

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

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

Secretary Cheryl Carstensen read the minutes from the May 18 meeting. Interim President Donna 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, beginning balance in July was \$723.42, and there were deposits of \$750.00, withdrawals of \$560.44 with an ending balance of \$913.45. The Treasury report was approved and seconded by the membership as read.

**Committee Reports:**

**CPP Study Group:** Donna Hermansen reported that the fall Study Group had 18 participants. The study group is meeting at Petrie Chrysler located at McDowell and 64<sup>th</sup>, in the upstairs meeting room. The study group will meet from 6:00pm to 8:00pm. The 2004 Payroll Source will be the book used.

**State Payroll Conference:** Cheryl Carstensen reported that there were 41 attendees for the State Conference and that there was still time to register for the conference. Donna Hermansen requested door prizes from anybody that could provide them.

**Government Liaison Report:** Jeff Geisler announced that the Arizona Tax Rates would be changing as 1-1-05. 18.2 are going to 19, 21.3 to 23, 23 to 25, and 34 to 37 and less than 15,000 would stay at 10%.

**National APA:** Jeff Geisler discussed the routines used by the Social Security Department to match name and social security numbers. There are 23 different routines from flipping the name, moving letters in the name. At the end of the process there are people who look at the social security numbers to match name to numbers.

**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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**Upcoming APA Training:  
Audio:**

**Local Seminars:**

August 6, 2004      Wage and Hour Seminar  
August 13, 2004     Garnishments Forum  
August 26 – 27, 2004 State Payroll Conference  
November 5, 2004    Preparing for Year-End

**Announcements:** Sue Santee announced that the City of Scottsdale was putting together a Child Support Workshop. Sue stated that the workshop planning was in the early stages and more details would follow.

**Speaker:** Jim Pavletich from the Social Security Administration discussed the Social Security Web page and how both employees and employers can use it. Jim showed the different areas of the web and discussed the pamphlet regarding retirement benefits and this can also be used as tool.

**Job Opening:**

**Final Announcement:** Jon Bohart announced that Sam Kersch was study for the CPA exam so he would not be at the meeting on Tuesday nights.

**Next Meeting** – September 21<sup>st</sup> (Due to the State Payroll Conference there will be no Chapter Meeting in August)

There were 27 in attendance.

Meeting adjourned at 7:40p.m. Accepted and second.