



MINUTES

Human Resource Professionals of Central PA
(SHRM Chapter #0644)
Board of Directors Meeting
October 11, 2011

The Human Resources Professionals of Central Pennsylvania Board of Directors met on Tuesday, October 11, 2011, at the Penn Grant Center in Harrisburg, Pennsylvania.

The following Board members were present: JoAnn Ponessa, Amber Bernot, Brad Teahl, Tom Dardick, Gary King, Ben Allatt, Tina Fincher, Andrew Sholly, Kara Eppley, Cathy Tama-Troutman

The following Board Members were absent: Karen Young, Sara Kennedy, Rob Baker,

Welcome: Andy Sholly welcomed all members of the Board.

Call for

Approval of Board meeting minutes from September

- JoAnn made a motion to accept minutes as presented, Tina seconded, and everyone accepted them as proposed.

Treasurer's Report- Gary King

- August Financial – statement =
- First draft of 2012 budget
 - Holiday Luncheon under revenue – Holiday party/volunteer recognition expense – should they continue to be separate, or should they be combined? Do we budget so that it is free for volunteers? Put in \$100 for revenue, free for volunteers, \$20 for others. Awards line should continue to be separate.
 - Audit – Could go up based on vendor chosen to do taxes in 2012. Gary will increase the budget to \$750 to cover potential increase in cost
 - Changed SHRM Annual Conference to separate PA State Council events and the SHRM Leadership Council to keep them separate.
 - Added new expense lines – Communications Committee other: website fees is already broken out. This would allow the communications committee to spend on other items - \$500 for camera, \$2,000 for logo design. Decision on spend for logo design will hold until RFP is received.
 - Professional Development Committee/Education – 2012 budget cut by over 50%. Will not have a PHR/SPHR study group, instead will do CEBS, therefore, less money needed to purchase materials.
 - Sara requested \$1,000 budgeted for succession planning.
 - College relations/workforce readiness – trying to get a start on the student mentor program and creation of an applicant bank for out of work members. Set aside about \$200 to cover fees for students to attend conference - not really an expense, Gary will remove.
 - Membership – new member gifts/guest gifts: HRP swag with the new logo
 - Speaker gifts – will add \$150 to each conference and \$300 to monthly chapter meetings.
 - Everyone to add notes to the next version of the budget from Gary

Camera - Cathy made a motion to purchase a camera up to \$500, Brad seconded, everyone accepted as presented.

Strategic Plan

- Have almost all of the basic requirements done, a lot of the silver requirements done and some of the gold requirements done, in good shape for gold status, will depend on the committee chairs completing what they have committed to for the strategic plan.



Core Leadership Areas (CLAs)

Membership

- 2012 Dues – ROI; Cathy and Brad think we should keep it the same level in respect for the economy. Amber made a motion to keep dues the same for 2012, Cathy seconded, everyone accepted. Amber will announce at the conference. Last week of October Amber sent email to members to renew. Push back letter mailing until later in the year.
- Outreach program – needs to hear from everyone
- 366 members

Legal/Legislative – No update

Conference –

- New key note speaker who is the director of government affairs for SHRM – Michael Aitken
- Working with Deb Singer on sponsorship
- Karen is handling registration – last tally was 35
- Tina will all presentations by Monday, October 17, will get everything to Amber by October 19 – instead of printing will send them out electronically
- Everything has been applied for credits, just waiting for confirmation from David Zetter
- Venue is set.
- Have to map out agenda flow.

Program –

- Set for time and place and program. Was approved for HRCI credits. Working through T&C's with entertainer, and will have three door prizes, and certificates for volunteers.
- Sent letters to invite supervisors in support of their volunteers.
- Event is not on the website - volunteers will need to register for the Holiday luncheon as pay by check, but will be zeroed out in the final registration, or have Nick collect registrations since he has the master volunteer list.
- How to register volunteers and supervisors

Professional Development – no update

Communication –

- RFP for logo is on the web page

Foundation –

- For conference doing a \$50 giveaway – looking for a sponsor to provide the \$50 gift card, if we can not find a sponsor, board will purchase the gift card
- If we push out the other vendors for the conference, can also push out information on the Foundation and vendor who is donating the gift card.

Workforce Development –

- Will follow up with students on attendance at Fall conference
- Sent description of mentor program to students at Ship

Diversity – no update

New Business None

Brad made a motion to adjourn, Kara seconded.