



BERKS COUNTY CHAPTER #179
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BOARD OF DIRECTORS MEETING MINUTES
July 21, 2020
via Conference Call

Invitees: Shane Keller, Jenny Batista, Bonnie Gruber, Beth Shartle, Melissa Rebholz, 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: Jenny Batista, Bonnie Gruber, Melissa Rebholz, Debbie Ramsey, Krista Pauley, Whitney Rahman, Bob Orzechowski, Chuck Holder, Bill Gage, Denise Lee, Nic Thomas

1. **Meeting called to order @ 7:33 am-** Jenny
2. **Approval of the June 25, 2020 Board Meeting Minutes-** (Bonnie / Bob)
3. **Treasurer's Report**

Opening Balance -	\$ 23,435.12	
Income -	\$ -	
Expenses -	\$ 863.56	
Ending Balance -	\$ 22,571.56	**includes D&I balance

4. **Committees and Chairs:**
 - a. **Administrator – Website** (Wendy Button)
 - No report – did not attend meeting
 - b. **BCTV** (Bob O)
 - [COVID 19 and the HR World](#) was recorded on 07-14-20 and video was posted on the BCTV website
 - Hosted by Bob Orzechowski
 - Panelists - Kevin Moore (attorney with Leisawitz Heller) and Scott Mengle (VP of HR with St. Joseph Regional Health Network)
 - Next Topic – TBD
 - Potentially Andrew Howe will be the next panelist to provide a deeper dive into the 9/8/20 legal update at the monthly SHRM Chapter meeting on 9/8/20.

- Alternate topic, if Andrew is not available – Bob will look for speakers to review FLSA updates
- c. **Certification – Study Group** (Bob O)
 - We will poll members this month to see if anyone is interested in forming a Fall study group
 - Whether or not we have a Fall group is up in the air
- d. **Chapter of the Year** (Jessica/Debbie)
 - No update
- e. **Compliance** (Susan Curtis)
 - No report – did not attend meeting
- f. **Diversity & Inclusion** (Denise Lee)
 - No updates right now – planning to schedule next meeting soon
- g. **Engagement Committee/Marketing** (Nic Thomas)
 - He is working with the members of the marketing committee to create a monthly social media posting schedule with each individual committee
 - So far, the student chapter may not have any actions this fall
 - Reminder to committee heads to respond back when they reach out so the frequency of social media posts increases soon for our chapter
- h. **Historian** (Claudia Wert)
 - No report – did not attend meeting
- i. **Hospitality / Membership** (Bill Gage)
 - No new members over the past month
 - Planning to reach out to the members at large (in our area as national members but not a member of our local chapter) since our chapter is able to reach out twice a year
 - Waiting for Chamber's top 50 company list to send out letters for membership invites
 - Berkshire Country Club is at 25% capacity which means the ballroom is only able to hold 36 people right now - we should continue to host virtual meetings
- j. **Legislative/A-Team** (Whitney/Audra)
 - No updates right now
 - Will be the speaker for next week's L&L and needs a facilitator to work with her to deliver via Zoom. (Denise Lee volunteered to do a walk thru and facilitate the presentation).
- k. **Programming / Speaker Contact** (Krista Pauley)
 - Krista asked that any new speaker ideas be sent to her. No new updates.
- l. **Sponsorship / Community Relations** (Chuck Holder)
 - Working on plans for the October networking event. Chuck reached out to Mimmos, Canal Street, Blind Hartman's , and PJ Whelihans for costs. Planning to have a location and details to provide members at the August meeting.
 - Chuck created an email for strategic partnerships for businesses as possible for future program sponsorships.

5. **New Business:**

Virtual Presentation Tool

Zoom was recommended by Melissa and Jenny agreed it seems to be the best option for us.

- Pro (up to 100 attendees) = \$14.99 / month – for L&Ls
- Business (up to 300 attendees) = \$19.99 / month – for large meetings
- Webinar add-on = \$40.00 / month – for monthly meeting

Voted (Debbie / Denise) to purchase the Pro.

Voted (Bob / Nic) to purchase webinar add-on.

Anonymous decision to move forward with Zoom.

6. **Next General Meeting:**

Date: August 11, 2020
Topic: ***Phishing, Passwords, & People***
Presenter: Eric Robuck; The Valander Group
Location: Zoom - virtual PDC event

Upcoming Dates:

Sept 2 – UC Seminar Series: PA CareerLink Workforce Dev, Sandra Catilao-Sanchez
Sept 15 - Annual Legal and Legislative Update by Andrew Howe, Esq.

7. **Lunch and Learn Sessions:**

Date: July 28, 2020
Topic: ***Women in the Workplace: From Rosie the Riveter to Me Too and Beyond***
Presenter: Whitney Rahman, Esq
Location: Zoom - virtual PDC event
Facilitator: Denise Lee

Note: September 22 L&L topic needed; if interested or have a referral, contact Debbie

8. **PA SHRM State Conference**

- This year's conference (September 17-18,2020) is now cancelled due to COVID-19.
- Next year's conference dates are set for Sept. 23 – 24, 2021 at the Penn Stater in State College, PA.
- Bob recommends that we consider submitting a request to the state chapter to host in Reading in 2022 which will be our 50th anniversary of our chapter. It would be a good way to publicize our chapter locally.

9. **Board Member and Committee Chair Position Descriptions / Annual Timeline of Duties**

- Melissa will reach out to each person for help to create this
- Jenny feels this will be a tool that will help others in the future to volunteer for positions and everyone agreed that it will be helpful.
- Nic will provide info he collects for the marketing committee social media annual calendar of events too.

10. **Next Board Meeting** – August 18, 2020, location TBD

11. **Motion to adjourn @ 8:19 a.m.** - unanimous