



2002 Meeting Minutes Area 4

- December 4, 2002
- November 18, 2002
- October 29, 2002

Area 4 Committee Meeting Minutes December 4, 2002

The TAP members for the Area Four Committee met via telephone on Wednesday, December 4, 2002. The purpose of the meeting was to discuss taxpayer issues.

Members in Attendance:

- James Abraham
- Robert Burke
- David Cain
- Ivan Cotman
- Thad Davis
- Robin Gausebeck
- Richard Greenberg
- Glenn Hall
- Larry Lexow
- Joe Meissner
- Dick Murphy
- Teresa Smedley
- Richard Morris

TAP Analyst: Mary Ann Delzer

TAP Program Manager: Sandy McQuin

Roll call was taken. **Minutes approved** from the 11/18/2002 meeting.

Discussion of Issues

Form 990-Greenberg contacted four non-profit organizations to capture their concerns about 990 filing. All of the organizations felt filing to be essential to monitor fraud in the non-profit area. However, they were in favor of modifications or simplifications.

ACTION: Greenberg to write report on his interviews and forward to sub-committee.

Burke stated that most non-profits need to prepare audited financial statements to any possible "funders." Form 990 is an important part of the financial package.

Smedley shared her concerns about the small non-profits who do not look for outside funding such as the Little Leagues, but who are impacted simply because the filing requirement is not indexed as are other forms.



Gausebeck stated that she saw the issue as an index problem, which could be corrected with a change in the threshold or perhaps with a copy of the organizations annual report on their letterhead instead of a return.

ACTION: Sub-committee will prepare a report for January meeting.

SIMPLE IRA - Lexow contacted several providers in the financial products industry who agreed a technical correction is all that would be needed to fix the problem.

ACTION: Delzer will send Cotman the background material on the issue.

ACTION: Lexow and Cotman will have a conference call and prepare a report for January.

Just-in-time Notification - Smedley shared that the previous work done on the issue by the CAP has been misplaced and so the sub-committee needs to get input from preparers to proceed. Lexow stated he had examples from the qualified plan area such as the Form 5500 not available until May, but filing due in July. Cain shared his experience with not receiving Publication 1194 until March when the filing season is almost over.

ACTION: Smedley will hold a conference call and the sub-committee will prepare a report for January meeting.

30% Depreciation - Gausebeck reported that she researched the issue and found that although it is complicated to do, and may have AMT consequences, taxpayers can opt out of the 30% depreciation schedule as they can Section 179. Practitioner with this concern was contacted and is satisfied with the explanation. Issue closed.

Simplification/reduction of excise tax paid by private foundations- Delzer read the report provided by Malcolmson. Abraham stated he never received the issues materials and was hesitant to have the committee move forward until he could review the issue.

ACTION: Delzer to send Abraham the issue materials. **ACTION:** Malcolmson and Abraham to have a conference call and prepare a report for January.

New Issues

Delzer reported four issues were received since the last meeting.

1. ITIN and the State of Wisconsin- Wisconsin will not issue a refund if the name and ITIN on the tax return are different from the SSN on the W-2s. In addition, criminal penalties for preparers who file returns of an individual who use SSN of another. Issue brought to TAP as may affect VITA/LITC programs.
No ACTION.
2. Increase in allowable capital loss-Concern that \$3000.00 capital loss has not been increased since 1986.
ACTION: Abraham will develop letter to send issue to Joint Committee.
3. Caller with concerns about backup withholding on foreign bank accounts. Caller stated notification should be given to foreign account holders.
ACTION: Delzer to research backup withholding notification and to report in January.
4. Dozens of letters received from individuals concerned with sec 1.861-1.
ACTION: Delzer to send letter in response.

Outreach Report

In Wisconsin the TAP has the opportunity to attend Surgent's Tax Camp in De Pere on January 13,2003. Also in Wisconsin, Delzer, with the assistance of W&I Stakeholder Partnerships, Education



and Communication, was able to share outreach materials with over 2000 tax professionals attending "Tax Insight" annual income tax school.

As a result of the contacts made with the non-profit community, Greenberg will develop a web statement available to organizations wishing to share the TAP message with their members. **ACTION:** Greenberg to write web statement and forward to Delzer for help in editing.

