



BERKS COUNTY CHAPTER #179
 P. O. Box 55
 Temple, PA 19560
www.berkspa.shrm.org
berkschapter179@gmail.com



BOARD OF DIRECTORS MEETING MINUTES

November 18, 2025 - Virtual

7:30am – 9:30am

In attendance: Alyssa Gombach, Cherie Terrey, Michael Holcombe, Bob Ames, Wendy Button, Nic Thomas, Tamara DeLoretta, Alex Goodman, Sue Fultz

Absent: Beth Shartle, Kathy Dale, Debbie Ramsey, Krista Pauley, Susan Kelly, Denise Lee, Benjamin Lewis, Kevin Moore

1. **Call to order (Cherie) - Meeting called to order at 7:31am**
2. **Approval of Treasurer’s Reports:** *Motion to accept by Alex Goodman, 2nd by Alyssa Gombach. Motion passed.*

OCTOBER 2025 BERKS SHRM TREASURY REPORT

<u>Treasurer's Report</u>	OCTOBER	
	Board Meeting	
	October 2025	October 2024
Opening Balance	\$ 13,394.09	\$ 14,238.28
Income	\$ 1,362.66	\$ 1,518.74
Expenses	\$ 2,120.51	\$ 3,128.23
Current Balance	\$ 12,636.24	\$ 12,628.79
<i>Opening and closing balance includes D&I Funds</i>	\$ 5,330.68	\$ 5,330.68

3. **Approval of Minutes:** *Motion to approve by Michael Holcombe, 2nd by Alex Goodman. Motion passed.*
 - a. October 14, 2025 General Meeting
 - b. October 21, 2025 BOD Meeting
4. **Review of Speaker Critique Summary – overall a positive review – had battery issues again with the microphone. Stay on this until we get our mic option settled.**





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- a. November 11, 2025 - “Social Media and Work Viability and Liability” presented by Jonathan Segal from Duane Morris LLC

BERKS COUNTY CHAPTER #179 - PRESENTATION CRITIQUE				
Date:	11/11/2025			
Topic:	Social Media & Work: Viability & Liability			
Program Speakers:	Jonathan Segal, ESQ			
CHECK ONE	<input type="checkbox"/> 32	Member	<input type="checkbox"/> 1	Guest
PROGRAM CONTENT				
Please let us know if today's presentation did or did not meet your expectations.				
			Did Meet	Exceeded
			Did Not Meet	Comment/Reason
Today's program topic was of interest to me.			7	26
Today's program topic met my professional needs.			11	22
Today's presenter was focused, held my interest, and had a good command of his/her material.			7	25
			0	1
Comments				
Great information as always from Jonathan. Thank you; Interactive and q&a is helpful; Make sure from a technology perspective that the remote is working accordingly, even from a distance. The remote operator was very distracting; Very important information.				
Suggested Future Speaker/topic(s)				
AI, how it is impacting HR today; Employee benefit trends				

5. Committees and Chair Reports:

- a. Administrator – Website (Wendy Button) – *no report*
- b. BCTV (Benjamin Lewis) – *no report*
- c. Certification – Study Group (Bob Ames) – *Bob will get with Wendy to start spring planning.*
- d. Chapter of the Year (Susan Kelly) – *no report*
- e. Compliance (Susan Kelly) – *no report*
- f. DEI (Diversity, Equity & Inclusion) (Denise Lee) – *no report*
- g. Engagement Committee/Marketing (Nic Thomas) – *Power-Kunkle possibly considering sponsoring a networking function for 2026. Cherie and Nic noted that we need to come up with plans to reach new sponsors – Nic likes the organic approach for now.*
- h. Historian (Benjamin Lewis) – *no report*
- i. Membership (Nic Thomas) – *2 new members in October*





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- j. Legislative (Sue Fultz & Kevin Moore) – *no report, but Sue will help with Certification Classes.*
- k. A-Team (Alex Goodman) – *Alex will also do cert class – A-Team – had a good meeting last time. Kristy started reaching out for marketing, Alex wants to start market what we are doing on our berksshrm website. Meeting set for early December to go over survey data and then review at chapter meeting on 12/9. Cherie noted that anything can also go out on LinkedIn and Facebook through Nic or Wendy.*
- l. Programming / Speaker Contact (Krista Pauley) – *no report*
- m. Sponsorship / Business Networking (Tamara DeLoretta) - *has a couple potential sponsors through contacts. Will be following up this week – has the potential for 3 sponsors coming up.*
- n. Olivet Boys and Girls Club - PAL Dinner or RHS Initiatives (Debbie Ramsey) – *no report*
- o. SHRM Foundation (*chairperson needed*) – *Cherie - want to promote SHRM foundation at a meeting and then start looking for a chairperson.*

6. Old Business

- a. Update on Chapter By-Laws review (Alyssa) – *updates by the end of November*
- b. Credit Card Processing Company Review (Michael) – *may potentially tie into DMR, more info to come.*
- c. Liability insurance policy review (Cherie & Nic) – *no report*
 - \$1,000,000 liability limit = \$1,067/year premium
 - \$500,000 liability limit = \$872/year premium

SHRM Affiliate Standards Program Requirements: Dual Membership Requirements (President, Membership Director, Certification Director), basic Directors & Officers (~\$840 annually), Errors & Omissions (~\$750 annually), and Cyber Liability (~\$500-\$2,000 annually) insurance, completion of regular financial audits (every 3-5 years)

NEW: Erie insurance will be eliminating their general liability policy and replacing it with a new Eric Secure Business Policy over the next couple years. New cost will be around \$700 annually instead of \$205. With D&O coverage, the cost increases to \$1,141 with the new policy. More to come...

