

APRIL 2016

# KALA

The Official Publication of the Hawaii Society of Certified Public Accountants

## HUMAN RESOURCES

Succession Planning



Brainstorm



GROWTH



TEAMWORK

Vision



PARTNER



Retention/Recruitment



TOGETHER

Training,  
Motivation



Benefits

Skill

Career

Promotion



Healthcare

CPA

America Counts on CPAs



30% Travel  
10% Bonus

## Issues To Be Watching Now!







## Triple F serves up solutions.

(Their banker does the same.)

As the largest supplier of disposable and consumable products on Oahu, Triple F offers practical solutions in fields ranging from food service to building maintenance to healthcare. And when they're looking for financing solutions of their own, they know their business banker is always ready to serve.

Visit any American Savings Bank branch or call us today.

Oahu 627-6900 • Neighbor Islands (800) 272-2566

---

(From left to right): 1. Scott Kalehuawehe, Purchaser 2. Maggie Lee, Customer Service 3. Joe Spencer, Account Executive  
4. Carol Lee Owens, President 5. Eric Salassa, Account Executive 6. Randi Tsushima, their Banker 7. Micah Aiu, Warehouse/Receiving

---



The Official Publication of the Hawaii  
Society of Certified Public Accountants

## In This Issue

President's Message ..... 4  
*By Gordon Tom*

Top HR Issues You Should Be  
Watching Now..... 5  
*By Sandra Wiley*

Could You Please Pick Up That Pencil? .... 6  
*By Tom Yamachika*

Move on Purpose..... 8  
*By Dr. Linda Talley*

10 Principles for a Happy Life and Career. 9  
*By Michael A. Crawford*

Five Mistakes All Young  
Accountants Should Avoid..... 10  
*By Elizabeth Emanuelson*

Hawaii Accountancy Law Mandates  
Peer Review for Firm Licensure..... 12

Norman's Book Review..... 14

CPA Firm Microcomputer Technology... 16  
*By Ron Gouveia & Joy Takaesu*

Y-CPA Buzz..... 17

Avoid a Rico Investigation..... 19

Book Order Form ..... 20

### Officers

President Gordon M. Tom  
President-Elect Norman N. Okimoto  
Vice President Darryl K. Nitta  
Secretary/Treasurer Warren Y.F. Wee

### AICPA Council

Ronald I. Heller (Designated)  
Wendell K. Lee (Elected)

### Executive Director

Kathy M. Castillo

### Directors • 2014 – 2016

James P. Hasselman  
Robert K. Hatanaka  
Robert S. Kawahara (MAUI)  
Edmund N. Nakano  
Samantha L. Shetzline (KAUAI)

### Administrative Assistant

Debbie Cortes

### Hawaii Society of CPAs

900 Fort Street Mall, Suite 850

P.O. Box 1754

Honolulu, Hawaii 96806

Tel: (808) 537-9475

Fax: (808) 537-3520

E-mail: info@hscpa.org

Website: www.hscpa.org

### Directors • 2015 – 2017

Brenda F. Cutwright  
Chad K. Funasaki  
Mark A. Hayes  
Frank T. Kudo  
Trisha N. Nomura  
Jessica Su  
Natalie M.H. Taniguchi



## HSCPA

Hawaii Society of  
Certified Public Accountants

This publication is designed to provide general information only, and should not be used as a substitute for professional advice. The authors and editors disclaim any liability for any loss or damage resulting from the use of any information or advice herein. Although a reasonable attempt has been made to be accurate, neither the HSCPA nor the authors and editors can guarantee that all information contained herein is correct as of the date of publication.

KALA (the Hawaiian word for money) is published monthly and is the official publication of the Hawaii Society of Certified Public Accountants. Please direct all inquiries regarding editorial content to HSCPA, 900 Fort Street Mall, Suite 850, Honolulu, Hawaii 96813.

# President's Message

By Gordon Tom



Aloha, Members! I hope you all had a successful and productive busy season. As an auditor, my busy season goes through mid-May, so an early, envious congratulations to all our tax professionals on getting through the last stretch of another April 15th deadline while delivering great service to your clients and dealing with the challenges of the ongoing budgetary and technology issues of the IRS and Hawaii Department of Taxation. Special thanks to Darryl Nitta and Reg Baker for representing the HSCPA and the profession on KHON2 Wake 2day morning news during KHON2 Action Line's annual Tax Week. Thanks also to the HSCPA members who volunteered their time this year to man the phone lines at Action Line.

One way I found to maximize my time and keep up to date on news and learn about interesting topics during busy season was to listen to podcasts during my commute or while exercising. A "podcast" is a digital media file that is distributed electronically via the Internet and usually consists of pre-recorded, episodic audio or video content produced by professional and amateur authors on a variety of topics. Podcasts have become very popular in the last several years, but emerged about 10

years ago with the iPod and digital audio distribution via iTunes.

In 2013, Apple had over 250,000 unique podcasts and 8 million episodes published through its store, and over one billion subscriptions by Apple users. That's a lot of users and content, all available at the touch or click of a button. There are podcasts available for any topic you can imagine, even accounting! The AICPA publishes a variety of podcasts available on various tax, business and accounting topics. Some of the podcasts I listen to regularly include topics on investing and finance topics, business, technology, and productivity from authors such as the Motley Fool, Harvard Business Review, and Ted Talks. There are a lot of great apps available for automatically "catching" (i.e. downloading) podcasts; I use Pocket Casts on my android device and iOS has a built-in Podcasts app for iPhones, but there are many more available online in your device's app store.

Podcasting is a great example of the disruptive power of technology on the traditional media business models of scheduled delivery and consumption. Consumers are moving to on-demand consumption of news, information and entertainment and a podcast provides a

great medium to disseminate information or learning topics to a broad or specific user base quickly and efficiently. Podcasts are also becoming integrated into academic and educational teaching and learning models. In the future, listening or watching a podcast during your commute combined with a short online exam could replace scheduled webinars and conferences as the primary method of earning CPE.

At its regional meetings, the AICPA Council recently approved an electronic ballot to its members in proposing to join forces with CIMA (Chartered Institute of Management Accountants) to create a new accounting association that would integrate management, strategy and operations while maintaining the respective membership bodies. As I mentioned last month, CIMA is a leading organization which represents over 200,000 management accountants worldwide. This proposal for a new association between the AICPA and CIMA is a strategic move by the AICPA to address the changes in the global marketplace for CPAs and professional accountants and strengthen the AICPA's ability to advocate on behalf of CPAs and accounting professionals. AICPA members will receive a ballot via e-mail on or around April 18th. Votes must be cast by June 15th to be counted. For more information on the proposed integration, please visit [aicpa.org/horizons](http://aicpa.org/horizons).

Don't forget to register for our Annual Conference on Friday, June 24, 2016 at the Hawaii Prince Hotel Waikiki. Discounted, early registration closes June 10th, but don't wait! We have a great program planned for you, with a few surprises and a returning guest speaker back by popular demand, so I hope to see you all there. Let The Force Awaken You!

## More than Just Your Mortgage Expert

Great Listener. Problem Solver. Personal Service.



**Kathy Takayama**  
NMLS #316764

With more than 30 years in the financial industry, Kathy can help you find the right loan for your home buying or refinance needs. A former Business Development Officer and Business Banking Officer, Kathy makes it a priority to understand the goals of her valuable clients.

**Call for a FREE consultation**  
**(808) 232-7756**

[ktakayama@honhl.com](mailto:ktakayama@honhl.com)  
[www.HonHL.com](http://www.HonHL.com)



**Honolulu HomeLoans**

Hawaii's Mortgage Professionals NMLS #314918

745 Fort Street, Suite 1001 • Honolulu, Hawaii 96813







# Top HR Issues You Should Be Watching Now

By Sandra Wiley, Boomer Consulting, Inc.



