May Officer Board Meeting

Thursday, May 02, 2019

10:25 AM



Participant Access Code: 734147

Attendees: Bonetta, Patsy, Valerie, Melinda, Robert, Darlene, Jan, Lisa

**Old Business**

* **Bonetta Bond, FPC**: Welcome & call meeting to order

 **May’s Monthly Meeting will be next Thursday on May 9th**

* **Valerie Phillips, CPP**: Approval of minutes from March and April, 2019 meetings
	+ 1st - Darlene Greer, CPP; 2nd - Lisa Wachter, CPP
* **Robert Buck, CPP**: Membership Update:

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Membership Period** | **Total Members** | **APA Members** | **CPP** | **FPC** | **CPA** | **JD** | **MBA** | **PHR/SPHR** | **SPHR-CP** | **SHRM-SCP** | **ADP-CPS** | **Companies Represented** |
| **2018-2019** | **139** | **90** | **69** | **6** |   |   |   | **3** | **2** | **3** | **1** | **95** |

* **Ekaterina Manning, CPP**: May Speaker, Jennifer Dolan, Robert Half
	+ May – Financial Hiring and Compensation Trends
	+ June – David Gray, Transcor
	+ July – Matt Merriam, Rapid Paycard
	+ Aug – TN Statewide Payroll Conference Aug 7 – 9 (Board meeting, but no Chapter meeting)
	+ Sept – OPEN – Potential speaker - Larry Phillips
	+ October – OPEN – Potential speaker – Attorney from Smile Direct
	+ November – Bruce Buchanan, Sebelist Buchanan Law, PLLC
	+ December – Gary Baucom, Ceridian
	+ Bonetta will get topics for remainder of the year from Ekaterina and resend May's topic to membership

* **Melinda Stewart, CPP** Treasury Update and Bank Signature Adjustments
* Bank balance $11, 510.24 - total deposits of $650.17, total expenses $1,17.58; Bonetta asked about job posting payment of $65. Lady from Lifeway chose incorrect amount, unable to reverse so she approved the chapter to keep the original amount. IRS 990 due and will get with Bonetta to complete.
* Bank Signature Adjustments- we need to clear bank account of all old signers (past treasurers and presidents) who are still on the account. Melinda spoke to rep at BOA. He said what we need to do is on our next officer call make a motion to remove previous officers off the account with the exception of the current president, Bonetta Bond, FPC and current treasurer, Melinda Stewart, CPP then we can move forward. Melinda Stewart, CPP made a motion to remove all old officers from the Bank of America bank account. 1st - Patsy Campbell, 2nd - Darlene Greer, CPP. In addition we will ask to have the PIN for the debit card reissued so we can purchase the gift cards for speakers and giveaways with the debit card. Charlie Ogden is who Melinda spoke to at the bank. He can reissue when Melinda and Bonetta come in person, bring the minutes and ID's to get everything straight and cleaned up. Going forward in February when we have the cutover meeting we will take the minutes from the cutover meeting to remove the old officers and add the new current president and treasurer. Once the minutes are approved, Melinda will take the minutes to update the bank account.

* **Bonetta Bond, FPC**: Chapter Friend and/or Chapter Member suggestions
	+ Friend/Member – no suggestions at this time
	+ Robert Buck, CPP wanted to reach out to people at different companies as a suggestion to increase membership as he has HR connections and encourage people that having a certification and becoming a member of the chapter could promote their career - Bonetta thought that would be a great idea. Melinda agreed.
* **Katya Manning, CPP**
	+ Fall CPP Study Group Interest - Lisa Wachter, CPP thought someone had expressed an interest in a fall study group - she suggested finding out if anyone passed the spring test to recognize as there were 3 people who sat for the exam.
	+ Bonetta to check with Katya to see if anyone has expressed an interest to her - she also suggested having a list on the table at the next luncheon so they can sign up if interested

* **Tina Pursley**—not in attendance so don't know if she has any ideas for NPW.

* **Katya Manning, CPP**
	+ Fall CPP Study Group Interest -

* + **Darlene Greer, CPP** – Government Liaison Updates - nothing to share yet as her office just moved to a new building and she doesn't know where anything is yet.

* + **Jan Taylor, CPP** – Community Service Update (Project) - she has about a dozen suggestions to present next week so the membership can vote - will send to the officers first to get something together to send to the membership.

* + **Debbie Rule, CPP** – APA Liaison Updates - not on call so sent to Bonetta:
		- Congress costume contest - famous athletes, TV Icon or cheerleader presented at the cocktail party May 16th
		- New rules for requesting a National Speakers Bureau member - managed by National APA
		- 3 chapter contests will be announced at Congress on May 14th - best chapter website, best statewide meeting and best chapter pictorial
		- Submit chapter news to go into Paytech magazine should be 300 to 700 words and include at least one picture
		- There has been newly updated content on APA publications for essential publications that are a part of the Payroll Source Plus on the APA bookshelf now may include major changes and developments that may be important to your company's payroll operations
		- Federal Office of Child Support Enforcement has acknowledged its collaborative efforts with APA on new hire reporting. As of 2018 employers can report new hire information on Form W-4 without altering the form.
		- APA Garnishments and Wage and Hour Guide updated for 2019 just released available online on the APA Bookshelf also free on ebooks electronic payments.
	+ **Bonetta Bond, FPC** – **New Business**
		- Had an opportunity for free registration to congress as a result of winning chapter of the year. To date, no one has been able to take advantage as Bonetta has reached out several time to our membership except Rebecca Ellis who she is waiting to hear from. If Rebecca can't go she will reach out one more time.
	+ **Patsy created flyer** with chapter information to hand out at the statewide booth. Lisa Wachter, CPP made motion to use the flyer for the chapter this year. 1st - Darlene Greer, CPP, 2nd - Melinda Stewart, CPP. Patsy to send to Tina and copy Bonetta that we want to use the flyer.

**Upcoming Events:**

08/07/19 – 08/09/19

2019 TN Statewide Payroll Conference, “CSI: Is Your Payroll a Crime Scene”

Murfreesboro, TN – Embassy Suites

**GNC is the “HOST” chapter this year – Committee needed**

*APA National Events:*

May 14 – 18 – Congress Long Beach, CA

June 19 – Payroll Tax Forum

July 10 – 12 – APA’s Strategic Leadership – Nashville, TN

August 14 – Garnishment Forum

October 31 – Preparing for Year-End and 2020

* + **Finalize scholarship information** at our next officer meeting to approve and send out to membership.

* + **Come up with ideas for statewide table**

**Greater Nashville Chapter of American Payroll Association Board Members:**

President: Bonetta Bond, FPC

President Elect: Patsy Campbell

Secretary: Valerie Phillips, CPP

Treasurer: Melinda Stewart, CPP

Membership: Robert Buck, CPP

Education: Ekatrina Manning, CPP

Public Relations: Susan Young, CPP

APA Liaison: Debbie Rule, CPP

Government Liaison: Darlene Greer, CPP

NPW: Tina Pursley, FPC

Community Service: Jan Taylor, CPP

Past-President: Lisa Wachter, CPP