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
6/10/2025

Participants: Darice Mayhew, Tyler Quinn, Jackie Williams, Shannon McCurdy, Katherine English, Dale Redmond, Emily Clemmer, Christine Keyser Mark Clarke Daria Warner

[Participants via Zoom:]

[**Not in attendance**:] Elyse Perry, Hattie McCarter, Andrea Wandling,

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

A motion to approve the June 2025 Board meeting minutes was made by Dale Redmond and seconded by Tyler Quinn with all in favor.

Treasurer's Report – Tyler Quinn

- **May 2025 Financial Summary**
- **Accounts**
  - Fulton Checking: $96,572.18
  - Investment-SEI: $103,837.76
  - Credit Card Liabilities: $1,382.28
- **Operating Revenue**
  - Revenue: $1,760.00
  - Expense: $1,982.78
  - Net Operating Revenue: ($222.78)
- **YTD Summary (Jan-May 2025)**
  - Total Revenue: $42,225.00
  - Total Expenditures: $16,632.77
  - Net Revenue: $29,689.94
- **Budget vs. Actual Variance (YTD)**
  - Tracking Revenue Budget Well: Actual $42,225.00 vs. Budget $71,590 (59% to target).
  - Expenditure Over Budget: Actual $16,632.77 vs. Budget $70,582.50 (17% to target).

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- **Keep an eye on budget items for those that have a heavier of spending; just a friendly reminder;**

Old Business – Darice Mayhew

- Reminder - Professional Development Committee is the June chapter meeting highlight- Shannon will make sure someone is there.
- Reminder - Communications is the June newsletter highlight.
- Registration Open: PA SHRM Leadership Conference, 7/25, Gettysburg PA & State College- there is also a call for volunteers.
- 25 Year Celebration
  - Date confirmed for Wednesday, September 17th; evening at Greystone
  - Board vote on proposed $7,500 unbudgeted expense & Greystone Event Proposal (attached)
  - Donations vs. Sponsorship discussed
  - Vote- Dale 1st and Kat 2nd
- Programs Director volunteer interest update- no interest so far; call to action.
- PA certification requirement status- we have until the end of year to register with Department of State.

New Business – Darice Mayhew

- Board/Membership Committee member reach out to legacy members- no responses yet.
  - Tag Membership/Membership Engagement to target members for 20+ years to see if we get responses.
- Mid-year in-person planning session discussion
  - Pre-strategy/Mid year planning for our August board meeting to be in-person; keep in mind of Study Group- Action item confirm August 5th or August 13th.
- Communications & meeting cadence.

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - 328 Active members.
  - End of this week and beginning of next week calling for Ambassadors.
- **Membership Engagement – Daria Warner**
  - Summer network 6/26.
    - Bingo, regular bingo and then an HR focused bingo to get to know/networking.

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- Give aways include $25 gift card and $25 off of membership.
- 27 registered
- JFC sponsoring

- **Programs – Andrea Wandling**
  - May meeting recap: 62 member & 5 guest registrants
    - 43 in attendance with 24 no shows
  - Feedback: 24 responses to the QR code:
    - 98% very positive results rating the presentation "highly effective"
    - Comments:
      - "Made what I perceived as a boring/irrelevant topic to my work very relatable and enjoyable to learn more about"
      - " I really enjoyed the meeting and I like how the President reminded us about the networking events and I think I will attend some."
      - "This was surprisingly informational, engaging and relevant for me"
      - "Great Meeting!"
  - Upcoming Chapter Meetings:
    - June 24th: In person – Sara Kennedy: "Leveraging Lean Six Sigma tools to Develop Mentoring Programs"
      - Members 1st - Sponsor
    - July 22nd: Virtual – Workforce Readiness Committee
      - Tailwinds Insurance – Sponsor
    - Aug. 26th: Virtual – Denise Elliott: "PWFA Update"
      - DunnCorp – Sponsor
    - Sept. 23rd: In person – Diversity Committee
      - Able Personnel – Sponsor
  -
- **Professional Development – Shannon McCurdy**
  - Study Group Update- all slots filled in record time.
    - All 12 free spots and 8 additional spots with reduced price for learning system.
    - Requested Legal to review and give perspective from a legal lens for agreement that is sent to those for the other 8 study group- namely to ensure they let us know if they pass or fail exam.
    - Call for instructors went out to previous instructors.
    - Calendar of events to ensure stay on target.

