

Chicago Chapter - APA

May, 2009
Volume 3, Issue 4

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

June
12 - Chapter Meeting
Garnishments
27-28-Relay for Life
Westchester

July
No Meeting

August
20 - Chapter Meeting
Tax Day All Day
Meeting
Officer Elections

September
6-11 National Payroll
Week Celebration
16th Annual
Illinois Statewide

October
29-Chapter Meeting
Preparing For Year End

November
Holiday Party

Official newsletter of
the Chicago Chapter

Building on a Solid Foundation

Welcome:

Happy National Direct Deposit Month. The May Newsletter has been enhanced this month as we continue to Build for our members. There is a new section called?? Ask a Member?? .This section offers a means to gather information from your peers on their best practices or their resolve to a particular challenge.. The Chapter will gather and post the responses in the newsletter for all to benefit. The chapter will also forward the information in a confidential manner to the questioning member. If the respondent approves to share his / her email address or phone number, this will provide a new option to network and build the payroll community.

Save the Date!
Friday June 12, 2009
Celebrating Flag Day!

*Join fellow payroll professionals
At the Chicago Chapter Meeting
Featuring APA Speaker*

*Dave Wakeling, CPP
On Garnishments*

Hosted at :

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

*Special Thanks to our Meeting Sponsors!
Meeting Space sponsored by Accountemps
Breakfast sponsored by Ultimate Software*



APA Guest Speaker

*Dave Wakeling, CPP
Payroll Manager
Los Angeles County Metropolitan Transportation
Authority*

As Payroll Manager for the Los Angeles County Metropolitan Transportation Authority, Dave Wakeling is responsible for the activities of a 10,000-employee, six-union group payroll.

Mr. Wakeling has over 30 years of experience as an accountant and payroll professional responsible for accounts payable, accounts receivable, fixed assets, general ledger, payroll, and financial reporting. He has also been Project Manager for the implementation of financial and payroll systems.

Mr. Wakeling is a member of the American Payroll Association's National Speakers Bureau, and has also taught the Payroll Professional Learning Series for several years at Chapman University.

Mr. Wakeling holds an undergraduate degree from the University of Nevada (Accounting) and a Master of Accountancy degree from Brigham Young University. He is also a Certified Payroll Professional

*Celebrate with our New FPC and CPP
Members as they earn their first 2.5 RCH''s toward
Recertification*



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

“Money Matters”

Have you wanted to make a difference in the lives of our future leaders? Here is your chance! Join us as we host a “money Matters” day to the YMWD organization on Saturday May 9th at Edward Don at 2500 S. Harlem in North Riverside. Contact Katie Staffeldt, CPP for further details at 708-883-8585.



Supporting Special Olympics

The chapter will be assisting the Special Olympics with a Bowling Tournament on Friday, May 29, 2009. The event will be held at Habetler Bowl located 5250 N. Northwest Hwy, Chicago. Registration starts at 5:30 p.m. with bowling starting at 6:30 pm.

Share some of your “spare” time for a great cause that promises to be “striking” event!

Contact Mary Kay at 847-718-200 ext 5582 or through the chapter helpline at 773-631-8484 or via the mailbox chicago_chapter_apa@hotmail.com

Windy City Rubber Ducky Derby is coming!!

In 2008, the chapter began supporting the Illinois Special Olympics through volunteer efforts in selling Rubber ducks for the annual Windy City Rubber Ducky Derby. On July 31st, 40,000 yellow rubber ducks will splashdown into the Chicago River! They'll paddle their way to the finish line and just might make you a winner! Don't miss this opportunity to take part in one of the biggest fundraising duck races.

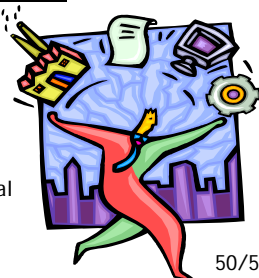


Our Top Duckie of 2008—Paula Black has established our team “The CAPA Duckies”. This is a Quacking good time with waddles of fun. Join the team by contacting Paula at 630-750-4535 and become a team member. Support can be at selling ducks at local events, donating to the team or helping spread the word. June newsletter will have more details.

Off the Street Club - Education Assistance Award

At the April meeting our chapter members continued their support for the Educational Assistance Award through

participation in a 50/50 Raffle for the Off the Street Club. We collected \$102.00 and the winner, recent CPP, Anne Schafroth won \$51.00. This brings the fund to \$113.00. The EAA will be presented at our Holiday event on November 7, 2009.



