

The Creditline

May 2019

2018 - 2019 Officers and Board

President

Debora Diamond-Burt, CCE, CICP
Schnitzer Steel Industries, Inc.
503.721.5660

Vice President

Teresa Silva CPA, CCE
Simple Sums Accounting PLLC
971.388.6016

Secretary

Melanie Etzel, CCE
Cascade Nut and Bolt
503.375.6445

Treasurer

Julie Gieber, CBA
OrePac Building Products
503.685.5475

1-Year Directors

Kathy Hamilton, CCE
SAIF Corporation
503.373.8459

Michelle Turner

Schnitzer Steel Industries
503.415.7901

2-Year Directors

Melissa Garcia, CBA
Bridgewell Resources LLC
503.872.3423

Ashlee Minty, CBA

Northwest Natural Gas Co.
503.504.8506

Chairman of the Board

Yvonne Prinslow, CCE
Hampton Lumber Sales
503.203.6495

National CFDD Area Director— Oregon

Yvonne Prinslow, CCE
Hampton Lumber Sales
503.203.6495

CFDD Liaison

Clara Nemeth, CCE, CGA
NACM Commercial Services
971.230.1144



"Challenge Yourself—Thrive to be the best you can be!"

"Installation of Officers & Credit Inspired Family Feud"

Thursday, May 9, 2019

Meeting Location: DoubleTree Lloyd Center
1000 NE Multnomah
Portland, Oregon

Enter parking lot from either NE 9 or NE 11 Ave., south of Multnomah Max Line stop: Lloyd Center.

Professional Networking and Social Time—5:30 to 6 p.m.

Meeting starts at 6 p.m.

Cost: \$40 Members

Program: Installation of Officers & Credit Inspired Family Feud

Presenters: Melanie Etzel, CCE

Melanie Etzel, CCE is the Credit/HR Manager for Cascade Nut & Bolt Inc. She has been in this role for the past 7 years. Melanie began the credit professional designation process in 2013, joined CFDD in 2014, and earned her Certified Credit Executive (CCE) designation in 2015. Since joining the Portland CFDD Chapter, she has served on the Board of Directors as a 1st Year Director, 2nd Year Director, and is currently filling in as Vice President through the end of the current year. Prior to entering the credit field, Melanie was a certified Therapeutic Recreation Specialist working in the long-term care industry. She enjoys horseback riding, reading, traveling, and spending time with family & friends.

Dinner Menu will include:

- Parmesan Chicken with Tomato Basil Sauce
- Roasted Willamette Valley Red Potatoes
- Baby Spinach & Mixed Greens with Toasted Almonds, Mandarin Oranges Sweet Onions & Sesame Vinaigrette;
- Chef's Seasonal Vegetables
- Chef's Selection of Desserts
- Rolls & Butter
- Coffee, Decaf, & Tea

Please contact Teresa Silva, CCE at teresa@simplesums.com if you have any dietary restrictions to request a substitution to the regular menu at least 2 days prior to the meeting.

Program Cancellation Policy:

Please RSVP and provide cancellation to the Calling Committee's email about each CFDD meeting by 5 p.m. the Friday before the monthly educational meeting. Or contact Ashlee Minty, CBA 503.504.8506 or ashlee.minty@nwnatural.com.

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Think Spring!
In May, we will hold a
"special" raffle.



It's that time of year again. We are asking everyone to bring in a flower/plant item to donate and we will raffle them off.

Tickets are \$5 for 2 or \$10 for 5. Proceeds directly benefit our scholarship program.



Member Birthdays - May

Elizabeth Winson	May 4
Molly Spearing	May 5
Kurstee Simmons	May 12
Barbara Davis, CCE	May 24
Jennifer Walsh, CCE	May 28



Dollars for Scholars is just one of our scholarship opportunities available to the CFDD Portland Membership. Members can accrue scholarship "dollars" by attending the monthly chapter meetings, or serving on a committee or the chapter board of directors. The accrued dollars can be used toward testing fees, educational offerings, and conference related expenses.

To find out your current dollars for scholars points, you can contact the scholarship chair Kathy Hamilton, CCE at Katham@saif.com.

The Creditline

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President's Message

Greetings CFDD Portland Chapter Members!

