Human Resource Professionals of Central PA

PO Box 285, Lemoyne, PA 17043 info@hrpcpa.org

Human Resource Professionals of Central PA – Chapter #0644
Board of Directors' Meeting Minutes
March 12, 2024

Participants:

[Participants via Zoom:] Christine Schaeffer, Emily Clemmer, Andrea Wandling, Katherine English, Jackie Williams, Darice Mayhew, Shannon McCurdy, Addeline Edwards, Elyse Perry, Dale Redmond, Christine Keyser, Amanda Price, Danielle Schreader, Emily Thoman

[**Not in attendance**:] Mark Clark

Call to Order: The meeting was called to order at 8:03 a.m.

A motion to approve the February 2024 Board meeting minutes was made by Shannon McCurdy and seconded by Elyse Perry with all in favor.

Treasurer's Report – Danielle Schreader

- We are only 2 months into the year and we are at 38% of our total revenue goal. The 2024 goal is $68,750 and we have $21, 425 in revenue.
- Our membership revenue goal is $28,000 and currently we are at $17, 8740 which is 68% of the goal. This time last year we were at 56%. Good work!
- Regarding expenses, we are currently at 11.27% of the budget. I wanted to point out that we budgeted $175 for postage and currently we are at $120 in postage expenses. Just a note that we might want to increase that for next year.

Old Business – Jackie Williams

- None.

New Business – Jackie Williams

- On February 19, 2024, Jackie Williams, President of HRP of CPA, e-mailed to all members of the Board of Directors as follows:
    - Motion: Electronically vote (e-vote) via email the nomination of the Membership Director for a two-year term. An e-vote was held for the following nomination:
        - Membership Director- Addeline Alaniz Edwards
- A motion to approve the nominations was made by Emily Clemmer and seconded by Darice Mayhew. The vote closed on 2/28/2024 with all in favor of a two-year term.

- The Board welcomed new board member, Addeline Alaniz Edwards as Membership Director.

Core Leadership Area (CLA) Reports

- **Membership – Addeline Alaniz Edwards**
  - Addeline Alaniz Edwards completed an introduction for her first board meeting.
  - Reported one new member.
  - Currently HRP membership is at 288 with about 100 expired memberships still outstanding.
  - A request was placed to extend 2024 membership renewal to April 31st; this allows the board to reach out to expired members.
  - One focus of membership committee for 2024 will be growth and outreach.

- **Membership Engagement – Mark Clarke**
  - April membership engagement event is posted. The event includes volunteering at Midwest FoodBank and networking at Gilligans
  - This event is limited to 35 people

Action Item: Need the direct link for the Midwest FoodBank waiver which was included in last years post.

- **Programs – Andrea Wandling**
  - Upcoming 2024 Chapter Meetings:
    - March 26th – Virtual: Una Martone & Joe Robinson: Diversity, Equity, Inclusion & Racial Justice
    - Sponsor: Tailwind Bank – Mark Clarke
    - April 23rd - Virtual: Heather Roth – PA Human Relations Commission (EEO complaints, changes to PHRA and what employees can do to stay in compliance)
    - No Sponsor
    - May 28th – In-Person: Jason Jones with WD Pathways –"Supporting Change in Organizations"
    - Sponsor: Abel Personnel
  - February's chapter meeting had 106 attendees.
  - QR code has proven to be successful for survey feedback.
  - Hot breakfast was successful, especially the yogurt/oatmeal bar

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  - We will incorporate an announcement that specifies completing the survey using the QR code at the end of the meeting and allotting 3 minutes for attendees to do so.
  - We will continue to send out the survey the day after the meeting.

- **Communications – Darice Mayhew**
  - Members interested in joining communications which has been a one person show for a while.
  - Newsletter is coming soon.
  - Currently working on content creation.

- **Conference – Emily Clemmer**
  - Conference committee meeting was held 2/20.
  - Conference save the date has been announced and it is posted on the website.

- **Diversity – Amanda Price**
  - Mauricio, speaker for September, gave the board a list of 10 topics that he can present on.
  - He is speaking for free but requesting mileage reimbursement.

Action Item: Amanda will meet with Mark for an engagement event combining Diversity and Volunteerism.

- **Foundation – Christine Keyser**
  - HRP's donation of a gift basket for the PA SHRM conference.
  - We will donate 2 baskets this year: one for each conference.

Action Item: Purchase pre-wrapped gift baskets.

- **Legal/Legislative – Katherine English**
  - Committee is due to meet on 3/14; will take back the information provided by Jackie and Shannon
  - Confirmed legal and legislative chamber breakfast was removed from the budget.

- **Professional Development – Shannon McCurdy**
  - Lunch and Learns- Timing
  - No longer have a speaker for the 4/17 lunch and learn.
  - Robert Dryer, managing multigenerational workforce, to speak 5/15.
  - Future dates for June and July.

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- **Workforce Readiness/College Relations – Elyse Perry**
  - The current focus is on schools that have HR programs.
  - Currently this is a one-person committee.
  - Clarify the strategy and mission of this committee.

- **President and Officers Report – Jackie Williams**
  - EXCEL report is due by 3/15 for platinum status.
  - We will report the following initiatives: SHRM-CP and SCP Study Group, SHRM Foundation, Combining Volunteerism with Membership Engagement

- **Round Table Discussion**
  - None.

Adjournment

A motion to adjourn was made by Christine Keyser and seconded by Danielle Schreader with all in favor. The meeting was adjourned at 9:13 a.m.