

**Metro Phoenix Chapter
American Payroll Association
Meeting Minutes
September 21, 2004
Radisson Hotel**

Interim President Donna Hermansen called the meeting to order at 6:15 P.M

Secretary Cheryl Carstensen read the minutes from the July 20th 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 September was \$913.45, and there were deposits of \$905.00, withdrawals of \$593.04 with an ending balance of \$1,225.41 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 only had 2 more nights. Four of the study would be testing for the CPP exam in the fall. Donna reported that the study group would be having a guest speaker who would be discussing Ex-Patriots and that this was something different for the study group.

State Payroll Conference: Cheryl Hookey presented a final report on the successful State Conference that was held on August 26 and 27th.

Government Liaison Report: Jeff Geisler was not present at the meeting to present his reports.

National APA:

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
_____	_____
_____	_____
_____	_____

Upcoming APA Training:

Audio:

- October 14 Customer Service and the Payroll Department
Presented by Irene Chapman, CPP
- November 18 What Every Payroll Professional Needs to Know About Cafeteria Plans

Local Seminars:

- October 7, 2004 Free Child Support Workshop/Scottsdale
November 5, 2004 Preparing for Year-End

Announcements: Account Temps announced that they were holding a suit drive through September 24th and that anybody with extra suits could donate them.

Speaker: Tom Water, AZ Department of Revenue and Jennifer Witter, Accenture present a demonstration of the new AZTaxes.gov website for the State of Arizona Department of Revenue. On the site, the taxpayers can file and pay withholding taxes as well as interact with agency representatives online. The address for the web site is www.aztaxes.gov. The website is a secure website and there is a tutorial demonstration to help you through the web site. The service is fast, easy and free.

Job Opening:

Final Announcement: Cheryl Carstensen announced that there would be elections at the October 19th meeting for President and Vice President. Each Board Member of the Chapter must be a National Member. Cheryl asked for nominations and announced that nominations could be e-mailed to Donna Hermansen.

Next Meeting – October 19, 2004 the speaker will be Gonzella Jones from the IRS

There were 27 in attendance.

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