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A Quarterly Publication from the Western Michigan Chapter of the Construction Financial Management Association

FROM THE PRESIDENT
JENNIFER MURPHY



President's Letter

As I write this article, I am a few months away from being done as President of the Western Michigan Chapter of CFMA. The saying is true, "time flies when you are having fun." It is hard to believe that I am finishing my 5th year as a member of the Board and only have one year left.

When I was first approached about joining the Board, I had to think about it for a long time before committing. A 6 year commitment seemed like so long. I can tell you, it has flown by.

As I look back to what has changed for me over the last 5 years, I can say easily it has been my engagement in CFMA. I am no longer a member who comes once a month to a meeting for some networking, a good meal and to hear an interesting speaker. I am part of a group of people who wants to make sure that the members in our Chapter get more than a monthly lunch meeting out of their membership.

The last 5 years, I have been honored to be surrounded by so many people that are willing to volunteer their time and company resources to the betterment of our Chapter. I have listened at National Chapter Summits and on phone calls with other chapter leaders to the issues they have.

They struggle with people not fulfilling their Board terms, or they must pay for administrators because they don't have members and member companies that step up to help out with those functions. Other chapters are jealous of what we have in Western Michigan and it has made me even more proud to be part of this organization.

The Board members, along with the other Committee members, work very hard to make sure we are bringing value to our Chapter members through our general membership meetings, round table program, social events, golf outing and volunteer or donation opportunities in our community.

This spring our chapter is going to be hosting an Education Summit on March 22nd at the Eberhard Center. The topics covered are meant to be of value to the CFMA members, along with the

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material being of use to other people in member companies, such as HR, Project Management, newer employees in the Accounting area, and even CEO/Owners.

We are also co-sponsoring the CFMA Suicide Prevention Summit on April 25th at Pine Rest's Postma Center. We are hosting this event with the Lansing and Southwest Michigan Chapters of CFMA. This event will be a ½ day seminar for CFMA's, HR, Safety & Risk Managers, CEO/Owners, PM's and other field supervisors. This is a joint effort to raise awareness to an illness that strikes the Construction Industry more than most would realize.

In the fall, we are hoping to host locally our first CCIFP test preparation class. This will allow members a local place to study with other members in order to prepare for the test. The CCIFP test can now be taken at any time at a local testing center, so we want to bring the prep course to members, as well to assist those members that want to achieve their CCIFP certification.

When I talk about all that I have above, it is easy to get excited about the Western Michigan CFMA Chapter and what amazing members we have.

This Chapter would not be successful without all of the members who have chosen to get engaged by sitting on the Board, being part of a committee, participating in round tables, coming to social events, etc.

So, as this spring rolls around and we are asking for volunteers to join committees or the Board, please think long and hard about getting engaged (if you haven't already). New faces and ideas are always welcome. You won't regret it. The friendships and knowledge gained through increased engagement are invaluable. We have an amazing Chapter of wonderful people, make sure to take full advantage of it. I am glad I have.



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Chapter News (Past Events)

January & February General Membership Recaps

Thank you to everyone who attended the January and February general membership meetings.

January's meeting featured a presentation from Mike Guswiler, President of the West Michigan Sports Commission. He presented on "The Impact of Increased Youth Sport Facility Construction and its ROI." Thanks to Mike Guswiler for his presentation!

