

APRIL 2020

KĀLĀ

The Official Publication of the Hawaii Society of Certified Public Accountants

Pulling together
today, for
Sunshine Tomorrow!



When you have the right team, reaching success is a whole lot easier.

By working with American Savings Bank, Fun Factory has found a way to grab hold of success and hang on to it. We're proud to be one of their biggest supporters and provide them with financial services that always have their best interests in mind. And in business, that's the ultimate prize.

Counterclockwise, from bottom left:

1. Warren Asing - Executive Vice President, COO
2. Randy Lu - their Banker
3. Sydney Fernandez-Fasi - Vice President,
Equipment Logistics and Construction
4. Chris Vidal - Store Manager/Area Operations
5. Steven Lau - Executive Vice President & CFO
6. Linda Fernandez - President, CEO



Real Life, Real Answers



AMERICAN
Savings Bank



The Official Publication of the Hawaii
Society of Certified Public Accountants

Officers

President Darryl K. Nitta
President-elect Edmund N. Nakano
Vice President Ryan K. Suekawa
Secretary/Treasurer Chad K. Funasaki

AICPA Council

Darryl K. Nitta (Designated)
Ryan K. Suekawa (Elected)

Executive Director

Kathy M. Castillo

Directors • 2019 – 2021

Ronald I. Heller
Adrian K. Hong
Frank T. Kudo
Nelson K. Lau
Trisha N. Nomura
Grayson Nose
Natalie M.H. Taniguchi
Gordon M. Tom

Administrative Assistant

Debbie Cortes

Graphic Design

Underwood Graphics

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 • 2018 – 2020

Steven Oberg (KAUAI)
Valerie M. Peralto (BIG ISLAND)

Immediate Past President

Norman N. Okimoto



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.

In This Issue

President's Message 5

By Darryl K. Nitta

From Business as Usual to Unusual
Business..... 6

By L. Gary Boomer

Need Cash in a Pinch? Understand the
Pros and Cons of your Options 8

Lead. Grant relief. Don't take more.
Please..... 10

By Tom Yamachika

Filing and Payment Deadlines
Questions and Answers..... 11

IRS unveils new People First Initiative;
COVID-19 effort 14

Norman's Book Review..... 16

CPA Firm Microcomputer Technology... 18

By Joy Takaesu

Y-CPA Buzz..... 19

By Jill Ishimitsu

2020 Tax Book Orders..... 20



THE WAY CPAs GET PAID

CPACharge is specifically designed to help CPAs, enrolled agents, and accountants accept credit, debit, and eCheck payments from their clients.

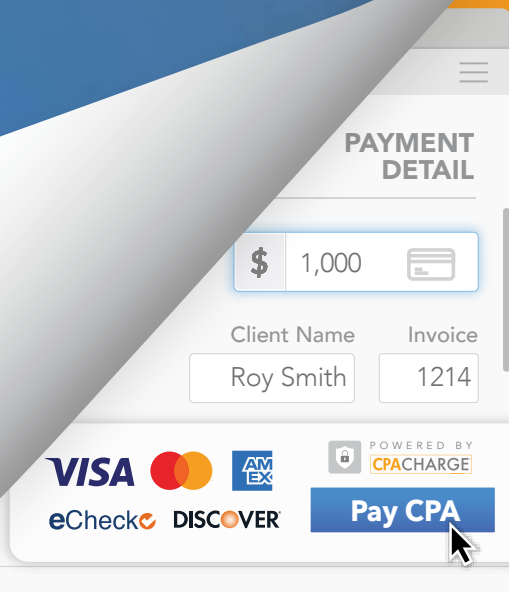
As the ability to accept payments digitally becomes a critical piece of your practice, CPACharge provides the most proven solution for your firm. We are trusted by over 150,000 professionals and a vetted member program through 30+ state CPA societies and the AICPA.

Affordable and easy-to-use, CPACharge exceeds standards for internet security and PCI Level 1 compliance. In addition, there are no long-term contracts or setup fees to get started. Your firm benefits from simplified reporting and reconciliation created specifically for how financial professionals run their offices. CPACharge has the right features and functionality needed to help ensure your firm's success.



HSCPA MEMBERS CAN VISIT:
cpacharge.com/hscpa
866-283-0402

CPACharge is a registered agent of Wells Fargo Bank, N.A., Concord, CA and Citizens Bank, N.A., Providence, RI.



President's Message

By Darryl K. Nitta

"Calling out what's wrong without proposing ways to make it right is complaining."

An Article from Midweek



Good people are not complainers. Don't be a complainer. Be the solution or at least offer a solution. This is another quote that I try to live by, and I hope that others will as well.

Oh boy, what a month. The COVID-19 pandemic has turned our world upside down. With so much negative news we have been hearing about the number of cases increasing and death tolls rising, let's see if we can put a small, positive twist in this month's President's Message.

An enlightened friend recently told me that this is the way the world is telling us all to SLOW DOWN. Hopefully, self-quarantine has allowed us to reconnect with the ones we love. And, Mother Earth is happier as the air quality has drasti-

cally improved to a point where wildlife is returning in previously polluted urban areas.

I've learned a lot this month. Here is a short list of what I learned so far from a personal and business standpoint:

- Wash your hands. Often. And that twenty seconds is a long time.
- Working from home CAN work as long as you have a strong internet, a separate room to setup an office to minimize distractions, the cloud, multiple monitors, and stick to a routine.
- Don't believe everything you read on the Internet. There is a lot of fake news to combat the Coronavirus like extreme heat and cold will kill the virus.
- Toilet paper is king!
- Zoom is amazing! Just turn off your camera and microphone to avoid any embarrassing moments.
- Self-quarantine is mentally tough. I give lots of credit to people who work all day with their significant others and are still able to eat dinner together.
- Learn about the details of the SBA Loan Program ... NOW!
- Encourage affected individuals to apply for Unemployment as soon as possible.
- Tax season is extended until July 15, 2020.
- My worst fear is being a carrier of the virus and infecting others that I care about.
- We will find a vaccine. There is a lot of smart people from all around the world working on a cure. None of them are complaining and will be the solution for us all.



While the situation with COVID-19 evolves and you work through your own business continuity plans, we understand if you're a bit unsettled by the uncertainty of current circumstances, as well as the potential impact on your firm's cash flow.

Our member benefit partners at CPACHarge understand the critical role that electronic payments will play as this situation evolves. They're currently offering our members **6 months with no program fee** if you sign up for a new CPACHarge account before April 30. Their team is fully operational and available to support you however they can. To learn more, visit cpacharge.com/hscpa or call us at 866-283-0402.

The well-being of Hawaii is our main priority. Let's all be good citizens and listen to what the authorities are telling us so we will have a strong community response together. As an essential profession, please do your part to keep yourselves healthy, keep your employees healthy, and help minimize the spread of the virus. Be Safe, Stay Healthy, and All the Best to You and Your Families.

Looking ahead: Share how you and your family self-quarantined! Let us know so we can share your stories and create ways to pass the time safely during these unprecedented times. We still have all of April to go so hang in there!

