



## Meeting Minutes Date: October 26, 2011

**Attendees:** Lance Bolson, Lori Fuchs, Linda Halone, Renee Moelders, Katie Monger, Patti Newby, Anita Peck, Lynn Robinson, Jan Rogers, Chris Schroers, Laurie Simonson  
**Visitor** Jenny Chose, Smith Schafer & Associates

**President Report:** - Patti Newby

- Patti is looking for someone to chair the Membership effort. This involves maintaining the New Member packets, sending out mass mailings, coordinating with National, etc. Please contact Patti if you have an interest.

**Vice President Report:** - Chris Schroers

- Chris is working on the January seminar. Lori Fuchs will be sending out a survey soon to gather consensus for the January program.

Upcoming meetings:

November (third Wednesday due to Thanksgiving holiday) – Disaster Recovery

December – Annual Holiday Social Breakfast (third Wednesday due to Christmas holiday)

**Secretary Report** – Renee Moelders - Nothing to Report

**Treasurer Report** – Jan Rogers - Balance: \$3,782

**National** – Laurie Simonson - Nothing to report

**Membership** – Nothing to report

**Program** – Top Ten Ways to Get Sued by Your Employee...and How to Avoid Them – by Andy Tannick of Ford & Harrison, LLP

Highlights: Why should I care? – it's expensive and increasingly likely

The countdown:

- 10: Failure to train management properly
- 9: Failure to understand wage / hour issues
- 8: Failure to document
- 7: Mishandling disability / accommodation issues
- 6: Failure to properly respond to harassment complaints
- 5: Failure to have and uniformly apply policies and procedures
- 4: Failure to properly manage employees
- 3: Failure to treat employees the way you want to be treated
- 2: Not keeping on top of the law
- 1: Not getting help