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        - Zoom vs. Teams; does HRPCPA have access to Teams; action item: look into if we have an office 365- send out technical requirements ahead of time.
- **Legal/Legislative – Katherine English**
    - Next two sessions
      HRPCPA Legal & Risk Mitigation Leadership Series:
      June 16 | 12:00–1:00 PM | Virtual
      HR's Guide to AI Risk: Legal Realities & Practical Safeguards
      Coming Next in the Series:
      July 17 – Supreme Court 2024–2025 Review
- **Diversity – Hattie McCarter**
    - Submitted diversity content for social media and newsletter for pride end Juneteenth.
    - Setting up a meeting with potential presenter for September—Dan Foglia
    - Status update for YPOC HARRISBURG Sliver Sponsor
        - Silver Celebration Sponsor: Name in brochures and on FB marketing flier.
        - Company logo printed on the event banner. $500.00.
    - Next meeting: Proposing the following
        - Discussion on the financial vision for the diversity committee and investment in community partnerships that align with our mission and long-term goals.
        - How much money is currently set aside for diversity programs?
    - Feedback on social media content? And what other topics you would like to see.
- **Workforce Readiness/College Relations – Elyse Perry**
    - The July Meeting is confirmed, our presenter will be one of the Workforce Readiness Committee Members, Marie Conley. Meeting Title: More Than Just an Internship: Unearthing Talent, Building Connection, and Preparing Future Leaders
      An HR anthropology approach to developing engaged, career-ready interns.
    - I sent over the paperwork for credits and the website, please let me know if you have feedback or need anything from us.
    - Continuing to iron out the details for partnering with local colleges to increase student membership.
    - We surveyed the HRP student members and got back a minimal response. I also sent the survey to the student SHRM chapter at Penn State Harrisburg – they are out for summer, planning to reengage in the fall.
    - Central Penn College is happy to share information about HRP in their student newsletters, I can collaborate with Dale on materials we already have or I am happy to create something to feature.

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- **Conference – Emily Clemmer**
  - Darice, Emily Hennessey, and Emily Clemmer met with the Best Western to discuss conference logistics on Thursday, June 5.
  - 24 Submitted Call for Presenters forms, deadline closed on Friday, June 6.
    - This is **DOUBLE** 2024 speaker submissions.
  - Conference Committee is meeting to review submissions on Thursday, June 12.
  - Programs and Professional Development Committees - We want to share these speakers with you, particularly those not selected, to consider for use in 2026 programming.
  - Reviewing our registration fees 2024
    - Early Bird Rate Member $90, Non-Member $100
    - Standard Rate Member $100, Non-Member $125
  - Proposed 2025
    - Early Bird Rate Member $100, Non-Member $110
    - Standard Rate Member $110, Non-Member $135
  - Registration slated to open early to mid-July.
  - Goal to share speakers/topics as early as possible to generate interest.
  - Suggested to have a financial tracker- action item: Emily to send to Tyler to give him insight into financials surrounding conference.
- **Foundation – Christine Keyser**
  - Anniversary celebration- donation to foundations.
  - Silent auction for conference.

- **Communications – Dale Redmond**
  - Request for communications using social media and StarChapter email.
    - Dive deeper into the communication form request Christine suggested.
- **President and Officers Report – Darice Mayhew**
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- **Round Table Discussion**
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Adjournment

A motion to adjourn was made by Katherine English and seconded by Emily Clemmer with all in favor. The meeting was adjourned at 9:12 a.m.