



North San Diego County Chapter
An Autonomous and Independent Chapter
Of the
American Payroll Association



Board Meeting Highlights
Agenda
Location: Conference Call

❖ MEETING CALLED TO ORDER by President, Siouxrita Clarke, at 6:00 pm.

In attendance:

Siouxrita Clarke, President

Karen Boll, Treasurer

Alicia Orozco, Membership Director

Steven Slason, Vice President and Secretary

1. Board Elections –

Siouxrita – To send in the update chapter form to the APA.

2. Chapter Photo Theme – “Payroll Knocks It Out of the Park while America Works”

Larry sent in the request but we missed the deadline however will be mentioned in the Honorable Mentioned section

3. Focus Day baskets \$250/minimum. Because we didn't tell Terri to buy items at Christmas, we may not be able to have as many baskets this year. Pending response from Terri

Baskets were made but don't have the dollar value. Karen, please follow up with Terri for receipts etc.

Larry – Please post pictures to the website

4. Board Minutes – Any updates?-we are current

5. Membership Director – Alicia

Goal for 2016– We need to get more local chapter members to be national members to meet the 51% APA chapter requirement. Need to verify and/or update website

I left a message for Danielle Peppard to update her email or provide us her email so that we don't have rejection emails. I believe she sent in an update

6. Treasurer update –

Note: Karen to purchase gift cards through Script (school related). Also, each year we give \$100.00 to the Boot Camp instructor for her travel time coming from Los Angeles

Siouxrita returned one \$25 Starbucks gift card to the chapter (to Karen at the Oct 15th meeting) from CA EDD. They are not allowed to accept.



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100 Visa card for 12/3 party--Need to keep 2 to 3 \$25 cards on hand for speakers

7. Next Chapter Meeting, November 19, Annual Year End recap

Larry – Please send out meeting ideas list

8. CPP/FPC Study Group/Boot Camp – Julie Fa'atiliga did not pass the CPP test as hoped. I have not heard from anyone else. The test that she had focused on management, systems, etc.

A lot more detail than expected even after all the preparation. I have heard through the LinkedIn groups, the tests were harder even for FPC.

9. Website updates – Larry

10. Sponsorships – Will need volunteers to send out my standard letter via email to various companies starting November month – Siouxrita to look up examples previously provided for Steve to assist

11. **New Meeting Invite telephone number.** Cheryl has graciously allowed us to continue to use her company conference line and has set up our meetings for the rest of the year and then we will set up 2016. Thank you Cheryl!

12. Christmas holiday dinner - Dec 3rd

Location Spaghetti Factory, 111 N. Twin Oaks Valley Rd., San Marcos, CA 92069 (760) 471-0155

Alicia: I believe Terri tentatively reserved, but please call to confirm reservation

Budget: \$50.00 for table decorations approved by the board, September meeting

\$100 gift card raffle approved in August board meeting

Decorations and raffle tickets are available. **Alicia** will put some things together.

13. Other board business – Ask Larry to email the updated party flyer

14. Closing/End time of board meeting - 6:28 pm

1st Motion – **Alicia**

2nd Motion - **Karen**