

**Metro Phoenix Chapter
American Payroll Association
Meeting Minutes
September 20 2005
Radisson Hotel**

President Judie Aranyos called meeting to order at 6:00P.M.

Secretary Cheryl Carstensen read the minutes from July 19, 2005 meeting. President Judie Aranyos asked for any changes to the minutes, there were none. The minutes were approved and seconded by the membership as read.

Treasurer Theresa Mejia read the Treasury report. Beginning balance was \$2077.47 deposits of \$677 withdrawals of \$517.45 ending balance for was \$2,237.02
The Treasury report was approved and seconded by the membership as read.

Committee Reports

CPP Study Group:

State Payroll Conference: Cheryl Hookey presented a final summary of the State Conference. Judy Jennewein was a first time helper on the committee and presented her opinions on the conference and working on the committee. The next State Conference will be in 2007.

Government Liaison: Judy Aranyos presented a report from the IRS on the Katrina relief effort and the process of giving donations from vacation leave accrual plans. The report is on the National American Payroll Web page.

National APA: There was no report.

NEW BUSINESS

New Members: Judy Aranyos asked all members who are 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 location chapter, national APA, CPP & FPC along with information from vendors and a few surprises.

New members were: Name Company

Ask for any new business, announcements, from the membership?

National Payroll Week Celebration Kevin Wiles from Tri – West gave out \$100,000 candy bars.

American Express – Each day they did something for each of the areas in their building, etc. Decorated Stick Horses and had a race. Played Pay Feud and gave out APA prizes.

Job Openings: There are job posting now on the Metro Phoenix APA web site.

Upcoming APA Training:

Audio:

October 20 -	What is Compensable Time? Are You Paying Your Nonexempt Employees Correctly?
November 10-	Executive Compensation – How to Ensure You are Taxing Your Executives Correctly

Local Seminars:

October 21, 2005	Preparing for Year-End and 2006
November 11, 2005	Accounts Payable/Disbursements Preparing for Year End and 2006

Speaker: There was no speaker for this meeting. There was a round table discussion of questions from the membership on how to handle special payroll issues. Kevin Wiles asked a question regarding highly compensated employees not having FICA taken out of their checks and for last year and how to correct their W-2s for 2004. Guest Stepanie asked a question about to how to use the Arizona Department of Revenue web page and for a contact name.

Next Meeting: Next Meeting October 18, 2005

There were 15 members in attendance.

Meeting was adjourned at 7:30 P.M.