

Metro Phoenix Chapter of the American Payroll Association

Meeting Minutes

November 17, 2015

I. President Wendy Wyman opened the meeting at 6pm

II. Introduction of New Members:

- Adelia with Norcon Industries
- Judy Gerth with ECareer Link

III. Chairpersons Report – Wendy Wyman – We have a revised set of By-Laws that the membership will vote on at the December meeting. Both the Existing and the Proposed By-Laws are posted on the website. Please review them and send any suggestions for changes to one of the Officers.

IV. Vice Chairperson Report - Val Cauffman – Our December Meeting will be the Annual Christmas Party. We will have a “Steal A Gift” gift exchange. If you wish to participate, please bring a wrapped gift no more than \$15 in value. We will also have Payroll Jeopardy. This has been approved the APA for 1 RCH Credit. Invites and notices will be sent soon.

V. Secretary’s Report – Regan Gawan - Minutes from October Meeting were posted on the website. Also, have not purchased a new projector yet. Valerie has volunteered to look into the technological status of our projector, see if we can get an adaptor cord for USB ports and see if the remote just needs some batteries. Motion to Accept Sept Secretary Report by Sonda. Second by Jo. Motion Passed.

VI. Treasurer’s Report – Antonio Bianchi

a. Operating Account

Beginning Balance	\$6529.03
Deposits	\$ 680.78
Withdrawals	<u>\$ 998.84</u>
Ending Balance	\$6200.97

b. Payroll Conference Account

Beginning Balance	\$6,800.00
No Activity	<u>0.00</u>
Ending Balance	\$6,800.00

Motion to Accept the Treasurers Report made by Sonda Seconded by Jennifer – Motion Passed.

VII. Government Liaison Report – There is a Government Relations link on the APA website with lots of great information, and subcommittees that you can join. The APA is currently working to standardize the Wage Garnishment regulations for all states. The Pub 509 Tax Calendar has been released. NY State released Regulations for pay cards stating that the employee has to agree to payment method and card must have ATM Access. There is trend among states to move up the W2 filing deadline to Jan 31st. Several states have already made this change.

VIII. Old Business:

- a. Still Looking for volunteer to serve as our Social Media Coordinator to keep our Facebook and Linked in Pages updated with current information.
- b. Vote on By-Laws
- c. Projector Status

IX. New Business

- a) Need a volunteer to facilitate the Spring CPP Study Group. Testing begins in March so the study group should start in mid- January, to allow 10 weeks. Need to find a place to hold the study group. Several members suggested ideas, and some will investigate and report back. Regan, Jo and others stated they would be willing to assist with the Study Group.

X. Presentation: Amy Benesch with the Arizona Department of Labor.

Thank you for allowing me to be of service.

Regan Gawan – Secretary