



NORTHEAST WISCONSIN PAYROLL CHAPTER

Year End Prep

Meeting Minutes: December 14, 2023

I. Call to order

- Melissa DeSwarte called the meeting to order at 8:31am.

II. Members Present – Virtual

Danielle Neitzel	Rachel Janikowski	Sally Schuerer	Kelly Seiltz
Tonia Starzer	Marcia Schodrow	Katie Van De Loo	Sara Neuman
Melissa DeSwarte	Elissa Lukes	Becky Doyle	Renee Hendricks
Sarah Jane Doney	Sara Immel	Angela Weyenberg	Anne DeLain
Michelle Klinger	Tracy Ramcheck	Robin Arveson	Courtney Doman
Christy Glocke	Cindy Jansen	Leah Smolinski	Sandi Zartner
Kelly Huebner	Shawna Grochowski	Gloria Marshall	Laurie Spittlemeister
Jessica Stollfuss	Crista Rettler	Angie Cepeda	Amanda Spreeman
Amanda Abel	Nicole Agamaite	Nicole Jacquest	Noah Pleshek
Tracy Olson	MariBeth Theusch		

III. Speaker

- Vicki Lambert, CPP – Year End Prep

IV. Business

- New Member Introduction
 - No new members attended the meeting
- Approved November 2023 Meeting Minutes
 - Motion – Sandi Zartner
 - Second – Tracy Olson
- 2024 Statewide Conference
 - Conference is being held September 19th and 20th at the KI Center in Green Bay
 - Our chapter is hosting – planning committees have already begun meeting
- Chapter Rebrand
 - The new website is live! A HUGE thank you to Tracy Olson for all of her work on the rebrand and setting up the new website
 - Tracy told members to be sure employers are whitelisting the new url so that emails aren't rejected



- Socials are being updated
- Board Positions 2024 Election
 - Tracy sent out a survey, via the website, to registered members during the meeting
 - The election survey would remain open until the end of the chapter meeting
- Follow us on Facebook, Twitter, LinkedIn

Payroll Questions/Discussion

- Open conversation –
 - There were no questions/topics to be discussed

V. Drawing

- Winners of Amazon gift cards
 - Renee Hendricks
 - Sandi Zartner
 - Cindy Jansen
 - Anne DeLain

VI. Meeting Evaluation Forms

- A survey will be sent after the meeting, via the website

VII. Next Meeting

- No meeting in January – SURVIVAL MODE
- The February 8th meeting will be virtual with Michael Smith from the IRS
 - Topic - Fraud

VIII. Adjournment

- Meeting was adjourned at 12:22pm.