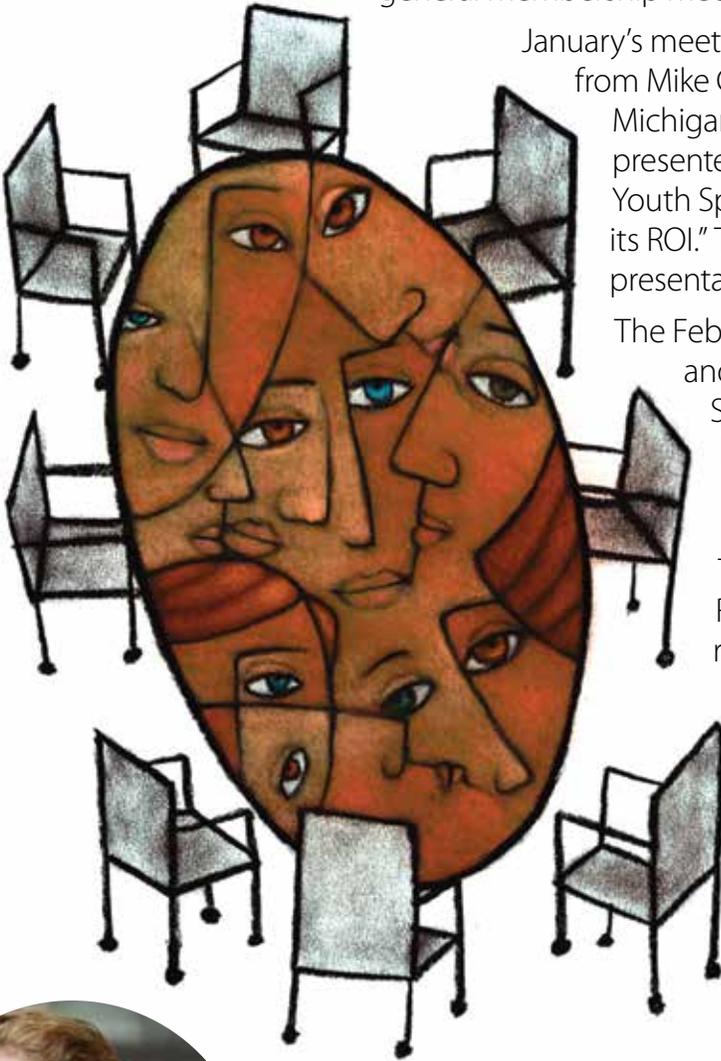
The February meeting had a discussion on cyber security and securing information assets. Thanks to Andrea Selke, manager of Cybersecurity Consulting, for her presentation!

Roundtable Program

Thank you to those who are involved in the Roundtable program, a great networking and relationship building program. For further information, see Jeff Koster.

Reminders

Anyone interested in joining one of our committees? We'd love to have you join! See page 2 for a listing of all of the West Michigan Chapter committees and committee chairpersons.



Student Members

We currently do not have any student members and are hoping to increase student involvement by offering an initial free lunch at our General Membership meetings. If you know any students or student groups that may be interested, please email Ann Plummer at aplummer@beenegarter.com

CFMA Western Michigan Chapter Mission Statement

As the source and resource of construction financial management in West Michigan, our Association unites individuals having financial responsibilities in the construction industry. We provide a forum through which the Association's members can meet to network and exchange ideas. We promote and encourage leadership within the construction industry, as well as our Association. We develop and coordinate educational programs dedicated to the purpose of improving the professional standards of the industry and enhancing the value of construction financial managers to their respective companies.

Upcoming Chapter Events

2017 Meeting Schedule:

3/22/17

CFMA Education Summit at GVSU

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Basics of Construction Accounting Workshop

Registration: 7:15am- 7:30am

Program: 7:30am - 4:30pm

Continental breakfast and lunch will be provided.

(OR)

Break-Out Sessions

Lunch & Registration: Noon - 1pm

Session One: 1:00 - 2:30pm

Choose between:

Mileage/Travel Time/Per Diem: Learn why many employers run into overtime problems and other wage/hour issues with travel time/pay, mileage and "per diem" policies.

Health Insurance Trends & Strategies:

Introduction to the state of healthcare, pricing transparency, employee communication,

alternative funding methods and cost containment strategies.

Session Two: 3:00 -4:30pm

Choose between:

Captive Insurance: This session will address enterprise risk management and captive insurance companies.

Revenue Recognition/Leases: Learn about the new revenue recognition accounting standards that will go into effect and the lease accounting changes that will follow.

REGISTER HERE BY MARCH 13:

Click [here](#) to register.



