2022 Graphics Night

PIASC PRESENTS
Graphics Night
HERE'S TO PRINT!
— CELEBRATE WITH US —
MAY 20TH

Join us for the most anticipated in-person event of the year: The PIASC 2022 Graphics Night Celebration. The theme for the evening will be "Here's to Print!"

This celebration of the best of the best in printing will be held on Friday, May 20th at the Pacific Palms Resort in the City of Industry. The evening will include networking, an exhibit of the winning printed pieces, dinner and a chance to honor the winners of the 2022 PIASC Print Excellence Awards, the largest local printing competition.

This year's Graphics Night will begin at 5:30 p.m. with a hosted wine reception and the exhibition of the winning pieces.

Dinner will begin at 7:00 p.m., followed by the awarding of the Executive of the Year recognition to Michael Makin. The presentation of the Print Excellence Awards winners will begin at 8:00 p.m.

We encourage you to take this opportunity to invite your clients and/or company employees who helped create your winning piece(s).
Tickets are just $125 per person for members and $250 per person for non-members.

Traditional Business or Evening Attire.

Register online
https://bit.ly/Graphicsnight2022

BUSINESS MANAGEMENT

Are My Credit Card Processing Fees Tax-Deductible?

Credit cards may provide sign-up bonuses and substantial rewards, but they also bring along unwanted fees. If you're trying to boost your tax refund by deducting credit card fees, whether or not you can do this will depend on if you're doing so as a business or an individual. While businesses can deduct most credit card fees, personal credit card use is another story.

First things first: You don't need a dedicated business credit card to deduct business-related fees. That said, having a dedicated business credit card saves you a lot of time trying to determine which expenses on your card are for business purposes, and therefore tax-deductible. That's why it's still best to separate your business expenses from your personal expenses.

Want to know more about which credit card fees you can deduct? Here's a quick overview, as well as how to deduct these fees while following the letter of the law.

Individuals
In 2017, President Trump implemented the Tax Cuts and Jobs Act (TCJA).

This was the largest tax reform in 30 years, and some of the biggest changes involved eliminating expenses taken by individuals for business involvement. As a result, for your itemized deductions to be worth it, their total must exceed the standard deductions given to all taxpayers. These are:
- Single taxpayer: $12,950
- Head of household: $19,400
- Married taxpayer filing separately: $12,950
- Married taxpayer filing jointly: $25,900
- Qualifying widow or widower: $25,900

As this list shows, the increase in the standard deduction made itemized deductions obsolete for most taxpayers. Tax deductions for businesses, though, are far more accommodating.

Businesses
Almost any credit card fee incurred by a business is an eligible business expense. These include monthly fees, annual fees, business charges, late fees and so on. The only rule is that the fee needs to be associated with a business. Businesses can also deduct any credit

card processing expenses related to paying their taxes.

Finally, a business can deduct the expenses for accepting credit cards as a merchant. These fees are often complex. A card processor may charge a merchant a flat fee for the privilege of accepting credit cards. Merchants also pay transaction fees to the card issuer. A business can report these fees as business expenses, making them available for tax deductions.

How To Deduct Credit Card Fees
To correctly deduct credit card fees when filing taxes, your business must keep detailed records of the fees

incurred. At the beginning of the year, your card processor sends you Form 1099-K, which lists your business income on credit transactions for the past year. This form doesn't list credit card fees, so you should keep your own records for these expenses.

Of course, the safest way to navigate this ever-changing tax landscape and maximize your deductions is to contact your tax accountant.

Source: MONA Solutions
www.monasolutions.com

TECHNICAL

Computer Software Training with an Excellent ROI

Pop quiz: What do the following situations have in common?

- Your new employee, who is only vaguely familiar with Microsoft Office, is struggling to get his work done.
- The person you recently promoted in your art department cannot keep up with your deadlines, because her intermediate-level skills on your graphics software just aren't cutting it.
- You just implemented SharePoint, and now everyone is so confused they're avoiding using it altogether.
- You're having such a hard time with recruiting that you've resorted to hiring capable people who have almost no computer experience at all and hoping they can figure things out.

