



## *Meeting Minutes*

### *West Valley Chapter APA*

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#### **Opening:**

The monthly meeting of West Valley Chapter APA duly called and held on September 5th 2007 at the Foothills Branch Library in the Hummingbird room commencing at 6:05 pm.

#### **Present were:**

Mary Sanders  
Cassie Johnson  
Debi Ping  
Pat Christman  
Brian Dallmann  
Wendy Gordon  
Frances Laguna  
Keith Howell  
Kathy Nelson  
Donna Beaver  
Carol Vario  
Sam Austin  
Elizabeth Wunsch  
Elliott Gordon  
Dan Zeidler  
Joan Levine  
Marty Levine  
Nick Johnson

#### **1. Approval of Agenda**

The agenda was unanimously approved as distributed.

#### **2. Approval of Minutes**

The minutes from August 1<sup>st</sup> 2007 were approved by Mary Sanders.

#### **3. Announcements**

- Mary Sanders announced information is available on our up and coming Holiday Party, invitations out on table for pick up.
- Cassie Johnson announced our charity drive for the West Valley Child Crises Center current numbers. We have received over \$10000.00 in cash value when combining a low cash value for all the items collected.

- Mary Sanders informed everyone we would be having a raffle at the end of the meeting for various giveaways.
- Brian Dallmann drew raffle tickets that were purchased for our prizes to get our winners. Winners of raffles listed below.
  - Keith Howell won 4 front row tickets to Hootie and the Blowfish concert.
  - Kathy Nelson won a brand new Steve Nash jersey.
- Mary Sanders drew for the business card raffle drawing. Winners listed below.
  - Keith Howell won 3 dozen cookies.
  - Nick Johnson won the book “How Full is Your Bucket”.
  - Donna Beaver a won book/cd on Career Development Strategies.
  - Brian Dallmann won a crystal paperweight.
  - Joan Levine won a crystal paperweight.
  - Wendy Gordon won a box of frames.
  - Frances Laguna won a NPW pin and magnet.
  - Cassie Johnson won a NPW pin and magnet.
  - Marti Levine won a NPW pin and magnet.
  - Carol Vario won a NPW pin and magnet.
  - Sam Austin won a NPW pin and magnet.

#### **4. Open Issues**

- None

#### **5. New Business**

- Pat Christman showed and gave descriptions of the proclamations received in honor of National Payroll Week.
- Pat Christman gave information on when National Payroll Week began and showed her presentation boards filled with info on NPW as well as pictures of all the chapters volunteer work.
- Mary Sanders gave out certificate of appreciation to the below.
  - Pat Christman for making our NPW celebration a success and for her continual work with the West Valley Food Bank.
  - Brian Dallman for his effort on recruiting new memberships for the WVAPA chapter and for his assistance in NPW.
  - Debi Ping for her outstanding effort in gathering items for WVCCC and stepping in as treasurer.
  - Keith Howell for his outstanding help and donations for the WVCCC donation drive.
  - Cassie Johnson for stepping in as Secretary and the work on the drive.

#### **6. Guest Speakers**

- Elizabeth Wunsch from the West Valley Food Bank (St. Mary’s Food Bank Alliance) gave presentation and information on hunger and how the food bank plays part in giving people a helping hand. Elizabeth thanked the chapter for all their hard work as volunteers at the food bank. Handout is available upon request.

- Jennifer Kehren with the West Valley Child Crises Center spoke about their facility and the children that are brought into foster facilities across the world. Jennifer thanked the chapter and also spoke about how our donations are needed to help the facility maintain its high standards for these children. Handout is available upon request.
- Wendy Gordon spoke about Section 125 plans; such as the rules and guidelines to having such plans.
- Elliot Gordon spoke about Flexible spending accounts along with Wendy Gordon.
- Dan Zeidler spoke in regards to administering cobra plans for employees. Dan gave a cafeteria plan lunch bag prize to Frances Laguna for answering a trivia questions about cobra plan limitations.

## **7. Agenda for Next Meeting**

- Linda Edwards of HR Choice will be speaking about employee new hire reporting (New AZ Legal Workers Act, chapter 279).

### **Adjournment:**

Meeting was adjourned at 7:46 pm by Mary Sanders. The next general meeting will be at 6:00 pm on October 3<sup>rd</sup> 2007 at the Foothills Branch Library in the Hummingbird room.

Minutes submitted by: Cassie Johnson  
Submission date: 09/17/07

Approved by: Mary Sanders  
Approval date: 09/17/07