Regulation, collaboration, engagement, talent, training, retention, recruitment and motivation. When you hear these powerful words, what

comes to mind? I hope that the area of human resources or talent development are top of mind and I also hope they don't come with another word – scary. This month, I hope to replace any negative connotations you might have with something that will destroy fear - knowledge. Let's look at some of the top issues in HR right now, and how your firm should be responding.

## Employee Engagement

Employee engagement has made its way firmly into HR vocabulary over the last few years; however, continued work in this area is needed. In a recent Gallup poll, it is reported that only 13 percent of employees worldwide are engaged at work. That is a pretty paltry number by anyone's standards.

## Firm Response:

Read and implement the strategies in ["The Engaged Employee, 10 Initiatives for Successful Firms."](#)

## Human Resource Regulations:

As a profession, we are acutely tuned in to regulations that affect our accounting practice, but regulations certainly don't stop there. Our world is changing and with that so are laws that affect virtually everything we do with our team and ultimately your business. A few of the big ticket items to watch in human resources are:

- *Changes to overtime rules*
- *Same Sex Marriage/Protections for LGBT Individuals*
- *Reasonable Accommodations*
- *Paid Sick Leave*
- *National Labor Relations Board (NLRB) – Pursuit of Workplace Policies*
- *Independent Contractors increased workplace rights*
- *And the list continues to grow*

## Firm Response:

Review current policies and insure you are in compliance. Join the Society of Human Resource Management ([shrm.org](http://shrm.org)) and stay informed. Due to the fact this is an election year, the changes will come fast and furious and your firm needs to be prepared to act.

## Increased need for data and analytics tools

The ability to collect, process and analyze "big data" is becoming a crucial factor in identifying and managing the challenges of business lifecycles, including talent management. Firms that want to gain a competitive edge increasingly need to use analytics to gain data-driven insights into workforce trends and take action to refine recruitment, compensation and other performance incentives to meet employees' evolving goals and interests.

*Continued on page 7*

**HSCPA 56TH**  
THE FORCE AWAKENS  
**ANNUAL CONFERENCE**  
EVOLUTION • PARTNERSHIP • INNOVATION • CHANGE  
JUNE 24, 2016 • HAWAII PRINCE HOTEL WAIKIKI



# TAX FOUNDATION OF HAWAII

Hawaii's Watchdog on Taxes & Government

By Tom Yamachika, President –  
Tax Foundation of Hawaii

## Could You Please Pick Up That Pencil?



At about this time last year, we focused on the Department of Taxation and its customer service, or lack thereof. So let's see how the Department did in the year ending June 30, 2015, as reflected in the Department's annual report.

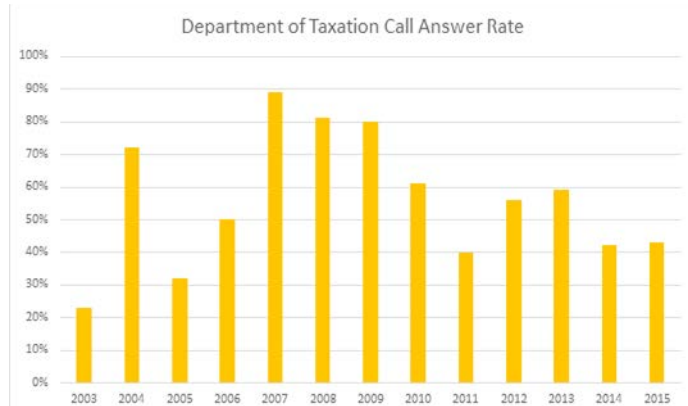
Our first observation then was the Department's call answer rate. If a practitioner or a taxpayer picks up the phone and calls the Department with a question, will a Department employee pick up the phone at all? Last year the probability that the Department would answer the call was 42%, less than half. This year it's 43%, not much of an improvement. (Chart-1)

If the Department is unable to pick up the phone, at a minimum there should be published guidance available so taxpayers can find their answers, either by themselves or with the help of tax professionals. Robust guidance helps assure that the answers given to people are consistent. In addition, tax practitioners need to advise their clients what that guidance says. We counted different kinds of administrative guidance and see the total dropping consistently over the last several years. (Chart-2)

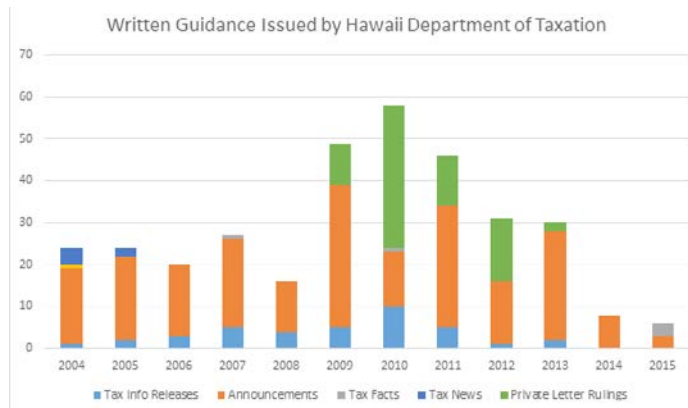
The number of taxpayers who were assisted by the Department in person has been dropping an average of 10% a year. The Department explains it away by saying more taxpayers are e-filing and so they don't have to visit the Department. Hopefully the drop is not due to taxpayers getting nowhere and giving up.

In any case, we urge the Department to continue to provide robust customer service, including coming out with timely guidance, and we urge the legislative and executive branches of government to provide adequate resources for the Department to do so. (Chart-3)

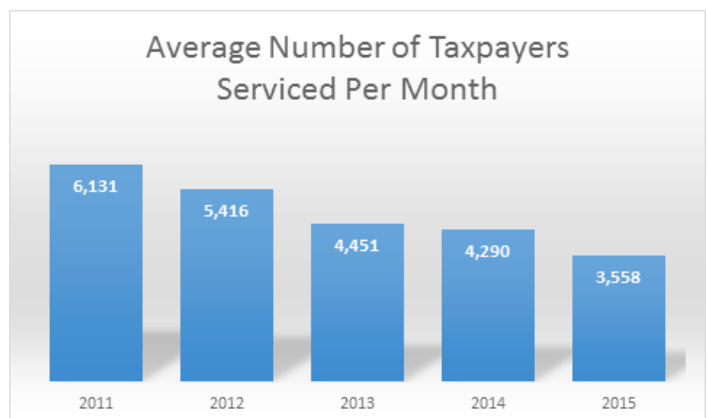
*Tom Yamachika is the President of the Tax Foundation of Hawaii, a private, nonprofit educational organization dedicated to informing the taxpaying public about the finances of our state and local governments in Hawaii. This means the Foundation looks at how government raises the money it spends, be it taxes, user fees, or borrowing money through the use of debt. While most of the Foundation's attention is focused on state government, it also keeps a watchful eye on county governments as they annually set real property tax rates in order to fund their respective budgets.*



(Chart-1) Source: Department of Taxation, 2014-2015 Annual Report



(Chart-2) Source: Department of Taxation web site



(Chart-3) Source: Department of Taxation, 2014-2015 Annual Report



### **Firm Response:**

Create a new “talent” vision for the firm based on current, but not accessible, HR data. Determine where you are storing data today, and create a “wish list” of the questions that you wish could be answered if you could mine the data that is sitting in your current systems. Then, research the potential solutions that could help you get those answers. While the systems may be a little tricky to find today, they will become more readily available soon. Talk to your current software providers specifically about what you want and their plans to upgrade their systems.