Answer: All of these situations can kill morale and decrease your profitability… and all can be easily addressed with high-quality computer training courses.

Sign them up for live, hands-on training

To make it easy for you to provide the type of training that can turn struggling students into confident power users, PIASC has partnered with Accelerate Computer Training. Accelerate Computer Training delivers hands-on, instructor-led computer software training either online or on site at your facility.

What makes these courses so much more effective than YouTube videos or other "do-it-yourself" options? They're live, fun and engaging, with all instruction based on an exercise-driven "learn by doing" approach. The instructors take the class through a variety of exercises and answer questions in real time as they arise. Your employees benefit from well-thought-out course content, patient professional instruction and a detailed printable course manual that they can have handy for future reference.

Improve productivity, creativity and morale

Why is this a good investment for your company? Because your employees will learn what they need to know about your software in order to do their jobs

well. It's a huge productivity boost.

Once your team members know how to use your tools, they'll be able to work faster and solve problems more creatively. They'll know the "tips and tricks" regarding the best, most efficient approaches so that they can accomplish tasks quickly and efficiently, avoiding re-work by doing it right the first time.

This is also a morale booster. The once-struggling employee will be able to confidently get their work done. Meanwhile, the rest of the team will no longer have the frustration of trying to make up for that employee's limitations.

Check out the course schedule

A wide range of courses are available. There are beginning, intermediate and advanced "overview" courses as well as courses addressing specific aspects of the featured software program, including:
- Computer Basics – Windows, Mac OS, Google Apps
- Microsoft Word, Excel,

PowerPoint, Outlook, SharePoint, Project, Visio
- Adobe Acrobat Pro
- Adobe Photoshop, Illustrator, InDesign
- And more

Most of the business software training classes are just three hours each. However, because the learning curve for graphics software programs is steep, these can be multi-day courses.

Public classes are all online, typically with nine students or less from a variety of organizations. Company-specific training can be online or on site.

Save 20% as a PIASC member
For a complete list of classes, visit www.AccelerateComputerTraining.com. To get a 20% discount off of all public trainings, simply use the discount code PIASC at checkout.

HUMAN RESOURCES

10 Tips for Minimizing the Risk of Employment-Related Litigation

There's nothing like the horrible, sinking feeling of being served with a lawsuit. Even when you are clearly in the right, the time and money necessary to defend your business against an employment-related lawsuit can be substantial. Your best defense? Take action now to reduce the chances that you get sued altogether. Here are some tips:

1. Hire right. There are a wide variety of federal and state laws that impact the recruiting and interviewing process. Be sure that everyone involved with your hiring process is familiar with them, to ensure you don't give a job applicant a good reason to sue you. Your job application forms and interviews cannot include forbidden questions, your background checks must be compliant, your job descriptions must be accurate, etc.

2. Provide training. In addition to keeping up with all mandated training and providing new hires with appropriate training and guidance, don't overlook the importance of training managers and other decision makers. These people can be seen by the courts as agents of the employer, and your company can therefore be held liable for their actions.

3. Keep your employment policies and practices up to date. As any reader of our publications should know, laws and regulations constantly change. Regularly review your Employee Handbook. Double-check that you have the latest versions of all the required posters in place (remember, these can change mid-year) and that all required record-keeping is taking place in the prescribed manner.

4. Review your pay practices. Obviously, you want to ensure that you are complying with federal and state laws regarding minimum wage, overtime pay, required breaks and so forth. In addition, you also need to ensure that you are providing pay equity. When you have multiple people with the same job title and duties, you cannot arbitrarily (or inadvertently) pay the members of one group, such as people who belong to your church, more than the members of another group.

5. Ensure employees are treated equally and with respect. There should be no favoritism of any kind at your organization. Enforce all workplace rules and policies equally, and do not play favorites regarding assignments, promotions and benefits. See to it that all employees are treated with respect, especially by their supervisors and managers.

6. Give employees objective goals. Objective, measurable goals ensure objective performance evaluations. If you are using subjective standards, you'll have a harder time defending your disciplinary decisions in court.

