



Northeast Wisconsin Payroll Chapter Chapter Meeting Minutes



December 11, 2025

3:30 PM- 5:00 PM

Virtual

I. Call to Order

- Cassie Tennant, CPP called the meeting to order at 3:30 PM

Members Present -needs to be updated

Cassie Tennant, CPP	Becky Doyle, CPP	Cindy Ward	Renee Hendricks, CPP	Danielle Neitzel, CPP
Sara Lippus	Lisa Pepper	Sandra Zartner, CPP	Tonia Starzer, CPP	Tracy Ramcheck
Jessica Clark	Kathryn Davis	Michelle Klinger	Cindy Jansen	Tracy Olson, CPP
Jenny Wiegert	Melissa DeSwarte, CPP	Lynn Gauger	Sara Jenkel	Faith Host

II. Speaker

- Vicki Lambert
- Presentation began at 3:32 PM
- Vicki presented on critical Year-End items for payroll to be aware of. This included annual limits, new legislation, IRS form updates and best practices.
- Presentation concluded at 5:04 PM

III. Business

Cassie Tennant led the chapter meeting and started at 5:04 PM

- New Member: Kathryn Davis- DUMAC; Welcome!
- Approve November Meeting Minutes: Moved by Sandi Zartner, Seconded by Danielle Neitzel
- Adopt a Family donations are still being taken- see the email from Tracy
- Cassie walked through the membership changes for 2025, moving to a “no meeting fee” structure. New AND Renewing members will keep 2025 pricing if submitted prior to Dec 31st at midnight.
- Next Board Meeting- December 19th- Open to all- Please message a board member to attend.
- 2026 Statewide - Brookfield, WI Sept 24th & 25th



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- Early Bird Pricing through March 31st \$300
- Upcoming discounts with MKE Chapter on payroll source order.
- Study Group Survey has gone out for students and instructors. Please respond by Dec 19th.
- Award Drawing Winners: Matt Olson, John Decker, Holly Bergman
- Statewide Winner: Kris Fuhrman!
- Next Meeting: February 8, 2025- COTY Celebration!
- **Payroll Questions/Discussion:** Sara Lippus had a question about ADP WFN.
- **Adjournment:**
- Meeting was adjourned at 5:13 PM