

**Greater Nashville Chapter of the American Payroll Association
Officer's Meeting, Thursday, Oct. 6, 2011, 5:30 PM**

Meeting Minutes

Attendees

Lisa Shell, CPP, President
Danny Walker, CPP, President Elect
Debbie Bason, CPP, Secretary
Emily Gray, CPP, Director of Fundraising and Community Service
Lisa Wachter, CPP, Director of NPW
Sherry Dwyer, CPP, Co-Director of Public Relations and Community Events
Butch Dwyer, Co-Director of Public Relations and Community Events
Amy Welch, APA Liaison
Howard Wimsatt, CPP, Treasurer
Debra Neal, CPP, Immediate Past President
Bonetta Bond, FPC, Chairman Tennessee Statewide Committee

Absentees

Angie Sowers, CPP, Director of Membership
Barbara Hinshaw, CPP, Government Update Liaison

Old Business

Opening Remarks – Lisa Shell, CPP, President

Lisa opened the meeting, thanking all for attending and calling in.

Meeting Minutes – Debbie Bason, CPP, Secretary

The chapter meeting minutes for Sept. 15, 2011 and the officer meeting minutes for Sept. 1, 2011 were approved as written and are posted on the website.

Membership Update – Angie Sowers, CPP, Director of Membership

Lisa Shell, CPP announced that we currently have 131 2011-12 members. The annual membership drive will conclude October 7th.

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

Emily stated that the fundraiser auction has a total of \$104 in donations to date. The auction will close at 11.55 am, Oct. 20th. Meeting attendees will be reminded to arrive early to make final bids. The list of items with the current bid will be distributed to the membership.

A team has been created to participate in the 7th Annual Hike for the Homeless on Nov. 5th at 9:00 am at Edwin Warner Park. Three members have volunteered to date. The event is a carnival atmosphere with breakfast and lunch served.

Treasurer Report – Howard Wimsatt, CPP, Treasurer

Howard presented the balances of the main chapter account and the statewide account. The details will be made available in the Members Only section of the chapter website.

Education Update- Lisa Shell, CPP, President

The speaker for October's meeting will be David Hamn. The topic will be "Do You KNOW Your 401k Plan?"

Speakers and topics for future chapter meetings are:

Benjamin Carlson – November – Guidance Toward More Favorable Unemployment Hearings

Michelle Bacher scheduled for December has cancelled.

Jeff Norris – February – The Times They Are A-Changin: How Payroll Can Enable Successful Change Management

A suggested topic for December was the Pennsylvania tax law changes. Lisa Shell, CPP contacted Kim Shoop requesting her to speak on this topic in December and Kim agreed.

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

Lisa Wachter, CPP presented an overview of the NPW activities. All contest entries to National APA were provided by the deadline. A photo of the 25th Anniversary party attendees was provided in the chapter photo contest. The winner of the NPW awards will be announced in January's PayTech magazine.

Debra Neal, CPP stated that she had received a proclamation from the Governor of Tennessee late and will provide to Lisa Wachter.

Lisa Shell, CPP has received suggestions from several chapter members regarding participating in future Hope Lodge dinners. The officers offered support of the activity if those suggesting would chair the committee. Danny Walker, CPP will contact Laura McCarty.

GNC 25th Anniversary Update – Sherry Dwyer, CPP,

Sherry Dwyer, CPP gave an overview of The 25th Anniversary celebration which was held in downtown Nashville on Sept. 17th. Highlights of the evening were the attendance of the first President of the Greater Nashville Chapter, Jim Conner, excellent food, beautiful decorations and entertaining video/photographs of chapter memories.

Sherry Dwyer, CPP will write an article for PayTech magazine about the celebration. She requested comments from attendees to be used in the article.

Website Update – Butch Dwyer, Webmaster

Bonetta Bond, FPC will be featured as the Chapter Spotlight. Lisa Wachter, CPP will provide an article on the NPW contest submission. Emily Gray, CPP will

prepare an article regarding the fundraiser auction. Angie Sowers, CPP has provided member birthdays.

TN Statewide Board Update – Bonetta Bond, FPC, Chairperson

Bonetta Bond, FPC provided an overview of the progress on the newly formed TN Statewide Committee. The 2012 TN Statewide Payroll Conference will be held in Nashville. The tentative dates are Aug. 8-10, Aug. 15-17 or Aug. 22-24. Quotes are being sent and received from hotels. Bonetta has received valuable mentoring from Barbara Youngman who chairs the TX Statewide Committee. Based on her counsel, the TN Statewide Committee will apply for a FEIN as a non-profit educational organization. Bonetta requested \$3,500 seed money from GNC which was approved by the officer board. Chris Bennett, CPP will be treasurer of the TN Statewide bank account.

Questions

No questions on old business.

New Business

October Chapter Meeting – Lisa Shell, CPP, President

The chapter meeting will be held on the 10th floor. The email invitation will be distributed Oct. 10th and 13th. Sherry Dwyer, CPP will introduce the speaker and present speaker gifts which will be Starbucks mugs with \$5 gift cards. There will be one O'Charley's gift card awarded to the door prize winner. Brittney Wood and Brandy Yerbich will be awarded Chapter Friends of the Month for their contribution to the 25th Anniversary Celebration. Sherry Dwyer, CPP and Lisa Wachter, CPP will be awarded Chapter Members of the Month in appreciation for their exemplary organizing efforts of the 25th Anniversary Celebration. All National Payroll Week volunteers will be awarded with certificates of appreciation.

Danny Walker, CPP will contact Maxwell House Hotel management regarding an overnight stay door prize in celebration of NPW.

2012-13 Chapter Officer Elections – Lisa Shell, CPP, President

The committee has been formed – Robyn Barnes-Neely, CPP, Ann Marie Fleck, Pam Warner and Lisa Woods. A chairperson will be appointed. The nominations for officers will begin at the October chapter meeting. The nomination form is available on the chapter website. Butch Dwyer will create a spreadsheet which will be forwarded to the Nomination Committee Chairperson. Voting will occur online on the chapter website in November.

Hotel Contract Negotiations – Danny Walker, CPP, Vice-President

Hotel negotiations are in process for the 2012-13 officer term. It was suggested that meeting dates should not conflict with local APA classes (although these have not been posted on the APA website). It was suggested that the contract

specify that a chapter meeting date may be added rather than a meeting date be dropped without penalty.

New FPC/ CPPs – Lisa Shell, CPP, President

Bonetta Bond has received the FPC certification. There were no other certifications known at this time.

Meeting Adjourned

Lisa Shell, CPP thanked all for attending. The meeting was adjourned.