3/24/17

CFMA West Michigan Griffins Game

4/25/17

CFMA Suicide Summit with Lansing & Kalamazoo Chapters at Pine Rest

4/27/17

Internal Controls

5/25/17

General Membership Lunch

6/3/17 - 6/7/17

CFMA National Annual Conference will be held in Phoenix, Arizona



6/20/17

2nd Annual CFMA West Michigan Jon Penning Memorial Golf Outing

Volunteer Opportunities: The CFMA is always looking for ways to connect its members to the community. Please let a Board or Promotion Committee know of any volunteer opportunities.

Social Media: Remember to like us on social media!

Membership Update

New General Members (as of 2/9/17):

William Herington / Feyen Zylstra / Referred by Roger/John

New Associate Members (as of 2/9/17):

Matthew Barczak / Rehmann / Referred by Stan Sterk

Thomas Vitale / Kotz Sangster Wysocki P.C.

Welcome to all of our new members. Thanks to those who participated in our member profiles section. We look forward to seeing more profiles in next quarter's newsletter!

Membership Stats:

General Members	70 members	59%
Associate Members	48 members	41%
Total Chapter Membership	118 members	

Know anyone who may like to join the CFMA Western Michigan Chapter? Click [here](#) for a membership application. Please invite a guest to an upcoming lunch—their lunch will be free! Contact Ann Plummer (aplummer@beenegarter.com) for details.



CFMA Member Spotlight

Welcome our newest members:

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Bill Herington FEYEN ZYLSTRA

1) How long have you been with your company and what areas of the business do you work in?

I started with Feyen Zylstra this past November 2016 as their Chief Financial Officer.

While earning my BS in Accounting and Finance from Davenport University, I spent three years in Commercial Risk and Credit at a large regional bank. Later, I held various roles within Public Accounting (regional CPA firm) over a six year period serving a client base in manufacturing, services and construction. I earned my MBA from Cornerstone University while spending over six years at Amway, a multinational worldwide consumer products leader in the direct-selling industry. During this time, I held various roles in project management, finance, and internal audit, including an expatriate assignment based in England managing the financial operations of Amway's United Kingdom and Republic of Ireland region. In addition, I assisted with the implementation of an ERP system and multiple regional shared service centers. I started with Open System Technologies (OST) in 2013 to develop and lead the financial operations of the organization as part of the executive team. In this role, I had responsibility for all finance and administration, including financial reporting, risk and benefit management, legal, compliance, treasury, sales support and internal systems. I joined Feyen Zylstra in November 2016 as their Chief Financial Officer.

2) What do you enjoy most about working at your company?

The people are great (we have a saying "there is no room for the brilliant jerk"). The work we are doing is innovative and fun. We are growing and Feyen Zylstra truly cares about employees and community. Feyen Zylstra exists to have a positive impact on the lives of people. This starts with employees and moves to customers, which allows us to impact the communities we live and work in.

Doers and thinkers, brains and brawn, complex problem solvers, innovation, culture, empowerment and accountability. We (I) love this stuff!

3) What interested you in joining the CFMA West Michigan Chapter and what membership benefits do you hope to attain?

I was interested in finding a professional organization geared toward financial professionals in the construction industry. The value I see CFMA providing is networking opportunities, peer group meetings, technical resources and training, benchmarking and best practices, and a vehicle to drive the career development opportunities for myself and the finance team at Feyen Zylstra, such as public speaking and leadership roles (e.g. board member).

4) What is your favorite hobby or activity to do when you're not working?

I am married to Lisa and have four children; Brittany, Nolan, Sophia and Elijah. Lisa is a stay-at-home mom. When time permits I like to spend time reading, mountain biking, hunting/fishing, woodworking and gardening.

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Trace Bauman BEENE GARTER LLP

1) How long have you been with your company and what areas of the business do you work in?

I have been with Beene Garter 10 years. I am a tax partner and work with clients in a variety of tax situations, including tax planning, taxation of long-term contracts, transaction tax analysis and foreign export incentives.

