



HRAPA
Breakfast Meeting Minutes
September 9, 2010

Registration and Breakfast

Registration	7:30 a.m. – 8:00 a.m.
Breakfast	7:45 a.m. – 8:15 a.m.
Business Meeting	8:00 a.m. – 8:30 a.m.

Melinee Cody - President

- Welcome
 - Acknowledged National Payroll Week and Bosses Appreciation Day
 - Introduction of Bosses
 - A sticker was issued by Norfolk International Airport at the meeting to place on parking ticket for validation for long term parking.
 - November meeting accepting nominations for President Elect.

Joyce Thompson – Treasurer

- Treasurer Report- The balance of Check/Saving account as of August 2010, \$5116.68
 - Treasurer's Report will be placed on HRAPA membership website along with the Minutes for members view.

Joanne Carr - Community Service

- September 10th - school supplies will be delivered to Marshall Elementary School, Newport News
 - Thanked members for contributions
- Coats for Kids – Collecting coats at November meeting and the drop off will be at Langley Federal Credit Union

Kitty Baker - Newsletter

- HRAPA Newsletter-if anybody would like to submit any articles to share please send them to Kitty
 - Articles due October 10th for October 17th distribution date

Sam Brigman - National Payroll Week

- Thanked the Bosses for coming for NPW and Bosses Appreciation Day
- Return on Investment (ROI) on CPP and FPC

Melinee Cody – President

- Asked all CPP's and FPC's to stand for recognition
- Thanked Michael Reilly from Rapid Paycards for sponsoring our HRAPA breakfast

Cynthia Johndrow-Introduction of Speaker - 8:30 a.m. – 9:30 a.m.

Suzanne Lynch – How to Avoid Common Payroll Mistakes and Certify Your Payroll

Break/Door Prize - 9:30 a.m. – 9:45 a.m.

Team Event – Payroll Feud

A game between Bosses and their Employee based on “The Family Feud” game show

Cynthia Johndrow-Introduction of Speaker - 9:45 a.m. – 10:45 a.m.
Earl Johnson – W-2 & Reconciliation

Door Prize

Next Meeting Items:

- November 11, 2010
- Meeting Topics:
 - Preparing for Year End
 - Basic Payroll Accounting

A cake was presented for celebration of NPW.

Quote:

“When you are a professional, you come back no matter what happened the day before.”

-Billy Martin-