



# MINUTES

## Human Resource Professionals of Central PA (SHRM Chapter #0644) Board of Directors Meeting December 8, 2009

The Human Resources Professionals of Central Pennsylvania Board of Directors met on Tuesday, December 8, 2009, at the Pennsylvania Medical Society, Harrisburg, Pennsylvania.

The following Board members were present: *Jerry Anastasio, Heidi Etter, David Zetter, Bill Irwin, Sara Kennedy, Jan Hubley, Dan Thomas, Melissa Washington, Karen Young, Brad Teahl, Robert Baker and Suzy Carneccchia*. The following Board Members were absent: *Ray Chung and Olga Blouch*

The following 2010 Boards members attending were: *Tom Dardick, Jessica Gutierrez, Kara Eppley, Connie Portis, Gary King, and Jennifer Reams*. We welcome these individuals to the Board.

*Welcome: Sara Kennedy welcomed all members and the new Board members. All members introduced themselves. Sara recognized the outgoing Board members.*

1) Approval of Board meeting minutes from November (Brad Teahl)

Dan Thomas corrected the financial numbers from the conferences as being from both conferences in 2009.

A motion was made by Jerry Anastasio to accept as amended, seconded by Karen Young and passed to approve the minutes from the November 2009 meeting.

2) Treasurer's Report – Suzy Carneccchia

Suzy provided notes on the Financial Statement. She also reported on the 2010 budget and requested that everyone review their areas to verify and approve. She would like the feedback by December 15, we will then e-vote.

A motion was made by Karen Young and seconded by David Zetter and passed to approve the Financial Statement.

3) Old Business – Sara Kennedy

- a) There will be a New Board member orientation on December 29 from 4 – 5 PM at the Trivalent office.
- b) A strategic planning meeting will be held on January 16 from 9 AM until 12:00 PM at the Harrisburg Regional Chamber office.
- c) 2010 chapter meeting breakfast will consist of Coffee/tea/juice. This will help us to stay in budget with the regular sponsor fees.



d) Board job descriptions need to be completed. Karen will follow up to assure their completion.

#### 4) Committee Reports

**Membership** – Jan Hubley reported that we have 19 new members since October 1. Our current membership is now 405.

The next new member orientation will be held on February 11, 2010 with Kim Nash leading. It will be held at the offices of the Harrisburg Regional Chamber.

**Communications** – Melissa Washington reported that the new HRP-gram now has the ability to count the number opened. Top link is the jobs section.

The web-site development is continuing with items mentioned during the November Board meeting.

**Program** - Heidi Etter reported that 30 members have signed up for the Holiday party. We have also received credits for the program.

The January Chapter meeting will be our Legal/Legislative update and we are now soliciting questions. They are to be submitted by Friday January 15, 2010.

Heidi has transitioned the leadership to the 2010 chair of the committee.

**Professional Development** – David Zetter reported an update on the plans for the 2010 study group. All communications for the program will begin this week. The orientation for both facilitators and participants will be held in the usual room at HACC on January 12, 2010.

The committee has now taken over the responsibilities for the Lunch and Learn sessions. Application will be made for Strategic credits.

The scholarship program has not yet been finalized. A \$700.00 budget is being considered. Karen recommended checking with the SHRM Foundation to see if any funds would be available to assist.

**Conference** – Dan Thomas reported that the preliminary plans are now being made for the Spring 2010 Conference. The target date is April 27 with a one-half day session. He will tie-in topic ideas with a survey that we should conduct for the conference/program/diversity committees.

**Legal/Legislative** – Rob Baker feels that the next edition should be out by the end of the week. He is also seeking additional members for the committee.

#### 5) New Business

Sara Kennedy and Karen Young reported on the SHRM Leadership Conference recently held in Washington, D.C. They said that it felt good that we, as a chapter, are doing so many things right.

Review of By-Laws – The board reviewed recommendations for changes that were previously submitted to members for review via e-mail. There was discussion of defining further the criteria for "Student Membership." The following was submitted for consideration, "must not be able to meet the criteria of either a 'professional' or 'associate' level of membership.

Sara will present the changes to SHRM for approval.

6) The next meeting of the HRP of Central PA Board of Directors will be held at 7:30 a.m. on Tuesday, January 12, 2010, at the Pennsylvania Medical Society.

Respectfully Submitted for the final time in his tenure as Chapter Secretary, Brad Teahl, SPHR.