### **Need for integrated workforce management systems**

It is time to upgrade your systems in the HR area of your firm. Just one example of why this should be on your radar is for firms with 50 or more full-time employees or full-time equivalent employees, the Affordable Care Act has transformed what was once an annual enrollment event into a monthly process of tracking and reporting extensive data. To comply with the law, various personnel in Tax, Finance, IT, Audit and HR who never had to share data may now need to partner to help avoid costly penalties. Gathering the required data from multiple systems can present a challenge so it will become even more important for firms to consider an integrated human capital management solution.

### **Firm Response:**

Now is the time to research and make a commitment to implement a future ready human resource management

system (HRMS). This system will include the management of recruitment, performance management, learning and compensation management. A few systems to start with are:

- 1) Zenefits
- 2) Halogen
- 3) SuccessFactors
- 4) Sage HRMS
- 5) ProStaff
- 6) Silkroad.

### **The 5 Generation Workforce**

You read that right – 5 generations in the workforce working side by side. HR must be prepared for the potential challenges this may bring to your firm. 67% of workers say that they are encountering inter-generational issues in the workplace as a result of the widening age gap. However, 39% of employees are concerned about losing knowledge as their older colleagues retire, implying that succession planning should be top of the HR agenda in 2016.

### **Firm Response:**

I wish you could hear me right now singing the song “Respect” by Aretha Franklin! I think that infusing respect into the firm by talking about the amazing things that each generation brings to the firm is the answer. Open communication, cross generational committees, new ideas that are considered by all and recognizing the power of 5 generations as a positive rather than a negative are all great places to begin.

### **Competitive Recruitment Strategies**

Recruitment has become an art in our

profession. The acquisition of firm talent is a strategy that firms are dealing with 365 days a year, 24 hours a day. The competition is not about the firm across town now, it is a global fight against not only public firms, but private companies that want the best and the brightest and they are working just as hard as you are to find and retain the best talent.

### **Firm Response:**

Begin your recruiting war plan with a ubiquitous vision toward branding your firm in a way that will attract amazing people. Yes, you heard that right – branding. Marketing and HR should work hand in hand to develop strategies that will attract the talent that will fit your culture. A few amazing resources that you should explore are Workable and Accountingfly to aid in your recruiting success.

While this list is not fully exhausted of all HR issues – let’s face it, that would take more than the length of an article – you certainly should have a new appreciation for the issues your firm will be experiencing in the near future. Read, absorb and then take positive actions that will protect your future ready firm.

*Sandra Wiley, COO and Shareholder at Boomer Consulting, Inc., is ranked by Accounting Today as one of the 100 Most Influential People in Accounting as a result of her prominent role as an industry expert on HR and training as well as influence as a management and strategic planning consultant. Sandra developed the [P3 Leadership Academy](#) and hosts regional trainings around the country. She is also a founding member of The CPA Consultant's Alliance. Sandra is a certified Kolbe™ trainer who advises firms on building balanced teams, managing employee conflict and hiring staff.*



# MOVE ON PURPOSE:

## Your Smile Sends a Message to You By Dr. Linda Talley



Did you know that you receive feedback from your body that can change your physiology and your psychology? Happens all

the time. When you use open and positive body and hand gestures, you increase your testosterone, your empowerment hormone, and decrease your cortisol level, your stress hormone. The reverse is true when you use closed and defensive body and hand gestures.

The same is true for your smile. I bet your Mother might have told you that if you smiled you would feel better. I know my Mother did. That's because your smile sends feedback to your frontal cortex which then releases neurotransmitters such as serotonin and dopamine into your brain and guess what? You

feel better! These "happiness" drugs are legal and they make you feel so fine!

A smile is a universal form of validation, acceptance, inclusion, and friendliness. A smile can signal the beginning of a conversation or relationship. When someone smiles back at you, you feel even better! When someone tells you what a beautiful smile you have, the happiness quotient just keeps getting higher and higher! But guess what happens to the person who you smiled at and then s/he smiled back at you? You started the process for them! Their smile sends feedback to their frontal cortex which then releases neurotransmitters such as serotonin and dopamine into their brain and they start feeling good! What a great snowball effect! The smile you gave them caused them to smile which changed their physiology and their psychology.

### How powerful is that!

Keep this in mind, too! You have probably used emoticons in emails, text, etc. Well, there are numerous smiling emoticons. Do they have the same effect? The answer is YES! When you receive a happy emoticon, you perceive it as a smile--even when you make a sideways smile. A reversed sideways smile, such as (-: didn't trigger a facial recognition response of a smile, but :- ) did. Use your emoticons and make other people happy!

*Linda Talley, body language expert, leadership development coach, behavioral theorist, keynote speaker, and business coach works with leaders to improve their business relationships, communication, and performance.*

Reference: [www.abc.net.au/science/articles](http://www.abc.net.au/science/articles)



Member Discount Partner



## AICPA Home Mortgage Program

AICPA Members who finance a home purchase or refinance with Wells Fargo Home Mortgage, can receive a \$200 **My Mortgage Gift**<sup>SM</sup> award after closing.<sup>1</sup> Be sure to tell your home mortgage consultant if you think you qualify.

**Click below or contact us today to learn more.**

### Oahu

Honolulu Branch  
808-946-8832  
Kailua Branch  
808-254-1519

Pearlridge Branch  
808-484-4700

### Big Island

Kona Branch  
808-329-5926

### Maui

Wailea Branch  
808-873-3700  
Kahului Branch  
808-891-6070

### Kauai

Lihue Branch  
808-246-8877

1. Eligible individuals can receive the Wells Fargo **My Mortgage Gift**<sup>SM</sup> promotion approximately 6 weeks after closing on a new purchase or refinance loans secured by a first mortgage or deed of trust with Wells Fargo Home Mortgage ("New Loan"), subject to qualification, approval and closing, when identifying themselves as eligible. The **My Mortgage Gift**<sup>SM</sup> promotion is not available with any Wells Fargo **Three-Step Refinance SYSTEM**<sup>SM</sup> program, The **Relocation Mortgage Program**<sup>SM</sup> or to any Wells Fargo team member. Only one award permitted per new loan. This promotion cannot be combined with any other promotion, discount or rebate. This promotion is void where prohibited, transferable, and subject to change or cancellation with no prior notice. Awards may constitute taxable income. Federal, state and local taxes, and any use of the award not otherwise specified in the Terms and Conditions provided at receipt of award are the sole responsibility of the **My Mortgage Gift**<sup>SM</sup> recipient. Please see Terms and Conditions document for more information.

Wells Fargo Home Mortgage is a division of Wells Fargo Bank, N.A. © 2015 Wells Fargo Bank, N.A. All rights reserved. NMLSR ID 399801. AS1256080 Expires 2/2016







# 10 Principles for a Happy Life and Career

## Principle 2: Confidence

By Michael A. Crawford, CPA



*Editor's Note: Mike Crawford has, by even his own accounts, had a successful and happy career as a CPA in*

*Oklahoma. He says there are 10 basic principles that have guided him through a joyful life and a fulfilling career. In this and future issues of KALA, Crawford shares that idea and those principles.*

*“No one can make you feel inferior without your consent.”*

- Eleanor Roosevelt

Confidence breeds energy and enthusiasm—or is it the other way around? I'm not sure, I just know they are intertwined and essential to a successful and happy life. Confidence doesn't remove all fear and doubt from our lives, but it does offer the chance to get comfortable with fear and to develop the courage and freedom to manage it.

