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New AWSCPA Members

American Woman's Society of Certified Public Accountants

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do you use the calendar year as your fiscal year?" Implicit in the question is the indication that a wrong procedure is being followed, and management then must justify its position. It will be refreshing to hear the attempts at justification. Generally, the reasons can be summed up into one basic reason—*habit*. When management suddenly realizes that this is the primary and many times the only reason for a December 31st closing, our battle is nearly won for there are so many valid reasons on our side.

Fully recognizing the fact that a "natural business year" closing is always to be desired, but turning our thoughts to those cases where there is really no "natural business year", the reasons for a change which should be pointed out are:

1. Distribution of the workload within the client's own organization. During the month of January the filing is required of Federal and local government reports, such as social security and withholding tax information, unemployment tax reports, and others too numerous to mention.
2. The taking of inventory. Though the total merchandise on hand may be slightly lower at December 31st than at any other time, the taking of inventory always appears more burdensome, and we believe is probably less accurate, immediately after the holidays. This is particularly true in some sections of the country where a portion of the inventory is outside, such as in a lumber yard, and must be taken in the dead of winter. The pricing and computation of inventory, which is at best an onerous task, must be done at a time when personnel is already overburdened.
3. In partnerships particularly, other than December 31st closings bring certain tax advantages in that they enable the individual partners to ascertain their income from the partnership prior to the closing of the individual taxable year and, therefore, to gauge the extent to which charitable contributions and other cash disbursements should be made. A word of caution is in order in regard to this reason. The Internal Revenue service has almost invariably refused permission for a change in partnership years unless all the partners also change their taxable years. This reason, however, is very valid in the original establishment of the partnership year.
4. Declaration and payment of dividends

in a closely held corporation can be studied much more objectively.

There are other reasons which may be used, including the seemingly irresistible desire of management to go to Florida, California, or even just fishing right after January 1st.

The Commissioner of Internal Revenue, by a recent ruling, has in effect recognized that there is nothing sacrosanct about December 31st and has made it easier to change accounting periods. Our experience indicates that when a positive attempt is made to convince management that there is little advantage and much disadvantage in December 31st closings, it generally has been willing to make the change.

Mention should also be made here that a change of individual taxable years is possible and advantageous in those cases where the taxpayer has income from many sources and the final determination thereof presents a time-consuming problem.

We in the accounting profession must recognize our limitations. As public accounting becomes more and more self-regulated and auditing procedures become more standardized, and as the demand for our time and talents increases, we must refuse to accept conditions which make it impossible, because of time limitations, for us to render our greatest service.

NEW AWSCPA MEMBERS

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Whether the organization where you are employed is large or small, the people in it must make an impression upon the public that will instill confidence in the service offered. You can help create a good impression by your behavior with such qualities as good manners, politeness, friendliness and consideration of others. Also important in creating a favorable impression are poise, posture, personal appearance, pleasantness and voice.

Poise is the reflection of inner spirit, a reflection of emotional stability. A person with poise never raises her voice or shows anger in any way.

Remember a smile wins friends and clients. You cannot afford to show a bored frown or be too tired to answer important questions. A pleasant voice is of great importance where much general conversation between employer and employee is necessary. Well modulated tones relax a listener and build confidence, whereas shrill tones tend to irritate.

Study yourself—your character traits like loyalty, sincerity, tact, judgment, memory, dependability, initiative and honesty. Are you understanding and patient and do you have good self-control?

If you discover you do not possess some of these qualities, try a little self-training. It will pay dividends, paving a path from employee to high positions with great responsibility.

Let us help the young women accountants who follow in our footsteps and make it our duty and privilege to teach them the meaning of this great word "responsibility—that for which one is accountable."

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the best use of her commercial training? Do you place her in other Departments until she is happily adjusted? Do you encourage your employees to take an active part in Accounting and Professional Societies: local, state, and national? This is a powerful stimulant to improve the efficiency of the employees in their profession: establishes good fellowship: is an incentive to furthering their studies, at the same time advancing the opportunities for women in the accounting field.

The leader with executive ability lets each employee know where she stands, whether it is marking time or progressing. She delegates her authority, thereby acknowledging the importance of the individual. She holds others to account for details. She assigns junior workers to senior mem-

bers not merely for the purpose of training the new employee, but to bring out the latent talents, thereby serving two purposes: increasing work output through cooperation and recognition, and developing leaders for foreman or supervisory promotion. A happy office is a productive place of employment.

Genuine enthusiasm is contagious. The Supervisor who has it stimulates the entire department. The result: a group of enthusiastic, co-operative, productive workers for—the employees aren't there just putting in time. No. They want to work, they want to produce, they want to see results. Such is the spirit of enthusiasm.

In order to complete this enthusiastic circle of wanting to do the best that we know how for our employer, one should consider the physical working conditions. Is the lighting good? How about ventilation? Sanitation is also important. All must be considered if increased office efficiency is expected, besides considering the morale of the employee. It pays dividends and increases job enthusiasm.

The importance of "job enthusiasm" cannot be stressed too much, for if one enjoys one's work, the power drive is unlimited. The Company profits. The Community benefits. Enthusiasm comes from within. It radiates with excitement. It is spirited, glowing, intense, inspiring, stimulating. It is contagious and the Supervisor who has this enthusiasm is a successful leader who transforms her Department into a productive organization which is essential to working and living together.

Just because she has reached the position of Supervisor doesn't mean that she has reached the top. It is erroneous to assume that a person sitting in an executive chair is a success. The successful leader continues to improve herself, is alert to the ever constant change taking place. She continues her studies in human relations and technical training. She observes her Company's progress, for she realizes that each person's success is bound up with that of the whole business. And above all, the Supervisor knows that in order to handle people she must first know how to handle herself.

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