Team CAPA—Supporting the fight against Cancer!

Fighting cancer is a team effort. The impact we can make together is much greater than what any of us could do alone. By supporting our team, you will be a part of a life-changing event that celebrates the lives of those who have battled cancer, remembers loved ones lost, and empowers all of us to fight back against a disease that takes too much from too many families.



Relay For Life is the American Cancer Society's signature activity. It offers everyone in a community an opportunity to participate in the fight against cancer. Teams of people camp out at a local high school, park, or fairground and take turns walking or running around a track or path. Each team is asked to have a representative on the track at all times during the event. Relays are an overnight event, up to 24 hours in length.

Relay For Life is a life-changing event that brings together more than 3.5 million people to:

- Celebrate the lives of those who have battled cancer. The strength of survivors inspires others to continue to fight.
- Remember loved ones lost to the disease. At Relay, people who have walked alongside people battling cancer can grieve and find healing.
- Fight Back. We Relay because we have been touched by cancer and desperately want to put an end to the disease.

Team CAPA needs your support by joining our team. You can stay at the event for whatever amount time you choose. You can come during the early evening hours and participate in the opening ceremonies. The night starts off with a survivor/caretaker lap. There are different themes every hour. The luminaria ceremony is at 9PM. Things quiet down after the luminaria ceremony. You can walk till the wee hours of the morning if you are so inclined. You can join us as we sit around the campfire (a metal bucket filled with sand and lots of candles) to talk, laugh, cry or enjoy some quiet time. You can make your Relay experience what ever you choose.

Sign up is easy. Just go to www.relayforlifewestchester.com Look for Team CAPA and join today. You will not be disappointed. This truly is a life changing event.

If you have any questions, feel free to contact Katie Staffeldt at 630-742-7747 or via email at coasterk8@yahoo.com

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

Upcoming Chapter Meetings

June 12

9:00 am to 12:00 pm
Garnishments
TBD
Continental Breakfast
8:30 am

June 27-28

6:00 pm-6:00 am
Relay for Life
American Cancer
Society
Westchester

August 20

9:00 am-4:00 pm
Tax Day
Officer Elections
Continental Breakfast
8:30 am
White Eagle Banquet

October 29

9:00-12:30 pm
**Preparing For Year
End**
TBD

November 7

Holiday Party
TBD

GOVERNMENT CORNER

The next phone forum is scheduled for Wednesday, May 20, 2009. The topic will be "Proper Worker Classification." Remember, the phone forum is free and can be attended from the comfort of your home or office

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2009 Nationwide Tax Form

Registration for the 2009 Nationwide Tax Forum is now open. The link below will provide you with more information.

<http://www.irs.gov/taxpros/article/0,,id=173843,00.html>

Here are the locations and the costs:

Las Vegas, NV Mandalay Bay Hotel July 7-9
San Diego, CA Town & Country July 14-16
Orlando, FL Caribe Royale August 4-6
New York, NY Hilton New York August 25-27
Dallas, TX Hilton Anatole September 8-10
Atlanta, GA Hilton Atlanta September 22-24

\$206 by the pre-registration date
\$335 for late registration and on-site registration
There are no group discounts.

As you can see, the Nationwide Tax Forum will not be held in Chicago this year. We do encourage you to attend as you can obtain a wealth of information. Attendance at the Nationwide Tax Forum seminars qualifies for Continuing Professional Education (CPE) credit for Enrolled Agents, CPAs, and California Tax Education Council (CTEC) participants. This year's seminar schedule allows for a maximum of 18 credits that can be earned at each Forum location.

If you plan to attend, register early as the hotel room's book up very fast.