Confidence comes from an internal recognition and expression of our capabilities and self-respect. However, understand there is a fine line between confidence and arrogance. While confident people and the arrogant people have similar feelings of abilities and self-regard, the confident person quietly and

internally channels his or her feelings, while the arrogant person feels the need to boldly and brashly direct these feelings at others.

Common traits among the confident include:

- Listening and not doing all the speaking; the words and opinions of others matter and are sought out;
- Not being afraid to be wrong or make mistakes; and when mistakes are made, there is no attempt to blame others;
- Not constantly seeking recognition and attention, and being happy when others receive it; and
- Feeling comfortable using humor to lighten the environment when appropriate.

In the last 30 years, I've been blessed with opportunities to professionally speak across the U.S. and in some other countries. However, I wasn't born with the confidence to be a good public speaker. For me, the crossover to effective public speaking came when I realized that I was well-prepared and knew as much or more about my topic than my audience. This realization gave me the freedom and confidence to deliver my message in an understandable and entertaining way. Even when my dress pants embarrassingly fell to my ankles

while speaking to a crowd of 250 CPAs in Missouri one year, my confidence wasn't shaken. I enjoyed a good laugh with my audience and continued on with determination and confidence. No public speaker can be effective without self-confidence and comfort with their topic and their audience.

Self-confidence also requires us to possess a mindset where we are able to accept what other people think and say about us, regardless of how pleasant or unpleasant it may be, with the recognition that we can only do our best and cannot control what others think.

Feel good about yourself. What other people think about you is really none of your business.

*Mike Crawford, CPA, is the retired Chairman of Crawford & Associates, P.C., an Oklahoma City-based CPA firm dedicated to state and local government accounting and consulting. Crawford is a past president of the Oklahoma Society of CPAs, an inductee into the Oklahoma Accounting Hall of Fame, the 2011 recipient of the OSCPA Public Service Award and is past vice chairman of the Governmental Accounting Standards Advisory Council. Over the past 30 years, he has authored a number of professional guides, practice aids and articles on topics of governmental accounting, auditing and ethics.*

# Five Mistakes All Young Accountants Should Avoid (But Most Make)

By Elizabeth Emanuelson

## CONTRIBUTING AUTHORS

Thank you to the contributors to this article:

### **Michael Feeley, CPA, SPHR**

Manager, Human Resources  
StoneTurn Group, LLP

### **Laura Gannon, CPA**

Principal Sullivan and Gannon, LLC

### **Dawn Hagman, SPHR**

Principal, Human Resources  
DiCicco, Gulman & Company LLP

### **Jennifer Minor, MSHR, AAAPM**

Director of Administration  
Rodman & Rodman, P.C.

### **Richard O'Connor, CPA, MST**

Partner Johnson O'Connor Feron &  
Carucci LLP

### **Deborah Penzias, CPA**

Principal Burkhart, Pizzanelli, PC

### **Thomas Pratt, CPA, J.D.**

Principal Burkhart, Pizzanelli, PC

### **Julie Quink, CPA**

Managing Principal  
Burkhart, Pizzanelli, PC

### **David J. Richards, CPA, MST**

Managing Partner  
Costantino Richards Rizzo, LLP

As professionals, we all make mistakes – especially early in our lives. And unless you have a previous business background to build on, having an accounting degree means nothing when it comes to knowing how to work in the business world. If you know the top mistakes that prevent CPAs from realizing their full potential, you can avoid them – and take your career further, faster.

I asked firm leaders for a list of mistakes their young professionals make, and they had plenty of responses. Here are the top five hurdles that could stand between you and a successful accounting career.

## **1. Speaking before you think**

Asking questions is part of the learning process and a great way to demonstrate your commitment to your firm and to your career development. However, when faced with a roadblock, many young professionals will approach their manager without thinking about the problem, which can irritate firm leaders. “A big mistake we see is when young staff interrupts their manager to ask a question without thinking it through first,” said Jennifer Minor, MSHR, AAAPM, director of administration at Rodman & Rodman, PC. “This creates inefficiencies and teaches staff to be dependent on someone else for answers.”

“Don’t just ask a question because it’s the path of least resistance for yourself,” said David Richards, CPA, MST, managing

partner at Costantino Richards Rizzo, LLP. “You will get a much better response if you do some research and present a plan of action.”

Before you approach your manager with a question, take 15 minutes to give it some thought. What are the possible solutions? How will the solution impact the client or your company? Thinking about the problem not only helps you develop essential research and problem solving skills, but it also shows your manager that you can think independently. Approach your boss with what you think the solution may be and how you came to that conclusion. They will value your input and it will deepen your knowledge – and help you build a positive relationship with him or her.

“Your insights might enhance our process or workplace,” said Laura Gannon, CPA, MSCPA board member and principal at Sullivan and Gannon CPAs. “Tell us what you think. You are unique and your ideas are wanted.”

## **2. Missing networking opportunities**

Networking separates successful people from lifelong career coasters. And in a highly-competitive profession, networking with the right people can help you stand out from the rest of the pack. It can help you land a job, build a professional reputation and advance your career. Unfortunately, many young professionals don’t give networking their full attention.





Acquiring a contact does not mean adding a new connection on LinkedIn. While communication on email and social media is good, meeting someone in person is a far superior way to develop a meaningful connection.

“Accounting is a relationship business, so you can’t be afraid to talk to people,” said Deborah Penzias, CPA, principal at Burkhart, Pizzanelli, PC. “Without the personal connection, we’re just accountants. You need to step outside of your comfort zone if you want to get to the next level.”

Networking is hard work, but you get in what you put out. You don’t have to hand out your business card to everyone you meet, but it’s important to cast a wide net. Seek out people who have been in your position and can give you advice that will help you achieve your goals.

“We encourage all staff, especially our young CPAs, to take advantage of a variety of networking opportunities, particularly MSCPA events,” said Richard O’Connor, CPA, MST, partner at Johnson O’Connor Feron & Carucci LLP. “They are a great way to meet people you will know throughout your career.” (For information about upcoming MSCPA events, visit [mscpaonline.org/events](http://mscpaonline.org/events).)

A strong network will also get you noticed by firm leaders for the right reasons. “By purely focusing on daily tasks and not creating key business relationships, accountants risk becoming marginalized or underappreciated,” said Michael Feeley, CPA, SPHR, manager, hu-

man resources at StoneTurn Group, LLP.

Take time to periodically evaluate your network. As you advance in your career and shift your goals, your professional circle will also need to develop. Networking early and often in your career will give you a safety net if you leave your job or decide to switch careers.

*“To be a superstar, you need to make things happen. It’s okay not to have all of the answers, but know your goals and create a realistic plan for achieving them.”*

### **3. Failing to plan (planning to fail)**

Benjamin Franklin said: “If you fail to plan, you are planning to fail!” – A popular adage that rings true for accountants today.

Goal setting is the first step toward goal achievement. It marks your first point to success and is critical for advancing your career. Too often, young professionals are so consumed with work that don’t set goals, but that only limits their success. Where do you want to be in one, three, five and 10 years? Setting goals, and crafting a realistic plan for achieving them, puts your life into action mode.

If it sounds overwhelming, start small. Do you like what you do? Then you’re already heading in the right direction.

“Find out what you like to do, and who you want to be,” said Minor. “Then, you can find a mentor to help you get there.”

Firm leaders watch for young professionals who seek opportunities to learn and grow. “Your goals will likely change as you move closer to them, and they should,” said O’Connor. “Our top performers are constantly evolving and forming new connections with people who can help drive them forward.”

