

# Chicago Chapter - APA

August 2009  
Volume 3, Issue 8

Newsletter of the Chicago Chapter of the American Payroll Association

## 2009 Calendar

January  
No Meeting  
February  
7- CPP Review Class  
19-Chapter Meeting  
A Strong Career  
21- CPP Review Class  
March  
7- CPP & FPC  
Review Class  
21- CPP & FPC  
Review Class  
April  
4- CPP & FPC  
Review Class  
11- CPP Review Class  
22- Payroll Frequency  
Changes & direct Deposit  
May  
19-23 - 27<sup>th</sup> Annual  
Congress,  
Long Beach. CA  
June  
12 - Chapter Meeting  
Garnishments  
27-28-Relay for Life  
Westchester  
July  
16 - OTSC Camp evening  
18- Volunteer Meeting  
August  
20 - Chapter Meeting  
Tax Day All Day  
Meeting  
Officer Elections  
September  
6-11 National Payroll  
Week Celebration  
10- NPW Legpland  
October  
8-9-- 16<sup>th</sup> Annual  
Illinois Statewide  
29-Chapter Meeting  
Preparing For Year End  
31 -Greater Food Depository  
November  
7- Holiday Party

Official newsletter of  
the Chicago Chapter

## Building on a Solid Foundation



### Welcome!

As we are embarking into August and the meeting that hosts officer elections, I paused to reflect on the strength and professionalism we have continued to build for our foundation of members. As officers for this organization we humbly accept the office and seek ways to provide you with the highest quality educational, motivational and networking opportunities. Through open communications, personal approachability and the highest regard for our organization strive to uphold the office entrusted to us.

Your dedication and support have resounded in meeting attendance, surpassing chapter charitable goals and volunteer participation.

As your Chapter officers, your support energizes us to continue building on our strong foundation.

At our August meeting we will incorporate a "Business and chapter operations update during lunch.

Our August meeting is also the venue for annual officer elections. Officer nominations have been gathered and confirmed. These candidates are on the ballot due to their dedication to service, leadership, knowledge and experience as well as a strong desire to represent and support the Chapter.

Officers are your voice and vision put into action. As members you are encouraged to join in the election process. In joining us at 8:30 you will have the opportunity to learn about the candidates and meet with them.

We hope you join us for our annual all day meeting and celebration.



### REGISTER TODAY!! Thursday, August 20th Meeting!!

Celebrated NPW with Tax Day!

*Join fellow payroll professionals  
At the Chicago Chapter Meeting  
Featuring a day of legislative information &  
updates  
With Expert Agency Speakers*

*From  
IRS-SSA-ICE-DOL  
& EPN*

*Hosted at :*

**White Eagle Banquets  
Karolann Room  
6839 N. Milwaukee Ave  
Niles, IL 60714  
Members fee \$ 40.00 Non Members \$ 45.00**

*Register by calling the helpline at 1-773-631-8480  
Or email to [chicago\\_chapter\\_apahotmail.com](mailto:chicago_chapter_apahotmail.com)*

*Mail payment to:  
Chicago Chapter  
4740 N Cumberland Ave #355  
Chicago IL 60656*

*Or register and pay with Paypal at  
[www.chicagopayroll.com](http://www.chicagopayroll.com)*

*Special Thanks to JacksonWabash  
For sponsoring our Breakfast*

**Officer Election at 8:30 a.m.  
Lunch at Noon  
Celebrate NPW with us!  
Invites with Speaker information coming shortly!**

**Please bring non- perishable food donations for the  
Greater Food Depository!**



## 2009 Chapter Officers

President  
Mary Kazmierczak, CPP

Vice President  
Paula Black, CPP

Recording Secretary  
Kathy Mizejewski, CPP

Treasurer  
Hank Mazik, CPP

Gov. Liaison  
Open Position

Correspondence Secretary  
Mary Weiner, CPP

Education Director  
Katie Staffeldt, CPP

## CAPA COG



CAPA Ducky Update  
By Paula Black, CPP a/k/a Splash



### CAPA DUCKIES Exceeded Adoption Sales Goal for Windy City Rubber Ducky Derby!!

Thanks to all CAPA members who participated in and promoted our fundraising efforts to help Special Olympics (SO) of IL!

For the 4<sup>th</sup> Annual Windy City Rubber Ducky Derby, the CAPA Duckies sold duck adoptions and participated in special events set up by SO of IL to raise funds to support their Olympic events held throughout our state. Our team, the CAPA Duckies, exceeded their target goal of 100 Duck Adoptions!