From Business as Usual to Unusual Business

By L. Gary Boomer, Visionary & Strategist



Today's business model was already changing before the Coronavirus, which puts a new emphasis on firm leadership and management. The business environment can best be described as transformational: from business as usual to unusual business. There are many reasons for this transformation beyond the pandemic Covid-19. The most obvious areas are talent, technology, processes, leadership and the desire to grow in order to sustain success and remain relevant in the changing market.

Most importantly, the scale of disruption and opportunities are increasing for those who are aware, willing to learn and change rapidly. Accelerating and converging technologies have transformed into accelerating and converging

markets. The basics generally come into play in times of increasing change, and the past few weeks are no exception.

Here are five do's and don'ts during this time of unusual business.

Do's

- **Mindset** – make sure you keep a positive mindset. This can be accomplished by focusing on helping others (your clients) and personal gratitude.
- **Communicate** with clients and team members focusing on their three biggest dangers, opportunities and strengths. Focusing on priorities will enable you to survive and thrive in the future.
- **Remote workforce**—learn and make it a positive experience. There will be positives as well as challenges coming

out of your remote working experiences.

- **Focus on adding value** to your clients. This includes the experience as well as the accuracy of the technical service. Many firms are temporarily closing physical offices.
- **Technology** – leverage your existing investment and expand your remote working capabilities. Who is more important than How. Reach out to your peers who have many virtual workers.

Don't

- **Become the local bank** Continue to focus on billing and collections. This is a partner responsibility. Learn about government programs that will assist clients and their businesses.
- **Ignore your clients.** They need your capabilities and confidence even

Continued on page 18

HOME LOANS FROM AMERICAN SAVINGS BANK



- More than 15 years of mortgage experience
- Former CPA; currently on the Shidler College School of Accountancy Advisory Board
- Established an endowment for Shidler College School of Accountancy students

I can help you find the right home financing to meet your unique lending needs. Please contact me today.

Manuel Lawrence August, Jr.
Vice President | Residential Loan Officer
NMLS #662118
(808) 927-4512
maugust@asbhawaii.com



Member FDIC
NMLS #423168

asbhawaii.com



AMERICAN
Savings Bank

COVID-19 Webinar with local Hawaii experts

Addressing Important Federal and State Issues

April 9, 2020 (Thursday) 11:30 a.m. - 1:30 p.m.



\$45 - HSCPA Member
\$55 - Non-member

REGISTER HERE

As the Coronavirus continue to wreak havoc, the IRS and Congress have acted in response. The relief efforts are complex to understand. We will help to explain some of the guidance released thus far.

- CARES Act including the \$2 trillion of stimulus and how the Federal can leverage a half trillion to another \$4.5 trillion
- Families First Coronavirus Response Act enacted prior to CARE Act on March 17, 2020
- Refund checks of \$1,200 (\$2,400 per married couple) and \$500 per child to many taxpayers
- IRS People First Initiative (IRS Commissioner Rettig's Compliance Policy during these challenging times)
- New generous refundable federal payroll tax credits against your next payroll due date for certain paid leave - sick, child care - and medical insurance
- New IRS and State of Hawaii tax deadlines
- Practical advice, tips and traps from experienced Hawaii bankruptcy counsel to survive these challenging times
- Employment law issues including layoffs, work-from-home, COBRA, Coronavirus discrimination, etc.
- Retirement plan loans, hardship distributions, etc.

Thank you to our distinguished panelists:

Chuck Choi, Esq.
Roger Fonseca, Esq.
Ron Heller, Attorney/CPA
Cheryl Itagaki, Esq.

Kurt Kawafuchi, Attorney/CPA
Chris Mashiba, Attorney/CPA
Tom Yamachika, Esq.
Chris Yeh, Esq.

Need Cash in a Pinch?

Understand the Pros and Cons of your Options.

The COVID-19 pandemic is first and foremost a public health crisis, and people's safety and wellbeing should be their primary concern.

However, as the strain from COVID-19 is felt on the American economy, an increasing number of workers are feeling a financial squeeze and it appears as if the long-term effect could be a personal finance crisis as well. If you find yourself struggling to come up with cash to pay for everyday items, it can be easy to make money moves to help you today that you end up regretting down the road.

For those who have found themselves in a financial pinch where they need money ASAP, the AICPA National CPA Financial Literacy Commission and Consumer Financial Education Advocates have outlined some available options, along with their pros and cons. The situation is fluid, so continue to check for Federal, State and Local as well as community options for financial relief during these difficult times.

1. Retirement account withdrawal:

Avoid withdrawing funds from your retirement plan unless it is absolutely a last resort. If you're seeking funds from your 401(k) or 403(b) at your current job, check to see if you qualify for a "hardship withdrawal," which is defined as an immediate and heavy financial need, and the distribution must be necessary to satisfy the financial need.

Generally, a distribution will be deemed to be for an immediate and heavy financial need if it is used for: medical expenses, costs to purchase a principal residence, payment of tuition, payments necessary to prevent eviction or foreclosure, burial/funeral expenses or repairs to a home as a result of a casualty. Not all plans permit these withdrawals, so you need to check with your company for their specific rules.

Keep in mind that even if laws are implemented relaxing the rules for these types of withdrawals due to the Coronavirus, it's up to your employer's discretion whether to enact it at your company.

If your funds are in an IRA the hardship rules do not apply, but the early withdrawal penalties and tax consequences still exist.

Pros:

- Ability to use your own money to cover a financial hardship
- No credit check
- If withdrawing contributions from your Roth IRA (not the growth), there are no taxes or penalties.

Cons:

- Subject to ordinary income taxes unless you're withdrawing Roth contributions. If you are under the age of 59 1/2, you may also be required to pay a 10% penalty in addition to the income taxes.
- The amount withdrawn cannot be repaid to the plan.
- Could compromise your retirement.
- If withdrawing from your 401(k) or 403(b), you must demonstrate your need and can only withdraw that amount (for example, a medical bill).

2. Retirement account loan:

Most companies require you to take a loan from your account before you are allowed to apply for a hardship withdrawal. Depending on your plan, you can sometimes get a check in hand within a day or two or a direct deposit the next day if you've already set that up. At least you will be borrowing from and paying interest to yourself.

Pros:

- Pay yourself back
- No credit check
- Relatively low interest rate

Cons:

- Need to have enough in your account to borrow (you're typically limited to 50% of your balance up to \$50,000 and most loans have a \$1,000 minimum, so you must have at least \$2,000 in your account to qualify)
- May have to pay back lump sum if you lose your job or quit, or risk possible tax issues
- Could compromise your retirement
- There are usually administrative fees when you enact the loan and there could be ongoing maintenance fees for outstanding loans.
- Most companies limit the number of

outstanding loans you can have at a time.

- Not dischargeable in bankruptcy, so it's generally advised not to borrow from your retirement if you could be heading that way anyway.

3. Borrow from family or friends:

You have to be careful not to take advantage of people but asking around in your inner circle could be the relief you need. It's definitely a good idea to put any agreements in writing to ensure that you're all on the same page about payback terms, if any. Crowd sourcing for help is also more socially acceptable these days, especially if you're asking for common items like food rather than just cash.

Pros:

- No credit check
- Lower or no interest
- Possible flexibility with re-payment, if even necessary

Cons:

- Could put important relationships at risk — be careful about any spending on items that are not necessities if you haven't yet paid the money back to avoid possible resentment.