### **4. Procrastinating taking the CPA Exam**

Passing the CPA Exam is no easy feat – It takes significant time, discipline and energy to obtain the knowledge needed to pass. However, in this profession, it’s a necessary evil. Earning your CPA unlocks a world of opportunities in accounting, and at many firms, young accountants can only get so far without becoming licensed. But for many young professionals, it’s hard to see the value in taking the CPA Exam right after college.

Does it make more sense to put it off, giving you that much-needed break from studying?

Not so, say firm leaders. “The longer a person waits, the harder it becomes to take the Exam,” said Dawn Hagman, SPHR, principal, human resources at DiCicco, Gulman & Company LLP. “Young professionals often don’t realize it, but the more experienced you get, the greater the demands are on your time – both profes-

*Continued on page 13*

# Hawaii Accountancy Law Mandates Peer Review for Firm Licensure

Do you have a Hawaii FIRM Permit to Practice? If so, this applies to you!

If you have a Hawaii FIRM permit to practice and performing Hawaii attest work as of December 31, 2014, you **MUST** be enrolled in an approved peer review program.

By December 31, 2015, all firms performing Hawaii attest work must have enrolled in a Hawaii board-approved peer review program – and have notified the Hawaii Board of Public Accountancy of that enrollment. To enroll in a program, visit: [www.hscpa.org/peer-review](http://www.hscpa.org/peer-review).

In 2012 the Hawaii Legislature passed mandatory peer review law stating that the Hawaii Board of Public Accountancy shall “adopt the Standards for Performing and Reporting on Peer Reviews and any applicable ethical requirements adopted by

*the American Institute of Certified Public Accountants and the public company accounting oversight board firm inspection standards for public company audit firms required under the Sarbanes-Oxley Act of 2002, as amended, as its minimum standards for peer reviews.”*

## Hawaii mandatory peer review law requires that:

1. Every firm, including the Hawaii offices and Hawaii engagements of foreign or multistate firms, that is required to obtain a firm permit to practice pursuant to section 466-7 shall undergo a peer review every three years. The firm's Hawaii offices, if any, and Hawaii attest engagements shall be included in the scope of the peer review performed in accordance with the American Institute of Certified Public Accountants Standards for Performing and Reporting on Peer Reviews.
2. All firms subject to this part and performing Hawaii attest work as of December 31, 2014, shall enroll in the applicable program of an approved sponsoring organization by December 31, 2015, notify the board of enrollment in that program, and have a peer review performed by December 31, 2017.
3. Any firm that begins performing Hawaii attest work after December 31, 2014, shall:
  - Notify the board within thirty days of the beginning of the performance of attest work;
  - Enroll in the applicable programs of an approved sponsoring organization

within one year from its initial licensing date or the performance of Hawaii attest work that requires a peer review;

- Provide the board with enrollment information within one year of the date the Hawaii attest work was first performed;
  - Have a peer review performed within eighteen months of the date the Hawaii attest work was first performed;
  - Adopt the peer review due date assigned by the sponsoring organization and notify the board of the peer review due date within thirty days of its assignment; and
  - Schedule and begin an additional review within three years of the previous review's due date, or earlier if required by the sponsoring organization or the board; provided that the firm shall be responsible for anticipating its needs for peer review services in sufficient time to enable the reviewer to complete the review by the assigned review due date.
4. A firm that does not perform Hawaii attest work shall be exempt from the peer review process.

So, if your firm is engaged in an accounting and auditing practice, you must enroll in an approved peer review program and notify the Hawaii Board of Public Accountancy of that enrollment. Then by December 31, 2017, your firm must have completed a peer review.

For additional information, please go to the HSCPA website: <https://www.hscpa.org/peer-review>

## Hawaii Practices For Sale

**Honolulu CPA Practice for Sale** - gross \$560K, 75% tax, 25% accounting, loyal client base, strong fee structure, and employees in place. Kihei Bookkeeping Practice - gross \$133K, loyal client base, revenues composed of mthly bkpng and payroll svcs. For more information, please call 1-800-397-0249 or to see listing details and register for free email updates visit [www.AccountingPracticeSales.com](http://www.AccountingPracticeSales.com).

**Thinking of Selling Your Practice?** Accounting Practice Sales is the leading marketer of accounting and tax practices in North America. We have a large pool of buyers looking for practices now. We also have the experience to help you find the right fit for your firm and negotiate the best price and terms. To learn more about our risk-free and confidential services, call Ryan Pannell with The Holmes Group at 1-800-397-0249 or [email ryan@accountingpracticesales.com](mailto:ryan@accountingpracticesales.com).







Continued from page 11

sionally and personally. If you wait too long, it will limit your potential growth.”

Before you get started, create a plan and a strategy. Include checkpoints that will keep you accountable and on track to meet your milestones and eventually achieve your goal. Remember too, that your firm supports your decision. “We encourage young professionals to take the CPA Exam early on in their careers,” said Hagman. “Firm leaders have walked in your shoes, and we know how difficult it is to study for the Exam while working full-time. We want to help you stay focused and will support you in any way we can.”

## 5. Being reactive

“Superstars are rare in this business, but they do exist,” said Richards. Young professionals are often so focused on the

task at hand, that they miss opportunities to get noticed. Seek out ways to add value to your firm, and take a proactive approach to your projects. How can you do more than what’s expected from you? Taking the extra step will help you get noticed by firm leaders.

“Don’t wait to be asked,” said Richards. “Show initiative, even if it’s 4:30 p.m. on a Friday afternoon. Doing extra work for a client can make the difference between you getting a promotion over the person next to you. Don’t let that opportunity pass you by, because you never know when it will happen again.”

Also, look for areas for improvement. “The most successful people in our firm understand their weaknesses,” said Minor. “They work with their mentor on ways to develop those areas, so they can

achieve the next promotion.”

To be a superstar, you need to make things happen. It’s okay not to have all of the answers, but know your goals and create a realistic plan for achieving them. “The individual who pushes forward at all times will pass everyone else along the way to their own success,” said Richards.

You will make mistakes, but it’s important to learn from your missteps so you can move forward. Focus on progress. That’s the secret to achieving your goals, to becoming an asset to your firm and to attaining a rewarding accounting career.

*Elizabeth Emanuelson is the MSCPA’s communications manager. Contact her at [emanuelson@mscpaonline.org](mailto:emanuelson@mscpaonline.org). Reprinted with permission by the Massachusetts Society of CPAs.*

**THE HOKUA**



**Unit 26D**  
Offered at \$4,650,000  
(2 BD, 2 BA & 2,019 SF)

- Diamond Head, ocean and Magic Island views
- One of the most desired floor plans in the building
- Honolulu’s most sought-after luxury condominium address
- Within walking distance of shopping, restaurants, and beach park


**WAIHONUA**



**Penthouse 4202**  
Offered at \$2,288,000  
(3 BD, 3 BA & 1,717 SF)

- Awesome Ocean, Marina, and Magic Island views
- Great floor plan with lanai
- Matte-finish walnut wood flooring and built-in custom stereo audio system
- Within walking distance of shopping, restaurants, and beach park

**KOOLANI**



**Penthouse 6**  
Offered at \$2,995,000  
(3 BD, 3.5 BA & 2,808 SF)

- Highly-upgraded Penthouse featuring \$900,000 of custom upgrades
- Well-designed home theater
- Amazing ocean, city, and mountain views
- Within walking distance of shopping, restaurants, and beach park



## John “Jack” Tyrrell

President  
Realtor®, CRS  
CPA (not in public practice)  
Lic. # RB-19880

E: [Jack.Tyrrell@JTChawaii.com](mailto:Jack.Tyrrell@JTChawaii.com)  
C: 808.306.6933



**JACK TYRRELL**  
& COMPANY

A Real Estate Brokerage Corporation

Call now: (808) 532 3330, [www.JTChawaii.com](http://www.JTChawaii.com) Ala Moana Hotel - Lobby, 410 Atkinson Drive, Suite 1F6 Honolulu, HI 96814

\* The information presented herein is provided as is, without warranty expressed or implied of any kind. Information herein deemed reliable but not guaranteed.