I would like to start by thanking Teresa Silva, CPA, CCE with Simple Sums Accounting for presenting the second part of her program "Financial Foolery". The program provided great information about what we should look for when reviewing financial statements. The first step is definitely to "Read the Notes!"



May is the last month of our fiscal year and our installation of the 2019-2020 Board and Officers. It has been a privilege and an honor to have served as your CFDD Portland President this past year. I want to thank those that served on the board and the committees these past year. We have wonderful group members of the Portland CFDD Chapter is a wonderful group and I am proud to be a part of it. Through my role as president I have increased my knowledge and grown in ways I had not imagined possible. I look forward to my new role as Chairman of the Board of this wonderful chapter for the coming year and truly look forward to working with the incoming slate of officers.

At the March meeting we started forming our committees for the 2019-2020 year. I highly encourage each of you to consider serving on a committee. It provides many personal benefits which include but are not limited to: offering a way to get to know other fellow CFDD members, boosts your \$ for Scholar funds for next year, provides points for your certification roadmap as well as providing you with the ability to build upon your leadership abilities. The more we give and support one another the more successful our chapter will be. Please consider volunteering.

Don't forget to register for the 2018 Credit Congress, which will be held May 19-22nd, 2019, at the beautiful Gaylord Rockies in Aurora, Colorado. Credit Congress is a great opportunity to attend many educational sessions that can enrich your knowledge and skills as well as provide network opportunities with other credit professionals from across the country.

Following Credit Congress will be The CFDD National Conference to be held in Portland, Oregon in conjunction with The Western Credit Conference on October 23-25, 2019. The early bird registration will be June 1-12th. Be sure to make plans to attend. CFDD National offers wonderful education opportunities and a chance to get to know other CFDD Members across the Country. The programs can help you to gain more knowledge of trade credit.

While our May meeting is the installation of the 2019-2020 Board and Officers, we have a wonderful fun filled night planned. Melanie is planning a family feud type game and we will also have our spring raffle. I hope that everyone will try to contribute something that represents spring for the raffle!!

I look forward to seeing everyone at the May 9th meeting.

Sincerely,
Debora Diamond-Burt, CCE
CFDD Portland Chapter President

From CFDD National

Greeting CFDD Portland Chapter Members!

I can't wait for the 2019 NACM Credit Congress. It is being held May 19-22 at the Gaylord Rockies in Aurora, CO, This is a special Credit Congress for the Portland Chapter as one of our own members, Brett Hanft, CBA, will be installed as the new CFDD National Chairman! If you are going, please remember to sign up for the CFDD Luncheon on Tuesday the 21st. Also, the CFDD Portland Chapter and NACM Commercial Services are holding a reception in Brett's honor Sunday evening May 19th.

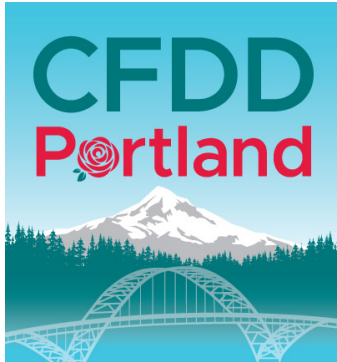


I look forward to seeing you at the upcoming chapter meeting on May 9th for the CFDD Portland Chapter's Board Installation!

Regards,
Yvonne Prinslow, CCE
yvonneprinslow@hamptonlumber.com
503-203-6495 (work)

The Creditline

May 2019



2019 Credit Retreat

March 15, 2019

The 2019 Portland Chapter Credit Retreat was a success! I wish our whole chapter could have been there to experience it. The speaker's knowledge, materials and the interaction from our attendees was amazing. We had 27 attendees and after the preliminary accounting it looks like we raised over \$2,700 for our chapter!

I want to thank Simple Sums Accounting and The Law offices of Mark A Kirkorsky – MAK for their sponsorship of our two breaks. I also want to thank the 2019 Credit Retreat Committee, which consisted of my Co-Chair Brett Hanft, CBA; Barbara Davis, CCE; Bill Heintz, CCE; Debora Diamond-Burt, CCE, CICP and Julie Gieber, CBA, for all of their hard work to put on this event.