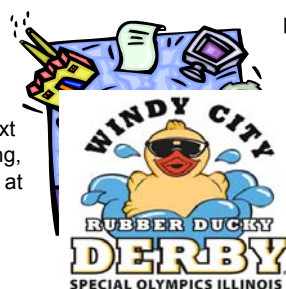
*Final Count: 118 Duck Adoptions; \$285 in Merchandise Sold*

*Thank You CAPA DUCKIES!*

Race Day was July 30, 2009. Did you or someone you know win? Just in case, here are the people who won prizes - Windy City Ducky Derby 2009 winners:

- 1st Prize - Robert Epperly
- 2nd Prize - Mark Hagopian
- 3rd Prize - Melvin Broughman
- 4th Prize - Michael Graff
- 5th Prize - Mary Rihani
- 6th Prize - Andrew Oberland

We are to support this again next year. anyone would to help with next year's planning, contact us at



planning charity If like

[Chicago\\_chapter\\_apap@hotmail.com](mailto:Chicago_chapter_apap@hotmail.com) and let us know!

## Off the Street Club - Education Assistance Award

At the August meeting our chapter members will support the Educational Assistance Award Program through participation in a 50/50 Raffle for the Off the Street Club. To date the fund has \$177.00 The EAA will be presented at our Holiday event on November 7, 2009. Raffle tickets can be purchased at our chapter meetings. Tickets are \$1.00 each or 6 for \$5.00. The amount collected becomes the 50/50 raffle prize with half going to the lucky ticket holder and the other half increasing our EAA for Off the Street Club.

## **Chicago Food Depository Day - October 31, 2009**

The Chapter welcomes volunteers to join us in working at the Greater Food Depository on October 31, 2009

Greater Chicago Food Depository  
4100 West Ann Lurie Place  
Chicago Illinois 60632

We are dedicating this day in honor of Travis Darring, recently departed soul mate of Chapter founder Susan Darring, CPP.

Volunteering for the day can be done through an email to the chapter at [chicago\\_chapter\\_apa@hotmail.com](mailto:chicago_chapter_apa@hotmail.com) or leave a message on the 24 hour helpline at 773-631-8480. We will confirm your registration and forward you the event details.

In addition to our volunteer day we will be collecting nonperishable items at our August 20<sup>th</sup> meeting and October 29<sup>th</sup> meeting.

All donations of items and/or time are greatly appreciated.

### **Ongoing Outreach Opportunity**

The Chapter continues to collect pop tabs for the Ronald McDonald House. Tabs can be brought to any Chapter meeting or event or mailed to us at:

Chicago Chapter  
4740 N. Cumberland Ave #355  
Chicago Illinois 60656

### **Reaching out to Each Other**

Calling all members affected by the recent increase in loss of employment. Statistics state that networking and peer support are the most valuable tools during these trying economic times. The chapter recognizes your challenges and desires to provide support and assistance. If you are interested in a networking evening to share your employment search tips, send us an email. We will be planning a networking and support evening for late August.

Do you have an organization held dear in your heart that you would like the chapter to support? E-mail us at [chicago\\_chapter\\_apa@hotmail.com](mailto:chicago_chapter_apa@hotmail.com)

## Upcoming Chapter Meetings

### June 12

#### Garnishments

One O'Hare Center  
6250 N. River Road  
Rosemont IL 60018  
8:30 a.m. – Noon

Continental Breakfast  
8:30 am

### June 27-28

6:00 pm-6:00 am

#### Relay for Life

American Cancer Society  
Westchester

### July

#### Volunteer Meeting

July 18, 2009

### August 20

9:00 am-4:00 pm

#### Tax Day

Officer Elections  
Continental Breakfast  
8:30 am  
White Eagle Banquet

### NPW Celebration September 10

Lego Land  
Schaumburg

### October 29

9:00-12:30 pm

#### Preparing For Year End

Kronos Corp

### November 7

Holiday Party  
Manzo's Banquets  
1571 S. Elmhurst Rd  
Des Plaines IL 60018

## GOVERNMENT CORNER

### The APA needs your Help!

Please join APA in an effort to change Illinois law so that employers will be able to mandate electronic payments – through direct deposit or, if the employee does not provide bank account information that would allow for direct deposit, by paycard. Your company might benefit directly through this effort by allowing you to eliminate the need for paper paychecks.

