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
January 13, 2026

Participants: Darice Mayhew, Jackie Williams, Mark Clarke, Emily Clemmer, Hattie McCarter, Katherine English, Daria Warner, Jessica Schneck, Ellen Arevelo-Barrera, Christine Keyser, Elyse Perry, Dale Redmond, Andrea Wandling, Emily Hennessey

Not in attendance: Tyler Quinn, Shannon McCurdy

Call to Order: The meeting was called to order at 8:08 a.m.

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

Old Business - Darice Mayhew

- November 2025 meeting minutes
- Scholarship Program Update - Kick-off meeting January 16 - 12:00 Noon - been approved to move over to HRP to be the administrator - first meeting on 1/12, Friday at noon - everyone is ok to attend. Goal is to reimagine and redefine the program for HRP.
- Will meet regularly - target launch end of Q2 or Q3
- Reminder: New Member Orientation - Immediately following January Chapter meeting - Notification went out in StarChapter - lead by past president - Jackie will lead

New Business - Darice Mayhew

- Sponsor Updates (Emily C.)
  - Update - all annual sponsors solidified. All returning sponsors.. Conf Happy hour locked in. Mt Hope Estates and Winery - chapter meeting
  - In communication with USI and Hubric Resources on possible sponsorships
  - Submitted an online request to Member's First
- 2026 Communication Plan Review (Dale R.)
  - Star Chapter - does not have auto renew. Upgraded tool $399 for basic package and will be assigned a project manager . Upgrade of the website
  - $599 - package - monthly increase to 181 to upgrade to the M series.

- This upgrade will allow up to get up with the times and have a nicer website
- Board will vote on this at our Feb chapter meeting
- 2-3 weeks turnaround on implementation
- Social media tool - Dale looked at 3 - onboarded three new committee members Zoho Social - Dale has been using since December - 55 more days for free.
- Hattie made a recommendation for Canva - Dale will look into Canva since we already have a subscription.
- Newsletter - keep short - but will move to influential - covering a topic -
- Highlight a committee member, Meet the committee.. Highlight a member
- Made request for board to use #Hrpcpaconnects when posting to social media

Treasurer Report - Darice Mayhew

- 2026 Budget Proposal Vote & Accept - Call vote to accept 2026 proposal -

A motion to approve the 2026 Budget was made by Elyse Perry and seconded by Dale Redmond with all in favor.

- We are in a good financial position - Ratio 2 for SHRM standards Fulton Checking Account
  - Beginning balance as of 11/30/25: $75,322.49
  - Ending balance as of 12/31/2025: $87,602.60
- Investment Balance as of 12/31/2025: $114,290.40

President Report - Darice Mayhew

- Volunteer Leader Business Meeting Report Out - Two biggest takeaways
  - Cyber Security Insurance requirement extended to January 2027
  - SHRM Affiliation/100% DMR required for all local chapters by January 2029 - will be on our radar - for HRPCPA - to plan and prepare for this change

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - 223 active members - 164 expired - 7 pending
  - A few new student members just added this week
  - Need to schedule the first committee meeting.

- **Membership Engagement – Daria Warner**
  - Working on Spring networking event

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- Looking for new ideas and variety

- **Programs – Ellen Arevalo-Barrera**
  - Survey monkey results very positive - only 8 responses
  - Discussed not sending a second survey email. We will discuss further.
  - Meeting with Melissa tomorrow at HACC on 2026 in person meetings
  - Presented to the committee the sponsorship form for review.
  - Ellen will make changes to form and send out

- **Professional Development – Jessica Schneck**
  - One speaker lined up for March 18th lunch and learn
  - May and July - possible dates that need to be scheduled
  - L&LTheme will be employee engagement

- **Legal/Legislative – Katherine English**
  - Board was asked to share resources survey - or complete it yourself
  - Committee is all set for January chapter meeting
  - Risk and mitigation series - topics are set and next step is to assign dates - 5 will be released at January meeting

- **Diversity – Hattie McCarter**
  - The committee is meeting tomorrow afternoon on a plan for the year.
  - Focus on civility and respect - expanding on this topic
  - Working on speakers for March and fall session
  - Asked for possible speakers
  - Working on not making work repetitive with other committees

- **Workforce Readiness/College Relations – Elyse Perry**
  - Committee meeting Friday for Scholarship meeting to determine criteria & framework.
  - Goal - live by April to take applications - PA SHRM Conference fee or study group fee as possible awards
  - 7 members on committee
  - Elyse requested an updated student list from StarChapter. Darice will follow up.
  - Working with committee on topic and date for a 2nd presentation to the Penn State Harrisburg Student SHRM Chapter
  - Elyse brought up having a Dec Board meeting. Board discussed and agreed to add this meeting back to the calendar for 2026

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- **Conference – Emily Hennessey**
  - Met with Emily Clemmer on updating and moving forward with the transition
  - Short list locations on what may be a possible location - Radison, Jewish Federation, Farm Show, and Best Western.
  - Would like to be included in the upcoming meeting with Ellen and HACC to join and learn about space

- **Foundation – Christine Keyser**
  - Reminder to donate to the foundation
  - Will continue to send items for our newsletter from the foundation
  - Clothing drive - possibly in the Spring at the April Chapter meeting

- **Communications – Dale Redmond**
  - Dale reviewed her Communications 2026 plan and goals via powerpoint
  - Top items - Chapter software update to StarChapter's M-series
  - Zoho Social had been selected as their new social media management tool at a cost savings of $480 annually

- **President and Officers Report – Darice Mayhew / Emily Clemmer**
  - Emily provided an update on sponsorships, noting that all annual sponsors have renewed and new opportunities have been secured, including a conference happy hour with Stonebridge Financial and a chapter meeting with Mount Hope Estates and Winery.
  - The board also discussed an upcoming new member orientation following the January chapter meeting, which Jackie will facilitate.

- **Round Table Discussion**
  - No additional items discussed.

Adjournment
A motion to adjourn was made by Mark Clark and seconded by Jessica Schneck with all in favor. The meeting was adjourned at 9:17 a.m.