Director of Technology position** – Elisa to meet with one applicant who has expressed interest in the position.
- **VLBM in Cancun** this year open registration in early June.
- **Washington Legislative Update by WA SHRM** - Elisa, Amy, and Amber attended. Elisa will forward the slide deck to board members.
- **Attending WA State Board Meeting in Spokane on July 31st and August 1st**. Elisa attending and will endeavor to meet each board members counterpart and make connections for the board members.

Treasurer's Report (Alex)

Main Focus: Manage and update chapter finances.

- **Sponsorships** include
 - Platinum: WA529 (\$3,060) Deposited in January (on-time)
 - One Digital (\$0) - sent with option to pay online 6.9.25.
 - Gold: Archbright (\$2,000) Deposited 6.9.25.
- **Treasurer Reports** '25 will be reviewed with Elisa (President) and the upcoming President Elect.
 - QuickBooks: Upgrade subscription from \$35/mo+tax to \$65/mo+tax to allow for up to 3 users so the President, President Elect, and Treasurer may review bank transactions and reports. I propose to increase our Administrative expense under Office Supplies & Software by \$360/yr+tax.

MOTION: Alex motioned that we increase the budget to upgrade our QuickBooks subscription. Elisa seconded. All in favor.

- Note: **\$20,000** moved from Business Checking to High Yield Money Market.
- **Student Scholarships** checks mailed out to Rubal Viridi and Kate Ginn beginning of June, 2025.
- **Sound Credit Union - Authorized Signer Update**
 - Authorized Signer #1: Alex Ekstrom, Treasurer
 - Authorized Signer #2: Elisa Braley, President
 - Authorized Signer #3 – Amber Sferrazzo, President Elect will be added immediately.
 - No longer an authorized Signer as of 05.08.2025: Holly Eckert, Past President.
- Discussed chapter meeting meal costs and ideas to reduce expense. Explore profitability of events as a future strategy.

Secretary (Denise)

- **Impact Award Application** window is open - June 1 - September 1. Do we want to apply? The Impact Award honors initiatives that:
 - Support the Mission, Vision and Purpose of SHRM
 - Advance or align with SHRM or SHRM Foundation programs and strategic initiatives
 - Respond to real-world needs, including crises and natural disasters that impact the world of work
 - Reflect collaboration, creativity, and measurable impact

Board members agreed to pass on applying this year and explore strategies for the future.

Workgroups (All)

- N/A

Other (All)

- Michael reported that they have secured a speaker for the August meeting, just need to confirm with Accessibility Committee. Seeking a speaker on DEI for November. He will connect with Terryl.

ACTION ITEMS
PREVIOUS MEETINGS ITEMS
• Amy Mac - Ice Breaker next meeting • Amy Mac - Reaching out to Scholarship Winners • Elisa - Survey members about Member Appreciation ideas
CURRENT MEETING ITEMS
• Explore strategy for profitability of chapter events and increasing sponsorships.
CLOSING ITEMS
TIME ADJOURNED
• Meeting adjourned at 4:57 p.m.
NEXT MEETING
Thursday, July 10 th @ One Digital - 4041 Ruston Way, Suite 101, Tacoma, WA



President, Elisa Braley



Secretary, Denise Altheimer