

# Human Resources and Administration Report

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Erin Alligood  
Chief Human Resources Officer





**Erin Alligood (and Cosmo)**



**Lori Gheitanchi  
(Our Chef and Baker)**



**Mindy Engstrom (and Penny)**



**Natalie Harold (Our Foodie)**



**Melissa Montgomery (Our World Traveler)**

**Meet the Team (and a few of our favorite things!)**



# How We Support ARIN

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Talent acquisition  
and retention

Compensation  
management

Performance  
management

Legal  
compliance

Employee relations  
and engagement

Benefits, payroll, and  
contract administration

Professional learning  
and development

Travel  
administration

Office and facilities  
management

# 2024-2025 Highlights

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## 401(k) Related items

- Completed favorable audit for plan year 2023
- Transitioned to new recordkeeper and administrator – T. Rowe Price

## Completed Training

- Harassment prevention training for employees and volunteers
- Management and inclusion training series for people managers
- Inclusion training for employees – Read our "Inclusivity at ARIN: Building a Supportive Organization and Community" post on the ARIN Blog at [arin.net/blog](https://arin.net/blog)

## Other Projects

- Conducted biannual salary survey
- Implemented volunteer-wide Code of Conduct
- Sponsored local toy drive for the 2024 holidays – Read our "ARIN Organizes Holiday Toy Drive for Local Families" post on the ARIN Blog at [arin.net/blog](https://arin.net/blog)
- Value Statement employee workshop



# ARIN Value Statements

- We are Passionate about our Mission
- Service to our Members, Customers, and the Global Community
- Our People Matter
- We are Accountable

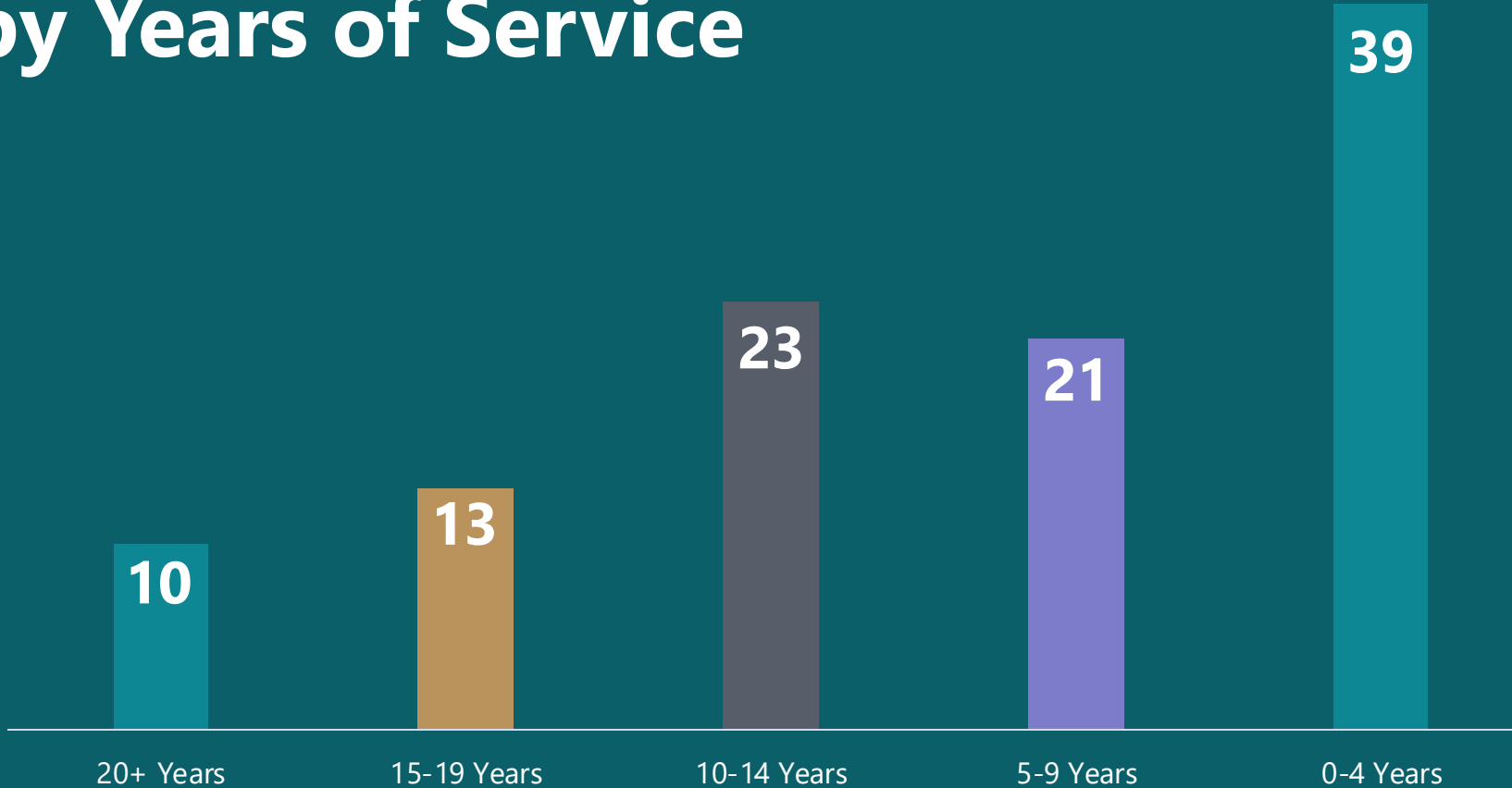
Read the full Value Statements on our website:

<https://www.arin.net/about/welcome/careers/#arin-value-statements>





## ARIN Employees by Years of Service



Average Employee Tenure = 9 Years  
106 Total Employees



# 2025-2026 Projects

- Inclusion and diversity initiatives continue
  - EEO-1 preparation
  - Continue to provide ombuds service at ARIN Meetings
  - Look for additional blogs from John Curran at [arin.net/blog](https://arin.net/blog)
- 401(k) Audit for 2024 Plan Year
- Future Workforce Planning





Questions and Comments?  
Thank you