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
September 8, 2026

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

Not in attendance: Jackie Williams, Shannon McCurdy, Katherine English

Call to Order: The meeting was called to order at 8:04 a.m.

A motion to approve the August 2026 Board meeting minutes was made by Emily Clemmer and seconded by Ellen Arevelo-Barrera with all in favor.

Old Business – Darice Mayhew & Emily Clemmer

- PA SHRM Annual Conference - 9/10 - 9/11 – Darice inquired who will be attending and if any board member is volunteering.
    - Several board members will be attending
- Board was reminded to wrap up any outstanding items with the 2026 program schedule.
- Site visit to Commonwealth Charter Academy (CCA) was conducted. Confirmed as the 2027 meeting location.
    - Emily C. confirmed this choice and thanked Kat for her assistance.
    - Space is free and we will work with HACC for the catering.
    - Update will be sent on the adjustments that need to be made to our normal meeting cadence and schedule.
    - Larger room that will accommodate our members, the sponsor and there will be plenty of parking.
    - Livestream is not an option. This is only a functionality in smaller conference rooms.
    - Plans are to begin introducing this change to our membership in October.
- Board/Committee Outing - Confirmed for Thursday, October 1 from 5:30 PM - 7:30 PM
    - No agenda for this event. Event is meant to socialize and get to know committee members and board members.
- 2027 Slate Update
    - 2 vacancies remain – sponsorship and communications
    - Sponsorship position is a new role and our lightest role.

- Communications is a larger role to fill and Emily C. expressed that she is actively working on filling.
- Asked the board to refer anyone even outside the HR world to her and she will follow up.

- 2027 Sponsorship Brochure Update
  - Goal to have draft shared with board by EOM.
  - Looking to revamp our structure and try different levels.

New Business – Darice Mayhew

- PA SHRM Chapter of the Year
  - Nomination was submitted on 8/31.
  - Winner to be announced at PA SHRM conference on Thursday, September 10th.

Treasurer's Report – Tyler Quinn

August 2026 Financial Summary *(preliminary — pending RWM's official statement)*

- Operating Revenue
  - Revenue: $8,260.00
  - Expense: ($943.60)
  - Net Operating Revenue: $7,316.40
  - Investment Gain (SEI): $2,568.65
  - Net Revenue (incl. investment gain): $9,885.05
- YTD Summary
  - Total Revenue: $66,510.00
  - Total Expenditures: $25,705.73
  - Net Operating Revenue: $40,804.27
  - Investment Gains (YTD): $9,775.52 (+ $2,568.65 August)
  - Net Revenue (YTD): $50,588.38
- Notes
  - Revenue driven by Fall Conference Individual Registrations ($3,265) and Professional Dev. Committee/Education ($2,070)
  - Expenses stayed light — Bank Charges & Fees ($288.92) and Board travel ($138) were the only real items; most yearly bills still haven't come due.
  - The $75K Fulton-to-Burke & Herbert transfer was completed in July but landed in cash terms in August, alongside a new $50K CD.
  - Investments gained $2,569 in August, similar to June's $332 gain and well below April's $6,146 swing — normal month-to-month market movement.

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- Darice and Tyler continue to work on QuickBooks integration with Star Chapter.

Core Leadership Area (CLA) Reports

- **Membership – Mark Clarke**
  - 337 active members -15 new members since July.
  - Confirmed that enough committee members will cover the September meeting and conference.

- **Membership Engagement – Daria Warner**
  - Fall networking event is set for October 8th.
  - Location is confirmed.
  - More information and details coming in the next few weeks.

- **Programs – Ellen Arevalo-Barrera**
  - Survey for the August meeting were all positive for the AI speaker.
  - To date there are 28 registrations for the September meeting.
  - A committee meeting is scheduled for next Thursday.
  - The committee will continue to follow up with the December speaker for any outstanding items.

- **Professional Development – Jessica Schneck**
  - Study group is going well.
  - There is no update on HRCI study group program yet.
  - Will obtain cost information and provide to board for review.

- **Legal/Legislative – Katherine English**
  - Last session is still pending,
  - Nothing new to report.
  - Unions 101 is the next and final topic for this year's series.

- **Diversity – Hattie McCarter**
  - Nothing new to report.
  - Hattie thanked Elyse Perry for speaking at the September meeting.

- **Workforce Readiness/College Relations – Elyse Perry**
  - First session this week for the HR Career Readiness Series.
  - Elsye will be running the session and doing the introductions.

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- 26 registered as of today.
- HR Person of the Year has 3 nominations submitted to date.
- Deadline is September 25th.
- The committee is hoping to receive a few more submissions.
- Board agreed that a $5 coupon for Happy Valley SHRM could be shared to pilot a partnership to attract more students. The committee will keep the board updated.

- **Conference –Emily Hennessey**
  - Registration is currently at 51 with 7 guests.
  - Next step is to connect with the Certification Director on recert credits.

- **Foundation – Christine Keyser**
  - HRP will be raffling off an item at the PA SHRM conference.
  - Confirmed we will be doing foundation raffles at our conference in November.
  - Follow-up will be needed for the Game of Chance rules and the requirements.
  - Reminded the board to please donate to the foundation.

- **Communications – Dale Redmond**
  - No report at this time.

- **Certification - Shannon McCurdy**
  - EOY / Conference Certification Needs discussed earlier in the meeting with Emily.
  - Darice expressed that bringing this back in-house has had a very positive effect on the process.

- **President and Officers Report – Darice Mayhew**
  - No discussion at this time.

- **Round Table Discussion**
  - Mark asked when we will be voting and establishing our 2027 membership rates.
  - Darice will follow up and the board will discuss new rates at the October meeting.

Adjournment
A motion to adjourn was made by Christine Keyser and seconded by Elyse Perry with all in favor. The meeting was adjourned at 8:43 a.m.