2) What do you enjoy most about working at your company?

We have great clients and great team members.

3) What interested you in joining the CFMA West Michigan Chapter and what membership benefits do you hope to attain?

As I have become more involved in our construction team and attending industry events, I kept hearing great things about CFMA. I am looking forward to the networking and education aspects of CFMA.

4) What is your favorite hobby or activity to do when you're not working?

I have a 5 year-old and 3 year-old, so that takes up most of the non-work time.



Matt Barczak REHMANN

1) How long have you been with your company and what areas of the business do you work in?

I have been with Rehmann for a year and a half. I work with construction, manufacturing, restaurant, and real estate industries, among others.

2) What do you enjoy most about working at your company?

The best part about my job is building life long relationships and friendships with my clients, coworkers and professional contacts, and helping those people succeed.

3) What interested you in joining the CFMA West Michigan Chapter and what membership benefits do you hope to attain?

I have joined the CFMA West MI Chapter in order to provide any expertise I can offer, as well as create relationships with professionals in the construction industry.

4) What is your favorite hobby or activity to do when you're not working?

In my free time, I enjoy spending time with my family, as well as playing and watching basketball and football.

Contractors Working With Certain Qualified Native American Tribes May Be Exempt From Sales & Use Tax

DAVID BARRONS PARTNER AT BEENE GARTER LLP

Ten of twelve federally recognized Native American tribes in Michigan have entered into a tax agreement with the State of Michigan, which allows them to claim exemption from Michigan sales and use tax. This exemption from Michigan sales and use tax may apply to supply retailers, contractors and other vendors working with a qualifying tribe.



One of two exemption methods may be used by a qualifying tribe.

Exemption Certificate Method

A tribe can choose this method for itself, or for both itself and its qualifying members. To use this method, a purchaser (the tribe) must present Form 3998, Tribal Certificate of Exemption for Sales and Use Tax, and a copy of the tribe's Letter of Authorization to the vendor at time of purchase. The exemption certificate must be appropriately filled out and signed by the tribe, and the letter must be authorized by the Michigan Department of Treasury.

The certificate and letter permit a purchaser to buy goods and materials exempt from Michigan sales and use tax, and allow a vendor to remove those sales from its taxable sales when calculating its sales and use tax liabilities. Form 3998 is only good for one year and can only be provided by a qualifying tribe.

If a tribe has not authorized its qualifying members to use this method, those members must use the Refund Method.

Refund Method

If a tribe opts for this method, the tribe and its qualifying members must pay sales and use tax at time of purchase. The tribe or a qualifying member can file for a refund of sales and use tax directly from the state.

What The Construction Industry Needs To Know

This exemption from Michigan sales and use tax applies to contractors only if the tribe they are contracting with has a tax agreement with the state. Knowing the tribe has a tax agreement with the state does not automatically exempt a contractor from paying the sales and use tax for materials and goods necessary for the job. Contractors must receive Form 3998 and a copy of the Letter of Authorization, and retain both for its files.

Contractors also need to supply their vendors with copies of these documents when purchasing materials and goods for the job so the vendor can be relieved of sales tax on those items.

If the job spans multiple years, contractors must receive a new Form 3998 for each year of the job.

Please Note. Only the tribe has access to these documents. If the tribe does not provide the necessary documentation to contractors, retailers, or others in order for them to claim exemption, those parties are required to pay sales or use tax for the materials purchased and consumed in

performance of the job. If subject to an audit, lacking the appropriate documentation to claim this exemption is most likely nonnegotiable.

Ten Tribes With A Tax Agreement

- Bay Mills Indian Community
- Grand Traverse Band of Ottawa and Chippewa Indians
- Hannahville Indian Community
- Little River Band of Ottawa Indians
- Little Traverse Bay Bands of Odawa Indians
- Match-E-Be-Nash-She-Wish Band of Pottawatomi Indians
- Nottawaseppi Huron Band of Potawatomi Indians
- Pokagon Band of Potawatomi Indians
- Saginaw Chippewa Indian Tribe of Michigan
- Sault Ste. Marie Tribe of Chippewa Indians

MEMBERSHIP

Renew your membership today.

