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

August 11, 2026

Participants: Darice Mayhew, Emily Clemmer, Katherine English, Daria Warner, Jessica Schneck, Ellen Arevelo-Barrera, Elyse Perry, Andrea Wandling, Dale Redmond, Emily Hennessey, Christine Keyser, Tyler Quinn

Not in attendance: Mark Clarke, Hattie McCarter, Shannon McCurdy, Jackie Williams

Call to Order: The meeting was called to order at 8:05 a.m.

A motion to approve the July Board meeting minutes was made by Ellen Arevelo-Barrera and seconded by Dale Redmond with all in favor.

Old Business – Darice Mayhew

- Darice thanked all who attended the Volunteer Leader Conference and hoped everyone took something away with them.
- A reminder was discussed on the PA SHRM Annual Conference - 9/10 - 9/11
    - PA SHRM is looking for volunteers: If you're attending and want to volunteer email stateconferencecommittee@pashrm.org.
- SHRM Impact Award Nomination was submitted on 7/30/26
    - Darice will be working on a submission and nomination on the Charles Sciotto Award Program.
- Remaining 2026 programs - Website/credit forms
    - The board was reminded that we are coming up on second half of the year. We would love to get that up on the December meeting chapter meeting on the calendar and all remaining meetings.
    - Board members were encouraged to get things sent to Communications and we will be focusing on conference material as well.
- 2027 Chapter Meeting Location was discussed. We are down to our final two locations - Commonwealth Charter Academy vs. Members First.
    - The board discussed these two options and the pros and cons of both.
    - CCA - Dates available for May could be an issue and we would have to use outside catering. Would have to adjust the cadence for virtual vs. in person.
    - Kat reported on the other venues she researched. No go - outside of CCA.
    - Several members expressed that they would like to do a site visit for CCA.

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

- Discussion on adding a live poll to see where our members are coming from during the Aug meeting.
- Dale suggested a survey to send to the entire membership.

- Board/Committee Outing Update **(Emily C)**
  - An email was sent out on feedback for dates and times.
  - Mount Hope estate will not work due to distance being an issue for some members.
  - Millworks may be another option that will work for many.
  - The event will take place on Thursday Oct 1st 5:30-7:30.

- Board Succession Update **(Emily C)**
  - There has been a lack of interest in open spots.
  - Next step is targeted recruitment to active members.
  - Communication Director is the most critical spot to be filled.
  - Workforce Readiness and College Relations remains open.
  - Membership Engagement does have a committee member who is interested.

New Business – Darice Mayhew

- End of Year Strategic Planning Session **(Emily C)**
  - Two dates are being discussed - 12/2 & 12/16 as possible options.
  - The board was asked to vote on one of those two dates for this 3-hour meeting from 5:30-8:30.
  - December 2nd was agreed upon and will receive more details later in the year.

- DisruptHR - https://disrupthr.co/ **(Emily C)**
  - The board was told about the Central PA chapter and that they reached out to HRPCPA about partnering and supporting them.
  - The board was asked to check out their website and review their upcoming event in Mannheim on Oct. 15th.
- HRPCPA Events & Chamber Calendar
  - Darice gave the board a reminder to put their events and meetings on their calendar and that the board still has access to this event schedule.

Treasurer's Report – Tyler Quinn

Human Resource Professionals of Central PA

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

July 2026 Financial Summary

Accounts (as of July 31, 2026)

- Burke & Herbert Bank: $85,732.48
- Fulton Checking: $11,817.25
- Investment – SEI: $121,497.27
- Credit Card Liabilities: $17.93

Operating Revenue

- Revenue: $4,863.08
- Expense: ($2,980.47)
- Net Operating Revenue: $1,882.61

YTD Summary

- Total Revenue: $58,250.00
- Total Expenditures: $24,762.13
- Net Revenue: $40,703.33

  Budget vs. Actual Variance YTD
- Revenue:
  - Actual: $58,250.00
  - Budget: $43,866.62
  - To Target: 132.8%
- Expense:
  - Actual: $24,762.13
  - Budget: $42,120.96
  - To Target: 58.8%

NOTES:

- Revenue (~$4,900) came from conference sponsors ($1,700) and national support ($1,380); membership dues dipped to $410, which is normal for this time of year
- Expenses stayed low (~$3,000) — most of our big yearly bills (conference) haven't occurred yet
- Cash moved from Fulton to Burke & Herbert (~$85,700) - B&H will become our operational bank account moving forward
- A $1,200 paper loss on our investments (just a market dip, not real cash) is part of why this month's bottom line looks smaller
- Discussion on starting a 7-month CD Term - Move $50,000 and earn 3.4%
- Plan for Fulton bank to close by EOY.
- Feedback requested on the new invoicing system – all is going well. No issues reported.

