

CHATTERBOX

VOL. XIII - NO 3

JUNE, 2006

An Official Publication of the
South Carolina Chapter of the American Payroll Association



BOARD OF DIRECTORS

LINDA SWEET
DOTTIE LEOPARD
SUE LEE
GAIL RABON
KAREN MYERS
JAN HUMPHREY

REGULAR MEETING OF SC CHAPTER OF APA

Host: Virginia McGrady, CPP

Location: City of West Columbia Municipal Complex
West Columbia, SC

When: Thursday, June 15, 9:30 A.M.

Phone: 1-803-791-1880

Contact: Virginia McGrady

AGENDA

9:30 AM Registration and Refreshments

10:00 AM Welcome and Announcements

10:15 AM SC Withholding Tax Workshop
Presented by SC Department of Revenue
Bonnie Register Workshop Coordinator

12:00 Noon Lunch (on your own)

1:30 PM SC Withholding Tax Workshop continued

3:00 PM Business Meeting

OFFICERS 2006

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NEWSLETTER

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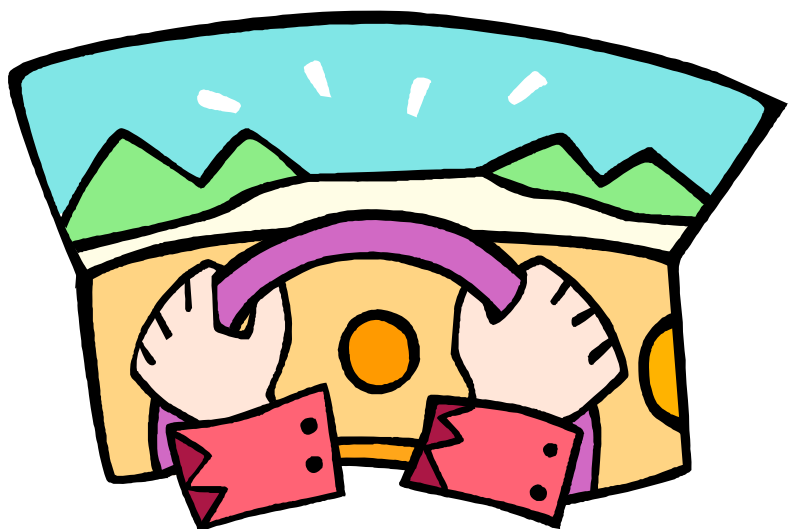
EDUCATION

Nancy Gill, CPP, FPC
Town of Hilton Head Island
843 941 4600
NancyGi@hiltonheadislandsc.gov

DIRECTIONS:

**Contact:
Virginia McGrady
1-803-791-1880**

From I-26 take exit 111B (US Hwy #1) at the third stop light bear left onto SC 12 (Jarvis Klapman Blvd). At the third stop light you will see the complex at the right hand corner of the intersection. Turn right and enter the parking lot. You may park anywhere and enter through the main entrance at the front of the building.



AMERICAN PAYROLL ASSOCIATION

24TH CONGRESS

I greatly appreciate the opportunity provided by our chapter members for me to attend the 24th Annual Congress presented by the American Payroll Association. This year's theme was "Payroll's Playground: Pay Hard, Play Hard." Everyone involved in payroll knows that the games on the Payroll Playground are hard. The rules keep changing, even in mid game. APA's new President Vickie Majors, CPP, opened Congress by telling us that she was in awe of the other kids (payroll professionals) on the play ground that seem to know all the rules. She said they knew how to hang by their knees on the monkey bars. Then several began showing her how it was done. She got instructions at her local chapter meetings, statewide conferences, and APA Congresses. She closed by encouraging all in payroll to be more adventurous on the playground and even "double-dog" dared everyone to volunteer and she would see us at the monkey bars.

To show my appreciation to the chapter and our members, I tried to attend classes and workshops that would benefit our chapter. To name a few I attended, Developing a Cohesive Team, How to Make Meetings Work, How Your Chapter Can Better Serve It's Members, Growing Through Challenges, and the Chapter's Government Liaison Officers Meeting. However, the best meeting was the Chapter Exchange. Maria Marin, APA's Senior Manager of Chapter Relations, began the meeting by telling us that APA local chapters are the glue that holds the organization together." Also that APA recognizes outstanding chapters and individuals each year with several awards. The most protégés awards being Chapter of the Year, Payroll Woman and Payroll Man of the Year. We had over an hour and a half for table topic discussions including Increasing Attendance at Chapter Meetings, Membership Recruitment and Campaigns, Finding Speakers for Chapter Meetings, Web Site Development, Organizing CPP/FPC Study Groups, and Chapter Bylaws and Amendments. I will give details and suggestions to our chapter officers and board.