IRS NEWS ITEMS FOR PAYROLL MAY 2009

- The last live [Tax Talk Today](#) will be held on May 12 and will cover *Specialty Taxes: Estate and Gift, and Employment Taxes*. Archived programs will be available through the end of the year.
 - The 2009 revision [Publication 919. How do I adjust my withholding?](#) has information to help workers insure that they are having enough withheld. It includes computations for the "Making Work Pay" credit, standard deduction for those with real estate taxes, new car purchases, and Midwesterners displaced by disasters.
 - [E-Verify](#). A federal system that lets employers check the legal status of their workers is soaring in popularity across the country, growing by 1,000 companies a week, fueled by anxiety over workplace raids and uncertainty over the future of the nation's illegal immigrants.
 - The latest additions to the series of new forms for [correcting errors](#) on employment tax returns are now available: [Form 943X](#), [Form 944X](#) and [Form 945X](#)
 - EMPLOYEE PLANS: [March 2009 Employee Plans News](#). This Special Edition states that defined benefit plans may use a reasonable interpretation in selecting a yield curve for determining a plan's liabilities for funding purposes. [Notice 2009-22](#) provides interim rules regarding asset valuation methods that are permitted to be used by single employer defined benefit pension plans for minimum funding purposes pursuant to changes made by the Worker, Retiree, and Employer Recovery Act of 2008, Public Law 110-458. [Notice 2009-31](#) provides election and notice procedures for multiemployer plans under sections 204 and 205 of WRERA.
- American Recovery and Reinvestment Act:** Check for updates on the [Recovery Act](#) Web page.
- Scams have been reported surrounding the \$250 payment under ARRA for certain recipients of Social Security, SSI, Veterans Affairs and Railroad Retirement Board benefits. Please warn your These scams should be reported to www.socialsecurity.gov/oig or by calling the fraud hotline at 1-800-269-0271 (9 a.m. - 3 p.m. CT). Payment information is found at <http://www.ssa.gov/payment/>
 - [Notice 2009-27](#), Premium Assistance for COBRA Benefits, includes 58 questions and answers on the COBRA subsidy provision of the recent Recovery Act, including involuntary termination, assistance eligible individual, and payments to insurers. www.dol.gov/COBRA has expanded FAQs for Employers and a webcast on COBRA.
 - [IR-2009-28](#) The Internal Revenue Service seeks volunteers to serve on the Taxpayer Advocacy Panel (TAP), which listens to taxpayers, identifies key issues and makes recommendations for improving IRS service. TAP members are being sought for Illinois, Minnesota, Missouri and North Dakota.

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

??? 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.

The May question is. . .

Have you had the pleasure of implementing Qualified bicycle commuting reimbursement?

Kudos Korner



Congratulations to Andi Ship, CPP on her recent promotion to Payroll Supervisor!

The Chapter presented the "Money Matters" program to the Girl Scouts on April 18th. Thanks to the wonderful presentation and networking skills of Chicago Chapter, past -president, Chris O'Hara, CPP, current Education Director, Katie Staffeldt, CPP approximately 35 proud scouts earned their Business badges!

Special thanks to Claire Corcoran, CPP and Northern Trust for providing our April 22nd meeting space. With 43 attendees gathered the meeting offered great networking opportunity. We celebrated Earth Day and going Green! Tracie Sawade, CPP presented on Pay Frequency changes and the 53rd payroll, and Tim Mills from EPN presented on Implementing Direct Deposit. Thank you for the wonderful presentations that offered attendees information that can provide their companies cost saving actions as well as "Green ways to Pay".

Linda Rejemeczak, CPP , Rita Divinsky, FPC and Kim Childress, CPP all assisted in our set up for the breakfast. Your assistance was greatly appreciated!

Congratulations to our "Earth Day" Raffle Winners :

Janice Crylen—Go Green Gift bag filled with energy saving products such shower head and light bulb

Andi Ship, CPP -Going Green Book

A special raffle prize was provided to us by Mike Maurillo, CPP from the Art Institute
Thank you for your generosity and kindness!

Congratulations to all the Attendees of the CPP and FPC Review courses this past Spring. Everyone is a success for the knowledge they have gained. Our test passing ratio for the Spring session:
CPP -68% FPC—86%.

These are awesome statistics as the National average is around 47%.

If you missed the desired score and would like to sit in the Fall, email the chapter mailbox for details on study workshops coming this August.

Happy Anniversary to the Fox Valley Chapter!

This month the Fox Valley Chapter hits the milestone of Payroll Chapter for 10 Years!

Save the date of Thursday, June 11, 2009.
Meeting and Celebration 1:00- 4:00 p.m.

Details will be sent soon!



Mailing Address:

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#355
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Phone:

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

E-mail :

Chicago_Chapter_apa@hotmail.com

Come Join in the Building of our Chapter!

“Teamwork divides the task and multiplies the success.” –Author Unknown

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.

“Coming together is a beginning. Keeping tog-ether is progress. Working together is success.”
~Henry Ford

Chapter Updates:

As we continue to “Build on a Solid Foundation”, the Chapter is broadening the sphere of networking with other associations. Keep an eye on the website as we begin to provide links to the AAPA Chicago Chapter. If you or someone you know is interested in the construction of the Chicago AAPA Chapter, send an email for further information to Chicago_chapter_apa@hotmail.com

On May 12, 2009 ,Kathy Mizejewski, CPP and Mary Kazmierczak ,CPP will be addressing the local SHRM Chapter at their monthly meeting. The Chapter will be working with Greg Vos to bridge the HR and Payroll professions enhancing our networking and educational opportunities.