# Norman's Book Review

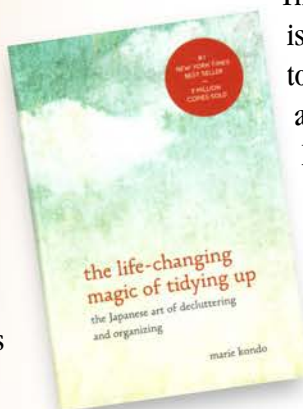
## "The Life-Changing Magic of Tidying Up"

by Marie Kondo

As many of you know, I try to find books with useful information and proven results, key points for CPAs and anyone for that matter. With the traditional tax busy season just completed, HSCPA Executive Director Kathy Castillo wanted me to find a "de-cluttering" book to help CPAs get their office, their clients' office, and their homes back in order. The best book out there is Marie Kondo's "The Life-Changing Magic of Tidying Up." Published in 2014, it has sold over 3 million copies worldwide, having been translated from Japanese into the language of over 30 countries.

Born and living in Japan, the author's lifelong passion has been tidying up things. After researching and trying many different techniques, she developed her simple and elegant KonMari Method, which has transformed not only people's homes, but their lives. Her method is so effective, she has a ZERO repeater rate of people who either received personal consulting or attended her seminars. Also, if you rent storage space or are contemplating storage systems, you will save money because you will not need them anymore if you follow her method. The following are some useful tips from the book, but I highly recommend you get the book because it is easy reading, you will get the details behind her simple approach, and your life will be changed for the better forever!

### KonMari Method



The KonMari Method is the author's way to effectively tidy up any space you have. It involves taking steps in a particular order, and more importantly, having the right mind-set to de-cluttering

and creating order in your home, office and life. For example, before you start going through your things, you need to visualize what it would be like to live in a clutter-free space, and you need to identify why you want to live like that. When her clients go through this process, they realize the reason for wanting to tidy up is to be happy! This step is absolutely critical for long-term success.

The next step is going through your possessions and determining what you want to keep and discarding the rest. It is important to look at your belongings by category, not by location, and to look at things in a particular order. The author's recommended sequence is clothes first, then, books, paper, miscellany, and lastly mementos. She has found this order is the most efficient because it saves the most sentimental items until the end.

Once you have gone through your things and have discarded much of it, you need to organize your space thoroughly in one

go ("ikki ni"), designating a place for everything and keeping similar things in one place.

### Does It Spark Joy ("toimeku")?

The author, like most Asian cultures, believes everything has a purpose and energy in life. Accordingly, in deciding what to keep and what to throw away, she recommends you take every item in your hand and ask, "Does this spark joy?" If it does keep it, if not discard it. At the end of the process, you will only be surrounded by things you love.

It is a very simple, yet powerful process. I have started looking at things with this mindset and have noticed that I am throwing more things away and buying less items.

"Keep only those things that speak to your heart. Then take the plunge and discard all the rest. By doing this, you can reset your life and embark on a new lifestyle."

### Clean By Category, Not By Location

Most people traditionally clean their house or office by location, for example the bedroom, living room, etc. Typically, each location eventually becomes cluttered again, causing us to repeat the cleaning cycle again.

It took the author three years to real-



ize that cleaning by location and not by category is a fatal mistake. Why? Most people have too much stuff and store the same things in different locations, causing us to keep tidying up. According to the KonMari Method, cleaning by category solves this.

### **Clothes: Should I Hang or Should I Fold?**

To save space and solve your clothes storage issue, folding clothes is preferred over hanging. You can fit two to four times more clothes folded in the same space as clothes hanged. Clothes should be folded neatly into a square and placed side by side in a drawer. There is a “sweet spot” for each piece of clothing folded where it feels “just right.”

### **How To Energize Your Closets**

Certain clothes are better on hangers. The author’s secret to keeping your closet neat and energized is to keep heavier and darker clothes on the left, and shorter, thinner and lighter colors on the right. Coats would be on the left, then dresses, jackets, pants, skirts, and blouses. The clothes should rise to the right.

### **Seminar Materials**

How many of you have stacks of conference and seminar materials in your office or home, just in case you need to refer to them in the future? The record number of seminar files kept by someone the author has come across in her work is 199! The value in these sessions is in attending them, not in keeping the materials. Needless to say she had her client toss all 199 files.

### **Best Time To Clean**

The best time to start is in the morning, when your mind is sharpest. The author starts most of her lessons in the morning.

### **Record Stockpiles**

In helping her clients, she is always amazed at the sheer number of common items that people keep in their house. New records are constantly being made but as of the book’s printing she noted the following records: 60 toothbrushes, 30 boxes of kitchen wrap, 80 rolls of toilet paper, and 20,000 cotton swabs (100 boxes of 200 swabs). She recommends you get rid of all excess stock immediately and keep only what you need.

### **“Just Right Click Point”**

According to the KonMari Method, as you tidy up your home and office there will come a point where you know you have tidied up enough. You will feel you have just the right amount of things to live comfortably and you will feel happy. This is the “just right click point” and once you reach and pass this point, you never own more things. That’s why with the KonMari Method you will never live a cluttered life again!

### **The Magic of Tidying**

The author states tidying has changed 100% of her clients’ lives dramatically, which she calls “the magic of tidying.” Clients frequently say, “When I put my house in order, I discovered what I really wanted to do.” Many become more passionate about things – work, home, family life, hobbies, etc. Why? They become more aware of what they really like and what brings joy to their lives.

They also gain more confidence in their decision-making abilities.

### **Summary**

This book is definitely a life changer, especially if you feel you have some clutter in your home and/or office and you want to tidy them up. You will learn the KonMari Method which has helped millions of people worldwide stay clutter free. Best of all, you will learn what you love and what brings joy to your life because you will end up with a home and office filled with things that you love, and you will discover your mission and passion in life. You will glow, your house and office will be brighter and warmer, and your clothes will shine more. Visualize what kind of home and office you want, why you want that, and start tidying up! You deserve to be happy and surrounded by things that bring you joy and love!!!

## **What matters most?**



**When it comes to your information management program, what matters most to you?** We think you will agree, it’s access: secure and compliant, yet fast and convenient for you. Access serves premier accounting firms throughout Hawaii.

**The right choice for you?** It’s Access. Call us today to arrange your FREE consultation and quote.

**New hardcopy records storage accounts will receive three months of FREE storage. New destruction accounts will receive a 20% discount on purges.**

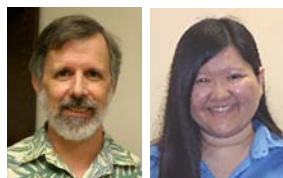
**Access**  
Information Protected.  
**InformationProtected.com**  
**808.673.3200**



*Access to, storage, management and destruction of both paper and digitally based information. Nationwide.*

# CPA FIRM MICROCOMPUTER TECHNOLOGY

By Ron Gouveia CPA.CITP and Joy Takaesu of Carr, Gouveia + Associates, CPAs, Inc.