Attached is a letter addressed to legal counsel in the Illinois Department of Labor. Please personalize the letters and send them on your company letterhead. Your individual efforts matter very much. The hope is that this outreach will show the Industrial Commission the support the employer community has for this proposal.

APA intends to follow through with this effort in every state in which it is needed. We estimate that 20 states currently permit employers to eliminate paper paychecks, though far fewer explicitly state that in their wage payment laws.

APA is very interested to know which companies send letters. Please let the chapter know once you have sent the letter and we will share the list with APA Government Relations.



IL Employer Letter  
20090420.doc

Additional way to assist APA efforts:

The Mobile Workforce State Income Tax Fairness and Simplification Act (H-R-2110) currently has 16 members of the House of Representatives standing behind it. More assistance is needed to ensure this vital bill goes to the floor for a vote. Take a few moments to learn what you can do toward easing the burden of withholding income taxes for states to which your employees may temporarily travel.

Please read the attached and take the steps outlined to contact your State Representative.



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## IRS NEWS FOR PAYROLL

August 2009

News you can use! Check out free e-newsletters from these organizations:

- [Internal Revenue Service](#)
- [SCORE](#)
- [Small Business Administration Advocacy](#)
- [U.S. Department of Labor](#) (e-mail Updates box near top right)
- [SSA W2 News](#)
- [Social Security e-news](#)
- [Discussion board](#)—Get help from the Small Business Community

• The IRS has designated as a [tier I compliance issue](#) "Reporting and Withholding on U.S. Source FDAP Income" under IRC 1441. The focus of compliance improvement will be on withholding agents' obligations to withhold when they make payments of certain types of U.S. sourced income to non-resident aliens.

• [IR-2009-50](#) New withholding adjustment procedures for pension plans that will make withholding more accurate for pension recipients.

• [IR-2009-51](#) Small businesses should take advantage of tax-saving opportunities included in the recovery law that are only available this year.

• [IR-2009-55](#) Businesses planning to claim the work opportunity tax credit for eligible unemployed veterans and unskilled younger workers hired during the first part of 2009 have until Aug. 17 to request the certification required for these workers. [Notice 2009-28](#) provides the statutory definitions.

### IRS Stakeholder Liaison presents:

National Phone Forum

***Everyone's at Risk –  
Combating the Increasing Threat  
of Online Fraud and Identity Theft***

**Date:** August 19, 2009

**Cost:** FREE

**Location:** The convenience of your home or office

View attachment for details and registration information!



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**Mailing Address:**

Chicago Chapter  
APA  
4740 N Cumberland  
#355  
Chicago, IL 60656

**Phone:**

(773) 631-8480  
{24-hr. Recording}

**E-mail :**

[Chicago\\_Chapter\\_ap@hotmai.com](mailto:Chicago_Chapter_ap@hotmai.com)

**Come Join in the Building of our Chapter!**

If you would like to join our extended board family, as a committee member, we welcome your energy and vision! Committees are being formed in the following areas:

**COG- Chapter Outreach Group** - members will work on community and charitable outreach events

**Educational Committee**- Arrange and/or present at schools, youth and adult organizations on the importance of education and providing knowledge and clear expectations about their paycheck. As well as seeking and recommending creditable speakers for meetings.

**Hospitality Committee**- handling registration at meetings, responsible for gathering and distributing communications provided from members at meetings to the board for follow up, Welcoming members at Chapter events.

**Membership Committee**—Making wellness calls to our members, working to increase membership and communications to our members

**National Payroll Week**- Assist in mailing requests for proclamations, planning of Chapter contest and celebration for membership

**Nomination Committee**- Verify officer nominations for valid APA membership, and act as election officials for Chapter Officer Elections

**Statewide Committee**- Assist with the planning and preparations for the annual Illinois Statewide Conference.

**Vendor Support Committee**- Contact vendors and prospective vendors for support of our organization.

**Why Volunteer?**

- It's not for fortune*
- It's not for fame*
- It's not for personal gain*
- It's not only for love of fellow man*
- It's just to lend a helping hand*
- It's not for medals worn with pride*
- It's for the feeling deep inside*
- Of Helping others far and near*
- That makes you want to volunteer*

*Author Unknown*

**Kudos Korner**



**Supporting Special Olympics**

Special thanks to all chapter members whom assisted in working the Special Olympic events the past couple of months. Full details can be seen in the COG's section of the newsletter.

