

Northern Colorado Payroll Association

Minutes – February 15, 2018

The February chapter meeting was called to order at 11:38 AM by Dixie Phillips. There were 17 members present, and our guest speaker, Tina Harkness, from Employer's Council in. Alana Lane was absent due to surgery. Our thoughts and well wishes are with her.

Old Business:

- Voting Results
 - With our last meeting being November 2017 below is a reminder of the motions that were passed.
 - Motion 1 – The 2018 NCPA Annual Membership Fees will be \$60 per year for up to two colleagues from the same company February 2018 through July 2018 and will be reduced to \$30 for two colleagues from the same company for the remainder of the year, August 2018 through November 2018. Yea's -15 Nay's-4 Abstain – 1
 - Motion 2 - The 2018 speaker luncheon cost will be \$25 per meeting for members, \$10 per meeting for first-time visitors and \$35 per meeting for non-members who attend two or more meetings without becoming a member or for walk-ins who did not RSVP. Yea's – 15 Nay's – 5 Abstain – 0
 - Motion 3 – Both Members and Non-members who have RSVP'd to attend a meeting must give 48 hours' notice that they will not be attending (by 11:30AM on the Tuesday before the meeting), or they will be invoiced for the regular cost of the meeting and/or will not receive a refund for the cost of the meeting if they have paid in advance. Yea's – 18 Nay's - Abstain - 1

New Business:

- Minutes:
 - The November 16th minutes were emailed to all chapter members for review prior to the meeting.
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- Government Liaison vacancy:
 - We currently have a vacancy for our Government Liaison position and are accepting nominations. If interested and/or would like more information please email Teresa Wilbur the for the responsibilities of holding this position.
- Study Group:
 - Our study group is in full swing. We have several members that will be testing for their FPC and CPP in the upcoming months. A special thank you to Alana Lane and Becky Logan for the use of their facilities for our bi-weekly meetings.
- Upcoming Meeting:
 - The speaker for our March 15th meeting will be Trevor Mickelson. Some might remember Trevor from last year's payroll conference as he did a presentation on employee benefits. We are looking forward to what he will be sharing with us.

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Treasurer's Report:

Bank Balance 2-15-18 - \$ 2,405.40
Jan Deposits \$ 2448.00
Expenses \$ 42.60 (bank fees, postage)
Current Petty Cash Balance - \$50.00

Government Liaison:

- November Reports were emailed to everyone. Thank you to Linda Kammerzell our former Government Liaison Officer, for the report, and dedication in this role.

Education Committee:

- Linda Roberts (DC) and other Executive Board members continue to work at filling our 2018 Speaker schedule.

A motion to adjourn the chapter meeting was made by Teresa Wilbur, seconded by Dixie Wadlington. Motion passed unanimously.

Speaker Presentation: Tina Harkness, Esq., SPHR **Topic: Sexual Harassment: How to Prevent, Respond, and Move Forward**

Jen Douglas 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 March 15th, 11:30 AM, at the Chamber of Commerce in Loveland.

The meeting was adjourned at 1:10 pm.

Respectfully submitted,

Teresa Wilbur
Secretary