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 Agenda
4/9/2025

Participants: Hattie McCarter, Christine Keyser, Emily Clemmer, Andrea Wandling, Elyse Perry, Daria Warner, Dale Redmond, Tyler Quinn, Mark Clarke, Jackie Williams, Shannon McCurdy, Darice Mayhew, Katherine English

[Participants via Zoom:]

[**Not in attendance**:]

Call to Order: The meeting was called to order at 8:02 a.m.

A motion to approve the March 2025 Board meeting minutes was made by Andrea Wandling and seconded by Elyse Perry with all in favor.

Treasurer's Report – Tyler Quinn

- **March 2025 Financial Summary**
  - **Accounts**
    - Fulton Checking: $96,100.71
    - Investment-SEI: $101,714.42
    - Credit Card Liabilities: $378.90
- **Operating Revenue**
    - Revenue: $1,685.00
    - Expense: $3,002.10
    - Net Operating Revenue: ($1,317.10)
    - **YTD Summary (Jan-Mar 2025)**
    - Total Revenue: $38,440.00
    - Total Expenditures: $12,315.86
    - Net Revenue: $28,098.51
- **Budget vs. Actual Variance (YTD)**
  - Significant Revenue Overage: Actual $38,440.00 vs Budget $17,897.49
  - Expenditure Underspending: Actual $12,315.86 vs Budget $17,645.58
- **Discussion Items**

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- Budgeting/Tracking/Controls
- Credit Card/Bank Update
- Investment Account Update
- Holding too much cash, we are being conservative with the portfolio and wasn't structured efficiently with us being a non-profit, had an adjusted portfolio, made a connection with Link bank which will provide an opportunity for additional financial services navigating the credit we have, created a miscellaneous budget and expense line item for the $500 award and $500 for honorium.

Action Item: get the cc out of Danny name so review Link and Member 1st

Old Business – Darice Mayhew

- Honorium criteria form still pending.

New Business – Darice Mayhew

- OneHR Conference working with David Zetter for the certification credits.
- 4 spots for volunteering filled Hattie, Andrea, Emily and Elyse.
- Ideas to receive better participation from QR codes, sign up sheets because people don't carry business cards.

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - **312 members**
- **Membership Engagement – Daria Warner**
  - Spring Networking event, volunteer Hannah's Pantry, mostly outside gardening, bring gloves and will be planting items they use, capping the event at 30 due to the space, after activity going to Plaza Azteca 5/15, 4-6pm.

- **Programs – Andrea Wandling**
  - March Meeting: 121 Registers with 93 in attendance.
  - QR Code Results for March: 16 responses;
    - "Super satisfied with the current chapter meetings. Thank you!"
      "More about civility"
      "I would love an in-person session to better discuss this topic."
  - Upcoming 2025 Chapter Meetings:
    - April 22nd – Virtual: Angie Dickison & Tom Kaden – "Someone to Tell It To - STTIT"
      - Sponsor: Langan Financial (Silver Sponsor)
    - May 20th - In-Person: Alex Langan– "Navigating Group Retirement Law Updates"

        - Sponsor: CommuniKate Solutions
    - June 24th -In-Person: Sara Kennedy & Sara Woodbury – "Will you be my Mentor? Leveraging Lean Six Sigma tools to Develop Mentoring Programs"
        - Sponsor: Members 1st.
  - Next Committee Meeting – April 17th at 2:00
  - Moved gifts to Reward Builder that allows gift cards to be delivered electronically.
  - Should we gift all speakers for consistency such as lunch & learns and legal & legislative?
- **Professional Development – Shannon McCurdy**
  - Lunch & Learns running well.
  - Starting to prepare for the study group.
  - Switching with communications so that PD will highlight in Newsletter in May for a more effective and timely communication on study group, we may go to 20 virtual members in total.
- **Legal/Legislative – Katherine English**
  - Upcoming:
  - **3/20: Trauma Informed Leadership Primer**
  - -Presented by Keith Welsh, LCSW
  - Any balance that remains at the end of series will be paid in full by me. This was officially declined and no personal funds will be used for HRPCPA honorium.
  - Feedback on session:
  - *This was, hands down, the best HRP presentation I have attended. Very real, very useful.*
  - *Appreciated Keith's delivery: I can't believe the program went as fast as it did. Appreciated this content and presenter so much - thank you for making this an available option!*
  - *FANTASTIC! Please bring Keith back again.*
  - *"One of the best webinars I have participated in years...."*
  - More to come:
  - **4/17: First 100 Days of the Trump Presidency**
  - -Presented by Catherine E. Walters, Esq.
  - **5/17: Mitigate Risk – Tackle Workplace Toxicity**
  - -Presented by Mauricio Velásquez, MBA, and author of *Tackling Toxicity*
  -
- **Diversity – Hattie McCarter**
  - Feedback from March Presentation.

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  - Perry requested the feedback from the presentation.
  - Currently working on September which is in-person and may be looking to have Perry back for a second installment.
  - Partner with communications would like to put content in every newsletter.
  - Possibility to have Perry's next presentation to meet the Ethics credit for HRCI.
- **Workforce Readiness/College Relations – Elyse Perry**
  - PA SHRM Young/Emerging Professionals Discussion w. Local Chapters
    - Speed networking event offered
    - Buddy program offered
    - Career readiness series offered
  - Our committee would like to survey student HRP members (do we have a survey tool we use within HRP?)
  - Outreach to local universities for potential partnerships; host for specific students/emerging professionals.
    - Interview
    - Elevator speech ready
  - Potential meeting topic for July Meeting: Career Readiness - Impactful Internships.
  - Would like to partner with Shannon: Could there be potential for a lunch and learn for students or emerging leaders?
- **Conference – Emily Clemmer**
  - 8 of 16 sponsorships.
  - Call for presenters went out and received 3 so far.
  - Focusing on the most recommended topics
    - Change management
    - AI
  - Meeting with Emily Hennessey for succession planning.
- **Foundation – Christine Keyser**
  - Submitted information for grants opening in April.
  - Should there be a request form for newsletter or social media request.
  - Potentially planning a drive for foundation.

- **Communications – Dale Redmond**
  - HooteSuite
- **President and Officers Report – Darice Mayhew**
  - N/A

- **Round Table Discussion**
  - Resend board meeting invite.

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- Sharedrive link, if you cannot access.

Adjournment
A motion to adjourn was made by Christine Keyser and seconded by Shannon McCurdy with all in favor. The meeting was adjourned at 8:58 a.m.