Each attendee received a Congress Guide book that provided all the information needed to get the most from attending. Included is a listing of all attendees, vendors, speakers and the meetings agenda. On page 3 is a paragraph about the Chapter Pictorial Contest. Each year our chapter provides a Chapter Picture Board for this contest. The picture we submitted in 2005 was featured in the guidebook. So "great job" to Kathy Smith for her creative idea and to Pat Hinson for helping develop the idea. I am so proud to have also worked with them. Just goes to show, the judges are not the publishers or editors. Also, thanks to Kathy for providing an entry for 2006, which will be on display beginning at our June meeting.

Again a big thank you to my chapter colleagues for providing me this opportunity. Go on line to APA's website and look at the photos and the articles about Congress. I want to encourage all to attend next year's congress, which will be held in Las Vegas, May 22 – 26, 2007. I know some of our members are already working on next year's budgets and others soon will be, so now is the time to start planning.

Virginia McGrady, CPP



Letter From The President

Hello,

I was so very pleased at the turnout we had in April at the Holset Engineering facility. I would again like to thank Susan Bishop, Karen Myers and Bonnie Jones, a special thanks to Chuck Troiani of Holset for all the hospitality shown to us.

As always, Kathy Alford did an exceptional job with the guest speakers. The speakers did an awesome presentation on Employee Benefits and Workers Compensation, both subjects near and dear to our positions in payroll. Susan Bishop did a great job on Chapter 6 of the Payroll Source Book, Thanks Susan.

Due to constraints on time we were unable to finalize our Payroll Professional of the Year Contest, so please be ready to discuss this at the June meeting.

As always if you have any matters of concerns or any ideas that we need to discuss bring them also.

I would like to see our Chapter move to the next level, so ladies let get busy now and work for the future of the Chapter and the future of all involved. I would like to see our chapter becoming involved with a charity much like a lot of the other chapters. Please bring ideas on this subject to the June meeting.

Shane Pressley gave us an overview of the trip to the Leadership Conference in San Antonio. I know that she and Becky will put into practice many things that they learned at the conference.

Again, I encourage all of you to start with your NPW thoughts and ideas now. It is never too soon to start.

I would like to thank everyone who ordered the Payroll Source Book and for the North Carolina Chapter's help in getting us a great price. The response to the book order shows that we had dedicated individuals who are very interested in their educational growth, I also understand that some companies, such as mine, will not pay for the book, but I encourage those that really want to have a great resource book to sacrifice and buy the book yourself. It is an investment that you will see a return on very quickly.

I would like to congratulate Sharon Werstler on her passing of the CCP exam. I told you that I was taken the exam the last of April, which I did, but did not pass by 4 points. I can truly say I was disappointed, but I was not deterred because I am taking the exam again in the fall. I truly believe if at first you don't succeed, try, try again.

The year is going by so quickly; it will be conference time before you know it. Please make your plans now to attend. There is such a wealth of information and networking at the conference, it is just unbelievable.

As a reminder, your dues must be paid in order to be a member in good standing and have voting privileges so ladies remind those accounts payable people to send that check.

I will not be at the June meeting, but you will be in good hands as Shane Pressley will preside. I look forward to seeing all of you at the August meeting.

Best regards,

Linda Sweet



HELPFUL LINKS

**SOUTH CAROLINA CHAPTER OF
AMERICAN PAYROLL ASSOCIATION**
www.apasouthcarolina.org

CAROLINAS PAYROLL CONFERENCE
www.carolinasconference.org

AMERICAN PAYROLL ASSOCIATION
www.americanpayroll.org

NATIONAL PAYROLL WEEK
www.nationalpayrollweek.com

SC DEPARTMENT OF REVENUE
www.sctax.org

SC EMPLOYMENT SECURITY COMM
www.sces.org

SC NEW HIRE REPORTING (info)
www.state.sc.us/dss/csed

SC NEW HIRE REPORTING ONLINE
www.scnewhire.com

INTERNAL REVENUE SERVICE
www.irs.ustreas.gov

DEPARTMENT OF LABOR
www.dol.gov

SOCIAL SECURITY ADMINISTRATION
www.ssa.com

ON-LINE PAYCHECK CALCULATOR
www.paycheckcity.com

ROUTING NUMBER & BANK VERIFICATION
www.routingtool.com
www.fedwiredirectory.frb.org
www.yourfavorite.com/checkwriter/verification.htm

UPCOMING EVENTS

February 16, 2006
Regular Chapter Meeting
BMW
Greer, SC

April 20, 2006
Regular Chapter Meeting
Holset Engineering
Charleston SC

May 21 – 25, 2006
The 24th Annual APA Congress
Orlando, FL

June 15, 2006
Chapter Meeting
West Columbia Municipal Complex
West Columbia, SC

August 17, 2006
Chapter Meeting
Spartanburg, SC

October 19, 2006
Chapter Meeting
Fuji Film
Greenwood, SC

Carolina Payroll Conference
November 1 – 5, 2006
Myrtle Beach, SC

December 14, 2006
Chapter Meeting and Holiday Lunch
Cayce City Hall
Cayce, SC

SOUTH CAROLINA CHAPTER
An Autonomous and Independent Chapter of the
AMERICAN PAYROLL ASSOCIATION
Post Office Box 8152
Columbia, South Carolina 29202-8152



Minutes from April 20, 2006 Regular Meeting

Meeting called to order by Linda Sweet, President. We had 26 in attendance, with 25 being SCAPA members, 20 being APA members, and 8 being CPP's.