4. Free up cash flow

When every dollar counts, it's essential evaluate your spending habits and all your monthly bills. What could you reduce or get rid of? Look at all bills being charged to your bank account or credit card and see which ones you can eliminate or scale back.

Don't hesitate to call all your credit and loan providers and ask for hardship provisions. You don't have to enact them, but you have to call if you want any flexibility in working out a payment plan and many providers are easing requirements to allow customers flexibility. Consider putting your federal student loans in forbearance and using the money to pay other essential bills.

Pros:

- Frees up money immediately

Cons:

- Payments may be suspended temporarily

which means you will owe the money at a later date.

- You must take action to qualify for late payments or payment holidays.
- Long wait times on phone lines

5. Check with your community:

Many religious and other communities maintain funds to help out those in need, so check there as well to see if you qualify for assistance. Your workplace may also have a program to help out employees in need, so be sure to ask HR.

Pros:

- Typically, no payback required
- Often comes with emotional support as well

Cons:

- Application process could be in-depth and feel intrusive.
- There may be restrictions that require funds be paid directly to providers like car mechanics, landlords, medical facility, etc.

6. Sell things you own:

Whether it's something valuable around your house or stock you've accumulated in your stock purchase plan at work (or any stocks or mutual funds you hold outside of a retirement account), this is definitely a place to look for quick cash.

Pros:

- Nothing to pay back
- Can help with de-cluttering
- Could be the least painful option

Cons:

- May have to sell item for less than it's actually worth, especially stocks during a down market
- Might be something you wanted to keep
- Capital gains taxes if you sell for more than you paid

7. Get a side gig:

Grocery stores and delivery companies are adding tens of thousands of temporary jobs due to increased demand, as are distribution warehouses and call centers for essential businesses. Look into becoming a shopper for a grocery delivery service or a stock person for your local grocery store - think of the places that are still open and hiring and look

for a temporary job while you are home. Be creative and ask around in your community as well.

Pros:

- You don't have to give up anything but your time.
- The more you work, the more you make.

Cons:

- It may take a while to accumulate the amount of cash you need right now.
- Time is limited — if you have kids who need care while you're working, it may not be worth it.

8. Credit card cash advance:

Not the best option, but worth exploring if you're desperate. Ideally, you'd only use this if you had a card with a low or 0% promo rate.

Pros:

- No credit check, assuming the card is already open
- Can often write a check

Cons:

- Super high fees and often high interest
- Could have a negative effect on your credit score if you're maxing out

9. Payday loan:

This may be the least attractive option out there due to the high risk of getting caught in a never-ending cycle of borrowing against future pay, along with high fees and interest.

Pros:

- Usually instant and you have cash in hand

Cons:

- High fees and interest rates bordering on criminal
- Can quickly snowball out of control
- Little to no flexibility with payback
- One of the main reasons people end up in bankruptcy

10. If you've lost your job - apply for unemployment benefits.

Do this immediately, since it may take a while before you start receiving benefits depending on your state. The Department of Labor's site offers links to unemployment agencies in each state, where you can learn more about the application process.

Keep in mind that you can't receive unemployment benefits if you quit or were fired due to a performance or other problem. Your unemployment benefits usually last 26 weeks in most states but check out your state laws to see if it's possible to get an extension.

Many states are extending eligibility for those who have been temporarily laid off due to their employer being temporarily closed or if you are unable to work due to exposure to COVID-19, but you do have to apply and most eligibility requirements are still in place (for example, you can't have quit because you were worried about getting infected).

Note that due to the closure of public schools, many states are considering leaving a job to care for your child(ren) to be unemployment through no fault of your own, so check your state's rules before you rule this out.

Pros:

- Nothing to pay back
- Temporary relief may be available even if you plan to return to your same job
- Available to parents who had to stop working in order to care for children in many cases

Cons:

- It can take more than a week to receive your first payment
- Higher volumes may potentially cause delays
- Unemployment is generally taxable, so if you don't withhold correctly, you'll owe the IRS next year.

It can be very stressful to weigh your short-term cash needs against your financial future. However, understanding the implications of the decisions you make will better position you to get back on your feet.

In these unprecedented times, one of the primary concerns of governments and citizens is enabling people to continue paying their bills, so as you look at your options, try to stick to those that will have the shortest recovery period as many providers and financial companies are doing what they can to allow you temporary relief in order to minimize the long-term fall-out of our attempts to flatten the curve.

Provided by AICPA Financial Literacy experts



TAX FOUNDATION OF HAWAII

Hawaii's Watchdog on Taxes & Government

By Tom Yamachika

Lead. Grant relief. Don't take more. Please.



We are in trying times now, folks. Much of the state is closed. The Capitol and many government offices, including the Department of Taxation, are locked down. People are working remotely when they can, and we are too.

In the middle of all of this, our Governor is telling people not to come to Hawaii. That may be certainly justifiable from a public health perspective. It does, however, have severe economic effects for us. According to a recent article from the Pew Charitable Trusts, the state most reliant on tourism is Nevada, where 16% of its economy (based on 2018 numbers) depends on it. We are next with 10%. Other states that ranked high were Vermont, Florida and Tennessee, all at about 6%. Currently, we are projecting a \$300 million decline in tax collections and a loss of 6,000 jobs in the service industry. This may reverse in six to nine months or so, according to the Pew article, because once the crisis passes people will want to travel again, away from the homes they have been cooped up in.

The Federal government, including the IRS, is helping out with a just-passed law that makes sure that workers in general can get paid leave for child care and sick leave for themselves, and gives medium to small businesses a tax credit to help them pay for these benefits.

What can we expect out of State government?

So far, the response from the Department of Taxation is that all tax deadlines are being maintained. No change. Perhaps it's disappointing, but it's realistic in that the federal government can print money while state governments can't.

The economy is hitting the skids and tax revenue is screeching to a halt as well, which may put us into a disastrous spiral. Government continues to trundle along, and the workers that are keeping it moving need to be paid. But the money to do it in the short term is not going to be coming from tax collections. So, what can we expect?

First, we can expect government to scrutinize favored industries about dialing back tax and other benefits that were previously granted. Legislators already have started to do this.

Second, we may see renewed vigor in what used to be semi-earnest attempts to raise taxes and fees. Several revenue-raising bills used to advance in the legislature, presumably to keep the bill supporters happy, and then would die at the last minute in conference committee. This time, the outcome may be different.

Third, we may see attempts to appease the general public by advancing relief bills. Maybe we will see proposals to lessen the waiting time for getting

unemployment insurance benefits, or to extend tax filing or payment deadlines, or provide additional benefits to employers whose workers couldn't come in to work. Those might advance in the legislature when the legislature resumes, and then die at the last minute. "Oh, we don't have the money to provide such benefits," they may say, with justification.

Our take on the problem is this. Raising taxes and fees will put a damper on the economy at a time when we should be doing everything in our power to support it. As the American Legislative Exchange Council put it in 2018, "Data clearly shows that low tax burdens enhance a state's chances of performing well economically. On the other hand, a high tax burden reduces a state's chances of performing well. Of course, other policy variables impact economic performance, but tax burden is most consequential." We urge lawmakers to resist the urge to follow the somewhat cynical predictions made above. Lead. Grant relief. Don't take more. Please.

