

CHATTERBOX

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



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Fuji Photo Film
spressley@fujigreenwood.com
864-942-1736

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Consolidated Systems
becky.rogers@csisteel.com
803-251-5182

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PHT Services, LTD
ismith@phts.com
803-731-2849

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University Medical Associates
myersk@musc.edu
843-852-3144

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Carolyn Stockman
Palmetto Health – Palmetto Baptist
carolyn.stockman@Palmettohealth.org
803-296-4019

REGULAR MEETING OF SC CHAPTER OF APA

Host: Virginia McGrady, CPP
Location: City of West Columbia Municipal Complex
West Columbia, SC
Phone: 803-791-1880
When: February 21, 2008
Thursday, 9:30 AM

AGENDA

9:30 AM Registration and Refreshments
10:00 AM Welcome, Announcements, and Introductions
Morning Session
Christopher W Johnson, Attorney At Law
"Regulations on No-Match Letters from SSA"
Lunch On Your Own
Afternoon Session
Virginia McGrady, CPP and
Ruth Crumpton, CPP
"Payroll Procedures; Death of an Employee"

Business Meeting immediately following last speaker.



DIRECTIONS TO THE MEETING



**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.

SCAPA website at www.apasouthcarolina.org

Regular Chapter Meetings for 2008

**February 21, 2008
City of West Columbia
Municipal Complex**

April 17, 2008

June 19, 2008

August 21, 2008

October 16, 2008

December 11, 2008

**Meetings are the third Thursday in the months of February, April, June, August, and October.
Then the second Thursday in the month of December.**



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/checkwritier/verification.htm

COMMITTEE COORDINATORS

MEMBER SERVICES

JoAn Roland
City of Cayce
JRoland@cityofcayce-SC.gov
803-796-9020

CONFERENCE 2006 - WEBMASTER

Pat Hinson
Charles Potter Racing, Inc
803 732 8646
pjhinson@bellshouth.net

NATIONAL APA LAISON

Shane Pressley
Fuji Photo Film
864 942 1736
spressley@fujigreenwood.com

SPEAKER COORDINATOR

Ruth Crumpton
Lexington Medical Center
rncrumpton@lexhealth.org
803 936 7149

NEWSLETTER

Dottie Leopard
Greenwood School District #50
864-941-5401
leopardd@gwd50.org

EDUCATION

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

National Payroll Week
September 1 – 5, 2008

SCAPA Regular Meeting

December 2007



DO YOU KNOW ME???

I was at the last SCAPA meeting. Do you know my name and where I work?



Recruiting Members

Active members will receive \$5.00 for each new member they recruit. At the end of our fiscal year the one with the highest recruits receives \$200.00.

November 5 - 8, 2008
Carolinas Payroll Conference
Hilton Myrtle Beach Resort
www.carolinasconference.org



Minutes from regular chapter meeting
February 5, 2008

The December, 2007 Chapter meeting was held in Cayce, South Carolina at the Cayce City Office Building and was hosted by JoAn Roland. Twenty people attended and of these, nineteen were members of the chapter and one was a guest. JoAn opened the meeting by introducing Tammy Barkley, the Cayce Assistant City Manager.

Because Shane Pressley, Chapter President, was not present, the meeting was called to order by the President Elect, Becky Rogers who introduced the only guest, Wanda Rivera from CPW in Summerville, SC.

Virginia McGrady announced that those members paying their 2008 dues during the meeting would be given gifts. Fourteen people paid their dues and received Christmas tote bags.

Ruth Crumpton then introduced Susan Bishop and Bonnie Jones who gave a presentation on Payroll Accounting using material from "Payroll Source", chapter 11. The December meeting was approved for 2 credits.

The business meeting followed and JoAn Roland announced that \$ 1,000.00 had been donated to the Victory Junction Fund from the proceeds of our Carolinas Payroll Conference in November, 2007. She also announced that the theme of the 2008 conference will be "Rock around the Time clock".

The minutes from the October, 2007 meeting were read by Becky Rogers and a correction was made about the location of the December meeting being held in Columbia instead of Cayce. Dottie Lambert moved to accept the correction and Suzanne Harrison seconded the motion. The scheduled meeting places for 2008 were announced and Virginia McGrady will be hosting our next meeting in Columbia, SC.

The drawing for the 50/50 contest was held and it was won by Freda Keisler.

The new membership form with a request to attach a check for membership dues was presented by Dolly Lambert. Ingrid Smith motioned to accept the correction to the form and JoAn Roland seconded the motion.

The treasurer's report was read by Virginia McGrady for Carolyn Stockman. Barbara Strong motioned to accept the report and Ruth Crumpton seconded the motion.

It was then announced that Dolly Lambert won the 2007 Payroll Professional of the Year contest.

Door prizes were handed out to 9 people whose names were drawn and the meeting was then adjourned.

Respectfully submitted by:

Karen Myers
SCAPA Secretary

Motion to Approve _____ Second _____

TREASURER'S REPORT --- DECEMBER 1, 2007 - DECEMBER 31, 2007
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SC CHAPTER, APA

December 1, 2007

Dec. 30, 2007

BEGINNING BALANCE:	12/1/2007	5,243.93
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INCOME:

	Dues	783.00
	Pay Pal	48.25
	50/50	

TOTAL INCOME:		831.25
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EXPENSES:

	REFRESH/DOOR	
	PRIZES	\$133.64
	PLAQUE,	
	POSTAGE/ENV	\$180.81
	GRECIAN GARDENS	\$235.00

TOTAL EXPENSES:		549.45
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ENDING BALANCE	12/31/2007	<u>5,525.73</u>
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	Cash	0.00
	Outstanding Checks	\$0.00
	Outstanding Deposits	\$770.00
^^^Money in PayPal Account		\$48.25
		\$818.25
		<u>6,343.98</u>

Respectfully submitted,
Carolyn Stockman



2008 SCAPA ANNUAL MEMBERSHIP FORM



If you are interested in joining the South Carolina Chapter of the American Payroll Association, please complete form and return with payment to: **SCAPA, PO Box 8152, Columbia SC 29202-8152**

Make Check Payable to: SCAPA

Renewal of Membership New Member: Referred by: _____

Individual Membership \$50.00

Corporate Membership \$100.00

(covers only 3 associates - \$20.00 for each additional associate)

**** \$10.00 additional fee for membership forms received after March 15, 2008**

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: _____

Corporate Associates	
#1 _____	#2 _____
#3 _____	#4 _____
#5 _____	#6 _____
\$100.00 for the first 3 associates. \$20.00 for each additional associate	

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.) _____