



**County of Erie**  
**Mark C. Poloncarz**  
County Executive

December 24, 2014

Erie County Legislature  
92 Franklin Street  
Buffalo, New York 14202

**Re: Appointment to the Commission on the Status of Women**

Dear Honorable Members:

Pursuant to the Erie County Charter Article XVI-E, I, Mark C. Poloncarz, Erie County Executive do hereby submit for your confirmation the following individual to be appointed for a second three year term to the Erie County Commission on the Status of Women which will end on June 30, 2017:

Beth Curtis  
21 Landers Road  
Kenmore, NY 14217

Sincerely,

A handwritten signature in blue ink, appearing to read "Mark C. Poloncarz".

Mark C. Poloncarz, Esq.  
Erie County Executive

cc: Sawrie Becker, Commissioner, Erie County Office of Public Advocacy  
Appointee

# BETH A. CURTIS, CPA

21 Landers Road  
Kenmore, New York

curtis.beth10@yahoo.com  
(716) 392-6985

## WORK EXPERIENCE:

### **M&T Bank Corp**

*Corporate Tax Department Accountant IV*

**Buffalo, NY**  
05/2011 – Present

- Responsible for complex aspects of the monthly tax provision preparation, tax return preparation, and special projects.
- Prepare and assist in the monthly tax provision including all analysis of current or deferred income taxes under FAS 109.
- Prepare an analytical review of the deferred income taxes under FAS 109.
- Maintain and document internal controls required under Sarbanes Oxley.
- Prepare the subsidiary tax returns and prepare financial statement footnotes for larger subsidiaries and the Canadian branch.
- Review of the preparation work of junior staff of the tax returns and various subsidiaries.

### **Tronconi Segarra & Associates, LLP**

*Tax Department Supervising Senior*

**Williamsville, NY**  
11/2010 – 05/2011

- Supervised return preparation for a variety of clients and industries in all facets, including organizing and maintaining client contact and overseeing staff from preparation through delivery of tax returns.
- Worked on international tax issues, specializing in withholding, inbound tax services, cost segregation, and depreciation.

### **Freed Maxick & Battaglia, PC**

9/2005-10/2010

**Buffalo, NY**

*Tax Department Supervisor*

5/2008-10/2010

- Coordinated and supervised client engagements involving the preparation of business and personal tax returns; includes client contact and supervision of staff through preparation process, culminating in return review.
- Member of the Firm's international tax practice, concentrating on in-bound taxation issues for companies with foreign ownership including extensive work in withholding issues and 1120F preparation.
- Member of Cost Segregation Partners, responsible for the review of engineering reports for proper depreciable lives
- Served as office-wide expert in depreciation and depreciation software.

*Small Business Department staff*

9/2005-5/2008

- Performed reviews, bookkeeping work, and tax return preparation for clients, with extensive use of QuickBooks.
- Served as outsourced CFO for multiple clients.

### **Market Arcade Hotel Development, Inc.**

1/2001-9/2005

**Buffalo, NY**

*Controller*

9/2002-9/2005

- Oversaw all general ledger entries made to Accounts Payable, Accounts Receivable, and cash by accounting staff.
- Reported and managed cash flow for multiple companies and accounts, including daily wire transfers between accounts and monthly reconciliations.
- Prepared monthly and year-end financial statements, monthly sales tax, and quarterly occupancy tax filing
- Audit preparation.
- Oversaw Accounts Payable and Accounts Receivable departments.

*Assistant Controller*

1/2001-9/2002

- Performed account reconciliations and monthly accounting work for three hotels and multiple rental properties.

## EDUCATION:

### **Nazareth College of Rochester**

*BS in Business Administration & Economics*

May 2000

### **Daemen College**

*Certificate of Accounting*

July 2005

## CERTIFICATION:

*Certified Public Accountant #102305-1*

New York State

## OTHER ACTIVITIES:

*Buffalo Police Foundation – Treasurer*

5/2009 – Present

*Erie Country Commission on the Status of Women*

2014 Co-Chair

*Taste of Buffalo Finance Committee*

2006- present

*Young CPA's – Networking Chair*

2008

*American Heart Association Heart Ball – Auction Chair*

2010

*Buffalo Niagara 360 – Community Service Committee*

2011

## COMPUTER SKILLS:

- Excel, Word, PowerPoint, QuickBooks. Prosystem & Onesource Tax Preparation software, FAS and BNA depreciation software, Caseware work paper and audit software, Lotus Notes, GO Audit