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

Human Resource Professionals of Central PA – Chapter #0644
Board of Directors' Meeting Minutes
1/14/2025

Participants: Darice Mayhew, Emily Clemmer, Jackie Williams, Dale Redmond, Elyse Perry, Tyler Quinn, Daria Warner, Shannon McCurdy, Andrea Wandling, Hattie McCarter, Katherine English, Christine Keyser
[Participants via Zoom:] N/A
[**Not in attendance**:] Mark Clarke

Call to Order: The meeting was called to order at 5:12 p.m.

A motion to approve the November and January board meeting minutes will be deferred to the February 2025 board meeting to allow proper time to review.

Treasurer's Report – Darice Mayhew/Jackie Williams

- December 2024 Report & End of Year Financials will be shared once they are finalized. We are really close to the final documents. Overall, we are financially strong
- December investment account balance: **$94,279.81**
- 2025 Budget Proposal Review
    - Question re: how the 25th Anniversary recognition will be funded since it's not listed in the budget. Tabled for future board meeting.
    - Question re: speaker honorariums. Tabled for a future special meeting.
- A motion to approve the 2025 budget was made by Elyse Perry and seconded by Emily Clemmer with all in favor.

Action Item: Andrea Wandling will send the speaker's proposal form to board directors to share with contacts when speakers reach out.

Old Business - Jackie Williams

- Member Audit Update - SHRM Moving slow, we are waiting to hear back on the audit - going through some challenges with vacancies at the National level
- Certification role/responsibilities are under review with the current representative. In the meantime, continue to send certification request to the immediate past president with a cc: to the president with as much advance notice as possible.

New Business – Darice Mayhew

- SHRM Shape Report - Due 1/31/25
- A motion to approve the following changes to the financial accounts was made by Christine Keyser and seconded by Dale Redmond with all in favor.
    - Fulton Bank: Remove Jackie Williams and Danielle Schraeder; add Tyler Quinn.
    - Conte Wealth: Remove Jackie Williams and Daneille Schraeder; add Tyler Quinn and Emily Clemmer.
- 2025 Annual Sponsor update
    - Platinum Sponsor - JFC Global (January (in-person) & March (virtual) meeting)
    - Gold Sponsor - The Carlisle Group (February (in-person))
    - Silver Sponsor - Langan Financial (April (Virtual))

  - Exclusive Conference Happy Hour Sponsor - Gallagher Benefit Services, Inc. (Payment Pending)
- A discussion around advertising/confirming our sponsors earlier. Recommendation made to begin immediately following the October Annual conference. General consensus provided around an earlier advertising start time.

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - There are currently 395 members on our roster. This includes 4 NEW members from January 1 & approximately another 36 NEW members from the Fall conference.
  - 171 of those 395 have not yet been renewed. Reach out to those 171 will be done during the next 10 days.
  - As a new member expresses interest in one specific committee, Membership will forward that to the relevant board member to welcome that individual and discuss whether joining your committee makes sense. Otherwise, Daria is reaching out to new members.
  - Inquiry into changing membership renewals terms to include an option for auto-renewal or offer additional plan year options such as 2 year, 3 year etc. StarChapter presents challenges with these suggestions.

- **Programs – Andrea Wandling**
  - January 28th meeting update | Sponsor: JFC Global (Platinum Sponsor)
  - February 25th chapter meeting update
    - ADA & FMLA - Heather Roth -
  - Working diligently to firm up other months: Possible options - May - Retirement best practices/approached Sara Kennedy about doing something/AI Presentation - reaching out to a presenter from the SHRM State College conference

- **Legal/Legislative – Kathryn English**
  - Resource survey & raffle update
    - Approximately 22 responses - January 21st deadline
    - No outstanding needs for the 1/28 meeting
  - Presented the Legal & Legislative "HR101" sessions; first three session topics and dates planned. One topic presenter is requesting $500.

- **Round Table Discussion**
  - No additional critical topics raised by other core leadership areas.

Adjournment

A motion to adjourn was made by Shannon McCurdy and seconded by Elyse Perry with all in favor. The meeting was adjourned at 5:50 PM.