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
5/13/2025

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

[Participants via Zoom:]

[**Not in attendance**:] Shannon McCurdy

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

A motion to approve the April Board meeting minutes with an amendment to include the membership CLA update was made by Mark Clarke and seconded by Elyse Perry with all in favor.

Treasurer's Report – Tyler Quinn

- **April 2025 Financial Summary**
  - **Accounts**
    - Fulton Checking: $97,034.51
    - Investment-SEI: $101,542.11
    - Credit Card Liabilities: $1,621.83
  - **Operating Revenue**
    - Revenue: $2,025.00
    - Expense: $2,334.13
    - Net Operating Revenue: ($309.13)
  - **YTD Summary (Jan-Apr 2025)**
    - Total Revenue: $40,465.00
    - Total Expenditures: $14,649.99
    - Net Revenue: $27,789.38
  - **Budget vs. Actual Variance (YTD)**
    - Significant Revenue Overage: Actual $40,460.00 vs Budget $5,965.83
    - Expenditure Underspending: Actual $14,649.99 vs Budget $5,881.86
- **Discussion Items**

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- **Credit Card/Bank Update**
  - Meet with Link and Members 1st and potentially looking at Link Bank; insured reliable been around and CD options look good; getting credit card first-cc also has one time digital access code which is a plus which can limit reimbursing;

Action Item: review bylaws to ensure this is a president decision versus board vote

Old Business – Darice Mayhew

- Reminder - Conference Committee is the May chapter meeting highlight.
- Reminder - Professional Development Committee is the May newsletter highlight.
- OneHR debrief - Thank you, Emily, Andrea, Elyse & Hattie! Notebooks went quickly so maybe more goodies next year, 800 attendees, but a lot of attention but a lot with the Commonwealth so limited ability to sign up, lots of attendees left their names so maybe follow up; historically this is the usual turn out however this helps with our Excel Award and support the college; we did raffle off attendance to one of our events.
- 25 Year Celebration Update – Venue, The Greystone & timing / 20+ year member reach out via email with no responses.
  - Hold/Save the Date- 9/17 and 9/18

New Business – Darice Mayhew

- 2025 Quarter 1 Membership and Certification Reports
  - 260 Dual Members as of March 2025 - 5% growth since December 2024
  - 80% SHRM Affiliation rate (only require 30% to be in good standing so we are well above our goal).
- Save the Date: Leadership Conference, Friday, July 25, 2025, Gettysburg PA.
  - Open to current or prospective volunteer leaders for Programs Chair & Sponsor Chair for 2026.
- FYI Call for Volunteers - Programs Director & Sponsorship Chair for 2026.
- Bank Account Changes.
- Juneteenth Sponsorship Request - Diversity Committee; Sponsorship lowest at $500; also volunteer opportunities.
- 5/20 is SHRM Day - 25% everything!

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**

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  - We currently have 320 Active Members.
  - Our stretch goal is 400.
  - Is there a mid-year discount we can offer over the next month to encourage new members? Usual discount after June but can push to aid with stretch goal.
  - Confirmed approval of Buddy/Ambassador Program.
  - We will be staffed at registration table for our next two in person meetings.
  - Next Tuesday's meeting is very light registration so far (I'm sure this will be addressed during Andrea's portion).
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- **Membership Engagement – Daria Warner**
  - Planning the next networking event still early stages for late June/July.

- **Programs – Andrea Wandling**
  - We had 57 in attendance and 59 no shows for the last chapter meeting.
  - Our schedule is full for the remainder of the year.
  - Committee meeting is Thursday.
- **Professional Development – Shannon McCurdy**
  - Lunch and Learns –
    - 6/11 L&L - I haven't heard back from my committee member (Jessica) regarding the certification we need to get to David: I'm following back up with her again today.
    - Taking July off for L&Ls unless we decide we want to offer something on ICHRA. TBD.
    - 8/6 L&L – Documentation obtained – Sending your way after we get the 6/11 needs straightened out.
  - Study Group –
    - Planning underway.
    - Hosting a more robust instructor orientation this year.
    - Will bring this to the board next meeting: Committee discussion regarding adding that students must indicate their scheduled date for their SHRM exam as a part of the agreement to pay for materials.
    - We haven't had many previous students indicate they passed and this gives me an opportunity to at least know when I can follow up with them on their results!
  - Sending Dale my article on SHRM Learning Certification and our study group option coming up in the Fall.

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  - Will be drafting/sharing the official opening email for study group participation with Dale in the next few weeks for a send date between end of May/beginning of June.

- **Legal/Legislative – Katherine English**
  - Good feedback from Catherine's lunch and learn.
  - Mauricio this month's lunch and learn speaker.
  - Upcoming: **6/16: HR's Guide to AI Risk: Legal Realities & Practical Safeguards**
    Presented by-Mike Crocenzi, Esquire – Partner at Barley Snyder &
    7/17: Supreme Court 2024-2025 Review
    Presented by: Mike Crocenzi, Esquire – Partner at Barley Snyder &
    Catherine Walters, Esquire – Partner at Bybel Rutledge LLP

- **Diversity – Hattie McCarter**
  - Met w/ CEO of Holy HR- Dan, human centered lens with the work we doing; potentially for September or bringing back Dr. Perry.
  - Sending items for newsletter and social media postings.

- **Workforce Readiness/College Relations – Elyse Perry**
  - July Meeting Topic - Career Readiness – Creating Impactful Internships presented by our committee member Marie Conley, she is currently an HR consultant and previously created a 12-week internship program for Hershey Resorts.
  - Created a proposal to potentially launch sessions geared towards students and emerging leaders, hopefully in the fall 2025.
  - Met will a few local schools to see how we can partner to connect with HR students.
  - Penn State Harrisburg – has a student SHRM chapter - only one within all of Penn State Network and Central PA in general.
  - Central Penn College
    - Many of their students are part time or seeking a certificate, is there room for adjustment to what qualifies for a student membership?
    - Has a newsletter they would let us put information in.
    - Would like us to host a session for their students about breaking into the HR profession.
    - Open to us joining an HR course.
  - Harrisburg University
    - They do not have an HR concentration, they have business students but not a huge HR focus.

  - Sent a survey out to student members and waiting on responses to aid with session ideas.
- **Conference – Emily Clemmer**
  - Speaker proposals and received 8 and the deadline is in June; only gap is in Keynote speakers.
  - Sponsorships still trickling in with only 6 spots left.
  - List of speakers and will send out.
  - Suggestion Dr. Amber Sessoms for Keynote.
- **Foundation – Christine Keyser**
  - Sent additional information for newsletter

- **Communications – Dale Redmond**
  - Nothing to report.
- **President and Officers Report – Darice Mayhew**
  - We officially received the Excel Award for 2024.
  - New requirement for us to be registered through the Department of State and it will be an annual requirement moving forward.

- **Round Table Discussion**
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Adjournment
A motion to adjourn was made by Mark Clarke and seconded by Tyler Quinn with all in favor. The meeting was adjourned at 9:10 a.m.