

Metro Phoenix Chapter of the American Payroll Association

Meeting Minutes

April 19, 2016

- I. President Wendy Wyman opened the meeting at 6pm**
- II. Introduction of New Members:**
- III. Chairpersons Report** – Wendy Wyman – Announced that we have a volunteer for the VP position and we will be voting under Old Business.
- IV. Vice Chairperson Report** - Position Open
- V. Secretary’s Report** – Regan Gawan - Minutes from March are posted on the website. Motion to Accept Secretary Report Seconded Motion Passed.
- VI. Treasurer’s Report** – Antonio Bianchi (No Report provided)
- a. Operating Account
- | | |
|-------------------|-----------------|
| Beginning Balance | \$5212.87 |
| Deposits | \$673.18 |
| Withdrawals | <u>\$625.54</u> |
| Ending Balance | \$5260.51 |
- b. Payroll Conference Account
- | | |
|-------------------|-------------|
| Beginning Balance | \$6,800.00 |
| No Activity | <u>0.00</u> |
| Ending Balance | \$6,800.00 |

No Motion to Accept the Treasurers Report

- VII. Government Liaison Report** – Jo McCoy – Check out the Govt Relations site on the APA Website. Congress is May 10 through 14 in Nashville. The following week is virtual Congress. GET YOUR ACH Credits! The I-9 form expired on 3/31 but a new one has not been released yet, so continue to use the old one until further notice. USCIS – 1st version of I-9. 30 of APA’s suggestions have been accepted!
- VIII. Social Media Coordinator** – Darla West – Updated Face Book Page
- IX. Old Business:**

- a. Still Looking for a volunteer to facilitate Fall Study Group and a location. Fall testing begins September 17 and ends October 15th . Registration opens
- b. Vice President Position - Terri Collins volunteered to serve and was elected by acclimation! Thank you so much Terri!

IX. New Business

- a) None

X. Presentation: Laura Hanchet – ADP – How to Give an Effective Presentation

Thank you for allowing me to be of service.

Regan Gawan – Secretary