Tom Yamachika is President of the Tax Foundation of Hawaii - the 'watchdog' that keeps an eye on Hawaii's taxes. Tom is also the owner of Aloha State Tax, a small law firm with emphasis on State taxes. Prior to going solo and the TFH, Tom was a principal with Accuity LLP where he managed the tax consulting practice, including quality and risk management and practice development.

Filing and Payment Deadlines Questions and Answers

In Notice 2020-18 (PDF), the Treasury Department and the Internal Revenue Service (IRS) announced special Federal income tax return filing and payment relief in response to the ongoing Coronavirus Disease 2019 (COVID-19) emergency. Below are answers to frequently asked questions related to the relief provided in the Notice. These questions and answers will be updated periodically and are designed to be a flexible tool to communicate information to taxpayers and tax professionals in this changing environment. The answers to these questions provide responses to general inquiries and are not citable as legal authority. Accordingly, the Treasury Department and the IRS are continuing to consider additional IRB guidance on these issues addressed in these FAQs.

Eligibility

Use tab to go to the next focusable element

Q1. *Who is eligible for relief under the Notice?*

A1. Any person with a Federal income tax return or payment due on April 15, 2020, is eligible for relief under the Notice. “Person” includes any type of taxpayer, such as an individual, a trust, an estate, a corporation, or any type of unincorporated business entity. The payment due refers to both 2019 Federal income tax payments (including payments of tax on self-employment income) and 2020 estimated Federal income tax payments (including payments of tax on self-employment income), regardless of the amount owed. The return or payment must be due on April 15, 2020 – this relief does not apply to Federal income tax returns and payments due on any other date.

Q2. *Do I have to actually be sick, or quarantined, or have any other impact from COVID-19 to qualify for payment relief?*

A2. No, you do not have to be sick, or quarantined, or have any other impact from

COVID-19 to qualify for relief. You only need to have a Federal income tax return or payment due on April 15, 2020, as described above.

Q3. *What are the form numbers of the specific Federal income tax returns whose filing deadlines have been postponed, from April 15 to July 15, under the Notice?*

A3. The Notice postpones the filing and payment of Federal income taxes reported on the following forms:

- Form 1040, 1040-SR, 1040-NR, 1040-NR-EZ, 1040-PR, 1040-SS
- Form 1041, 1041-N, 1041-QFT
- Form 1120, 1120-C, 1120-E, 1120-FSC, 1120-H, 1120-L, 1120-ND, 1120-PC, 1120-POL, 1120-REIT, 1120-RIC, 1120-SF
- Form 8960
- Form 8991

With respect to Form 990-T, if that Form is due to be filed on April 15, then it has been postponed to July 15 under the Notice. For taxpayers whose Form 990-T is due on May 15, that due date has not been postponed under the Notice.

With respect to returns due on March 16, 2020, which include Form 1065, Form 1065-B, Form 1066, and Form 1120-S for calendar year taxpayers, the filing of those returns has not been postponed.

Q4. *I am a fiscal year filer. My Federal income tax return for fiscal year 2019 is due on April 15, 2020. Am I an “Affected Taxpayer” eligible for relief under the Notice?*

A4. Yes, the relief provided in the Notice applies to Federal income tax returns and payments in respect of an Affected Taxpayer’s 2019 taxable year, and postpones those 2019 return filings and payments due on April 15, 2020 until July 15, 2020. If your Federal income tax return for your fiscal year ending during 2019 is due on April 15,

2020, whether that is the original due date or the due date on extension, your due date is postponed to July 15, 2020.

Q5. *What about businesses or other entities that have filing due dates on May 15, June 15, or some other date besides April 15. Have their filing and payment deadlines been postponed?*

A5. No, any taxpayers who have filing or payment due dates other than April 15 have not been granted relief at this time.

Q6. *Does the relief provided in the Notice apply to payroll or excise taxes?*

A6. No, under the Notice, normal filing, payment, and deposit due dates continue to apply to both payroll and excise taxes.

Q7. *Does the relief provided in the Notice apply to estate and gift taxes?*

A7. No, normal filing and payment due dates continue to apply to estate and gift taxes.

Q8. *Does the relief provided in the Notice apply to section 965(h) installment payments due on April 15, 2020?*

A8. Yes, the relief applies to section 965 installment payments due on April 15, 2020. Although the section 965(h) installment payment is generally made in respect of a taxpayer’s 2017 or 2018 tax year, under section 965(h)(2), the due date of the installment payment associated with a 2019 tax return is the due date of the taxpayer’s 2019 Federal income tax return. For any taxpayer whose Federal income tax return filing due date has been postponed from April 15 to July 15, 2020, the due date of that taxpayer’s section 965 installment payment has also been postponed to July 15, 2020.

Q9. *Does the relief provided in the Notice apply to estimated payments for a corporation required to make payments under section 59A (Basis Erosion and Anti-Abuse Tax, or BEAT)?*

Continued on page 12

A9. Yes, for any taxpayer whose Federal income tax return filing deadline has been postponed from April 15 to July 15, 2020, the due date for Form 991 and the BEAT payment has been postponed to July 15, 2020.

Q10. Does the relief provided in the Notice apply to the filing of information returns?

A10. No, the relief only applies to the filing of Federal income tax returns due on April 15, 2020.

Filing and paying your 2019 Federal income taxes and your first quarter 2020 Federal estimated income taxes

Q11. I haven't filed my 2019 income tax return that would have been due on April 15 yet, but I expect to file it by July 15. What do I need to do?

A11. Nothing, except file and pay any tax due with your return by July 15. You don't need to file any additional forms or call the IRS to qualify for this automatic Federal tax filing and payment relief. If you expect a refund, you are encouraged to file your return as soon as you can so that you can receive your refund. Filing electronically with direct deposit is the quickest way to get refunds. If you need more time beyond July 15 to file your return, request an automatic extension of time to file as described next.

Q12. What if I am unable to file my 2019 income tax return that would have been due on April 15 by July 15, 2020?

A12. If you are an individual, you can request an automatic extension to file your Federal income tax return if you can't file by the July 15 deadline. The easiest and fastest way to request a filing extension is to electronically file Form 4868 through your tax professional, tax software, or using the Free File link on IRS.gov. Businesses, including trusts, must file Form 7004. You must request the automatic extension by July 15, 2020. If you properly estimate your 2019 tax liability using the information available to you and file an extension form by July 15, 2020, your tax return will be due on October 15, 2020. To avoid interest and penalties when filing your tax return

after July 15, 2020, pay the tax you estimate as due with your extension request.

Q13. I already filed my 2019 income tax return that would have been due on April 15 and I owe taxes, but I haven't paid yet. What do I need to do to avoid interest and penalties?

A13. To avoid interest and penalties, pay your taxes in full by July 15, 2020. If you filed Form 1040 or Form 1040-SR, the tax payment amount can be found on line 23. If you filed Form 1040-NR, the tax payment amount can be found on line 75. For a corporation filing a Form 1120, the tax payment amount can be found on line 35. Interest and penalties will begin to be charged after July 15 for any amount remaining unpaid by that date.

