



BERKS COUNTY CHAPTER #179

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**BOARD OF DIRECTORS Meeting Minutes**

**April 21, 2020**

**Via Conference Call**

**Invitees: Shane Keller, Jenny Batista, Bonnie Gruber, Beth Shartle, Debbie Ramsey, Krista Pauley, Whitney Rahman, Bob Orzechowski, Chuck Holder, Bill Gage, Susan Curtis, Denise Lee, Beth Berrett, Wendy Button, Audra Donato, Nic Thomas, Claudia Wert**

Attendees: Shane Keller, Jenny Batista, Beth Shartle, Debbie Ramsey, Krista Pauley, Bill Gage, Denise Lee, Wendy Button **(Quorum not present)**

1. 7:30 am – Shane Keller – Called to order
2. Approval of the March 17, 2020 Board Meeting Minutes – Formal approval is tabled to the May Board meeting.
3. Treasurer's Report

Opening Balance - \$25,838.02  
Income - \$1,630.83  
Expenses - \$1,596.65  
Ending Balance - \$25,872.20 \*

\*Includes D&I balance

2020 Budget/2019 Budget to Actual Review – Shane will compile data.

4. Committees and Chairs:
  - a. Administrator – Website (Wendy Button) -
    - The website is up-to-date.
  - b. BCTV (Bob O.) – no update
  - c. Certification – Study Group (Bob O) –
    - The certification study group met via ZOOM on Thursday, April 16<sup>th</sup>.
  - d. Chapter of the Year (Jessica/Debbie) – no update

- e. Compliance (Susan Curtis) – no update
  - f. Diversity & Inclusion (Denise Lee) -
    - The committee continues to meet via Zoom meetings.
    - Looking to keep the June 23<sup>rd</sup> date set for the D&I Symposium but offer a shorter presentation via ZOOM. Denise is working on a speaker. The credits for the program will have to be modified to reflect the shortened program length. Denise will resubmit the information to Krista and Bob. The program must be a minimum of one hour.
  - g. Engagement Committee/Marketing (Nic Thomas) – no update
  - h. Historian (Claudia Wert) – no update
  - i. Hospitality/Membership (Bill Gage)
    - There is one pending application. Bill will submit for approval.
  - j. Legislative/A-Team (Whitney/Audra) – no update
  - k. Programming/Speaker Contact (Krista Pauley) –
    - Planning for May speaker to present via WebEx.
    - She is working on the calendar for next year’s speakers.
    - The W2W Conference is tentatively rescheduled for June 25<sup>th</sup>.
5. New Business
- a. What will we charge for future virtual meetings? The only expense is the \$25.00 donation to the speaker. It was decided to charge \$10.00 for a member and \$15.00 for a non-member. Wendy will invoice the member upon registration. A recommendation was made by Debbie Ramsey to donate the registration fees to Helping Harvest. Wendy will include this information with the May meeting registration.
  - b. Secretary Election/Officer Installation – Shane checked with Whitney on the installation process due to May’s virtual Chapter meeting. Formal swearing in of the officers is not required. Whitney will remotely swear in the new officers.
6. Next General Meeting – May 12<sup>th</sup> – How Great Leaders Drive Employee Engagement and Build Their Credibility presented by Alima Hawthorne and Stephen G. Hart
7. Lunch and Learn Sessions:
- a. May 26<sup>th</sup> – Lori Donofrio-Galley, Executive Director of the NE Berks Chamber of Commerce with Transactional vs. Transformational Leadership. If needed, the session will be changed to a WebEx.
  - b. July 28<sup>th</sup> – Whitney Rahman, Esq. with Women in the Workplace: From Rosie the Riveter to Me Too and Beyond.
8. PA SHRM State Leadership Conference
- a. September 17-18, 2020 in State College, PA.
9. Next Board Meeting – May 19, 2020 – TBD
10. Motion to Adjourn – 7:58 a.m. – unanimous