7. Have an open-door policy. Keeping the lines of communication open can make it much easier for you to address minor concerns before they become major problems.

8. Address complaints quickly. Most employees will complain to their supervisor or manager about a situation before filing a lawsuit. Have a process in place that makes it easy for employees to make these complaints without fear of retaliation, and a process for promptly investigating and taking appropriate corrective action. When an employee brings up a concern or complaint, do something about it. Let them see that they are heard and taken seriously.

9. Document everything. All employment-related actions must be properly documented. If you are sued for wrongful discharge, for example, you want to be able to produce documentation showing why this discharge was indeed appropriate.

10. Consider another perspective. Before taking disciplinary action, making a promotion decision or doing anything else that could potentially lead to litigation, think about how things look from the employee's perspective. Will the discipline be viewed as an unfair surprise? Will the person who was not promoted think they were overlooked because of their age, gender or other protected characteristic? If it doesn't look good, find a way to overcome the issues before moving forward.

Need help implementing any of this advice? Remember, the services of the HR experts at HR|BIZZ are included as part of your PIASC membership. You can reach them at 323-728-9500 ext. 218 or piasc@hrbizz.com.

What is Age Discrimination?

Age discrimination (sometimes called ageism) means treating people less favorably because of their age. In the workplace, this commonly happens when an employer favors a younger worker over an older one. In some cases, age discrimination is unlawful.

If your organization has 20 or more employees (for 20 or more weeks in the current or previous year), then it is covered by the federal Age Discrimination in Employment Act (ADEA). Enacted in 1967, this law forbids age discrimination against people who are 40 or older. The ADEA requires covered employers to avoid and prevent age discrimination in all aspects of employment. This includes, but is not limited to, hiring, work assignments, wages, bonuses, promotions, discipline and termination. Many states have age discrimination laws that kick in at a lower employee count and some even protect younger workers.

You don't have to intend to discriminate to violate the ADEA. You might even have good intentions. Let's say that you recently hired an employee in their late 60s and their start date is tomorrow, but you've just been informed about COVID exposure in your workplace. Fearing that the new employee may be more at risk because of their age, you push back their start date. Doing this would be a clear case of age discrimination (the proper course of action would be to reach out to the new employee to see what they'd like to do given the situation).

The best way to avoid discrimination is to base employment decisions only on factors that are job related and irrespective of age.

Source: HR|BIZZ

CONTACT US

Address:
5800 S. Eastern Avenue, Suite 400
Los Angeles, CA 90040

P.O. Box 910936
Los Angeles, CA 90091

Phone: 323.728.9500
www.piasc.org

Key Contacts
Lou Caron, President
Ext. 274, lou@piasc.org

Dennis Bernstein, Commercial Insurance
Ext. 222, dennis@piascins.com

Evie Bañaga, Employee Benefits
Ext. 224, evie@pibt.org

Kristy Villanueva, Member Services
Ext. 215, kristy@piasc.org

Rodney Bolton, Human Resources
Ext 218, piasc@hrbizz.com

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CLASSIFIEDS

Shed full of equipment located in Kennewick, Washington State - Collection of antique printing equipment from a paper cutter dating back to the 1880s, platen presses dated to 1890s, a pin ruling machine, type cases etc. Looking for an offer on the entire shed full. Contact Skip Novakovich at skip@novakovichllc.com or (509) 366-7858.

Want to place a classified ad? Contact Wendy Ferruz, 323.728.9500, Ext. 262, wendy@piasc.org

PIASC

5800 S. Eastern Ave., # 400
Los Angeles, CA 90040

PIASC Events Calendar

For full list of events, please visit www.piasc.org/events

APR 27
Print is On A Roll 2022
Seattle – Bowlero South
100 Andover Park West, Tukwila, WA
98188
6:00 pm – 9:00 pm
Register today at piasc.org/events

MAY 20
Graphics Night 2022
Friday, May 20
City of Industry, CA
www.piasc.org/graphicsnight

AUG 17-19
America's Print Show 2022
Wednesday-Friday, August 17-19
Columbus, OH
www.americasprintshow22.com