- d. Wireless microphone (Bob) – *has it narrowed down – will bring 2 options to the next meeting*
- e. Berks SHRM website hosting- DMR and co-branding requirement (Cherie)
 - Additional discussion on options





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Cherie – exec board, Wendy, Alyssa – looked at DMR and website options.

- *Spoke with Star Chapter who does website hosting for other chapters. Dis not speak to other options since they already know what we need. Lots of positives. For plans – we fall under their “growth” plan due to member numbers. One time setup fee of \$1684, then annual monthly fee of which comes to about \$1600 annually to save money. This would be a known additional coast of \$3200 first year and then \$1600 per year afterwards.*
 - *What would happen if we went DMR? Current revenue as we are - \$11500 per year. 126 dual members, 49 local members only. If we go DMR 100%, we keep 126 current members, we would have roughly 50% of local members become dual members, we also would get \$500 when we launch, \$500 at full conversion, and then a \$1000 incentive for first year. Also offer a net bas increase. If we can maintain this, our revenue for the next year would increase to \$13800 based on these numbers.*
 - *If we adjust these numbers and we keep current members and nobody converts we would lose roughly \$200 in first year. If 2 members convert we break even.*
 - *Credit card processing is included in DMR as is the cost of web hosting.*
 - *We would need to rename guests as something like non-members and manage them separately to make sure they have access to local information as well as manage their fees to compensate for loss of membership dues. Cost of these lost dues is also offset by the cost savings of the website hosting.*
- f. *Membership Dues amount for 2026 (Cherie) - do we change dues based on DMR or not? Alyssa said there has really not been growth in dues and that we should increase at least some to compensate for increase in costs elsewhere. Currently: National members \$45, others \$100. Cherie proposed a \$5 increase. Alex Goodman made the motion to approve, Bob Ames 2nd. Motion passed to increase dues for 2026.*
- *Communication from BCC is possible increase of \$1 – 2 pp for 2026*

7. New Business:

8. Future Berks, PA and National SHRM meetings/dates:

** State Council meetings available to Executive Board, District Directors, Chapter Presidents and Core Leaders*

** VLBM invitees: Chapter President & President-Elect invited . SHRM National covers cost of hotels, meals, and transportation between hotel/airport.*

- a. November 20-23, 2025 – Volunteer Leaders Business Meeting (VLBM) – Cancun, Mexico





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- b. November 25, 2025 - “Building a Coaching Culture: Empowering Leaders, Transforming Organizations” presented by Melinda Haas from SHV Partners.
- c. December 9, 2025 – General Meeting (Berkshire Country Club) – 7:30 a.m. to 9:00 a.m. – “Empower Employees to Retire Well.” presented by Jonathan Conover from Primerica.
- d. February 2026 – Q1 PA SHRM State Council Meeting – Virtual – 9:00am – 11:00am
- e. May 2026 – Q2 PA SHRM State Council Meeting - TBD - 1:00 pm – 5:00 pm
- f. May 2026 – PA SHRM Legal & Legislative Conference – TBD
- g. June 16–19, 2026 – SHRM Annual Conference - Orland, FL or virtual
- h. July 2026 – Q3 PA SHRM State Council Meeting – TBD – 9:00am – 11:00am

9. Deadlines

- a. November 15, 2025 – Re-Certification Provider Reaffirmation Due (Chris)
- b. December 1, 2025 – CLIF report (Wendy)
- c. December 31, 2025 – SHRM Foundation annual donation (Treasurer)
- d. January 31, 2026 – Deadline to issue 1099 (Treasurer to work with RKL)
- e. January 31, 2026 – SHAPE (“SHRM Affiliate Standards Program”) report (VP)
- f. March 15, 2026 – EXCEL Award (VP)
- g. April 15, 2026 – Annual Statement – PA Dept. of State – Bureau of Corporations and Charitable Organizations – 990-N (e-postcard) to the IRS (Susan)
- h. August 1, 2026 – Chapter of the Year (COTY) (Susan)
- i. September 1, 2026 - Pinnacle Award Application

10. **Next Board Meeting** – December 16, 2025 – 7:30am - 9:00am via Teams

11. **Motion to adjourn** – *motion to adjourn by Alyssa Gombach, 2nd by Alex Goodman.*

Meeting adjourned 8:32am