Q14. I already filed my 2019 income tax return that would have been due on April 15 and scheduled a payment of taxes for April 15, 2020. Will this payment be automatically rescheduled to July 15, 2020?

A14. No, the payment will not be automatically rescheduled to July 15. If you do nothing, the payment will be made on the date you chose. Here is information on how to cancel and reschedule your payment:

If you scheduled a payment through IRS Direct Pay, you can use your confirmation number from the payment to access the Look Up a Payment feature. You can modify or cancel a scheduled payment until two business days before the payment date. The email notification you received when you scheduled the payment will contain the confirmation number.

If you scheduled a payment through Electronic Federal Tax Payment System (EFTPS), click on Payments from the EFTPS home page, login, then click Cancel a Tax Payment from the left menu and follow the instructions. You must do so at least two business days before the scheduled payment date.

If you scheduled a payment as part of filing your tax return (authorizing an electronic funds withdrawal), you may revoke (cancel) your payment by contacting the U.S. Treasury Financial Agent at 888-353-4537. You must call to make a payment cancellation request no later than 11:59 p.m. ET

two business days prior to the scheduled payment date.

If you scheduled a payment by credit card or debit card, contact the card processor to cancel the card payment

Q15. Does this relief apply to state tax liabilities?

A15. No, this relief applies only to Federal income tax payments. State filing and payment deadlines vary and are not always the same as the Federal filing and payment deadline. We urge you to check with your state tax agencies for those details. More information is available at <https://www.taxadmin.org/state-tax-agencies>.

Q16. The Notice postpones the deadline for first quarter 2020 estimated income tax payments due on April 15, 2020. What about second quarter estimated tax payments due on June 15? Have they been postponed as well?

A16. No, second quarter 2020 estimated income tax payments are still due on June 15, 2020. First quarter 2020 estimated income tax payments are postponed from April 15 to July 15, 2020.

Individual Retirement Accounts (IRAs) and workplace-based retirement plans

Q17. Does this relief provide me more time to contribute money to my IRA for 2019?

A17. Yes. Contributions can be made to your IRA, for a particular year, at any time during the year or by the due date for filing your return for that year. Because the due date for filing Federal income tax returns has been postponed to July 15, the deadline for making contributions to your IRA for 2019 is also extended to July 15, 2020. For more details on IRA contributions, see Publication 590-A, Contributions to Individual Retirement Arrangements (IRAs).

Q18. If I owe the 10% additional tax on amounts includible in gross income from a distribution that I took from my IRA or workplace-based retirement plan in 2019, is the due date for paying that

additional tax also extended to July 15, 2020 on account of this relief?

A18. Yes, because the 10% additional tax is calculated, reported, and paid at the same time as the income tax owed on the amounts includible in gross income on the distribution, the reporting and payment of the 10% additional tax also has been extended to July 15, 2020 as a result of this relief.

Q19. *I made excess elective deferrals to my workplace-based retirement plan in 2019. Do I have to take those excess deferrals (and income) out of the retirement plan no later than April 15, 2020, in order to exclude the distributions from income?*

A19. Yes, because that date is not also extended as a result of this relief.

Q20. *For employers with a federal income tax return due date of April 15, 2020, is the end of the grace period under section 404(a) (6) to make contributions to their qualified retirement plans on account of 2019 also July 15, 2020 as a result of this relief?*

A20. Yes, because these employers are Affected Taxpayers under Notice 2020-18 for whom the due date for filing Federal income tax returns and making Federal income tax payments that would be due April 15, 2020, is now July 15, 2020, the end

of the grace period for these employers is also July 15, 2020 under this relief. So, for example, if an employer is a corporation with an April 15, 2020 due date for filing the Form 1120, then the grace period under section 404(a) (6) for the employer to make contributions to its workplace-based retirement plan that are treated as made on account of 2019 ends on July 15, 2020. Health Savings Accounts (HSAs) and Archer Medical Savings Accounts (MSAs)

Q21. *Does this relief provide me more time to contribute money to my HSA or Archer MSA for 2019?*

A21. Yes. Contributions may be made to your HSA or Archer MSA, for a particular year, at any time during the year or by the due date for filing your return for that year. Because the due date for filing Federal income tax returns is now July 15, 2020, under this relief, you may make contributions to your HSA or Archer MSA for 2019 at any time up to July 15, 2020. For more details on HSA or Archer MSA contributions, see Publication 969, Health Savings Accounts and other Tax-Favored Health Plans.

Other questions

Q22. *I want to file a claim for a refund for 2016, which must be filed by April 15,*

2020 to be timely. Does this relief give me more time to claim my 2016 refund?

A22. No, the relief provided for filing Federal income tax returns applies only to Federal income tax returns for the 2019 taxable year. The Notice does not extend relief to any filings or payments for taxable year 2016.

Q23. *Does this relief postpone the time for filing Form 4466, Corporation Application for Quick Refund of Overpayment of Estimated Tax?*

A23. No, the time for filing Form 4466 is not postponed. However, you may request your refund by filing your income tax return.

Q24. *I failed to make the required installments of estimated tax in the required amounts during 2019 for my 2019 taxable year. Does this relief apply to an estimated tax penalty for 2019?*

A24. No, the relief does not change the estimated tax requirements or estimated tax penalty for 2019. Relief from the penalty may be available under the normal rules. See Form 2210 (for individuals) or Form 2220 (for corporations) and the instructions for either form for details.

<https://www.irs.gov/newsroom/filing-and-payment-deadlines-questions-and-answers>



ANAHA

Penthouse #3605
\$2,250,000
■ 2 BD / 2 BA - 1,354 sf

Enjoy breathtaking sunsets over the ocean and lush mountain views from this spacious corner PENTHOUSE unit with 10-foot ceiling. The hardwood flooring, quartz countertops, European cabinetry, and complete suite of Miele appliances further enhance the luxurious feel of this unit.



AE`O

#3700 \$2,450,000
■ 3 BD / 3 BA - 1,331 sf
■ Ocean, mountain, beach park, marina & sunset views



AE`O

Penthouse #3905 \$935,000
■ 1 BD / 1 BA - 704 sf
■ Ocean, mountain, city & sunset views

We specialize in Ward Village and luxury condo sales and have sold \$600 million in the past 13 years.
Please call May or Jack : **808 532 3330**



John "Jack" Tyrrell
President
Principal Broker, CRS, CRB
CPA (not in public practice) E: Jack@jtchawaii.com
Lic. # RB-19880 C: 808.306.6933
www.jtchawaii.com Ala Moana Hotel - Lobby, 410 Atkinson Drive, Suite 1F6 Honolulu, HI 96814



JACK TYRRELL & COMPANY
A Real Estate Brokerage Corporation

IRS unveils new People First Initiative; COVID-19 effort temporarily adjusts, suspends key compliance programs

To help people facing the challenges of COVID-19 issues, the Internal Revenue Service announced today a sweeping series of steps to assist taxpayers by providing relief on a variety of issues ranging from easing payment guidelines to postponing compliance actions.

“The IRS is taking extraordinary steps to help the people of our country,” said IRS Commissioner Chuck Rettig. “In addition to extending tax deadlines and working on new legislation, the IRS is pursuing unprecedented actions to ease the burden on people facing tax issues. During this difficult time, we want people working together, focused on their well-being, helping each other and others less fortunate.”