**Camp Day with OTSC!**

On what looked like a stormy evening on July 16, 2009 , Hank Mazik, Katie Staffeldt, Kathy Mizejewski, Kim Childress, Mary Kazmierczak, Paula Black and her husband Jim (a/k/a Santa) ventured to the campsite in Wheaton. As we arrived with three large boxes of school supplies for the children the clouds cleared. We were greeted with hugs from all the campers. Santa spoke with many of the children, whom were on their best behavior, as they got a glimpse of the holiday spirit in July.

We watched in amazement as the OTSC dog, Winston, took to sliding down the slide and into the pool. Not once mind you, but many times. As the stars and moon began to light the evening sky a campfire was started and we all gathered for a barbeque dinner.

We chatted with the campers and learned that the effects of gun violence have touched 90% of the camper's immediate family members. The children of OTSC live each day with the harsh realities and challenges we only hear about on the news. The hope and faith they carry in their hearts for a better world is truly inspiring.

Thank you OTSC members and leader Ralph Campagna for sharing your human spirit of hope and appreciation for one another.

**"Teamwork divides the task and multiplies the success." ~Author Unknown**

**Volunteer Day-July 18, 2009**

Thank you, Thank you, and Thank you!

The Chicago Chapter hosted a volunteer day. We were fortunate to have 18 members join us to learn about our various committees and volunteer opportunities. Once the overview of committees was complete we broke into focus groups and shared suggestions for upcoming events. One group even shared in hands on experience with labeling assistance. We ended the meeting with a brief networking thank you luncheon. Committee chairs will be reaching out with ways to assist. It is never too late to become a chapter volunteer and reap the rewards of the experiences.

Thank you to our new volunteers and committee members. We look forward to working hand in hand, strengthening our Chapter foundation.

## APA Access Corner

The Fall Forum is being hosted at the M Resort in Las Vegas, NV September 16-18, 2009. Control costs and maximize resources in your operations with global payroll strategies, innovative practices, and proven leadership techniques.

See the debut of the 2009 Payroll, Accounts Payable, and Workforce Management Performance studies.

APA will also be debuting the new Leadership Certificate Program (LCP), Building Successful Leaders for the 21<sup>st</sup> Century. Like technology and tax legislation, leadership ebbs and flows, changes and stays the same. This unique program focuses on many qualities of effective leaders including awareness of self and others, effective communication, and relationship building.

Preparing to sit for the Certified Payroll Professional and Fundamental Payroll Certification exams can be overwhelming.

Let APA's free **Preparing for the CPP and FPC Exams** Webinar On Demand help you develop a plan for success.

**Register today for the FREE Webinar On Demand:**

**Preparing for the CPP and FPC Exams!**  
[www.americanpayroll.org](http://www.americanpayroll.org)

If you're an experienced payroll professional seeking **convenient, comprehensive, and cost-effective online payroll training**, then look no further.

APA's **PayTrain 2009** is the program for you!

**Try your FREE PayTrain DEMO today!**

*PayTrain 2009* provides in-depth payroll training in a web-based format, allowing you to simply log on and boost your payroll knowledge to the next level. With its comprehensive payroll curriculum, *PayTrain 2009* even offers exceptional preparation for those studying for the Certified Payroll Professional (CPP) exam.

*PayTrain* offers **two learning options**: the self-directed course allows you to study when and where it's most convenient for you, while the instructor-assisted course provides a more structured learning approach, with an online instructor providing weekly assignments.

***PayTrain 2009* will:**

- Track your knowledge through pre- and post-test comparisons
- Enhance and update your payroll knowledge
- Develop the skills that are critical to payroll leadership
- Help prepare you for the CPP exam

Your purchase of *PayTrain 2009* includes **printed workbooks** for offline reading, note taking, and future reference. To learn more about *PayTrain 2009*, visit [www.learnpayroll.com](http://www.learnpayroll.com) and view the **FREE** demonstration program – or call (800) 444-5015.

## The Main Ingredient

THE UN-COMFORT ZONE with Robert Wilson

*More Powerful than You Know*

"Writing is not a job; it's a hobby!" thundered my father when I told him my plans for college. "You need to get a profession: medicine, law, engineering or accounting."