Sincerely,
Yvonne Prinslow
2019 Credit Retreat Committee Co-Chair

2018-2019 Committee Reports

2018-2019 Membership Committee Report:

The Membership committee consisting of Yvonne Prinslow, CCE and Ruth Moehnke was in charge of updating and managing the Portland Chapter membership roster as well as reporting to CFDD National on a quarterly basis.

New membership applications are sent to the Chair and then forwarded to the board for approval. We gained 3 new members for the 2018-2019 year, but we had 10 terminations, leaving a total decrease of 7 members for the year and a total of 56 members in the Chapter. Most of the terminations were open rep positions that did not renew their membership, a few retirements and some where the companies moved the credit department out of the area.

The membership Committee is also in charge of recruiting new members, greeting new and prospective members at their first meeting and following up with prospective members. We did distribute the CFDD National Brochure to NACM Commercial Services where they will put them in all classrooms, but we still have some work to do in the coming year.

We are also charged with reporting new members, changes and terminations to NACM Commercial Services and CFDD National through Quarterly Reports and insuring that the membership records between all three are reconciled before the annual reporting to CFDD National for the billing of National dues.

Respectfully Submitted,
Yvonne Prinslow, CCE
Membership Committee Chair

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Publicity Committee Report

Committee member: Barbara Davis

The purpose of this committee is to promote and inform CFDD and NACM membership and the public about the goals, activities, and accomplishments of the chapter, and to assist with the publication of the monthly Creditline. A spread sheet with all items needed has been prepared to assist with record keeping to ensure that all items are submitted for the production of the Creditline Newsletter.

Respectfully submitted,
Barbara Davis
Committee Chair

Badge Committee Report

Committee Member: Grant Silva

The Badge Committee oversees facilitating the Member Sign-In by using the Attendance Sheet for the monthly meetings that is then returned to the Treasurer & Vice President to calculate dinner fee totals and CEU Credits for attendants. The Badge Committee is also tasked with preparing all member, guest, and speaker badges for each meeting in accordance with attendance RSVPs.

Respectfully Submitted,
Grant Silva

Calling Committee Report

Ashlee Minty, Chairman

The Calling Committee sends out emails to the membership before each monthly meeting reminding everyone of the deadline to register if you are going to attend this month's meeting. I try to acknowledge each attendee by email to let them know they are confirmed for the meeting. I update the calling list spreadsheet with who is going to attend each meeting. The spreadsheet is then forwarded to the Badges Committee Chair, President, VP, and Treasurer of CFDD, so we have an accurate count to give the hotel for billing and everyone who is attending will have a badge.

Respectfully Submitted, Ashlee Minty, Calling Committee Chair

Christmas Party Committee Report for 2018

Committee Members: Melanie Etzel, Melissa Garcia, and Debora Diamond-Burt

Committee Duties: The committee coordinates the venue details for the party including the menu and bar set up, and planned the entertainment which included the Mount Hood Community College Ensemble Orchestra. We also played Christmas themed "mad libs" and shared our favorite holiday inspirations/experiences and had a Christmas basket raffle. The committee also makes a flyer to send out to the membership inviting them to the party.

Committee Time Commitment: Debora Diamond-Burt organized the entertainment. Melanie Etzel coordinated the Christmas "mad libs", and Melissa Garcia organized the raffle baskets. The committee coordinated with the staff at the Double Tree on the menu, room set-up, and hosted bar details.

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2019 Credit Retreat Committee Report

The Credit Retreat Committee was co-chaired by Yvonne Prinslow, CCE and Brett Hanft, CBA and the committee members were Barbara Davis, CCE; Bill Heintz, CCE; Debora Diamond-Burt CCE, CACP and Julie Gieber, CBA. The committee was charged with creating the educational program, secure speakers and the venue, prepare the educational materials for each attendee, and serve as session moderators, performing introductions for each session and speaker.

The 2019 Credit Retreat was a one day educational conference held on March 15, at McMenamins Edgefield. Registration rates started at \$175 for NACM and CFDD members. By effectively managing the registration proceeds with expenses, we were able to generate substantial proceeds into our scholarship funds.

This committee worked very hard, but with all the members contributing, and holding our meetings at one of my favorite wine bars, we also had a lot of fun. I would recommend volunteering for this committee as it gives you a great feeling of accomplishment!