“The new IRS People First Initiative provides immediate relief to help people facing uncertainty over taxes,” Rettig added. “We are temporarily adjusting our processes to help people and businesses during these uncertain times. We are facing this together, and we want to be part of the solution to improve the lives of all people in our country.”

These new changes include issues ranging from postponing certain payments related to Installment Agreements and Offers in Compromise to collection and limiting certain enforcement actions. The IRS will be temporarily modifying the following activities as soon as possible; the projected start date will be April 1 and the effort will initially run through July 15. During this period, to the maximum extent possible, the IRS will avoid in-person contacts. However, the IRS will continue to take steps where necessary to protect all applicable statutes of limitations.

“IRS employees care about our people and our country, and they have a strong desire to help improve this situation,” Rettig said.

“These new actions reflect just one of many ways our employees are working hard every day to assist the nation. We care, a lot. IRS employees are actively engaged, and they have always delivered for their communities and our country. The People First Initiative is designed to help people take care of themselves and is a key part of our ongoing response to the coronavirus effort.”

More specifics about the implementation of these provisions will be shared soon. Highlights of the key actions in the IRS People First Initiative include:

Existing Installment Agreements

For taxpayers under an existing Installment Agreement, payments due between April 1 and July 15, 2020 are suspended. Taxpayers who are currently unable to comply with the terms of an Installment Payment Agreement, including a Direct Deposit Installment Agreement, may suspend payments during this period if they prefer. Furthermore, the IRS will not default any Installment Agreements during this period. By law, interest will continue to accrue on any unpaid balances.

New Installment Agreements –

The IRS reminds people unable to fully pay their federal taxes that they can resolve outstanding liabilities by entering into a monthly payment agreement with the IRS. See IRS.gov for further information.

Offers in Compromise (OIC) – The IRS is taking several steps to assist taxpayers in various stages of the OIC process:

- **Pending OIC applications –** The IRS will allow taxpayers until July 15 to provide requested additional information to support a pending OIC. In addition, the IRS will not close any pending OIC request before July 15,

2020, without the taxpayer's consent.

- **OIC Payments –** Taxpayers have the option of suspending all payments on accepted OICs until July 15, 2020, although by law interest will continue to accrue on any unpaid balances.
- **Delinquent Return Filings –** The IRS will not default an OIC for those taxpayers who are delinquent in filing their tax return for tax year 2018. However, taxpayers should file any delinquent 2018 return (and their 2019 return) on or before July 15, 2020.
- **New OIC Applications –** The IRS reminds people facing a liability exceeding their net worth that the OIC process is designed to resolve outstanding tax liabilities by providing a “Fresh Start.” Further information is available at IRS.gov

Non-Filers – The IRS reminds people who have not filed their return for tax years before 2019 that they should file their delinquent returns. More than 1 million households that haven't filed tax returns during the last three years are actually owed refunds; they still have time to claim these refunds. Many should consider contacting a tax professional to consider various available options since the time to receive such refunds is limited by statute. Once delinquent returns have been filed, taxpayers with a tax liability should consider taking the opportunity to resolve any outstanding liabilities by entering into an Installment Agreement or an Offer in Compromise with the IRS to obtain a “Fresh Start.” See IRS.gov for further information.

Field Collection Activities – Liens and levies (including any seizures of a personal residence) initiated by field revenue

officers will be suspended during this period. However, field revenue officers will continue to pursue high-income non-filers and perform other similar activities where warranted.

Automated Liens and Levies

New automatic, systemic liens and levies will be suspended during this period.

Passport Certifications to the State Department

– IRS will suspend new certifications to the Department of State for taxpayers who are “seriously delinquent” during this period. These taxpayers are encouraged to submit a request for an Installment Agreement or, if applicable, an OIC during this period. Certification prevents taxpayers from receiving or renewing passports.

Private Debt Collection

– New delinquent accounts will not be forwarded by the IRS to private collection agencies to work during this period.

Field, Office and Correspondence Audits

– During this period, the IRS will generally not start new field, office and correspondence examinations. We will continue to work refund claims where possible, without in-person contact. However, the IRS may start new examinations where deemed necessary to protect the government’s interest in preserving the applicable statute of limitations.

- **In-Person Meetings** - In-person meetings regarding current field, office and correspondence examinations will be suspended. Even though IRS examiners will not hold in-person meetings, they will continue their examinations remotely, where possible. To facilitate the progress of open examinations, taxpayers are encouraged to respond to any requests for

information they already have received - or may receive - on all examination activity during this period if they are able to do so.

- **Unique Situations** - Particularly for some corporate and business taxpayers, the IRS understands that there may be instances where the taxpayers desire to begin an examination while people and records are available and respective staffs have capacity. In those instances when it’s in the best interest of both parties and appropriate personnel are available, the IRS may initiate activities to move forward with an examination -- understanding that COVID-19 developments could later reduce activities for an agreed period.
- **General Requests for Information** - In addition to compliance activities and examinations, the IRS encourages taxpayers to respond to any other IRS correspondence requesting additional information during this time if possible.

Earned Income Tax Credit and Wage Verification Reviews

– Taxpayers have until July 15, 2020, to respond to the IRS to verify that they qualify for the Earned Income Tax Credit or to verify their income. These taxpayers are encouraged to exercise their best efforts to obtain and submit all requested information, and if unable to do so, please reach out to the IRS indicating the reason such information is not available. Until July 15, 2020, the IRS will not deny these credits for a failure to provide requested information.

Independent Office of Appeals

– Appeals employees will continue to work

their cases. Although Appeals is not currently holding in-person conferences with taxpayers, conferences may be held over the telephone or by videoconference. Taxpayers are encouraged to promptly respond to any outstanding requests for information for all cases in the Independent Office of Appeals.

Statute of Limitations - The IRS will continue to take steps where necessary to protect all applicable statutes of limitations. In instances where statute expirations might be jeopardized during this period, taxpayers are encouraged to cooperate in extending such statutes. Otherwise, the IRS will issue Notices of Deficiency and pursue other similar actions to protect the interests of the government in preserving such statutes. Where a statutory period is not set to expire during 2020, the IRS is unlikely to pursue the foregoing actions until at least July 15, 2020.

Practitioner Priority Service

– Practitioners are reminded that, depending on staffing levels and allocations going forward, there may be more significant wait times for the PPS. The IRS will continue to monitor this as situations develop.

“The IRS will continue to review and, where appropriate, modify or expand the People First Initiative as we continue reviewing our programs and receive feedback from others,” Rettig said. “We are committed to helping people get through this period, and our employees will remain focused on these and other helpful efforts in the days and weeks ahead. I ask for your personal support, your understanding – and your patience – as we navigate our way forward together. Stay safe and take care of your families, friends and others.”



Norman's Book Review

"Life Lessons"

by Elisabeth Kubler-Ross and David Kessler

We are living in unprecedented times with the COVID-19 pandemic paralyzing the world and affecting the lives of millions of people. Many people are working tirelessly to help "flatten the curve" and get us through this pandemic, while others are left jobless and stuck at home. After much reflection, I decided to go back to the over 170 book reviews I have done the past 18 years and see which books could help us get through these extremely difficult and frustrating times.