I cheerlessly acquiesced and enrolled in a Pre-Med program, but at the end of my first year, after struggling through Chemistry, I changed my major to Philosophy. When I told Dad, he grunted, "That and fifty cents will get you a cup of coffee." He passed away shortly after that but his words echoed in the back of my mind for years.

Read the rest of the inspiring article at :

[www.jumpstartyourmeeting.com/articles/tuz/15-more\\_powerful\\_than\\_you\\_know.shtml](http://www.jumpstartyourmeeting.com/articles/tuz/15-more_powerful_than_you_know.shtml)

**"You see things and say, 'Why?', but I dream things and say, 'Why not?'"**  
**George Bernard Shaw**

??? Ask a Member ???

Are you curious about a specific best practice? Interested in how other payroll professionals handle a specific task? Here is a new way to receive your answers and maybe make a networking connection.

Please share your experience. Send an email to the Chapter mailbox and we will forward the information on to the requesting party to create the new networking connection and post the answer to benefit the membership curiosity

**Upcoming Events...**  
**Mark your Calendars!**

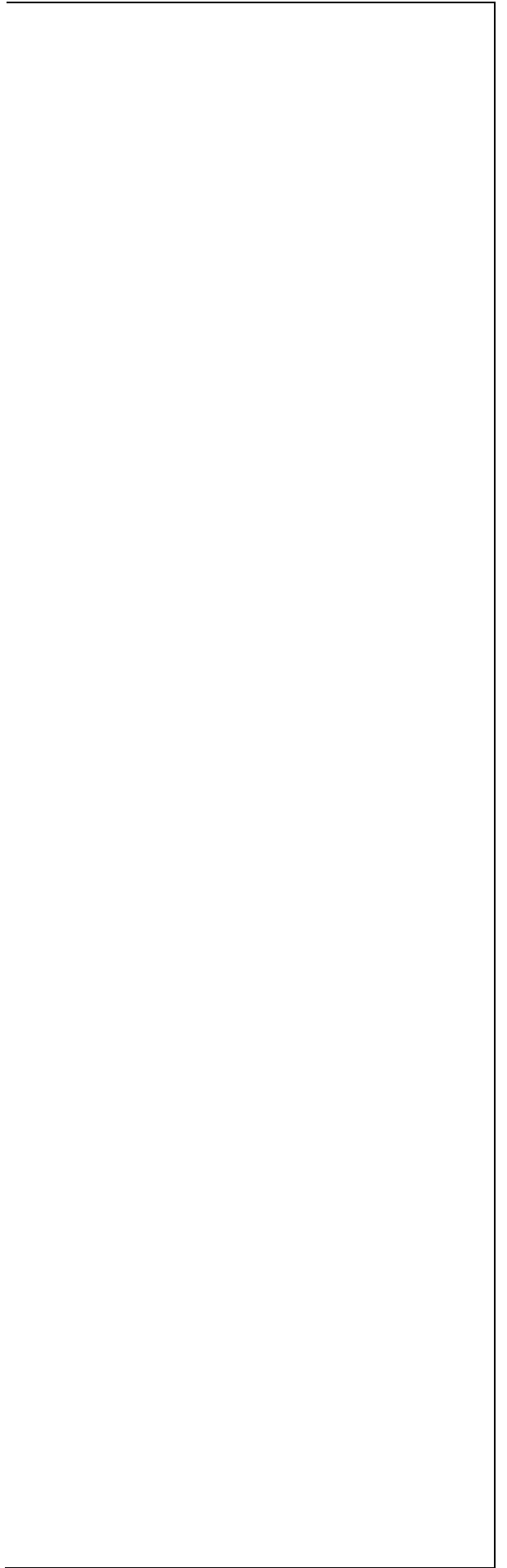
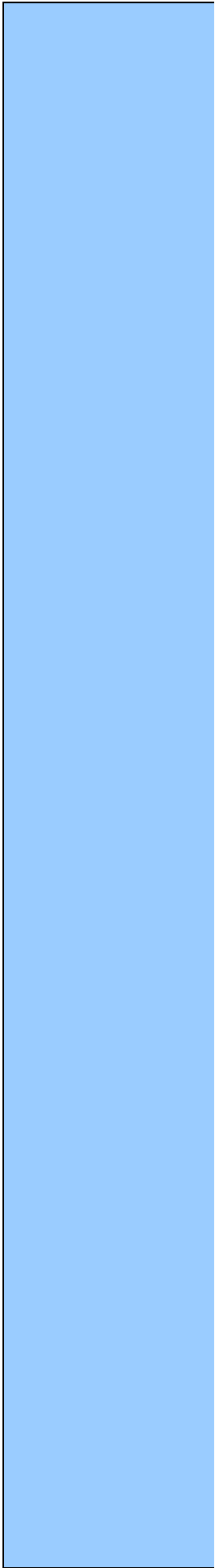


