



Minutes
Human Resource Professionals of Central PA
(SHRM Chapter #0644)
Board of Directors Meeting
November 10, 2009

The Human Resource Professionals of Central Pennsylvania Board of Directors met on Tuesday, November 10, 2009, at the Pennsylvania Medical Society, Harrisburg, Pennsylvania.

The following Board members were present: *Jerry Anastasio, Ray Chung, Heidi Etter, Kara Eppley (for David Zetter), Bill Irwin, Sara Kennedy, Jan Hubley, Dan Thomas, Melissa Washington, and Karen Young. Tom Dardick attended as a guest.*

The following Board members were absent: *Robert Baker, Olga Blouch, Suzy Carnecchia, Brad Teahl and David Zetter.*

Welcome: Sara Kennedy welcomed all members and opened with a discussion regarding the formation of a task team to explore meeting locations for 2010. Further discussion was held regarding meals at PMS and the following was voted upon:

A motion was made by Karen Young, seconded by Dan Thomas, to provide coffee/tea/juice options for Chapter meetings during the beginning of 2010.

- 1) Approval of Board meeting minutes (Brad Teahl)

A motion was made by Sara Kennedy, seconded by Karen Young, and passed to approve the Board Meeting Minutes from October 13, 2009.

- 2) Financial Report (Suzy Carnecchia)

Suzy reported via email.

A motion was made by Karen Young, seconded by Jerry Anastasio, and passed to approve the August financial statement.

- 3) Committee Reports
PA SHRM Leadership Conference - Sara Kennedy to forward Karen Young's commentary to board members.

Strategic Planning – Sara Kennedy requested the support of the Board to use an outside contractor (pro bono) to help us establish a Strategic Plan for 2010. Board was supportive and our first planning meeting will be on Saturday, January 16, 2010.

A Board Orientation meeting will be held on December 29, 2009 at the offices of Trivalent Benefits; following the orientation, a reception will be held for all 2009 and 2010 Board members.

Membership – Jan Hubley reviewed the renewal process. Sara Kennedy presented a recap of the November new member orientation.

Communications Committee -

A motion was made by Melissa Washington, seconded by Ray Chung, and passed to further refine the Communications Policy to tightly address “of benefit”.

Melissa Washington presented the Web Stats for October. The following motions were made and approved:

A motion was made by Melissa Washington, seconded by Ray Chung, and passed to use Vertical Response for HRP Grams as a trial through December 2009.

A motion was made by Melissa Washington, seconded by Jerry Anastasio, and passed to invest in the following Web Site Updates for approximately \$2,600.00:

- Simplify Registration
- Develop a report writer
- Add Pay for employment postings and “name on Credit Card” to payment options
- Add a FAQ page
- Add content management to middle of home page
- More in-depth member search engine
- Add “opt-out” for e-blasts and HRP Grams

Wage Survey – Ray Chung reported that it has been quiet quarter for the survey. He has added Melissa Washington as a Group Manager of our LinkedIn Group. Currently, 35% of the group is non-members of HRP.

Strategic Planning 09– Jerry Anastasio reported that Board members have forwarded some numbers to him for tracking purposes but the chart remains incomplete. PLEASE forward any stats to Jerry Anastasio before year-end.

Program Committee – Heidi Etter

- No Agenda necessary for December meeting. Donations of give-aways are slim.
- A motion was made by Sara Kennedy, seconded by Heidi Etter, and passed to purchase up to \$200 in gift cards from the Chapter for give-aways.
- January – return of the Attorney Q&A – Heidi Etter to send info to Melissa Washington
- Need Sponsors
- February – Bill Irwin
- March – dual track was good in 2009
- April - Conference

Professional Development – Kara Eppley reported that the next Study Group begins in January; all facilitators and in place and we have 11 registered participants. Classes will be held Tuesday evenings at HACC (main).

A scholarship program was presented, reviewed and discussed with numerous questions surrounding the overall intent and clarification of scholarship or sponsorship. Kara Eppley

to clarify and refine the presentation for the December Board meeting; however, the Chapter will budget approximately \$700 in the event the Board chooses to move forward.

Bill Irwin reported that he has prepared and submitted ten (10) Lunch and Learns for 2010.

Fall Conference – Dan Thomas reported that we should net approximately \$18,000 - \$20,000 less cost of mailing the flyers. The attendee survey was distributed.

BOS - Sara Kennedy reported that the admin fees for October were slated to be a little over \$1000. Further discussion is necessary for 2010 budgeting purposes.

Miscellaneous Discussion: Members discussed changing Board terms to 2 years instead of one – general consensus is that 1 year is good, 2 years may create difficulty in recruiting volunteers.

Our 10th Anniversary, as a combined Chapter, is coming up in 2010 (Sponge Bob Square Pants turned 10 this year.) Board should consider and discuss plans for celebration.

December Board meeting will include our annual By-Law review

- 4) The next meeting of the HRP of Central PA Board of Directors will be held at 7:30 a.m. on Tuesday, December 8, 2009, at the Pennsylvania Medical Society.

*Respectfully submitted,
Karen A. Young, SPHR
Vice President*

