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
3/11/2025

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

[Participants via Zoom:]

[**Not in attendance**:] Elyse Perry, Hattie McCarter, Daria Warner

Call to Order: The meeting was called to order at 8:04 a.m.

A motion to approve the February 2025 Board meeting minutes was made by Emily Clemmer and seconded by Katherine English with all in favor.

Treasurer's Report – Tyler Quinn

- Revenue 9650, 995.87 expenses, bill for Central Penn will go out in March.
- Bank balance 97175.86; trying to get a shortened version of what to send out; what topics do we want to see from the report; open to recommendations for what to send about financials.
- April meeting moving forward we should be able to include the financials prior to meetings.
- Working on investment account due to previous reporting only being sent at the beginning of the year and the end of year; identified some opportunities with the investment account; Jackie, Tyler and Darice to complete discussion offline.

Action Item: Add our investment amounts; more visibility to budget and actuals.

Old Business – Darice Mayhew

- Honorarium Form will update after responding to Emily's feedback.

New Business – Darice Mayhew

- Addressed virtual attendance and when to provide meeting credit; agreed a 55-minute requirement; zoom does log the number of minutes a user is on; zoom collects all the data.

- PA Revenue Sharing Award- based off of criteria that is tracked by PA SHRM, and they award the chapter for being engaged; HRPCPA was awarded $500.
- Updated HRPCPA Program Form to seek SHRM and HRCI credits (updated by David Zetter to include the type of program) effective 3/8/2025.
- Additionally, the program should be listed on the HRPCPA website prior to the submission form.

Action Item: Email notification to all members they must attend virtual meetings for 55 minutes to receive attendance credit; also add to calendar announcement and post registration email;

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - 304 Paid members as of last night.
  - Invoice access- Mark doesn't have access to send invoices; previously only treasurer but Tyler does not see any issues.
  - Membership will only take attendance for chapter meetings.
  - Lunch & learns someone else needs to take attendance.

Action Item: Ensure giving Mark access to invoices will not disrupt other features in StarChapter.

- **Membership Engagement – Daria Warner**
  - Survey Results- send to everyone via email

- **Programs – Andrea Wandling**
  - February 91 in attendance and 30 no shows.
  - Survey results StarChapter- very good.
  - No sponsors for May & June (in person).
  - February was the last full breakfast.
  - Central Penn is having some challenges so should we look at other venues or weather this storm?

- **Professional Development – Shannon McCurdy**
  - How to shop for benefits for lunch &
  - How to understand medicare with Gallagher
  - Two speakers for June and July
  - Justin leader for fidiciury

- **Legal/Legislative – Katherine English**
  - First session with Sara Kennedy; 65 of 90; haven't seen Survey Monkey results.

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- May speaker interested in doing something with the Conference.
- February 20, 2025 (12:00–1:00 PM) – Navigating Political Divisiveness: Who Are We Protecting?
- March 20, 2025 (12:00–1:30 PM) – Understanding Trauma: Strategies for Leaders & Organizations
- April 17, 2025 (12:00–1:00 PM) – Catherine: The First 100 Days of Trump
- May 15, 2025 – OPEN-potentially toxicity
- June 19, 2025 (Alternate Date due to Juneteenth) – ADA & Inclusivity (Trevor, Catherine, Mike—others welcome to join!)
- July 17, 2025 – Supreme Court Session Review (L&L)

- **Diversity – Hattie McCarter**
  - N/A

- **Workforce Readiness/College Relations – Elyse Perry**
  - Committee meeting scheduled for March 18th where we plan to start drafting a survey to send to HRP student members to learn more about how we can support them as an organization. I will share the draft with the board as soon as our proposed survey is complete. We are also starting to brainstorm topics and speakers for the July meeting.
  - Requested sponsorship for one of the remaining meetings we have available (May and June), hoping to have confirmation soon

- **Conference – Emily Clemmer**
  - 8 of 16 tables taken for sponsors; at a good spot with 7 months to go.
  - End of day today, call for presenters form; modified form that will be due to committee by 6/6.
  - We do not offer right of first refusal for conference sponsorships; it's first come first serve.

- **Foundation – Christine Keyser**
  - Newsletter- foundation offering mentorships.

- **Communications – Dale Redmond**
  - Email and social media marketing of March events have begun.
  - Newsletter information submitted by 3/10.
  - Advertising of PA SHRM L&L Conference on social media & email to begin.
  - We rceived one 25 year member to interview. Would like at least 2 more for September's Newsletter (our "birth month").

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- Will advertise another upcoming events via social media.
- Market the mentorship items for foundation.

- **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 Christine Keyser and seconded by Katherine English with all in favor. The meeting was adjourned at 8:52 a.m.