"*Life Lessons*" is a timeless book which gives us perspective on what is important in our lives, and allows us to reflect on how we are living our lives and how we may want to change what we do. COVID-19 is giving us much more idle time in our homes than ever before. It is an opportunity to reassess our lives and maybe make bold changes to have a happier life once COVID-19 passes.

"*Life Lessons*" was first published in 2000, and reprinted in 2014 with a new introduction and updated resources section. Elisabeth Kubler-Ross passed away in 2004. The following is my book review from KALA November 2011. It is appropriate now as it was in 2000 when it was first printed. Enjoy!

Remember reading case studies to help us learn accounting principles and to expose us to real world situations? Imagine if we could have real life case studies to help us in our personal lives,

and to help us answer this question, "*Is this really how I want to live my life?*" This book provides these examples and will help you answer that thought-provoking question.

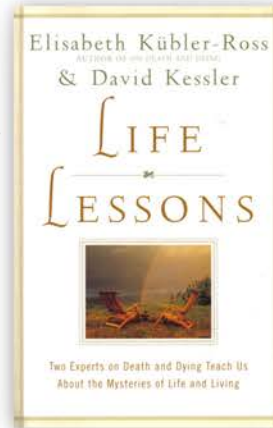
The authors have helped thousands of grieving and dying people over the years, and what they noticed was certain lessons kept coming up over and over again. To help us live our lives to the fullest, after all we just have one shot at it, the book contains 14 life lessons we need to be aware of and learn from. They are the lessons of *Authenticity, Love, Relationships, Loss, Power, Guilt, Time, Fear, Anger, Play, Patience, Surrender, Forgiveness and Happiness*.

The following are the lessons, in the authors' own words, which I think are most helpful to all of us.

The Lesson of Power

At thousands of deathbeds, people express their regrets. Many say, "I never followed my dream," "I never did what I truly wanted to do," and "I was a slave to money." No one says, "I wish I had stayed at the office longer" or "I would have been so much happier with another \$10,000."

We give our power away when we become concerned with other people's opinion. To recapture this power, remember that this is *your* life. What matters is what *you* think. You don't have the power to make them happy, but you do have the



power to make yourself happy. You can't control what *they* think. Let it go. Take back your power. Form your opinion of yourself.

The dying can no longer play the game of more because for them, there may be no tomorrow. They discover that there is power in today, and there is enough in today. If fact if we allow it to, a bad day can turn into a good day, an unhappy relationship can recover, and many other "wrongs" will turn out right.

A grateful person is a powerful person, for gratitude generates power. All abundance is based on being grateful for what we have.

The Lesson of Time

For many, the dreams of youth become the regrets of the old, not because life is over but because it was *unlived*. To age gracefully is to experience fully each day and season. When we have truly lived our lives, we don't want to live them again. It's the life that was not lived that we regret.

In looking at the lives and deaths of others we often say that people died before their time. We feel their lives were incomplete, but there are only two requirements for a complete life: birth and death. As hard as it may be to accept, the reality is that we don't die before our time. When we die, it is our time.

The Lesson of Play

Why is "play" a lesson? The answer

can be found in deathbed regrets. The number one regret people have when they look back on their lives is “I wish I had not taken life so seriously.”

In all the authors’ years of counseling patients at the edge of life, they have never had one person look at them and say, “If only I could have worked an extra day a week” or “If only there were nine work hours a day instead of eight, I would have had a happier life.” They discover if their work achievements weren’t balanced by high points in their personal life, their work feels empty. They often realize they worked hard, but they didn’t really live.

Playing keeps us young at heart, puts passion in our work, and helps our relationships thrive. It rejuvenates us. To play is to live life to its fullest.

Playing is our inner joy, outwardly expressed. It can be laughing, singing, dancing, swimming, hiking, cooking, running, playing a game, or anything else we have fun doing.

Even as our bodies grow older, we can stay young at heart. We can’t help growing old on the outside, but if we keep playing, we’ll stay young inside. Play now or pay later.

The Lesson of Surrender

Surrendering into life as it is can be the quickest and most powerful way to get the lesson out of any situation. You can’t change your bad childhood, but you can have a good life. You can’t make someone love you, but you can stop wasting your time and energy on him or her. You can’t wave a magic wand and make your cancer disappear, but that doesn’t mean life is over.

Letting things be instead of constantly struggling to make them happen is a wonderful gift we can give ourselves. If we look back on life, we will see that some of our best moments and greatest opportunities did not come out of the struggle to set things right. They seem like lucky coincidences, as if they occurred because we were in the right places at the right times. That is how surrender works, and that is how life works: subtly.

The Lesson of Happiness

Happy people are the least self-absorbed and self-centered among us. They often volunteer their time and provide service to others, they are often kinder, more loving, forgiving, and caring than their unhappy counterparts. Being unhappy leads to selfish behavior, while happiness expands our capacity to give.

Happiness depends not on what happens, but on how we handle what happens. Our happiness is determined by how we interpret, perceive, and integrate what happens into our state of mind.

Everyone is capable of finding happiness. All he or she has to do is look for it in the right places.

Final Lesson

Dealing with death is at the very essence of life. Since we can’t experiment with death or experience it ahead of time, the authors turned to the dying to be our teachers.

People make enormous changes at the very end of their lives because they realize life doesn’t end with the diagnosis of a life-challenging illness; in fact that’s when it truly begins. Why? Because when you acknowledge the reality of your death, you also have to acknowledge the reality of your life. You realize that you are still alive, that you have to live your life now, and that you only have this life now. The primary lesson the dying teaches us is to **LIVE EVERY DAY TO ITS FULLEST.**

You don’t get another life like this one. You will never again experience the world as in this life, in this set of circumstances in quite this way, with these parents, children, and families. You will never have quite this set of friends again. You will never experience the earth with all its wonders in this time again. Don’t wait for one last look at the ocean, the sky, the stars, or a loved one. Go look now.

Hawaii Practices For Sale

Gross revenues shown: Hilo Tax & Accounting \$34K - tax work (85%) accounting services (15%), quality clients, solid fee structure. For more information, please call 1-800-397-0249 or to see listing details and register for free email updates visit www.APS.net.

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@APS.net.





CPA FIRM



MICROCOMPUTER TECHNOLOGY

By Joy Takaesu of The CPA Collective



Microsoft has launched a new Office app for Android and iOS. The Microsoft Office mobile app combines Excel, PowerPoint, and Word into a single app. The Office app is free, but some customizations and features are restricted to those with paid Office 365 licenses, such as editing the page orientation and layout in Word. Microsoft still plans to develop its individual Excel, Word, and PowerPoint apps as well, but the new Office app requires less space than downloading the other apps separately, and it has comparable functionality. The Office app includes Microsoft's Lens technology, so you can use the app to take a photo of a typed document, and convert it into editable text in a Word file within the same app. This also works with images or screenshots of typed text. If you take a photo of a handwritten document or whiteboard, you can crop and edit the image, add annotations, and convert it into a PDF.