Action Items

Toll free service was the only item from the previous agenda. **ACTION:** Committee will monitor toll free service as the filing season begins and report at February meeting.

Office Report

Delzer reported that McGurn has accepted a new position. She will be assuming his duties and be the analyst for Area 5 as well.

Discussion was held about a face-to-face meeting. Delzer advised the committee that Junkins has concerns about a face-to-face meeting outside of Area 4. Junkins requested the committee consider Cincinnati as an alternative. **ACTION:** Delzer will discuss this alternative with Meldman and report at January meeting.

Next Scheduled meetings:

- January 8, 2003, 11:00 a.m. CT
Agenda items due to Delzer by December 27, 2002
 1. Sub-committee reports
 2. New issues
 3. Outreach report
- February 5, 2003, 11:00 a.m. CT



Area 4 Committee Meeting Minutes November 18, 2002

The TAP members for the Area Four Committee met via telephone on Monday, November 18, 2002. The purpose of the meeting was to discuss taxpayer issues.

Members in Attendance:

- Robert Burke
- Frank Claudman
- Daniel Drumel
- Robin Gausebeck
- Richard Greenberg
- Glenn Hall
- Carl Hansen
- Larry Lexow
- Leslie Malcolmson
- Joe Meissner
- Bob Meldman
- Dick Murphy
- Teresa Smedley
- Richard Morris

- Guests: Ivan Cotman
- TAP Analyst: Mary Ann Delzer
- TAP Program Manager: Sandy McQuin

Roll call was taken and minutes from 10/29/2002 approved without discussion.

To begin the taxpayer issues discussion; Morris gave his ideas about which issues would be worked by either Area or Issue Committees. Morris stated issues with obvious connections to a standing committee should be forwarded. Issues the Area feels they can work, should pursue with forming sub-committee. Role of the Ad Hoc committee and its connection to the Area committees, still unclear.

Old Midwest CAP issues for possible for sub-committee formation:

- Partner with SBSE to Get CAP Message Out--Parking Lot
- Innocent Spouse Claims Processing and Increased Education--drop
- "Just in Time" Notification--formed sub-committee
 - Smedley (chair), Claudman, Davis
- EIN Process--parking Lot
- Toll Free--monitor and put on next agenda
- Walk-In Accessibility--drop
- Estate and Gift--drop
- Form 990, Return of Organization Exempt from Tax, Increase of filing requirement for Form 990--formed sub-committee
 - Meissner (chair), Greenberg, Murphy, Burke, Malcolmson

- SIMPLE IRA Plans--formed sub-committee
 - Lexow (chair), Quarles



New taxpayer issues were discussed from those received this month. The issue regarding the Form 941 deposit penalty waiver and the concerns about the CP 12 will be taken to the Notice Committee for their consideration by Gausebeck and Hall. Sub-committee were formed around the following issues:

- 30% Depreciation
 - Gausebeck (chair), Hall
- Simplification/Reduction of the excise tax paid by private foundations
 - Malcolmsen (chair), Abraham

Each sub-committee should share a report about their progress on the next conference call.

Hansen questioned how follow-ups were handled with citizens who share ideas, suggestions, and concerns with the Area Panel. A sub-committee was formed to reply to citizens. Hansen will chair with assistance from Hall and Drumel. Delzer will send this committee the letters the CAP used in the past for ideas on how to proceed.

Smedley questioned how the other Area committees will know whether issues are duplicated in other Areas. Meldman explained each chair must submit a monthly report to the Joint Committee. This will facilitate further discussion of issues and reduce duplication of efforts.

Outreach efforts of the last month were discussed. Meldman and Drumel attended the WICPA tax school in Milwaukee. Delzer will start writing an article "What's on TAP?" which can be shared with local newspapers. Hall asked about the status of the website. Delzer stated it was up and running and the staff will continue to make updates. Hansen stated he has some contact with the local press. Smedley and Hansen expressed the desire to meet their Local Taxpayer Advocate (LTA). Delzer can facilitate these visits and should be contacted. Greenberg reported he visited the Chicago LTA Selma Taylor and found the meeting very valuable.

Discussion was held about a face-to-face meeting. Committee would like to visit Kansas City Service Center the week of April 28, 2003. Current plan is to travel the evening of Sunday April 27, meet during the day on Monday and Tuesday and travel home Tuesday evening April 29, 2003. Delzer will work on the details and report next meeting.