The Main Ingredient

THE UN-COMFORT ZONE with Robert Wilson

In 1907, during a major league baseball game, second base was stolen 13 times by the winning team. The catcher for the losing team, Branch Rickey, was unable to pick off even a single runner. That record stands to this day. It also spelled the end of Rickey’s career as a baseball player after just two short seasons. With nothing else to do, he went to college and law school. Six years later, he returned to major league baseball. This time as a manager - and what a manager he turned out to be!

To continue reading The Un-Comfort Zone: The Main Ingredient click here: http://www.jumpstartyourmeeting.com/articles/tuz/12_the_main_ingredient.shtml

You see things and say, ‘Why?’, but I dream things and say, ‘Why not?’
George Bernard Shaw

APA Access Corner

Chapter members networking event at Congress! If you are attending Congress let us know! We hope you can join us!



Upcoming Events:



Recognition will be given to our recently certified members at the June 12th meeting. Join us as they receive their first RCH’s toward re-certification.

The Holiday event to be held on Saturday, November 7, 2009 will award the newly certified with APA pins. We will also have Lifetime Member Inductions for Emily Rook, CPP and Jenny Provenzano, CPP. Much additional recognition will be shared at this event. Watch for your invite in late September.

It is never too early to start planning your NPW activities! In keeping with the Chapter theme of “Building on a Solid Foundation”, we have starting planning a fun filled Chapter event for Thursday, September 10, 2009 at Legoland! Save the date for you and your future “little’ payroll professionals. Details will be shared in upcoming newsletters and communications

NPW Corner :

Tell us what you are planning for NPW.

And the Survey Says. . .

Below are the results of the chapter survey. Thank you to all that participated and shared suggestions and comments. The board has reviewed this valuable information and will consider this data as we plan ways to enhance our service and offering to the membership.

Your comments and suggestions are always welcome. You can contact us in a variety of ways. . . CAPA Helpline 773-631-8480, email Chicago_chapter_apa@hotmail.com or via mail, which would offer anonymity, to Chicago Chapter 4740 N Cumberland #355, Chicago, IL 60656.

1. Where would you prefer the chapter meetings to be held?	
	Response %
Chicago Area	9.8%
Downtown	14.8%
Suburbs	59.0%
I Can Travel Anywhere	16.4%

2. How many chapter meetings should we hold per year?	
	Response %
4	36.2%
6	37.9%
8	19.0%
10	6.9%

3. When do you prefer to attend Chapter Meetings?	
	Response %
Morning	74.6%
Afternoon	15.2%
Evening	10.2%

4. Would you like to be able to pick the topics for the presentations at the Chapter Meetings?	
	Response %
Yes	50.0%
No	50.0%

5. How many Chapter Meetings are you able to attend each year?	
	Response %
0	8.2%
1-4	33.0%
5-7	42.4%
8-10	8.2%
Not sure. Depends on when & where	8.2%

6. How many days would you prefer for the Statewide Conference?	
	Response %
1	43.1%
2	56.9%

7. Would your company be able to host a Chapter Meeting for about 50 members?	
	Response %
Yes	28.1%
No	71.9%

8. The Chapter has collected items at meetings offered 50/50 Raffles and assisted at Charity Events. Rate your preference on these events.				
	Love It	Like It	It's OK	Don't
Collections	38.2%	40.0%	20.0%	1.8%
50/50 Raffles	42.9%	33.9%	21.4%	1.8%
Participate in Charity Events	43.4%	32.1%	24.5%	0%

9. How should the Chapter get its members involved with the Chapter?	
	Response %
More Meetings	59.2%
More outside Activities	40.8%

10. Have you participated in our Charity Events?	
	Response %
Yes	36.0%
No	64.0%

As a result of the survey, the chapter is looking into an additional meeting for July, and a condensed study session for Fall Certification. Watch the June newsletter for all the details.

Thank you, our membership is our Strong Foundation!

AAPA

This IS A Test: State Unclaimed Property Laws Examined

The most common unclaimed property for accounts payable purposes is uncashed vendor checks. These uncashed checks become a form of "abandoned property" that the accounts payable professional must report and pay over to the appropriate state agency (usually the Treasury) if they remain uncashed for a certain number of years. Did you make the deadline this year... Unclaimed property was due May 1

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