The retreat was a great success and provided another outstanding educational opportunity for members looking to develop and grow within the credit profession.

Respectfully submitted,
Yvonne Prinslow, CCE
Co-Chairman

Scholarship Committee Report

This year we have given out \$620.00 in "Dollars for Scholars" and \$2,367.52 in Scholarships to the members of our chapter.

I track the meeting attendance for the members, their committee and Board involvement which is logged into a spreadsheet for tracking the "Dollars for Scholars" program. The process was reviewed for the members during a chapter meeting and total \$'s available to the members upon request. The deadline for \$'s to be used is May 31st of 2018.

As chairman, I work with the committee to review any application received and send news articles for publicity in the Creditline. Details and deadlines are provided for scholarships. When requests for payment from their "Dollars" is received, I send this to the Chapter President and the Treasurer with the necessary receipts needed for approval.

This is an important committee for the membership which requires a commitment of time and effort to ensure deadlines are met and the information is accurate.

Respectively Submitted,

Kathy Hamilton CCE, Scholarship Committee Chair

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March Treasurer's Report

Total beginning balance of Restricted and Unrestricted Funds	7,887.74
Unrestricted Funds	
Beginning balance as of March 1, 2019	3,805.12
Income	932.31
Expenses	(1,691.00)
Ending balance as of March 31, 2019	3,046.43
Restricted Funds	
Beginning balance as of March 1, 2019	4,082.62
Income	765.17
Expenses	(3,040.32)
Ending balance as of March 31, 2019	1,807.47
Total ending balance of Restricted and Unrestricted Funds	4,853.90
Breakdown of Accounts	
Unitus 1 Share Deposit	5.02
Checking Account Balance	448.49
Outstanding Checks	
Money Market Account Balance	4,400.39
Ending balance as of March 31, 2019	4,853.90

CFDD Vision Statement—

"The mission of the NACM Credit and Financial Development Division is to develop tomorrow's business leaders through core offerings."

CFDD Mission Statement—

"To be a leading provider of professional development opportunities through learning, coaching, networking, and individual enrichment."

The Creditline

May 2019



CFDD - PORTLAND CHAPTER
MONTHLY EDUCATIONAL MEETING MINUTES
Doubletree Lloyd Center
1000 NE Multnomah, St, Portland, OR 97232
April 11, 2019



**MEETING WAS CALLED TO ORDER BY DEBORA DIAMOND-BURT, CCE, CICP
AT 6:02 P.M.**

❖ **INTRODUCTIONS**

- **Past Presidents & Special Guests in Attendance:** Yvonne Prinslow, CCE; Brett Hanft, CBA
- **NACM NW Foundation Board Members:** Brett Hanft, CBA, Director; Teresa Silva, CCE, Treasurer
- **CFDD National Board:** Yvonne Prinslow, CCE – Area Director, Brett Hanft, CBA – Vice Chairman – Education, Programs and Chairman Elect;

❖ **NACM/CFDD Liaison:** Clara Nemeth, CCE NACM Northwest

❖ **Speaker:** Teresa Silva, Simple Sums Accounting – “Financial Foolery Part II”

BUSINESS MEETING: Approval of the March 14, 2019 meeting minutes as presented in the Creditline. Brett Hanft, CBA moved to accept the minutes as presented. Motion passed.

REPORTS OF OFFICERS, BOARD AND STANDING COMMITTEES:

❖ **Treasurer’s Report** - Julie Gieber – Reports were on the tables.

- ❖ **Monthly Program** - Teresa Silva, CCE, CPA
- April – Financial Foolery Part 2 – Teresa Silva CCE, CPA
 - May – Installation & Credit Family Feud – Debora Diamond-Burt CCE, CICP & Melanie Etzel CCE
 - June – Well Informed & Confident Credit Decisions: A Case Study – Brett Hanft, CBA
 - July – No Meeting
 - August – How to Build Credit Efficiencies – Alaina Worden, CBA

❖ **Membership** - Yvonne Prinslow – Total of 56 members.

