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

March 11, 2026

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

Not in attendance: Emily Hennessey, Shannon McCurdy, Tyler Quinn

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

A motion to approve the February 2026 Board meeting minutes was made by Dale Redmond and seconded by Emily Clemer with all in favor.

Old Business – Darice Mayhew

- StarChapter System Upgrade Update - Delayed to April 2026. All upgrades and layout updates are on hold per StarChapter and HRP will be prioritized when this is set to resume.
- OneHR Conference Volunteers - 2 volunteers still needed. The board was asked to share with your committee members. First come, first serve.
- Reminder to register for your Chamber account so board members can register for events (and advertise CLA activities, where applicable)

New Business – Darice Mayhew

- Beginning the discussion and planning for 2027 Board slate openings & transition. Board members were asked to express interest in a new role by the next meeting and to consider their committee members who may be interested.
- Raffle & Fundraising Guidelines – Christine Keyser – see Foundation CLA Report
- Chapter was awarded $780 PA SHRM Grant to support the StarChapter website upgrade fees.
- PA SHRM Ask - 4/30 L&L Conference Welcome Gift Idea
    - Board members were asked if interested in volunteering if attending.
    - Local chapter now hosts this event, opens the conference and provides a small gift that reflects the area.
    - Board discussed possible ideas.
    - Voted on Farm Show Truck to attend and give out milkshakes to attendees

- We will hand out tickets to receive a milkshake.
- Mark Clark motioned to approve and seconded by Elyse Perry with all in favor.
- Board will continue to evaluate a gluten free alternative

- SHRM Volunteer Leader Credential available
  - Visit: education.shrm.org - use the same credentials you use for your SHRM account - enroll and take the course through that portal.

Treasurer's Report – Darice Mayhew

- **Fulton Checking Account**
  - Beginning balance as of 2/2/2026: $92,222.72
  - Ending balance as of 2/28/2026: $92,514.33
- **Revenue:** $5,026.52 (Received SHRM first support payment)
  - Will also be receiving an add'l $90 from SHRM for revenue sharing for dual member campaign.
- **Expenses:** $2,168.81
- **Investment Balance as of 2/28/2026:** $118,170.77 (+1,778.23 from prior month)

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - The membership Committee completed our reach out to all members yet to renew in 2026 (129 total). We had a mix of responses including: No Response; Renewed/Thanks for Reminder; No longer with that company/position; Moved; Not Renewing for personal reasons.
  - Current Numbers: 285 ACTIVE MEMBERS - (this is an increase of 23 since 2/10 mtg) 2 others within Grace Period; 7 others Pending
  - Membership Committee will have at least 4 people for the first HACC mtg on March 24th (at least 1 in the parking lot to assist in directing.)
  - Darice offered to donate SHRM and HRP swag to the March Chapter meeting or the new member orientation as giveaways to our members.

- **Membership Engagement – Daria Warner**
  - Networking event will be at the Salvation Army on April 16th from 5:00 – 7:00 pm followed by dinner at PJ Whelihan's
  - Daria will contact PJ Whelihan's to confirm dinner reservations for approximately 30 people.

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- Volunteers will pack food boxes, clean, and complete admin tasks and are asked to bring canned goods from a list of most needed items
- Members will be able to donate if they cannot attend the event.
- Canned goods will be collected at our March Chapter meeting
- Daria will send the information to Dale who will put a flyer together and get out in communications to our members attending.

- **Programs – Ellen Arevalo-Barrera**
  - Reported that March had 50 registrations (44 members and 6 guests) and discussed challenges with catering coordination.
  - Survey results Feb – 15 responses. Overall positive. Questions on start time for virtual meetings.
  - The group agreed to clarify the login and start times in communications to avoid any confusion for future virtual meetings.
  - April in person meeting topic will be Change Management presented by Dering Consultants.
  - Committee is engaging vendors for May, June and August (engaging with William J. Prendeville, P.E. Senior Engineer ARM Group LLC - creating an AI use policy, creating culture around AI, and AI tips and tricks for business use (referred by Emily H). ARM Group offers a range of services spanning civil and environmental engineering, electrical and automation solutions, and technical field services across various industries
  - Next program committee meeting is Thursday, March 19th

- **Professional Development – Jessica Schneck**
  - Reminder that the Professional Development Lunch & Learn series on employee engagement will begin on Wednesday, March 18th with a presentation by Kevin Earnest.
  - There will be two more Lunch & Learns in the series, one on May 27th and one on July 8th.

- **Legal/Legislative – Katherine English**
  - Kicked off the L&L series and had great feedback with 104 registrations
  - Committee plans on updating the current ad to resend out
  - April is next L&L session

- **Diversity – Hattie McCarter**
  - Moving forward with the in person chapter meeting with our speaker, Jinada Rochelle.

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- Committee is working on putting together a 12-month calendar on communications
- Any suggestions on topics and suggestions on speakers would be welcome by the committee

- **Workforce Readiness/College Relations – Elyse Perry**
  - Committee continues to finalize the Charles Sciotto Awards program and the application process for an April launch
  - Discussion on if this would be shared at the upcoming chapter meeting in March – this will be discussed further at a committee meeting on Friday
  - Committee will be speaking on 3/25 at PSU Harrisburg's - Student SHRM chapter

- **Conference –Emily Hennessey**
  - The conference date will be November 4th at the Radisson Penn Harris.

- **Foundation – Christine Keyser**
  - Christine Schaeffer attended a meeting at Cumberland County to learn more about small game of chance rules and regulations.
  - Requirements and changes to raffle operations were reviewed including no online sales, no alcohol, cash-only transactions, separate banking, and proper ticket documentation.
  - The board acknowledged these changes will require adjustments to future raffles, with Christine K. tasked to determine how to implement these requirements at the upcoming conference.

- **Communications – Dale Redmond**
  - Provided update on communications efforts, highlighting increased engagement and the restart of weekly event emails.
  - 6 committee members currently.

- **Vice President - Emily Clemmer**
  - Provided an update on sponsorships:

    Chapter Meetings Sponsorships Secured:
  - March 24, 2026 (In Person) JFC Global
  - April 28, 2026 (In Person) Gallagher
  - July 28, 2026 (Virtual) Mount Hope Estate & Winery
  - August 25, 2026 (Virtual) Hubric Resources
  - December 9, 2026 (In Person) The Carlisle Group

<u>Sponsorship Still Available</u>:

- May 19, 2026 (In Person)
- June 23, 2026 (In Person)
- September 22, 2026 (In Person)

- Prof Dev Lunch & Learn and Risk & Mitigation Series

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

Adjournment

A motion to adjourn was made by Christine Keyser and seconded by Ellen Arevelo-Barrera with all in favor. The meeting was adjourned at 9:06 a.m.