10 ways CFMA helps your company build a better bottom line:

1) Industry & Professional Connections

Keep Your Competitive Edge

With access to more than 90 CFMA Chapters in North America and more than 7,000 members, CFMA National and Chapter membership means invaluable connections to help build your professional success.

Exclusive member-only benefit.



2) CFMA Building Profits & Electronic Publications

Knowledge, Tips & Techniques for CFMs

CFMA's award-winning, bimonthly magazine covers topics unique to construction financial professionals with archived issues and articles available through BP Online, the digital version of the magazine. Distributed monthly (Bottom Lines) and quarterly (Talking Heavy, Talking Trades), CFMA's e-newsletters are your source for industry insights and news.

Exclusive member-only benefits.



3) Free Webinars

Access to What You Need to Know NOW

Each month, timely, relevant topics are presented for construction financial managers and their staff. Normally priced at \$59.95 each (\$720 for the year), all monthly Webinars offer 1 CPE credit and are free to CFMA members.

Exclusive member-only benefit.

4) CFMA's Annual Conference & Exhibition

Learn & Earn CPE Credits

Members receive discounted pricing on registration to the only conference focused on construction financial topics and concerns. CFMA's 2017 Annual Conference & Exhibition will be held in Phoenix, June 3-7. Unable to attend the Annual Conference? CFMA's Regional Conferences deliver education and networking opportunities across the country.

Discounted pricing for members.

5) Construction Financial-Specific Education Programs

Convenient Online Courses & Chapter Classroom Courses

From Cash to Treasury to Risk Management, specialized CPE credit topics are available online and in-person for different levels of construction financial professionals.

6) CFMA Connection Café

Get Answers from Your Peers

An online community specifically for construction financial professionals. Discuss your toughest issues and connect into our network of more than 7,000 members with questions and answers. Develop relationships that will last your entire career. **Exclusive member-only benefit.**



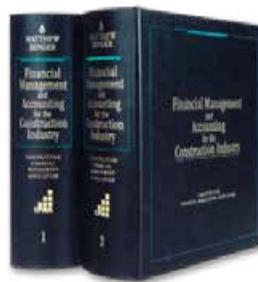
7) Construction Financial Manager's Guide to State Tax Laws

While there are many different tax jurisdictions in every state, these guides provide construction financial managers with added value and technical knowledge in the area of multistate taxation. Individual state PDFs, as well as a PDF including all 50 states (plus the District of Columbia), are available. **Discounted pricing for members.**

8) "The Book" & the Construction Financial Benchmarker

Benchmark Your Success

Find out how your company compares by region, sales volume, and company type. "The Book" is considered the Bible of the industry. **Discounted pricing for members.**



9) Professional Certification

Certified Today, Skilled for Tomorrow

The Certified Construction Industry Financial Professional (CCIFP®) designation is the only construction financial management certification

accredited by the American National Standards Institute (ANSI) under ISO 17024:2003. Join more than 900 CCIFPs

around the country who are improving their companies' bottom lines by committing to excellence in construction industry financial management, continuing education, and quality improvement.



10) CFMA Cost Savings Programs

Save Time & Money

From credit card payment solutions from Comdata to mid-sized vehicle fleet services from Enterprise Fleet Management, ConsensusDOCS, and PartnerSHIP discounts on FedEx and UPS shipping. Your firm could save more than \$3,000, worth significantly more than your annual dues investment. More savings opportunities through NPP with Verizon Wireless, Expedia, EarthCam, Staples, and Fastenal. **Exclusive member-only savings benefits.**

ARTICLE SUBMISSIONS

We are currently seeking volunteers from our membership to contribute articles for future editions. If you would like to contribute an article, please contact Editor Danielle Pennings at dpennings@beenegarter.com. Contributions are greatly appreciated!