Core Leadership Area (CLA) Reports

AFFILIATE OF SHRM BETTER WORKPLACES BETTER WORLD™

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

- **Membership – Mark Clarke**
  - SHRM Membership audit was submitted. Well in advance of the 9/30 deadline.

- **Membership Engagement – Daria Warner**
  - Oct 8th at LHM is our next and final networking event for the year.
  - We will be doing landscaping and raking leaves.
  - Shorter time period this year which will be from 5:00-6:30 pm.
  - After the volunteering activity the group will go to Texas Roadhouse to network.

- **Programs – Ellen Arevalo-Barrera**
  - 17 responses to July's meeting. All positive regarding our speaker.
  - AI presentation in Aug. Look forward to the meeting and presentation.
  - December's speaker is working with the committee on a goal setting session.
  - The committee is already having early conversations for 2027 chapter meeting presentations.

- **Professional Development – Jessica Schneck**

  SHRM Study Group Updates
  - All instructors are confirmed except for Anne Marie Fenton. Jessica will fill in for this session if she cannot.
  - One participant backed out due to an agreement and cost misunderstanding.
  - A last minute participant was added. Paid for the materials and signed the agreement. Awaiting confirmation of membership dues payment.
  - 17 confirmed students with the possibility of 18.
  - The second set of instructor material is not needed. Darice advised that it be returned for credit

  HRCI Study Group Updates
  - Committee will begin to lay the foundation for the Spring HRCI Study Group during the committee meeting on Monday, 8/1.
  - To avoid typos and misunderstanding, all emails, documents, and a communication plan will be reviewed by the PD committee before being presented to the board.
  - The board was asked if it makes sense to order one set of instructor materials and one set of student materials now so that we know how to plan accordingly.
  - Details on scholarships and free spots will also need to be discussed in the future.
  - A survey for membership on interest in this certification option was shared in the chat.

- **Legal/Legislative – Katherine English**

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

- Committee is planning January's meeting and the 2027 series.
- Upcoming session was shared with the group.
- Two more sessions to complete this year.
- Committee feels everything is going very well.

- **Diversity – Hattie McCarter**
  - Sept session is confirmed. Elyse Perry presenting.

- **Workforce Readiness/College Relations – Elyse Perry**
  - Fall webinar series planned and confirmed
  - Workforce Readiness chair from the Happy Valley Chapter has asked for her students to participate so they can receive extra credit.
  - Dale liked the partnership aspect as did others.
  - Free is not ideal but the student guest fee was discussed and a $5 discount code was approved. Making the session $10 for Happy Valley SHRM students.
  - Trial run for the first session and review if we want to share the discount code more widely to other PA SHRM chapters.
  - Update on HR Professional of the Year – only 1 submission so far.

- **Conference –Emily Hennessey**
  - Early bird registration opened up for the conference
  - Registration rates increased slightly from last year.
  - Any issues please let the committee know.
  - A line up of the speakers was previously sent to the board.

- **Foundation – Christine Keyser**
  - Please donate to the foundation.
  - Darice requested an update re: the raffle process for the annual conference. Nothing to report from Christine at this time. Darice requested that Christine meet with Christine Shaffer to learn more about the PA SHRM process and provide what's needed by the next board meeting.

- **Communications – Dale Redmond**
  - Nothing to report**.**
- **President and Officers Report – Darice Mayhew**
  - No further discussion.

- **Round Table Discussion**

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

- Elyse asked if bios were needed for all panel members for the SELLing Yourself session. Darice confirmed that bios were needed for the recertification credit requirements.

Adjournment

A motion to adjourn was made by Christine Keyser and seconded by Emily Clemmer with all in favor. The meeting was adjourned at 9:21 a.m.