




# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> May G Wu		
<b>Board/Commission Name:</b> Seattle Chinatown International District Preservation and Development Authority		<b>Position Title:</b> Member
<input checked="" type="checkbox"/> <b>Appointment</b> OR <input type="checkbox"/> <b>Reappointment</b>		<b>Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> Council <input type="checkbox"/> Mayor <input checked="" type="checkbox"/> Other: <i>Fill in appointing authority</i> PDA <sup>HW</sup>	<b>Date Appointed:</b> 8/20/2019	<b>Term of Position: *</b> <sup>HW</sup> <del>8/20/2019</del> 11/1/2020 to <del>12/31/2019</del> 12/31/2022
<b>Residential Neighborhood:</b> Council District 3	<b>Zip Code:</b> 98122	<b>Contact Phone No.:</b> [REDACTED]
<b>Background:</b> May Wu is currently the Internal Controls & Change Management Director in the finance department at Holland America, and was previously at Starbucks Corporation and Deloitte & Touche, LLP. She obtained both her Masters of Professional Accountancy and Bachelors of Arts degree in Business Administration from the University of Washington, and is a licensed CPA. May spent her early years living in the West Kon Yick Building of the Chinatown International District, and even after her family moved from the neighborhood she would often return to visit her uncle's restaurant.		
<b>Authorizing Signature (original signature):</b> 	<b>Appointing Signatory:</b> Mindy Au Board President	

\*Term begin and end date is fixed and tied to the position and not appointment date or appointee.  
August 30, 2016

**SUMMARY OF QUALIFICATIONS**

- Ability to understand the broader view and objectives while in the details
- Results oriented with excellent organization, communication and managing skills
- Drive improvements related to internal controls, processes and documentation
- Effective team player and leader who is a motivator, problem solver and contributor

**PROFESSIONAL EXPERIENCE**

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**HOLLAND AMERICA**

August 2017 – Present

Seattle, Washington

**Internal Controls & Change Management Director, Finance**

- Building a SOX compliance program from ground up with trainings across the organizations
- Successfully implemented new compliance software for process improvement, standardization & accountability
- Overhaul and standardize process documentation for better understanding of business processes
- Analyze financial reporting risks and design mitigating controls across the organization
- Significantly improved business relationship with external and internal auditors
- Drive continuous improvements to better the finance organization

**STARBUCKS CORPORATION**

September 2013 – July 2017

Seattle, Washington

**Accounting Manager, Corporate Accounting, October 2015 – Present**

- Managed monthly and quarterly close, analyze forecast v. actual results for various finance customers
- Reviewed monthly close packages & 10K/Q disclosures in accordance with US GAAP & SEC guidelines
- Implemented process improvements for payroll accounting to reduce manual work by 1.5 weeks
- Designed & implemented new internal controls to significantly improve oversight and SOX compliance
- Planned & integrated acquisitions & new company concepts into system ensuring accurate & complete accounting
- Updated and facilitated training for the JE, Reconciliation and Workpaper Documentation policies
- Setting the groundwork for the future of accounting through optimal use of Blackline

**Accounting Analysis Manager, Internal Controls Team, January 2015 – September 2015**

- Developed and strengthen SOX program locally and internationally (UK, Amsterdam, China, & Japan)
- Standardize SOX documentations including reliance on third-party service providers
- Created training materials and facilitated trainings to educate SOX requirements
- Performed COSO 2013 gap analysis and implemented controls to adopt the COSO 2013 Framework
- Coordinated and managed SOX documentation updates for over 300 key controls and 40 processes
- Liaison between internal audit, Deloitte and accounting/business contacts

**Accounting Analysis Manager, Corporate Accounting, September 2013 – January 2015**

- Improved month and quarter end deliverables by improving processes and documentations
- Collaborated work with cross functions including international contacts
- Improved control documentations & monitored deficiencies

**DELOITTE & TOUCHE, LLP**

January 2007 – September 2013

Seattle, Washington

**Audit Manager, Assurance Services, September 2012 – September 2013**

**Internship, Staff, Audit Senior, Assurance Services, January 2007 – August 2012**

- Managed audits of 10-K&Q reports & financial statement reviews from large SEC Companies to small startups
- Led an inexperienced team to understand a new industry and developed an audit plan for risks areas
- Coordinated SOX planning and testing between the internal and external audit teams
- Acquired extensive knowledge SEC reporting requirements and US GAAP
- Facilitated national training for summer interns
- Mentored, managed and evaluated associates, providing feedback, serving as their advocate, and ensuring their professional growth and development

## **EDUCATION**

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**University of Washington – Foster School of Business** - Seattle, Washington  
Masters of Professional Accountancy, June 2007

**University of Washington - Foster School of Business** - Seattle, Washington  
Bachelors of Arts Degree, Business Administration - Accounting, June 2006

## **LICENSE**

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Certified Public Accountant, Washington #29378

# Chinatown-International District Preservation and Development Authority (SCIDpda)

No fewer than nine (9) members and no more than seventeen (17) members: Per RCW 35.21.730 and Seattle Municipal Code (SMC) 3.110, all subject to City Council confirmation, up to 3-year terms:

- 4 Mayor-appointed
- 5 to 13 SCIDpda Governing Council-appointed

**Roster:**

*D	**G	Position No.	Position Title	Name	Term Start Date	Term End Date	Term #	Appointed By
1	M	1.	Member	David J. Della	1/1/21	12/31/23	2	Governing Council
6	M	2.	Member	Tiernan Martin	1/1/20	12/31/22	1	Governing Council
1	F	3.	Member	Jerilyn Young	1/1/20	12/31/22	2	Governing Council
	M	4.	Member	Elliot Sun	1/1/21	12/31/23	1	Governing Council
6	F	5.	Member	Lisa Nitze	1/1/21	12/31/23	1	Governing Council
1	F	6.	Member	Cindy Ju	1/1/21	12/31/23	1	Governing Council
1	F	7.	Member	Casey Huang	1/1/20	12/31/22	3	Governing Council
1	F	8.	Member	May G. Wu	1/1/20	12/31/22	1	Governing Council
1	M	9.	Member	Phillip Sit	1/1/20	12/31/22	3	Governing Council
1	M	10.	Member	Wayne H. Lau	1/1/21	12/31/23	3	Governing Council
		11.	Member					Governing Council
1	M	12.	Member	Scott Yasui	1/1/19	12/31/21	3	Governing Council
		13.	Member					Governing Council
1	F	14.	Member	Miye Moriguchi	1/1/19	12/31/21	1	Mayor
1	F	15.	Member	Aileen Balahadia	1/1/19	12/31/21	2	Mayor
1	F	16.	Member	Jennifer Reyes	1/1/19	12/31/21	2	Mayor
1	F	17.	President	Mindy Au	1/1/19	12/31/21	1	Mayor

Diversity Chart:				(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
	Men	Women	Vacant	Minority	Asian-American	Black/African American	Hispanic/Latino	American Indian/Alaska Native	***Other	Caucasian/Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	0	4	0		4								
PDA Council	6	5	3		8					2			
Other													
<b>Total</b>	<b>6</b>	<b>9</b>	<b>3</b>		<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>