

**Metro Phoenix Chapter
American Payroll Association
Meeting Minutes
April 15, 2003
Radisson Hotel**

President Vicky Harrison called meeting to order at 6:10 P.M.

Secretary Judie Aranyos read the minutes from the March meeting. President Vicky Harrison asked for any changes to the minutes, Treasurer Theresa Mejia made a correction to the March Treasurer report. The minutes were approved and seconded by the membership as corrected.

Treasurer Theresa Mejia read the Treasury report.

Beginning balance \$3,226.30

Deposits \$649.00

Withdrawals \$690.50

Ending balance, March \$3,184.80

The Treasury report was approved and seconded by the membership as read.

Committee Reports

Government Liaison: Vickie Dunster, Reminded everyone that it was tax day April 15.

National Report: Jeff Geisler, Jeff was not present.

CPP Study Group: Vickie Dunster, New study group will begin in June.

2003 Arizona State Payroll Conference: Judy Gahide, Michael Jones, Past President from National APA , APA Speaker Bureau and IRS Advisory Board will be conference opening keynote speaker on Thursday, Rochelle Balch, motivational speaker, will headline Friday with her 'Brag Your Way to Success. Dates for the Conference are 9/11-9/12/2003 at the Marriott Airport Hotel. American Solutions will be one of our sponsors.

APA's 21st Annual Congress: the Greatest Show in Payroll! Congress will be held April 29 - May 3, 2003 at Bally's Paris Las Vegas.

Upcoming APA Seminars: The national APA will be holding 3 seminars here in Phoenix in the upcoming months.

June 17th, Payroll Tax Forum

August 7th, Garnishments Forum

October 16th Preparing for Year-End and 2004

October 29th – 31st, Payroll Practice Essentials

Vicky asked for ideas to help increase the attendance to the APA seminars. The APA needs a minimum of 32 attendees to break even. Only 19 attended the Multi State seminar.

NEW BUSINESS

New Members: Vicky Harrison asked all members who are attending the meeting for the first time to stand up and introduce themselves. Each new member was presented with a APA

welcome bag containing information on the location chapter, national APA, CPP & FPC along with information from vendors and a few surprises.

New members were:

Name	Company
Bernice Boone	KTVK-TV3
Martha Mingua	Mesa Air Group
Debbi Scott	Mesa Air Group
Nancy Palomo	Bar-S

Chapter Brochures: Our chapter brochures are out of date; we are looking for a volunteer to help create a new brochure. We are also looking for a sponsor to help print the color brochure.

Regional Board of Advisers: Martin Armstrong, CPP is our representative for Region Three, which covers APA Chapters in Arizona, Southern California, Colorado, and New Mexico. The purpose of the Board of Advisors is to bring out new ideas for the future of the APA and to present these ideas at the APA Board Meetings. Martin's role is to also be your voice and liaison with the APA's Board of Directors. The APA is particularly interested in ideas that will improve its educational seminars, increase the value of membership, enhance the Annual Congress, and just about anything that will ensure a bright future for the organization. Our region is responsible for at least two (2) ideas to present at this year's summer Board Meeting, which will be held from July 19th through July 26th. Martin is soliciting members of our chapter to help bring ideas to the APA Board of Directors.

Vicky has suggestion forms on each table, please let us know what you think will help improve the APA. You can also go on our web-site, click on survey and submit your suggestions.

Vicky spoke about National Payroll Week which will be September 1 through 5. She asked for suggestions on how to celebrate and mentioned that the poster for this year is fantastic.

Vicky gave away a deck of Payroll Trivia cards and a Your Paycheck booklet. Both items are helpful to study for the CPP or FPC.

Photo: Vicky asked the members to gather for a photo that will be sent to national for the APA Annual Report.

Speaker: Vickie Dunster, CPP from Honeywell in Tempe. Vickie's presentation covered how to properly issue "Death Payments" and "Settlement Payments".

Meeting Sponsor Pete DeLuca from American Solutions was our sponsor for the evening had a prize for each table and one overall. Pete wrote a number from 1 to 100 inside check stock and sealed the check. Each table attendees wrote on the outside of the check their guess. The closest guess won the prize. Pete had another check and looked at all the table entries to see who was the closest to that number for the overall prize.

Next Meeting: May 20th.

There were 36 members in attendance.

Meeting was adjourned at 7:50 P.M.