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CFDD Portland Chapter Monthly Educational Meeting Minutes (Continued)

- ❖ **Fundraising** - Melissa Garcia, CBA - Tonight's theme for raffle baskets Easter. Next month, for May, is a spring garden/Mother's day theme. Contact Melissa if you plan on donating.
- ❖ **Scholarships** - Kathy Hamilton, CCE – Dollars for Scholars are wrapping up at the end of May so contact Kathy for details on dollars you have available.
- ❖ **CFDD Area Director** - Yvonne Prinslow CCE – The 2019 CFDD National Conference will be combined with the NACM Western Regional Conference in Portland, Oregon at the Airport Sheraton Hotel. Brett Hanft, CBA will be installed as CFDD National Chairman at NACM Credit Congress in Denver, CO May 19-22, 2019. A reception will be held in his honor Sunday evening at 6:30 before Credit Congress starts. The CFDD luncheon will be held on Tuesday and requires a separate ticket.

ANNOUNCEMENTS:

- ◆ Credit Congress in Aurora, Colorado May 19-22, 2019
- ❖ **DINNER**
- ❖ **PROGRAM:** Financial Foolery Part II presented by Teresa Silva, Simple Sums Accounting, CCE, CPA.

CLOSING ANNOUNCEMENTS

- Next Board Meeting May 9, 2019 at 4:30 pm Lloyd Doubletree
- Deadline for Creditline: April 20, 2019
- Parking Passes
- ❖ **ADJOURNMENT – 8:20 pm**

Respectfully Submitted,
Melanie Etzel, CCE, Chapter Secretary

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CFDD Portland Chapter Application for Scholarship Award



1. Which scholarship are you applying for? _____

 2. Please consider my application for a scholarship toward: _____

 3. How long have you been a member of CFDD? _____
 4. Please list the number of meetings attended in the last twelve months: _____
 5. Current position with firm: _____
 6. Will your company support you financially to attend this class? Yes No Partially
 7. Are you working towards certification or recertification? Yes No
 8. What interests you in this class/conference? _____

 9. Briefly, outline your past and current participation in CFDD: (Please complete on back if needed.)
 - a. Offices held _____
 Dates to/from: _____
 - b. Committees served _____
 Dates to/from: _____
 10. Have you previously applied for a scholarship? If so, when and which one? _____

 11. Have you been awarded a scholarship within the past 12 months from CFDD Portland Chapter? Yes No
 Which one(s) _____
 12. Have you previously attended the Pacific Northwest Credit Conference or National Credit Congress?

PNWCC—Year(s) attended: _____
National Credit Congress—Year(s) attended: _____
- I understand that if I am selected for a scholarship, I must submit a written report to the Scholarship Committee within three weeks of completion of the class or seminar. At my option, I may make an oral report to the membership in place of the written report.
- Member Name: _____ Company Name: _____
Supervisor Name: _____ Supervisor Email: _____
Mailing Address: _____
City, State, Zip: _____
Phone: _____ Fax: _____
Email Address: _____
Signature: _____ Date: _____

13. Mail, fax, or email to: Kathy Hamilton, CCE
SAIF Corporation
400 High St., SE, Salem, OR 97312-1000
p: 503.373.8459 f: 503.584.8459
e: katham@saif.com

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CFDD Portland Chapter Membership Application

Please type or print

I hereby make application for membership in the National Association of Credit Management, Credit Financial Development Division, Portland Oregon Chapter.

Company Data

Name: _____ Title: _____

Email: _____

Company: _____

Phone: _____ Fax: _____

Address (Mailing): _____

City/State/Zip: _____

Physical: _____

City/State/Zip: _____

NACM Affiliate/CRF which your firm belongs : _____ Member # _____

How/where did you hear about CFDD? _____

Personal Data

Address: _____

Phone#: _____ Birth month & date: _____

Annual dues are billed the end of October each year and the membership year is January 1 through December 31. Dues are \$110 per year and are prorated on the basis of \$9.17 per month.

Please bill my firm on the next NACM Northwest statement \$ _____

Applicant's signature _____

Date: _____

Please send the completed form to the following address:

Yvonne Prinslow, CCE
Hampton Lumber Sales
9600 SW Barnes Rd. #200
Portland, OR 97225
p: 503.203.6495 f: 503.291.5653
e: YvonnePrinslow@HamptonLumber.com