

CSHRM BOARD OF DIRECTORS MONTHLY MEETING MINUTES



Location: Zoom
Date: May 14, 2025
Time: 1:00 p.m.

In attendance:

Barbara Caulfield, Cassandra Hall-Valdivia, Emily Albanese, Esq., Erin Weeden, Jonathan Corr, Esq., Julie Song, Karen Frisella, Kathleen Lozano, Kevin Ruiz, Mark Field, Pamela Brotherton-Sedano, Rebecca Lowell, Esq., Sonia Atilano, Thomas Viall

Absent:

Chandra Bealey, Daniel Wainwright, Esq., Duyen Tran, Kirsten Padgett, Sheetal Shah, Tascha Haut, Esq.,

1. Call to order

Jon called the meeting to order at 1:02 p.m. on May 14, 2025.

2. Approval of minutes from last meeting

No quorum; will approve April's meeting minutes at the retreat.

3. Board of Directors Election Results

- New president elect is Rebecca Lowell, Esq.
- All current members who ran for election were elected.
- New members include Duyen Tran, Julie Song, Emily Albanese, and Thomas Viall.
- New members encouraged to join committees especially Communication, Membership, and Sponsorship.
- Current members introduced themselves.

4. Committee Reports

- Education
 - 1/24 event in SLO, 11/24 event in SLO, 10/24 ASHRM welcome event expenses are being concluded.
 - 11/25 SLO event planning with subcommittee. Board members are not covered for conference fees, room, or board.
 - Possible topic is "risk mitigation for staying out of the news."
 - Webinars: Diagnostic Errors is a possible topic for 7/2025.
 - Need to set up CEUs for webinars.
 - Need a theme for the 2026 conference.

- Sponsorship
 - \$55k raised with goal of \$60k.
 - Need another board member to join the committee.
- Treasurer
 - 5/1 – 4/30 tax year. Volunteer board with 2-year term. See attached report. Can post 'short form' from accountant on website.
- Communications
 - Upgraded StarChapter platform.
- Membership
 - Membership is steady. Typically see renewals when conference registration completed.
 - Membership numbers appear down because those who haven't paid dues in past 18 months were automatically moved to 'non-member' status.

5. Miscellaneous

- Paid position for admin help to be discussed at the retreat next month.

6. Next Meeting

The retreat will take place at Porter Scott in Sacramento, CA on June 11, 2025 at 10 a.m.

7. Adjournment

Jon adjourned the meeting.

Minutes submitted by: Erin Weeden