

Metro Phoenix Chapter of the American Payroll Association

Meeting Minutes

December 15, 2015

- I. President Wendy Wyman opened the meeting at 6pm**
- II. Introduction of New Members:**
- No New Members
- III. Chairpersons Report** – Wendy Wyman – Welcomed everyone to our December Business Meeting / Christmas Party.
- IV. Vice Chairperson Report** - Val Cauffman – No Report
- V. Secretary's Report** – Regan Gawan - Minutes from November Meeting were posted on the website and read at this meeting. Motion to Accept Secretary Report Seconded Motion Passed.
- VI. Treasurer's Report** – Antonio Bianchi (No Report provided)
- a. Operating Account
- | | |
|-------------------|-----------|
| Beginning Balance | \$ |
| Deposits | \$ |
| Withdrawals | <u>\$</u> |
| Ending Balance | \$ |
- 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 – No Report
- VIII. Old Business:**
- a. Darla West Volunteered to serve as our Social Media Coordinator.
 - b. Vote on By-Laws – this vote has been tabled till February.
- IX. New Business**

- a) Volunteer needed to facilitate the Spring CPP Study Group. Lisa Jackson volunteered to lead the Study Group! She has a facility that she can use. Check the website for updated info!

- X. **Presentation:** Regan Gawan and Valerie Cauffman presented Payroll Jeopardy! - Then we had a white elephant gift exchange for Christmas!

Thank you for allowing me to be of service.

Regan Gawan – Secretary