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
July 14, 2026

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

Not in attendance:

Call to Order: The meeting was called to order at 8:03 am.

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

Old Business – Darice Mayhew

- The board was reminded of the Volunteer Leadership Conference on July 24th. Several members stated that they would be attending.
- The board was reminded that previous Board Meeting Minutes are available for review in Star Chapter.
- Mid-point strategic planning session follow-up
    - A link to planning meeting notes was shared with the group and explained where to access. Let Darice know if there are any questions or clarifications for the notes from that meeting.
    - HRCI Study Group Inquiry to SHRM- confirmed we are able to move forward without any negative impact to our SHRM affiliation.
    - CAPHRA Funds- Board will have further conversation on this in August.
- Board/Committee Outing- this event is still in discussion and planning. The board was asked for ideas and input.

New Business – Darice Mayhew

- 2026 SHRM Membership Audit is due on 9/30/26. Mark has already started to prepare.

- 2027 Sponsorship Package is in draft form and Emily is looking at restructuring a few things and revising. She is looking to have it completed by late Summer for the Board to approve.
- The board discussed possibilities for our Chapter meeting location for next year, with several members researching options.
- 2027 Board Slate Vacancies - Board was asked for any committee member interest and to check again with existing committee members.
    - Next Step - Mass Communication to membership for interest.
- SHRM Impact Award: https://vlrc.shrm.org/s/article/Impact-Award - Deadline is August 1st. Winners announced at VLBM.
    - Darice is working on a submission for the new award program
    - May submit multiple applications, but each must reflect a distinct program or effort. If there is anyone else who wants to submit a program, please review the submission planning tool, and provide a draft submission to Darice for review.

Treasurer's Report – Tyer Quinn

June 2026 Financial Summary

Accounts (as of June 30, 2026)

- Fulton Checking: $87,057.45
- Investment – SEI: $122,714.32
- LinkBank Checking: $8,931.32
- Credit Card Liabilities: $339.58
  (LinkBank Card: $339.58)

Operating Revenue

- Revenue: $9,506.16
- Expense: ($6,531.07)
- Net Operating Revenue: $2,975.09

YTD Summary

- Total Revenue: $53,386.92
- Total Expenditures: $21,781.66
- Net Revenue: $40,037.77

Budget vs. Actual Variance YTD

- Revenue:

- Actual: $53,386.92
- Budget: $37,599.96
- To Target: 142.0%

- Expense:
  - Actual: $21,781.66
  - Budget: $36,103.68
  - To Target: 60.3%

Notes:

- Monthly revenue driven by a one-time $7,886.16 miscellaneous item, plus routine Fall Conference Sponsorship ($850)
- Monthly expenses driven by the annual Website Fees renewal ($2,506.90) and Board Pres/VP travel to SHRM/PA conferences ($1,945.86)
- Tyler discussed and reviewed the upcoming process for expense reimbursements and invoice payment requests. An email will be sent to the group and the link will be in Tyler's signature at the bottom.
- Tyler also discussed meeting with the back to review CD options and rates and report back to the board for review.

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - Working on the audit
  - 322 active members
  - 9 new members since our May meeting.
  - Committee is getting inquiries on membership fees for 2027

- **Membership Engagement – Daria Warner**
  - Committee will begin planning the next networking event soon and asked if there are any suggestions or ideas to please let her know.

- **Programs – Ellen Arevalo-Barrera**
  - June survey results were all positive with a few comments regarding fresh fruit as an offering.
  - Follow up with the Jewish Center as a meeting place and this will not be an option as they do not have meeting space anymore.
  - Committee is working on our August meeting and connecting with the speaker.

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- **Professional Development – Jessica Schneck**
  - Fall 2026 SHRM-CP/SCP Study Group
    - Total of 16 participants
    - 2 scholarship spots from CAFRA
    - 10 complimentary spots & 4 paying a discounted rate for the materials
    - 4 spots remain.
    - Discussion on leaving the spots open or close the group to create a more close-knit cohort.
    - Jessica discussed that the funds that were budgeted to cover welcome and celebration dinners for those four participants could instead be used to host one or two optional *Coffee & Conversation* meetups, creating additional opportunities for networking, discussion, and learning outside of the study group sessions.
    - The board agreed to leave this year's group at 16.
  - Spring 2027 PHR Study Group
    - The board discussed ideas for offering a PHR study group in 2027 and what resources we would offer and the PHR track that would be appropriate and beneficial for our members.
    - Continued conversation on this topic was agreed.

- **Legal/Legislative – Katherine English**
  - Committee is on track with this year's L&L series
  - Series has garnished $315 with 246 registrants.
  - Good reviews and comments so far from attendees
  - 2 more session upcoming in August and September
  - Committee is on track and setting up the 2027 Legal & Risk Mitigation Series line up.

- **Diversity – Hattie McCarter**
  - Committee is still working on the September presentation.

- **Workforce Readiness/College Relations – Elyse Perry**
  - HR 101 Webinar Series - dates are confirmed for 9/9, 10/7 & 11/10.
  - September is career pathing with a panel of HR professionals.
  - Committee is looking for an HR department of One to be on the panel.
  - October 7th is a presentation on branding yourself authentically.

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- November 10th will be hosted by our committee member which will be another panel called "Real Talk with Hiring Managers."
- Charles Shotto Awards process is underway. HR Person of the Year is next and the committee will be working on that with nomination forms and announcement coming out on July 27th. The winner will be announced at our November conference.

- **Conference –Emily Hennessey**
  - Selections have been made for conference keynote and speakers.
  - There were more submittals this year than in the past, with a good selection.
  - Overflow will be passed on to the other committees for possible speakers.
  - The committee is working on confirming final cost and pricing.
  - Looking at different ideas than a notebook as we have had in the past for conference attendees. Possible pamphlet with the agenda, and note taking pages.

- **Foundation – Christine Keyser**
  - Small game of chance application will be upcoming soon for us to apply for the conference raffles.
  - Reminder to the board to please donate to the foundation.

- **Communications – Dale Redmond**
  - Website update on July 16th with two days for feedback.
  - Mock ups looked good and the committee is excited for the change and updates.

- **Certification - Shannon McCurdy**
  - Discussion on uploading a roster for HRCI certification credits, what the entails and if needed.
  - July certifications are complete and currently working on August presentations.

- **President and Officers Report – Darice Mayhew**
  - Nothing to report at this time.

- **Round Table Discussion**
  - No discussion at this time.

Adjournment

A motion to adjourn was made by Shannon McCurdy and seconded by Elyse Perry with all in favor. The meeting was adjourned at 9:42 a.m.