There is a new malware that encrypts files on your computer, on shared files even if they're not mapped, and your backup files if they are connected to your computer. The ransomware is delivered in a Word or Excel file attached to an email that appears to be an invoice. Microsoft recommends that you not pay the ransom and instead restore encrypted files from a backup. There are a number of things you can do help prevent malware infections:

1. Use up-to-date security software.
2. Keep all software up to date including Windows, Office, PDF and related software.
3. Use a security software that includes a firewall or keep Windows firewall on.
4. Limit user privileges including not giving local administrative rights to users and keep UAC turned on (Don't automatically click yes when UAC asks permission for a software to make changes to your computer.)
5. Use trusted locations for files and only allow Office to run macros that are digitally signed or that are in the trusted location.

Owners of Dell computers have been getting phone calls from scammers who have the service tag of their computer, personal contact information, and the service history related to the computer. The scammers state that they are calling regarding a problem with the computer which they will fix for a fee. Users should know that Dell does not make phone calls like this and should report these phone calls to Dell.

The following procedures are recommended to reduce your risk regarding cyber-attacks (Taken from an article on the AICPA Insights blog by Jeffrey Streif and Bruce Sussman):

1. Locate financial account information such as bank routing and account numbers, credit and debit card numbers, and usernames and passwords separately from other client records. Also, store information used to authenticate account numbers separately from the numbers themselves.
2. Sensitive information should be transferred using a secure client portal.
3. Train staff on techniques hackers use to get access to your system. This is your first line of defense.
4. Never store personal information on unencrypted portable devices such as laptops, tablets, smartphones and thumb drives.
5. Make sure your firewall, virus protection software, encryption for portable devices, credit card information and terminals are professionally set up and maintained.

If you have any questions or comments call me at (808) 837-2507, or send e-mail to [ron@cga-cpa.com](mailto:ron@cga-cpa.com).



Brilliant employees  
want salaries to match.

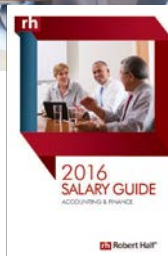
For hiring and retaining the best accounting and finance professionals, salary is critical. Stay competitive with our 2016 Salary Guide, which provides the industry's most respected data on compensation.

Job seekers know what they're worth. Make sure you do too, with the 2016 Salary Guide.

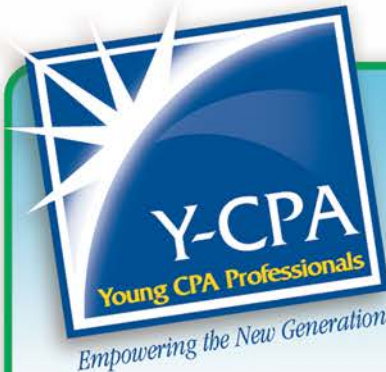
Download yours today at [roberthalf.com/salary-center](http://roberthalf.com/salary-center).

Honolulu • 1.808.531.8056  
[roberthalf.com/honolulu](http://roberthalf.com/honolulu)

**rh** Robert Half®







# Y-CPA BUZZ!



## Successfully Transitioning Your Career Back Home to Hawaii

Featuring Y-CPAs Tee Suntharo & Kyle Yoneshige



### Tee Suntharo

Growing up on the Big Island and going to high school in the small town of Kamuela, I always knew I wanted to venture out and attend college on the mainland. After going to school in downtown Los Angeles, I decided to work for a Big Four firm in the audit practice in Orange County, California.

Three years and six SEC annual audits later, I decided it was time to come back home to Hawaii. Luckily, I was able to transfer to the firm's Honolulu office. I've since been working in Hawaii and couldn't imagine being anywhere else. However, it was a great experience working on the mainland.

I definitely learned a lot, and gained a different perspective on business and life. Whether you followed a similar path as me, or are considering making a move to the mainland, here are some of the things I learned along the way that you might be able to relate to, or should keep in mind when making your decision.

### No time to smell the roses, or catch that swell

There was an expectation that you were going to work late and on weekends. This wasn't considered going above and beyond. Many of you might argue this is the standard for public accounting anywhere, but I felt the pressure was definitely stronger on the mainland, and not only during busy season.

### Paradise tax

There is definitely a premium to pay for living in Hawaii. It may be hard to move back after learning your earning power on the mainland; but in my opinion, being

close to family and being able to enjoy all that Hawaii has to offer is worth it.

### Sink or swim

Hawaii has much more of a nurturing environment. In my experience, compared to the mainland, employers in Hawaii will tend to have more patience for you to learn from your mistakes.

### Do it!

I highly recommend experiencing work on the mainland. Hawaii will always be here, and as an accountant, especially in public accounting, chances are high that your firm or another firm in Hawaii will gladly welcome the diverse knowledge and experience you will bring back with you after having worked on the mainland.



### Kyle Yoneshige

Like Tee, I was born and raised here in the islands and ended up working in the Los Angeles audit practice of one of the Big Four firms after graduating from college in Southern California. After obtaining my CPA license and doing investment banking in San Francisco, I too decided it was time to move home.

I learned so much in California and wouldn't trade the experience for anything. However, after getting all of the things done that Tee mentions above and moving back home, I found that there was still work to do and some new things to think about.

### Getting back into the island grove

I thought that the move back home to

Hawaii was the home stretch of this long process. What I quickly realized is that once you're home, you've still got to lay the foundation for a successful career here. While you probably had a great network of other CPAs and professionals on the mainland, rebuilding your network at home and establishing your reputation will be critical on our small island. Everything from joining the HSCPA, pitching in with the Junior Chamber of Commerce, to joining a softball league will help you accomplish this and help you build up your group of friends at home. Making a concerted effort to do these things will not only be good for your career, it will ensure you avoid coming down with the dreaded island fever.

### Now it's time to hire

You've successfully moved back to Hawaii and your career is off to the races. Now it's time for you to hire a new young manager or assistant controller. We have a great pool of talent here in the islands, but maybe you want to recruit someone with specific industry expertise that is hard to find here or maybe someone from your old alma mater.

Like you, there are still a lot of young professionals who are looking to make the move back to Hawaii. We suggest using LinkedIn to keep an eye on the bright young minds being groomed on the mainland. You'll be able to track their career progress and stay in touch as they develop. We all know that Hawaii is the ultimate melting pot and given that we live in paradise, it shouldn't be hard to retain local talent and entice outside minds to make the move to our island home.



## AVOID A RICO\* INVESTIGATION... KNOW THE LAW!

CPAs are known for “doing the right thing” and the following information is provided to HSCPA members whose core values are to uphold the legacy and integrity of the accounting profession.

### ETHICS CPE

*Do Hawaii CPAs need Ethics CPE for license and Permit to Practice (PTP) renewals?*

Yes. Even if you are renewing your license only, you will need four (4) hours of Ethics CPE. For those renewing both license and PTP, the four (4) hours of Ethics CPE can be part of the 80 hours required for CPE. Be prepared and register for an Ethics course at [www.hscpa.org](http://www.hscpa.org). **Next reporting year: License and PTP renewals by December 31, 2017. Firm PTP renewals will require peer review reporting, if applicable.**

### USING THE “CPA” DESIGNATION

*Can one use “CPA” after his/her name with a license but without a PTP?*

Yes – but you must make it clear that you are **NOT** actively engaged in the practice of public accounting (e.g., by indicating “*not in public practice*”).

People in different positions use the title “Certified Public Accountant.” Some of them prepare tax returns, some of them do audits of financial statements, some of them do financial planning, some of them do business consulting, and some of them hold management positions in industry. There are CPAs in

government, CPAs who teach, and CPAs who do other things that may not even be related to accounting.

Nothing in the law says that you must be engaged in the public practice of accounting to call yourself a CPA.

