

## CFO Selections Overview

At CFO Selections we do one thing better than anyone else: we bring the best senior financial and accounting talent to your organization.

Financial Consulting \* Executive Search \*  
Accounting Software Assistance

Over the past nine years, we have worked with many nonprofit organizations including the Seattle Symphony, Seattle Aquarium, Bellevue Arts Museum, LifeCenter Northwest, Friends of the Children, CRISTA Ministries, Starlight Children's Foundation, and other great Pacific Northwest nonprofits.

Although our expertise is in the "numbers" side of organizations, we understand that what you do isn't primarily about numbers, it's about people.

We feel the same way about our business: that's why all our internal policies encourage work-life balance for our partners and associates, and it's also why we launched the CFOS Foundation in 2007, with a mission of providing time, talent, and treasure to children in need within the communities CFO Selections serves



## CFO and Controller Consulting Practice

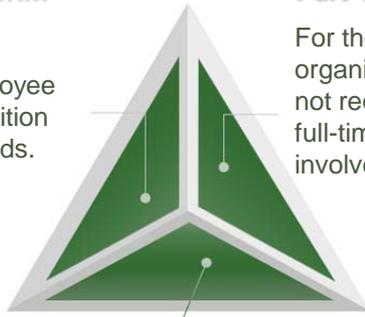
### Engagements

#### Interim

For employee transition periods.

#### Part-Time

For those organizations not requiring full-time involvement.



#### Project Based

To address specific requirements for a specific duration.

#### Past Clients Include:

Seattle Symphony  
Special Olympics

We understand the unique strategic and financial challenges inherent in nonprofit settings, and can work with you to provide financial leadership without adding permanent overhead. Our seasoned CFOs and controllers can help you build the capacity of your organization and the sophistication of your financial infrastructure, including

- ❖ Managing investments & reporting
- ❖ Grant reporting
- ❖ Cash flow projection and expense reduction
- ❖ Board/Audit committee governance, reporting, and support
- ❖ Budget preparation and management
- ❖ Payout planning
- ❖ Coordination of audits
- ❖ Direct and indirect expense allocations
- ❖ Reporting and tracking of multiple funds and restrictions within an organization
- ❖ Tax preparation including forms 990, 990PF, 990-T, and federal excise taxes
- ❖ Government contract reporting
- ❖ Risk and controls assessment
- ❖ Measurement of performance and success
- ❖ Updates to IT Systems and Processes

## The Team

### Executive-level Accounting and Finance Talent

Our team is highly skilled at quickly evaluating existing processes and organizations, and our goal is to provide both practical suggestions for change and ongoing, hands-on help. Each team member is experienced in cross-organizational operations - so if there are issues in IT, HR, or Development, we can help with planning and executing solutions in those areas as well. Our entire consulting group is made up of more than 30 finance professionals and includes:



**Tammy Helgeson:** Tammy spent 15 years successfully building a consulting practice in all areas of accounting, reporting, compliance, and financial management for public and private charities ranging from small operating nonprofits to large (\$95M) charitable endowments. She has directed all aspects of accounting operations at both for-profit and nonprofit entities, including reporting, budgeting, grant reporting and compliance, payout planning, investment and endowment reporting, direct and indirect expense allocations, and communication with executive management and audit/finance committees.

**Amy Romer:** Amy has 15 years of experience managing and consulting in various nonprofit and for profit organizations. Amy has built teams to ensure compliance and excellence in reporting in the areas of Board/Audit Committee support, Grants, Budgeting, Treasury Management, HR, Development, and External Communications. Before joining CFO Selections, she was Senior Director of Finance at the Allen Institute for Brain Science, where she was responsible for IT, Purchasing, and Finance.



**Bill Palmer:** Bill has experience with the finances of nonprofits from multiple perspectives: he has been a nonprofit CFO, a board member, and leader of a capital campaign which raised \$1.5M from private donors. For more than two years, he has acted as CFO at a local children's charity, where he oversees the accounting staff and also assists the executive director in budgeting and long range planning to support capacity building.

**Richard Salitra:** Richard is a seasoned leader with well-rounded experience in finance, accounting operations, and general management in a breadth of industries. He is currently the CFO of the Infectious Diseases Research Institute (IDRI) in Seattle. Richard's leadership experience includes Federal grant compliance and working with management on fundraising and liquidity issues. Additional focus areas include budgeting and forecasting, financial analysis and modeling, and process/reporting improvements.



