

**Greater Nashville Chapter of the American Payroll Association
Officer's Meeting, Thursday, Nov. 3, 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
Angie Sowers, CPP, Director of Membership
Butch Dwyer, Co-Director of Public Relations and Community Events
Amy Welch, APA Liaison
Howard Wimsatt, CPP, Treasurer
Debra Neal, CPP, Immediate Past President
Sherry Dwyer, CPP, Co-Director of Public Relations and Community Events

Absentees

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 Oct. 20, 2011 were approved as written and are posted on the website.

Membership Update – Angie Sowers, CPP, Director of Membership

Angie Sowers, CPP announced that we currently have 139 2011-12 members. Three chapter members will be awarded Starbucks gift cards for their recruiting new members effort in the annual membership drive. They will be announced at the November chapter meeting. Emails have been distributed twice to 2010-11 members who have not joined for the new membership year. Lisa Shell, CPP emailed the current membership list to all officers.

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

Emily stated that the fundraiser auction raised a total of \$250. There are two auction items remaining to deliver and collect money.

The 7th Annual Hike for the Homeless will be Saturday, Nov. 5th at 9:00 am at Edwin Warner Park. There are six individuals on the GNC team. The chapter has raised \$280 for this event.

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.

The approved donation to the Tennessee Statewide Board has not been made as yet.

Education Update- Lisa Shell, CPP, President

November's speaker will be Benjamin Carlson from TALX. The subject will be "Guidance Toward More Favorable Unemployment Hearings".

Speakers and topics for future chapter meetings are:

Kimberley Shoop – December – "PA Act 32"

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

Rena Reynolds – March – "Workplace Stress"

TALX Representatives – April – "Mergers and Acquisitions"

Stephanie Swann – May – "Employment Tax Trends/Hot Topics"

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

Lisa Woods, CPP has received 18 nomination forms from Butch Dwyer, Webmaster. The nominees will be sent emails requesting acceptance of the nomination. They will be asked to choose a primary and secondary nomination if nominated for more than one officer position. Voting will occur online on the chapter website after the November chapter meeting.

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

Hotel negotiations are still pending for the 2011-12 officer term with representatives from the Maxwell House hotel.

Questions

No questions on old business.

New Business

November Chapter Meeting – Lisa Shell, CPP, President

The chapter meeting will be held on the 10th floor. The email invitation will be distributed Nov. 7th and 10th. Amy Welch will introduce the speaker and present speaker gift which will be an O'Charley's gift card. There will also be an O'Charley's gift card awarded to the door prize winner. All members who donated auction items for the fundraiser will be awarded Chapter Members of the Month.

PAYsmart Not on the Web, Lisa Shell, CPP, President

The opportunity was given for a volunteer to create the PAYsmart but no responses. Butch Dwyer, Webmaster, has created a Chapter Highlights section

on the website home page with links to the most current information. He requested that officers submit current information in their officer information area.

Form 990-N Filing, Lisa Shell, CPP, President

Lisa Shell reported that Howard Wimsatt, CPP, will be filing the annual Form 990-N (Annual Filing for Small Exempt Organizations).

Meeting Adjourned

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