The law in Hawaii – and in most states – says that it is a prohibited act to use the title Certified Public Accountant or the abbreviation “CPA” unless you hold **both** a CPA license **and** a Permit to Practice, subject to certain exceptions.

The way to indicate that you are not holding yourself out to be in the practice of public accountancy, according to Administrative Rule 16-71-9, is to add the words “not in public practice” following the title CPA. Thus, assuming that you do have a current, valid CPA license, you may use the title Certified Public Accountant or the designation CPA if you follow it with the words “not in public practice”.

If your CPA license has lapsed, then it is clearly a prohibited act to use the CPA title, even with the words “not in public practice” added. To fit within the exception, you must have a current CPA license which must be renewed every two years.

It is not a violation to make a statement that is clearly historical rather than current, such as “I was a CPA for 30 years before I

retired.” That type of statement should not be a violation because it does not imply that you are a CPA now. However, any statement that suggests or implies that you are currently a CPA should clearly indicate that you are not in public practice – and only if you have a current, valid license.

Of course, the other alternative is to maintain a current Permit to Practice. If you have both a CPA license and a permit to practice, then no disclaimer is required.

To initially obtain your CPA license, you had to satisfy the applicable standards regarding Education and Experience, and pass an Examination. You have good reasons to be proud of that achievement, and if you follow the rules, it’s appropriate to let people know about it. You are a CPA – the fact that you left public practice doesn’t change that.

Having CPAs in important positions in government, industry, and academia is good for the profession and good for society. If your CPA background helps you do your job, that proves the value of the CPA profession. Identifying yourself as a CPA and showing pride in the profession is a plus for all of us.

Don’t become a victim of a RICO investigation! Know the law and comply. If you have any questions, feel free to contact the Hawaii Board of Public Accountancy at (808) 586-2696, e-mail: [accountancy@dcca.hawaii.gov](mailto:accountancy@dcca.hawaii.gov).

*This advisory is intended as general information, and not legal advice for any specific individual situation. If you need or want legal advice, you should consult an attorney.*

*\*The Regulated Industries Complaints Office (RICO) is a statewide agency of the Department of Commerce and Consumer Affairs. RICO enforces the regulatory standards of over forty professions, occupations, and programs by receiving, investigating, and prosecuting complaints.*

*In Memory Of  
Stanley Matayoshi  
1919 - 2016*

Our sincere regret at the loss of a colleague, friend and a Life member of the HSCPA since 1947. Stanley was the first Asian-American CPA in Hawaii. We wish to express our deepest sympathy to his family and friends.



Cloud-based accounting software solution for  
small-medium sized businesses

**May 4, 2016  
(Wednesday)**

**8:30 - 10:30 a.m.**

**Plaza Club - 20<sup>th</sup> Floor**

(Public parking at Harbor Court or  
municipal lots)



## Modernize Your Accounting Services

Hands-on Workshop for best learning experience.

Intuit has upped its QuickBooks Online (QBO) offering in the last two years . . . Have you ever wondered why? Attend this workshop with Xero, the QBO competitor that has Intuit worried. Come and see how Xero's "*beautiful accounting software*" that enables better client/accountant collaboration and why their software has Intuit rushing to catch up. Led by CPA technologist and thought leader, Donny Shimamoto, CPA-CITP, CGMA, this hands-on workshop will lead you through setting up your free Xero accountant's dashboard and show the key differentiating features of Xero. Learn about Xero's accountant tools and how to migrate clients from QuickBooks (desktop) to Xero. Also featured will be the Xero ecosystem of "apps" and integrations that can help reduce your workload and streamline data entry to increase your profitability.

**\$35 HSCPA Member  
\$45 Non-member**

**Includes complete  
breakfast buffet, 2 CPE  
credits and giveaways**



**Get to meet worldwide CEO of Xero, Rod Drury!**



Bring your laptop (wireless will be available) and experience what "*beautiful accounting software*" feels like!

### \*\*\* REGISTRATION FORM \*\*\*

Modernize Your Accounting Services • May 4, 2016 • Plaza Club - 20th Floor

Total \$ \_\_\_\_\_ ☐ Check No. \_\_\_\_\_ ☐ VISA ☐ MC Exp. date \_\_\_\_/\_\_\_\_/\_\_\_\_ Card No. \_\_\_\_\_

Signature \_\_\_\_\_ Print name on card \_\_\_\_\_

Name \_\_\_\_\_ Firm \_\_\_\_\_

Tel \_\_\_\_\_ E-mail \_\_\_\_\_

Please return with payment to:

HSCPA • P.O. Box 1754 • Honolulu, Hawaii 96806 • T: 808-537-9475 • F: 808-537-3520 • E-mail: [info@hscpa.org](mailto:info@hscpa.org)



# 2016 TAX BOOK ORDER FORM

ALL SALES FINAL



## 2016 CCH U.S. Master Tax Guide – \$65.00 / \$75.00

The U.S. Master Tax Guide (2016) provides helpful and practical guidance on today's federal tax law. This 99th Edition reflects all pertinent federal taxation changes that affect 2015 returns and provides fast and reliable answers to tax questions affecting individuals and business income tax.



## 2016 RIA Federal Tax Handbook – \$50.00 / \$60.00

Designed to provide quick and easy access to critical tax questions, the RIA Federal Tax Handbook offers comprehensive, insightful guidance on federal tax law, including the latest regulations, rulings, and revenue procedures as well as precise explanations about changes that could impact your business or your clients..



## 2016 Taxes of Hawaii – \$26.00 / \$35.00

Hawaii's only comprehensive tax-season tool! Updated annual publication with all the new state tax laws and court decisions. An invaluable reference used by Island and mainland CPAs, tax preparers and bookkeepers, as well as attorneys, small businesses, individual taxpayers and students. Includes income tax rate tables, specimen tax forms and vital information on income. General Excise, use, estate, property, unemployment, transient accommodations and other taxes.

## 2016 TAX BOOK ORDER FORM

**LIMITED  
SUPPLY**

**ALL  
SALES  
FINAL**

Quantity	Member Price	Non-Member Price	Total
_____ 2016 CCH U.S. Master Tax Guide	\$ 65.00	\$ 75.00	_____
_____ 2016 RIA Federal Tax Handbook	\$ 50.00	\$ 60.00	_____
_____ 2016 Taxes of Hawaii	\$ 26.00	\$ 35.00	_____
<b>Mailing: Postage &amp; Handling*</b>			
_____ \$8.00 for 1st book	1 - \$8.00	1 - \$10.00	_____
_____ \$4.00/book for 2nd book & thereafter	2nd + - \$4.00	2nd + - \$6.00	_____
<b>*Mainland/International - call for pricing</b>			
<b>TOTAL AMOUNT DUE</b>			_____

**Payment must be received to confirm order - while supplies last.**

☐ No mailing necessary – will pick up at the HSCPA office on \_\_\_\_\_ (*call before pick-up*)

Total \$ \_\_\_\_\_ ☐ Check # \_\_\_\_\_ ☐ VISA ☐ MasterCard Card No. \_\_\_\_\_ Exp. date \_\_\_\_\_

Signature \_\_\_\_\_ Print name on card \_\_\_\_\_

Name \_\_\_\_\_ Firm \_\_\_\_\_

Address \_\_\_\_\_ Tel \_\_\_\_\_ E-mail \_\_\_\_\_

Please remit completed form with payment to:

HSCPA • P.O. Box 1754 • Honolulu, Hawaii 96806 • T - (808) 537-9475 • F - (808) 537-3520 • E-mail: info@hscpa.org