Sue Lee, Treasurer, gave up to date treasurer's report. Starting balance from prior report was \$3,569.48. A deposit of \$682.11 and a pay out of \$966.52 gave a new balance of \$3,765.53.

Minutes from prior meeting were read. Few typographical errors pointed out and addition of Cyndi Fowler's last name needed. Ruth Crumpton made a motion to pass the minutes with corrections and Carolyn Stockman seconded.

Old Business:

Linda asked members to give ideas about changing the Payroll Professional of the Year contest. Shane Pressley felt we needed to keep the contest but change from a point system to an essay. Virginia McGrady suggested that we do a combination. Suggestion was made by Dottie Leopard that we have two to three members to obtain contest procedures from other Chapters, review them and bring back to the members a procedure for approval. Linda Sweet asked for volunteers. Sue Lee, Shane Pressley, and Kathy Smith volunteered. Vote tabled until next regular meeting.

Sue Lee informed the members that they may now pay their dues online using Pay Pal.

Sue Lee also suggested that we move some of our money out of checking into an interest saving account. She felt this would help the association to recoup some of the operation cost of Pay Pal. Jan Humphries made a motion to move funds and Kathy Smith seconded.

Linda Sweet reminded the members that for every new member you bring to the association you will receive \$5.00 off your conference registration in November.

New Business:

Shane Pressley spoke on the trip that she and Becky Rogers took to Leadership Conference. What stood out to Shane were the number of CPP's present and the stress on education in the chapters. They also discussed the community activity of the chapters and giving back to your community. The conference was very informative. It helped you to appreciate the work that past officers have done for the association. Shane praised the staff of APA for their hospitality and feeling of belonging. She was impressed with the professionalism of the other chapters present. She felt we needed to review our by-laws. APA had a lawyer speak concerning chapter by-laws. Shane was very appreciative to the chapter for giving her the opportunity to attend.

Linda Sweet said that she already had already received from the Governor a Proclamation for National Payroll Week, September 4 – 8, 2006. Linda also has Greenville and has sent to Charleston but has not yet received. Linda encouraged the members to obtain proclamations from their city or town. Virginia McGrady said that she had names and addresses of municipalities and will be glad to give the information to anyone who calls. Through other discussion members learn that National Payroll Week was not just for celebrating the payroll profession. It is about educating workers, especially new workers in the work force, and in giving back to our communities. The website nationalpayrollweek.com is loaded with information of what you can do for National Payroll Week. Members were encouraged to take pictures and to enter the contests offered by APA. There are individual contest and chapter contest with some very good prizes.

Linda Sweet asked for any other business. Being there was no further business the meeting was adjourned.

Winner of the 50/50 was Amanda Cusaac with a total of \$35.00.

Remitted by



**Dorothy Leopard,
Secretary**

Carolina's Payroll Conference
November 1 – 4, 2006
At Hilton Myrtle Beach Resort

The SC Chapter will be responsible for the following items at this year's conference:

Conference Book – Decorations – Hotel - Gifts.

We will also need items for the goody bags.

Please be ready to volunteer your time and talents.
Our chapter representative is Pat Hinson. 1-803-732-8646.
The website is ready for registration and has the 2006 information. Check it out at www.carolinasconference.org



Members of the SCAPA present at April 20th meeting showing off our new Chapter banner.

Check out those new colors.

CONGRATULATIONS TO SISTER CHAPTER

Lets give a big congrats to the NC chapter for winning Best Chapter Website at Congress.

Check it out their website at apanc.org



REMINDER

TO ALL MEMBERS

Memberships not renewed will be dropped from the active roster. At that time your "member only" website passwords will be inactivated until dues have been paid.

SCAPA MEMBERSHIP FORM

If you are interested in joining the South Carolina Chapter of the American Payroll Association, please complete this form and return with payment of \$30.00 to:

Make Check Payable to: SCAPA

**Mail to: SCAPA
PO Box 8152
Columbia, SC 29202-8152**

Renewal of Membership **New Member:** **Referred by:** _____

Name: _____

CPP: Yes / No **Member of National APA:** Yes / No **If yes, ID #** _____

Title: _____

Company Name: _____

Address: _____

City, State, and Zip: _____

Phone: _____ **Alternate Phone:** _____

Email: _____

Alternate Email: _____

Type of payroll software: _____

Frequency of pay: _____

Can you or your Company provide a free/inexpensive (professional) meeting place for chapter meetings that will accommodate 40 people? Yes ___ No ___

If yes, what is the cost? _____ What is the location? _____

Are there resources available (i.e. overheads, screens, etc.) _____