Next Scheduled meetings:

- December 4, 2002, 11:00 a.m. CT
Agenda items due to Delzer by November 25, 2002:
 1. Sub-committee reports
 2. Discussion on Toll Free access
- January 8, 2003, 11:00 a.m. CT



Area 4 Committee Meeting Minutes October 29, 2002

The TAP members for the Area Four Committee met via telephone on Tuesday, October 29, 2002. The purpose of the meeting was to discuss administrative issues.

Members in Attendance:

- Frank Claudman
- Daniel Drumel
- Richard Greenberg
- Glenn Hall
- Larry Lexow
- Leslie Malcolmson
- Bob Meldman
- Nancy Quarles
- Richard Morris

- TAP Analyst: Mary Ann Delzer
- TAP Program Manager: Sandy McQuin

Meldman suggested ground rules for conference calling: minimize use of speakerphones, introduce self before speaking.

The highlights of the Joint Committee meeting on October 22, 2002 were discussed. Chair Seuntjens requested all panel members review the role of the Area Committee in the TAP Guidance. Seuntjens requested all committee chairs give him a monthly report, by the 14th of each month, summarizing the committee's activities.

Establishing a consistent meeting day and time was discussed. Looking at the combined calendar, the first Wednesday of the month at 11:00 a.m. central time seems the best option (the exception will be January 8, 2003). The calls will be scheduled for one hour. Please have agenda items to Delzer ten days before the scheduled meeting.

Delzer will prepare the face-to-face meeting proposal for the TAP Director. The proposal will request a meeting the week of December 16, 2002 in Cincinnati, with the assumption that all selected members have completed FBI checks. The second meeting requested is a visit to the Kansas City Service Center, possibly the week of April 28, 2003.

Chair Seuntjens requested each Area Committees look at the remaining CAP issues for possible consideration. Delzer will send out the Midwest CAP issues to all members. These issues have also been shared with the Area Five chair. Meldman requested the committee consider the "just in time notification of practitioners" issue for further consideration.

Morris discussed how he sees the role of the Area Four TAP. Morris thanked the members for their enthusiasm. He encouraged the members to be sounding boards for citizens, practitioners and local industries. Morris reminded the members to explore and prioritize the issues they come in contact with, and to include their own issues in the discussions.

Morris discussed how he sees the use of outreach. He requested that when members have advance notice, that the outreach opportunity be brought to the committee for discussion. This will ensure "one voice." Short notice opportunities should be discussed with Meldman and Gausebeck. Delzer should



always be contacted first, as she will facilitate contacting the chair/vice-chair, as well as placement on the agenda. Delzer will prepare the necessary paper work and have marketing materials available. Likewise, Delzer will contact members when the office receives requests for panel members to speak.

Meldman is working on a column to appear in "The Wisconsin Accountant" entitled "What's on TAP?" which is published by the Wisconsin Association of Accountants. Possibility is being explored to make the column available to all National Association of Accountants local publications.

Drumel questioned how communication will flow between the committees. Meldman stated that Joint Committee minutes will be shared each month. Also all committee minutes will be on the web site.

Malcolmson asked if the selected members awaiting FBI checks had been completed. Meldman advised we are still waiting clearances.

Greenberg shared the presentations he has done to date for TAP. Delzer will send out the forms for the Speaker Report. She will prepare a report each month so the committee can track the outreaches accomplished. Contact Delzer for any marketing items needed.

Malcolmson requested assistance with the media and in meeting her Local Taxpayer Advocate. Delzer should be contacted for assistance in these areas. Lexow shared the press coverage he received on radio KMOX and in the local papers. Delzer also requested copies of any news coverage be sent to the office.

McQuin answered questions about the availability of business cards. Temporary cards are available from Delzer. Cards will be professionally printed after the development of a logo. McQuin also reported that the selection of a TAP Director should be made soon.

Next Scheduled meetings:

- November 18, 2002, 11:00 a.m. CT
Agenda items due to Delzer by November 8, 2002:
 1. Discussion of unfinished issues previously considered by the Midwest CAP
- December 4, 2002, 11:00 a.m. CT

Attachments:

1. Midwest CAP issues for possible consideration