

Northern Colorado Payroll Association

Minutes – September 21, 2017

The September chapter meeting was called to order at 11:31 AM by Dixie Phillips. There were 13 members, 2 guests Allyson Rodahl and Sherry Williams from the Payroll Vault and our guest speaker Karen Gurgel in attendance at today's meeting.

Old Business:

- Minutes:
 - The August 17th minutes were emailed to all chapter members for review prior to the meeting. Kirsten Woy made a motion to approve minutes, Jen Douglas seconded the motion. Motion passed unanimously.
- National Payroll Week:
 - Did you know you can get an RCH for presenting in a high school during September? Debbie Condos shared her experiences and encouraged others to get involved.
- Secretary vacancy:
 - We are still looking for nominations for this seat. The Secretary takes the minutes for each monthly meeting and the quarterly board meetings. The Secretary is an Executive Member of the Board.
 - Please email any nominations to the board at ncpchapter@gmail.com. Please confirm the nominee is interested in this office before nominating them.
- Study Group:
 - We sent out a survey looking for interested parties in becoming FPC/CPPs. We only had three people interested and one person volunteer to help teach. Unless we get more people interested in participating, we won't be holding the January study group.

New Business:

- Regional Conference:
 - We asked for a count of people planning to attend-8 members raised their hands.
 - We are making a chapter poster on Sept 30th at Debbie's home-time TBD.
 - We will be giving away a Gift Basket and welcome any ideas members have
- Website:
 - Please check out our website-great info www.northerncoloradoapa.org
 - We have posted a Job Opening on our website for a Finance Director at the Brush Schools

Treasurer's Report:

Bank Balance 9-21-17 - \$ 215.70
Aug Deposits \$ 324.00
Aug Expenses \$ 261.62 (catering, gift cards)
Current Petty Cash Balance - \$50.00

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Government Liaison:

- September reports were emailed to everyone, thank you to Linda Kammerzell, Government Liaison Officer.

Education Committee:

- RCH certificates for today's meeting were handed out to all CPP/FPCs in attendance.

A motion to adjourn the chapter meeting was made by Melanie Bevers, seconded by Brook Quint. Motion passed unanimously.

Speaker Presentation: Karen Gurgel, Special Agent with the IRS, presented on criminal investigations and current fraud trends.

Sandy Baker was the winner of the chapter drawing at the end of the meeting in which she was given a \$10 gift card to Starbucks.

The next meeting will be on Thursday Oct 12th, 11:30 AM, at the Chamber of Commerce in Loveland. The speaker will be Kate W. with the IRS who will be speaking about Tax Liens.

The speaker meeting was adjourned at 1:13 pm.

Respectfully submitted,

Alana Lane, CPP
Treasurer