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
9/9/2025

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

[Participants via Zoom:]

[**Not in attendance**:] Daria Warner, Mark Clarke

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

A motion to approve the August 2025 Board meeting minutes was made by Dale Redmond and seconded by Emily Clemmer with all in favor.

Treasurer's Report – Tyler Quinn

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Old Business – Darice Mayhew

- Reminder - Programs Committee is the September chapter meeting highlight AND newsletter highlight
- PA SHRM Annual Conference, 9/11-12 – confirmed Jackie, Elyse and Dale will also be attending and raffle item, Picnic Bookbag, secured
- 25 Year Celebration Update (9/17)
- CAPHRA & Scholarship Program Update- two resolutions confirmed and will update once in writing, this included updating the grant to be eligible for all HRPCPA members with prioritization of state government employees.
    - Currently $30k eligible to award already.
    - Automatically funded by investments assigned already to the program.
- State Filing - We are officially filed w/ paperwork in hand!
    - Annual updates required.
    - Now we can move forward with plans to update banking partners.

New Business – Darice Mayhew

- 2026 programming brainstorm- we have left over sessions from conference that may be the starting point for our 2026 programming.
- Records Retention & pending shred of old files- motion approved to shred files passed from President to President that have been identified as irrelevant or outdated, moving forward with electronic file retention using StarChapter and Google Drive.
- Local Chamber of Commerce meetings- reintroducing ourselves and rebuild partnerships with West Shore, Lebanon and Harrisburg.

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - We have 353 members.
  - Meeting to complete audit which has a deadline of 9/30/25.
- **Membership Engagement – Daria Warner**
  - Fall Networking event in November with Midwest Food Bank.

- **Programs – Andrea Wandling**
  - August meeting with 126 registrants but only 85 attendees.
  - Survey feedback for future meetings includes AI in HR.
  - September 26 has a toned-down menu.
  - December annual breakfast is set.
  - January 2026 meeting will be the last for Central Penn and then moving forward with HACC.
  - LinkedIn post identified two candidates for Programs Director.

ACTION ITEM: Communications push about 2026 changes to meeting venues and in-person versus virtual for February and April (February moved to virtual and April moved to in-person), to allow for members to become knowledgeable and acclimated to venue switch.

- **Professional Development – Shannon McCurdy**
  - Study group has begun with first change- one instructor a night opposed to two which is going well so far.
  - Review of job description due to successor for 2026 and noticed it may be outdated.
  - Using transition details provided by the previous PD Director, Emily Clemmer, which has been working.
- **Legal/Legislative – Katherine English**
  - Survey to update master resource in progress.
  - Review of what the topics for January and 2026 series underway.
- **Diversity – Hattie McCarter**

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  - Set for the upcoming chapter meeting led by the Diversity committee.
  - Meeting with Dan and believe there will be practical applications.
  - Two new members added to the committee.
- **Workforce Readiness/College Relations – Elyse Perry**
  - Will be re-engaging with universities in September.
  - May also reuse previous survey from June since that may not have been the most opportune time to
- **Conference – Emily Clemmer**
  - Four weeks to conference with 81 registered with a goal of 130.
  - Agenda will be out by end of the week.
  - 8 out of 12 spots for sponsors have been filled.
  - Request for board member volunteers to introduce speakers.
- **Foundation – Christine Keyser**
  - Give Smart for donations for SHRM Foundation raffles at conference.
  - Prizes include something for pet lovers, chocolate lovers, wine lovers, golf lovers and more.

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

- **Round Table Discussion**
  - N/A

Adjournment
A motion to adjourn was made by Shannon McCurdy and seconded by Tyler Quinn with all in favor. The meeting was adjourned at 8:59 a.m.