

**Metro Phoenix Chapter
American Payroll Association
Meeting Minutes
March 21, 2006
Radisson Hotel**

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

Secretary Cheryl Carstensen read the minutes from February 21, 2006 meeting. The minutes were approved and seconded by the membership as read.

Treasurer Vivian Hill read the Treasury report. Beginning balance was \$2,605.28 deposits of \$648.00 withdrawals of \$ 994.07; ending balance for was \$2,259.21. The Treasury report was approved and seconded by the membership as read.

Committee Reports

CPP Study Group:

State Payroll Conference: Cheryl Hookey announced that the theme for the 2007 State Conference will be **Camping with Payroll in 2007.**

Government Liaison: Brenda Norman reported that the Tax Filing Deadline this year would be on April 17th due to the fact that April 15th fell on Saturday.

National APA:

By- Laws: Cheryl Carstensen reported that the March edition of the Chapter's Newsletter would be sent to Sam as soon as the Board had completed their check and any corrections or additions had been added to the newsletter.

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
	Brandi Torkelson	Santec Consulting

Ask for any new business, announcements, from the membership? Cari Bellairs from Stantec announced that she had a Payroll position open.

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

Upcoming APA Training:

Audio: May 11	Form I-9 and New Hire Reporting
June 1	How to Prepare for Success on the CPP and FPC Exams
June 15	Basics of U.S. Nonresident Alien Tax Withholding and Reporting

Local Seminars: June 20 Payroll Tax Forum

National Seminars: 24th Annual Congress in Orlando Florida May 21-25, 2006

Speaker: Larry Adams, CPA, EFE presented “Why Should Payroll be Part of a Fraud Examinations? Larry presented several difference payroll schemes that were used to steal money from companies. Larry spoke on internal controls and the weakness of these controls that allow the fraudulent schemes to happen and how these schemes were caught. Larry discussed what a payroll department could do to assist a fraud examination and how a company can protect themselves from these schemes.

Next Meeting: Next meeting April 18, 2006

There were 32 members in attendance.

Meeting was adjourned at 7:30 P.M.