Microsoft warns that starting October 13, 2020, it will require Modern Authentication for Office 365 services, including Exchange Online. After that date, Basic Authentication will only be available for SMTP (for sending email), since many devices and appliances still rely on SMTP. Modern Authentication supports multi-factor authentication, conditional access, and other security features, but support for POP and IMAP is still in development. Older versions of Outlook for Windows (2010 and older) and Mac (2011 and older) will not support Modern Authentication. Office 2013 supports Modern Authentication, but requires a registry key change. For mobile email, Microsoft

recommends using the Outlook for iOS or Android instead of the native mail apps. If you created your Office 365 tenant prior to August 2017, you may need to manually enable Modern Authentication.

The SANS Institute has released a security guide for those who are working from home. Some recommended best practices are to ensure that home systems are kept up-to-date (including any device that connects to the network, such as baby monitors, game consoles, TVs, appliances, & vehicles), and making sure that the default admin password is changed to a long passphrase for the home wireless network and other devices. To help stop social engineering attacks, establish a way for colleagues to check in with each other. For example, if someone receives a request for a wire transfer that appears to be coming from their boss, they should still have a way to verify the request before proceeding, even if they are working remotely and cannot double-check in person. For more information, please visit <https://www.sans.org/security-awareness-training/sans-security-awareness-work-home-deployment-kit>.

If you have any questions or comments, please call me at (808) 837-2517, or send e-mail to jtakaesu@thecpacollective.com.

Continued from page 16

more than your technical capabilities. Value is created through leadership, relationships and creativity.

- **Ignore your employees.** They are integral to your team and need to remain confident and expand their skills.
- **Withhold communications** because you don't have all of the facts.

Provide access to relevant sources with regular updates. All firm virtual meetings are efficient and effective if properly planned and executed. Cadence is important.

- **Forget about you.** Stay healthy and exercise often. Designate "the next man up"! Play as a team.



The Popularity of Podcasts Grows

By Jill Ishimitsu



As you walk around downtown, ride the bus, or drive by a school, you are bound to see several people with earphones on. It's likely these people are listening to a podcast, a digital audio or video file that can be downloaded to a personal device.

The popularity of podcasts has increased over the past few years, especially among listeners 12 -25 years old. In 2019, over 100 million people listened to a podcast every week. There are over 800,000 podcast series with over 29 million episodes.

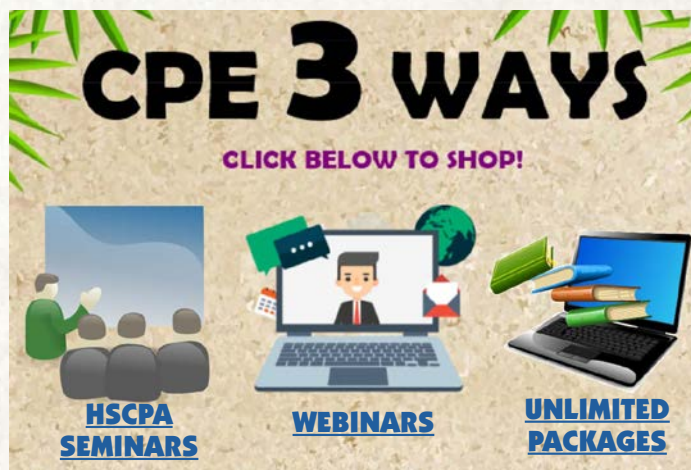
There are many reasons people listen to podcasts. The most common reasons are:

- **On demand:** We are used to getting what we want when we want it. We can choose what we want to listen to and play it anytime we want on our cell phones. It's convenient and fits well in our busy lives.
- **Educational:** Many podcasts are informational in an interview format. Often a host interviews an expert on a certain topic. Some of the more interesting podcasts I have heard were interviews with scientists discussing the coronavirus or other business leaders providing motivational or career guidance.
- **Variety:** Podcasts cover a wide variety of topics: politics, history, comedy, business, travel, food, sports, and of course, accounting. If you can think of a topic, there's probably a podcast on it. With large amounts of content at out fingertips, we can broaden our knowledge and listen to a topic we otherwise would not listen to.
- **Entertainment:** Many podcasts are often entertaining. Hosts may interview comedians, discuss off the wall topics, or tell crime stories. We can also listen to our favorite celebrities.



- **Time Management:** Podcasts can be listened to while you multitask. You can learn about the lease accounting standard, tax law changes, catch up on the news, or gain career guidance while driving to work, cleaning the house, or waiting for your child's soccer practice to finish.

As I prepared to write this article, I challenged myself to listen to 10 podcasts a week. At the suggestion of my coworkers and friends, I listened to several podcast series, including the Joe Rogan Experience, Ted Talks, Journal of Accountancy, Accounting Today, and of course, the coronavirus news. I was surprised by the information available, how knowledgeable the hosts and guests were, and how the podcasts kept my attention. Let's just say there are now 100 million and 1 weekly podcast listeners.





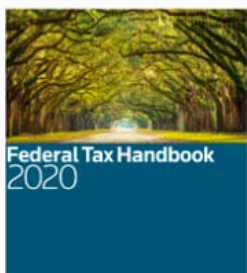
2020 TAX BOOK ORDER

ALL SALES FINAL



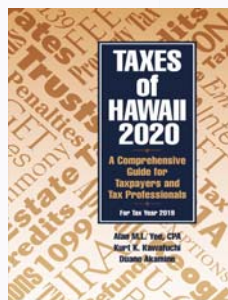
2020 CCH U.S. Master Tax Guide – \$78.00 / \$98.00

The nation's top federal tax resource, the **U.S. Master Tax Guide® (2020)**, has been updated to provide complete and reliable guidance on the historic Tax Cuts and Jobs Act, as well as pertinent federal taxation changes that affect 2018 returns. Virtually all taxpayers are impacted by the changes to the U.S. tax structure, with individual taxpayers and businesses witnessing the most significant changes.



2020 RIA Federal Tax Handbook – \$65.00 / \$85.00

You'll get specific guidance on key tax topics, including individual, trust, partnership and corporate taxation, deductions, credits, capital gains, IRAs, SIMPLE and pension plans, education incentives, passive activity losses, the Code Sec. 199A "pass-through" deduction for qualified business income, employee benefits, estate and gift taxes, and more.



2020 Taxes of Hawaii – \$27.00 / \$36.00

Every year since 1964, this annual publication is updated with all new state taxation laws and judicial rulings. *Taxes of Hawaii* is an invaluable tax-season tool 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.

**LIMITED
SUPPLY**

**ALL
SALES
FINAL**

Quantity		Member	Non-member	Total
	2020 CCH U.S. Master Tax Guide	\$78.00	\$98.00	
	2020 RIA Federal Tax Handbook	\$65.00	\$85.00	
	2020 Taxes of Hawaii	\$27.00	\$36.00	
Mailing: Postage & Handling *				
	\$9.00 for 1st book (HAWAII ONLY)	1 - \$9.00	1 - \$11.00	
	\$4.00/book - 2nd book & thereafter	2+ - \$4.00	2+ - \$6.00	
*Mainland/International - contact for pricing				
TOTAL AMOUNT DUE				

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)

☐ Check # _____ ☐ ☐ Card No. _____ Exp. Date _____ / _____ CVV _____

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