

**Metro Phoenix Chapter
American Payroll Association
Meeting Minutes
April 20, 2004
Radisson Hotel**

Vice President Donna Hermansen called meeting to order at 6:00 P.M

Secretary Cheryl Carstensen read the minutes from March's meeting. Vice President Dona Hermansen asked for any changes to the minutes, there were none. The minutes were approved and seconded by the membership as read.

Treasure Report: Treasure Theresa Mejia presented the financials from the March and April meetings, beginning balance in March was \$1,6740.04, there was deposits of \$557.00, withdrawals of \$812.51 with an ending balance of \$1,418.53. The beginning balance for April was \$1,418.53; there were deposits of \$558.00, withdrawals of \$1,256.63, with an ending balance of \$719.90. The Treasury report was approved and seconded by the membership as read.

Committee Reports:

CPP Study Group: Karen Kelling reported that the Study Group has two classes left and that one person will be testing in the spring for the CPP exam.

State Payroll Conference: Chairperson Vicky Harrison announced that we will be setting up Pay Pal for registration fees for the 2004 conference. Members should check the Metro Phoenix web site for further updates. Pay Pal will also be used in the further for both membership fees and monthly dues for the meetings.

Government Liaison Report: Jeff Geisler announced that the Sate of Arizona as of January 1, the AZ State ID number would mirror the Federal EIN number. Jeff also talked about the Social Security wage base and that by 2013 the wage base would be \$121,800 and that by 2018 the trust will only be able to meet 73% of its need. The percentage will fall to 68% by the year 2078. The changing overtime issues were also presented and that President Bush has signed the bill and it will take effect on August 20, 2004. The Act has gone from 31,000 words to 18,000 words.

National APA: Jeff Geisler reported that the truck had left San Antonio, Texas headed to Nashville for the National Conference. Jeff also reported that the APA financially was very healthy, very strong.

New Business: Donna Hermansen asked all members who were attending the meeting for the first time to stand up and introduce themselves. Each new member was presented with an APA welcome bag containing information on the local chapter, national APA, CPP & FPC along with information from vendors and a few surprises. The new members were:

Name	Company
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Donald W. Sharper Grant: President Vicky Harrison who selection committee this year, talked about how the selection process works. Vicky then proudly announced that Cheryl Hookey had won one of the Grants. Cheryl's grant allowed her to attend the 2004 APA Congress in Nashville. The chapter officers then presented Cheryl with a bouquet of flowers.

Chapter President's Leadership Seminar: President Vicky Harrison attended the Leadership seminar in March. Vicky stated that she found the seminar exciting and was full of great information to improve our chapter. Vicky and the officers proposed the following changes:

By-laws – national strongly suggest the following changes. (These changes will take a vote of membership if we should choose to adopt them).

- A). We need to stage the terms of the officers so not all end on the same year. We need to have two of the officer's term end on the odd year the other three even years. This change will start with the next elections.
- B). We need to set term limits to 2 consecutive terms. With 1 to 2 year caps before taking the same office again.
- C). The out going President automatically takes the board position of Chapter Adviser (non-voting office) for one term (same as president).
- D). Meeting days, our by-laws specify that we meet on the 3rd Tuesday of the month. By stating this if we should need to change the date due to a holiday, we are in violation of our own by-laws. It is suggested that we change it to read only that we will hold meetings once a month and 10 months per year.

The proposed changes to the by-laws will be sent to all active members. The voting will take place at the May 18th meeting.

Committees: Vicky also announced some other ideas that were derived from the Leadership seminar; the chapter needs to form the following committees.

Newsletter Committee
National Payroll Week Committee
New Member Welcoming Committee

Upcoming APA Training:

Audio:

Local Seminars:

June 7 – 9, 2004	Payroll Practice Essentials
June 15, 2004	Payroll Tax Forum
August 6, 2004	Wage and Hour Seminar
August 13, 2004	Garnishments Forum
November 5, 2004	Preparing for Year-End

Speaker: Vicky Harrison, Senior PeopleSoft Help Desk Analyst, Hilton Hotels Corp.

TOPIC: “Surviving and Thriving through Change”

Vicky presented a seminar on change and how change is a never-ending factor in our lives. Vicky showed us how change be disruptive, demanding and make all of us uncomfortable. She also showed us how change can also be fun, challenging, thought provoking, and a growing experience if we don't run scared from it and instead stand our ground and say “come and get me baby, I'm ready for you.”

Job Opening: There were no job openings announced.

Final Announcement: President Vicky Harrison announced that she would be resigning her office due to an upcoming move to Orlando, Florida.

Next Meeting – May 18, 2004

There were 27 members in attendance.

Meeting adjourned at 7:30p.m. Accepted and second.