CFO selections provided us with a critical support when we needed it the most. Our interim controller went above and beyond to provide us with first rate analysis. She brought order and structure to our finance and elevated our financial reporting. And she did it all with a smile. Our staff members, board and volunteers were sad to see her go."

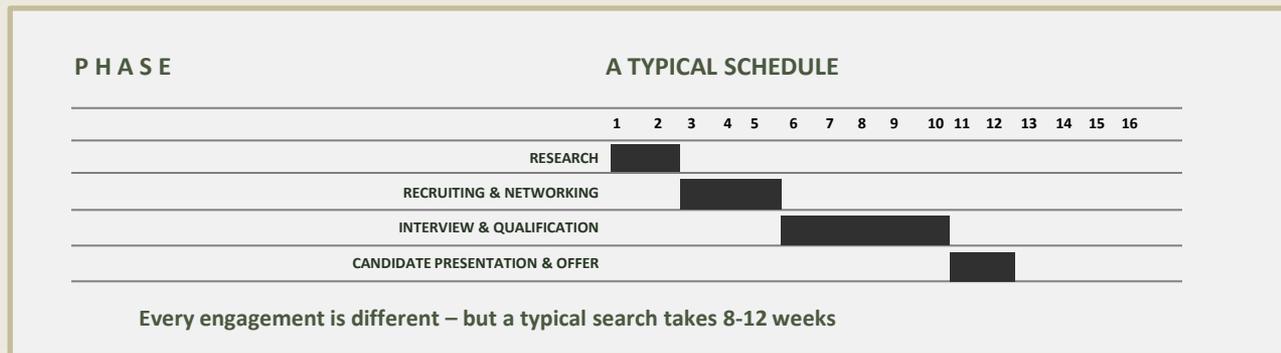
**Martinique Grigg**  
Executive Director  
Mountaineers

## Search Practice

CFO Selections is a retained search firm specializing in the placement of executive, senior and middle management team leaders exclusively in the areas of accounting and finance.

**We have extensive experience with non-profit clients, including successful searches for Seattle Symphony, CRISTA Ministries, and the Mountaineers.**

Our search team partners with clients to attract, identify, evaluate, hire and retain top talent. As a result we have placed hundreds of accounting and finance professionals in the Pacific Northwest and nationally. The firm's success in placing these professionals can be attributed to the Partners' many years experience in operating accounting roles as well as executive search roles exclusively in accounting and finance. We have an acute understanding of the particular skills and values required for each assignment we undertake and the urgency with which key managers are often needed.



## QuickBooks Practice

Board reporting, Federal disclosures, donor management, audits -- You know it's critical to have accurate and complete financial records you can see whenever you need them. Yet for many organizations, dealing with accounting software often brings more questions than answers: "What package should we use?" "How much will it cost to install and license?" And most important, "Will this really do what we need it to do?"



For small to mid-size non-profits, the non-profit editions of QuickBooks Premier or QuickBooks Enterprise can be an excellent cost-effective solution, whether you use them on their own or pair them with donor management software. We are an Intuit Solution Provider, certified by Intuit as a professional resource to help your organization complete a successful implementation including requirements gathering, project planning, installation, and training. We can also help you assess and improve your current QuickBooks-based accounting practices.

## Sample Non-Profit Clients



## The CFOS Foundation

The CFOS Foundation was launched in 2007 by the partners of CFO Selections. The individuals strongly believe in the concept that even small companies have an obligation to re-invest in the communities from which they earn their living.

The funding, however, is only a starting point. It is also the dream of the founders to offer scarce and valuable executive time and talent to recipient organizations. Through the network connections of its advisory board, partners, and professional affiliations, the CFOS Foundation supports and encourages volunteerism among executives to dedicate their time and talent to our recipient organizations, thus multiplying the effect of the treasure.

The vision of the founding partners, Tom Varga, Rich Leo, and Mark Tranter, is one of a small community-based foundation with a laser focus on supporting direct needs-based programs for children. Dedication to the future leaders of our community is viewed as a willing commitment of the firm, and for this reason, a portion of the yearly profits earned by CFO Selections LLC is allocated directly to the foundation for community-based grants.

The CFOS Foundation Fund (the "Fund") is a component fund of The Seattle Foundation, a Section 501(c)(3) organization.

A charitable foundation providing time, talent, and treasure to children in need within the communities CFO Selections serves.



CFOS  
FOUNDATION

## Contact Us

At your convenience, we will be happy to schedule a complimentary consultation to discuss the specific concerns and needs of your organization.

To receive more information, or speak with a CFO Selections Partner, please contact us at the email or phone number below.

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