



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



BOARD OF DIRECTORS MEETING AGENDA

September 16, 2025 - Virtual

7:30am – 9:30am

Invitees: Beth Shartle, Alyssa Gombach, Cherie Terrey, Michael Holcombe, Kathy Dale, Bob Ames, Debbie Ramsey, Krista Pauley, Susan Kelly, Denise Lee, Wendy Button, Nic Thomas, Benjamin Lewis, Tamara DeLoretta, Alex Goodman, Susanna Fultz, Kevin Moore

In attendance: Alyssa Gombach, Cherie Terrey, Micharl Holcombe, Kathy Dale, Bob Ames, Krista Pauley, Denise Lee, Sue Fultz, Nic Thomas, Ben Lewis, Alex Goodman

1. Call to order (Cherie) – *meeting called to order at 7:34am*

2. Approval of Treasurer’s Reports

Bank fees are percentage of credit card usage. Fees are high this month, not sure why other than usage. It is based on July and we had high certification class fees which may also be a factor. Michael said that maybe there were annual fees because this is when he started to look into it last year.

Motion to approve by Ben, 2nd by Michael.

AUGUST 2025 BERKS SHRM TREASURY REPORT

<u>Treasurer's Report</u>	AUGUST	
	Board Meeting	
	<u>August 2025</u>	<u>August 2024</u>
Opening Balance	\$ 17,941.32	\$ 14,982.52
Income	\$ 2,019.75	\$ 1,625.50
Expenses	\$ 5,557.80	\$ 1,228.26
Current Balance	\$ 14,403.27	\$ 15,379.76
<i>Opening and closing balance includes D&I Funds</i>	\$ 5,330.68	\$ 5,330.68

- Bank Fee was very high at \$203.29.
- Expenses included SHRM Class refunds \$2,750.00.

See Next Page for full list.

3. Approval of Minutes:





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- a. August 12, 2025 General Meeting – *motion Michael, Alyssa 2nd*
- b. August 19, 2025 BOD Meeting – *motion Kathy, 2nd Michael.*

4. Review of Speaker Critique Summary

- a. September 9, 2025 - “Annual Legislative & Legal Update” presented by Andrew Howe from Dinsmore.

Some conversation regarding the quality of Andy’s presentation this year compared to past years.

Topic:	Legislative & Legal Update								
Program Speakers:	Andrew Howe, Esq								
CHECK ONE	30	Member	1	Guest					
PROGRAM CONTENT									
<i>Please let us know if today's presentation did or did not meet your expectations.</i>									
					Did Meet	Exceeded	Did Not Meet	Comment/Reason	
Today's program topic was of interest to me.					15	15	1	Always informative; Great to go over cases and new impacts; I felt Andrew was difficult to follow and it was hard to discern actions we should take as an HR Leader.	
Today's program topic met my professional needs.					14	16	1		
Today's presenter was focused, held my interest, and had a good command of his/her material.					9	18	4	I always look forward to this session; He was hard to follow at times because he went on tangents; Got rambly and distracted, hard to follow at times; He went on many tangents or interjected side commentary that was hard to follow. At times I wasn't sure if I understood the result of the verdict; Presentation was a bit scattered; See comment above I like that he tried humor but sometimes you can just not understand him.	
Comments									
Bacon undercooked. Feel like the food service is really declining. Maybe consider another venue.									
Suggested Future Speaker/topic(s)									