**Annual Holiday Event!**  
**Saturday, November 7, 2009**

Many recognitions will be shared at this event.  
Including Lifetime Member Inductions for  
Emily Rook, CPP and Jenny Provenzano, CPP.  
Join us at  
Manzo's  
On Elmhurst Road in Des Plaines.

Invites will be mailed October 1, 2009  
Watch for yours in the mail

Continued next page



## NPW Corner :

Tell us what you are planning for NPW

Registration for all events can be made via Paypal from the website at [chicagopayroll.com](http://chicagopayroll.com) or  
Reservations made by calling the helpline at 773-631-8480 and/ or  
mail to :  
Chicago Chapter #355  
4740 N Cumberland  
Chicago, IL 60656

Mark your calendars . .

*October 8-9, 2009*



**16<sup>th</sup> Annual Illinois Statewide  
Payroll Conference  
Hosted at  
Pheasant Run Resort  
In St. Charles, Illinois**

Save the date for this two day educational and networking opportunity.

Registration deadlines and fees :

Date	Member	Non-Member*
8/5 - 8/31	\$200.00	\$250.00
9/1 - 9/14	\$225.00	\$250.00
9/15 - 10/ 5	\$250.00	\$250.00

\*Non-Member pricing includes membership fee for 2010 and association with one of the chapters

Registration information can be seen on the chapter website at [www.chicagopayroll.com](http://www.chicagopayroll.com)  
Workshop offerings on a variety of pertinent topics can earn you a total 10 RCH's for attending.

Event details forthcoming shortly!

Conference hosts:

Central Illinois Chapter  
Chicago Chapter  
Fox Valley Chapter

\*\*\*\*\*

**NPW!**

*Save the date for you and your future "little" payroll professionals.*

In keeping with the Chapter theme of "Building on a Solid Foundation", we will celebrate on **Thursday, September 10, 2009** at **Legoland**  
**601 N Martingale Rd. Schaumburg**  
**From 4:00 to 7:00 p.m.**

Special edition Newsletter will be out August 10th  
There will be food fun and NPW give-a-ways!  
Hope you can join us!  
Activities and networking for all!

Ticket reservations are:  
Apprentices (age 10 and under) \$5.00  
Master Builders (age 11 and up ) \$ 10.00

## AAPA

### First local chapter launches in D.C. Chicago Chapter Coming Soon

By Clint Hale

AAPA is proud to introduce its first AAPA local chapter--the [Washington Metropolitan Area Chapter \(WMAC\) of the AAPA](#). WMAC President Daniel Dycus, CPP, said organizing an AAPA chapter has already helped bring AP education, information, and networking to the D.C. area.

"I think that this was a need in our disbursement community," said Dycus, Manager of Disbursement Accounting for Intelsat. "Many people have been involved with APA for years; however, have never gotten involved with an AP organization. Since AAPA is a sister organization to APA, you know AAPA will be of the highest quality as well."

The WMAC chapter plans to hold its first official chapter meeting by the third quarter of 2009. Dycus said he is also helping some of his colleagues form a second AAPA-affiliated chapter in the Midwest--[the American Accounts Payable Association Chicago Chapter](#).

"Our goals for the WMAC are education and networking," Dycus said. "These areas appear to be what our information survey results showed members were looking for."

### Vice President Position Open

The Chicago Chapter AAPA is seeking a motivated individual to hold the position of the Vice President of the Chapter.

**Vice President** - The Vice President shall be an active regular member in good standing and shall be Immediate Past President. For the first term the Vice-President shall be a nominated position.

Responsibilities:

1. In the event that the President becomes unable to finish the term for which he/she is currently serving, accept position of President and finish the current presidential term.
2. Preside over meetings in the absence of the President.
3. Coordinate annual election process.
4. Coordinate social events.

If you are interested in this position, please contact me as soon as possible.

Thank you.

Temple Liebmann, CPP President, Chicago Chapter AAPA  
[APPresident@chicagoap.org](mailto:APPresident@chicagoap.org) 630-715-4848

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