

**Greater Nashville Chapter of the American Payroll Association
Chapter Meeting, June 16, 2011, 12:00 PM – 1:30 PM
Millennium Maxwell House Hotel, Nashville, Tennessee
Meeting Minutes**

Opening Remarks and Announcements – Lisa Shell, CPP, President

Lisa opened the meeting and welcomed all attendees. She recognized one visitor: Jackie Zuckerman from Lee Company.

Lisa thanked the volunteers at the registration desk: Linda Nyguyen and Debbie Bason, CPP.

Lisa announced that there were seven job postings on the website in the Members Only section.

Lisa announced that a volunteer is still needed for the Director of Education officer position. July's scheduled speaker has cancelled so suggestions of topic and speaker were requested.

Lisa announced that the chapter newsletter, PAYsmart, will now be displayed on the chapter website. She will send an email to the membership each month with links to all the various items of information.

Lisa stated that the TN Statewide Payroll Conference will be held August 10-12 in Franklin, TN. Early registration rates continue through June 21st. The 25th Anniversary Celebration will be September 17th at One Eleven in downtown Nashville. Members were urged to register for these events.

Lisa announced that two CPP/FPC study groups are in session. Angela Innes is hosting one class at The Martin Group. Heather West is hosting the second class at Williamson County Board of Education.

Lisa awarded Valerie Phillips, CPP as chapter member of the month in appreciation for overseeing the registration desk during the May chapter meeting.

Chapter Meeting Minutes – Debbie Bason, CPP, Secretary

Debbie asked for a motion to accept the May chapter meeting minutes. First and second motion was received from Debra Neal, CPP and Ann Marie Fleck, CPP. The minutes were approved as written.

Treasurer's Report – Howard Wimsatt, CPP, Treasurer

Howard gave current balance details of the main chapter account and the statewide account and stated that the information is posted on the chapter website in the Members Only section.

Community Service/Fundraising Update – Emily Gray, CPP, Dir of Fundraising and Community Service

Emily gave details concerning the upcoming fundraising auction. Pledges are now being taken through August 17th. The auction will be held at the August and September chapter meetings and conclude at the 25th Anniversary Celebration on Sept. 17th. Members were urged to email their pledges to Emily. She stated that change buckets are available on tables for TN Baptist Children's Home donations.

Membership Update – Angie Sowers, CPP, Director of Membership

Angie announced that there are 154 chapter members. New members since last month's meeting are Ann Godwin (Sitel Operations Corp), Ann Herlitzka (ADP), Arndra Smith (Sitel Operations Corp), Carol Gatten (Sitel Operations Corp), Celeste Davis (Sitel Operations Corp), Heather West (Williamson County Board of Education) and Sherry Thiry (Asurion, Inc).

National Payroll Week Update – Lisa Wachter, CPP, Dir of NPW

Lisa announced that National Payroll Week is Sept. 5-11, 2011. She requested ideas and promotions for NPW from the membership. Attendees were urged to promote the online survey, volunteer for Money Matters Education Day (contact area high schools as soon as possible), and shop on line for NPW products mentioning the Greater Nashville Chapter on their order. A TV interview segment has been confirmed with Williamson County Connections program. Lisa Shell, CPP and Sherry Dwyer, CPP will represent the chapter in this promotion. As a community service project, members will provide a potato bar on Thursday, Sept. 8th at 5:30 pm at Hope Lodge. Signup sheets were distributed for volunteers.

Introduction of Speaker – Lisa Wachter, CPP, Director of NPW

Lisa introduced Daren Phillips, Division Director from Robert Half Management Resources, who gave a presentation entitled "Business Etiquette – The New Rules in a Digital Age". After his presentation, Lisa presented Daren with a gift of appreciation.

Closing Remarks and Door Prizes – Danny Walker, CPP, President Elect

Danny announced that the next meeting will be Thursday, July 21, 2011. The speaker is not confirmed at this time. Danny conducted the door prize drawing. Valerie Phillips, CPP was the winner of a gift card. Danny thanked all for attending and adjourned the meeting.