5. Committees and Chair Reports:

- a. Administrator – Website (Wendy Button) – *no report*





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- b. BCTV (Benjamin Lewis) – October – *Possibly National SHRM Theresa Valykis, November Cherie?, December open. Still some options for the new year.*
- c. Certification – Study Group (Bob Ames) – *Bob was on a Certification Chair call where they said that the curriculum was not changing next year? Will confirm with Ty at the publisher and report back.*
- d. Chapter of the Year (Susan Kelly) – *no report*
- e. Compliance (Susan Kelly) – *no report*
- f. DEI (Diversity, Equity & Inclusion) (Denise Lee) – *having a meeting Thursday to see if they want to continue with DEI. Denise feels that we should but is not sure who is still behind DEI and who is not. Will report back to the board.*
- g. Engagement Committee/Marketing (Nic Thomas) – *will look into potential quarterly networking events and report back*
- h. Historian (Benjamin Lewis) – *no report*
- i. Membership (Nic Thomas)- *2-3 per month new members seems to be the average. Not sure if people are using the code or the link, but that may be helping. Most people seem to be sponsored by their employers. We've noticed that new members typically don't show at the meetings the month after they join. Bob said maybe we can give an incentive to come to the first meeting after they join – like a free meeting? Ben agreed – maybe discounted or free since we only have a couple each month. It was also mentioned that maybe we can all make a more concerted effort of engaging with new members or people we don't recognize at meetings and introducing ourselves and to others, etc.*
- j. Legislative (Susanna Fultz & Kevin Moore) – *Sue asked for clarification for when to have the updates. Cherie reviewed. Sue will begin in October.*
- k. A-Team (Alex Goodman) – *collected about 40 surveys at the meeting. Immigration was called out in addition to what she had on the card. Once results are tabulated, Alex will report back to us via email and then work on local engagement. Felt it was a good way to ask members for feedback.*
- l. Programming / Speaker Contact (Krista Pauley) – *1 opening for 5/26 looks like OSHA will be speaking. RACC hosting 3/10 confirmed. At the Schmidt Training & Tech center. They would like us to foot the bill for the food \$13.64/head which is less than country club. Wanted to know if the meeting would be restricted to only Berks SHRM members? Krista said we are not opposed to inviting other chapters, but it may be difficult for them to attend. They will keep it focused towards the tour and what they can offer. Krista said that we just need to vote on the amount. Note: It will be during their spring break, so we will have no issue with parking.*
Krista has 1 virtual opening remaining.
Cherie called for a motion. Motion by Bob, 2nd Alyssa. Motion passed unanimously.
- m. Sponsorship / Business Networking (Tamara DeLoretta) – *no report*
- n. Olivet Boys and Girls Club - PAL Dinner or RHS Initiatives (Debbie Ramsey) – *no report*





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o. SHRM Foundation (*chairperson needed*) – *no report*

6. Old Business

- a. Update on Chapter By-Laws review (Alyssa) – *nothing new but will be redoing per SHRM template. will start working on them in October.*
- b. Credit Card Processing Company Review (Michael) – *no report*
- 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)

- d. Wireless microphone (Bob) – *no report*
- e. Meeting Sponsorship Update (Wendy) – *no report*
- f. Update on RACC partnership for general meeting (Krista) – *see above*

7. New Business:

- a. PA SHRM State Council Meeting (Bob) – *Bob noted that a new board was selected for the next two years. They are looking to fill positions on committees, so if anyone is interested, please see the website. Bob was able to discuss the DMR program with Theresa Velykis who is our Regional SHRM representative. She stated that the program will allow us to still maintain memberships locally as well as have guests attend, we would just need to reclassify how we name them under the DMR program. Bob has developed a good relationship with Theresa and can set something up to talk about it further or connect her with board members, etc. to get more information. Cherie said that we will look into it closer.*

Otherwise, it was very productive and well worth the trip. Bob noted that anyone is able to attend the conference, or any of the events sponsored by PA SHRM and recommends them for both the networking and the development opportunities.

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.





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- a. September 23, 2025 – Lunch and Learn (Microsoft Teams) - 11:30am to 12:30pm - “Sextortion and Human Trafficking Awareness” - Jeffrey Reichart from Governor Mifflin School District.
- b. October 14, 2025 – General Meeting (Berkshire Country Club) – 7:30 a.m. to 9:00 a.m. – “Group Retirement Best Practices: What You Can Do Now to Make Your Plan Better Today” - Alex Langan from Langan Financial Group.
- c. November 20-23, 2025 – Volunteer Leaders Business Meeting (VLBM) – Cancun, Mexico
- 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

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** – October 21, 2025 – 7:30am - 9:00am via Teams

Motion to adjourn by Alex, 2nd by Alyssa - Adjourned at 8:35

