

**TOWN-VILLAGE OF HARRISON**

E-14

**MEMORANDUM**

**TO:** Richard Dionisio, Supervisor/Mayor  
Town/Village Board Members

**FROM:** Rosemarie Cusumano  
Planning/Zoning and Architectural Review Board Secretary

**DATE:** June 8, 2022

**RE:** New Architectural Review Board Member

The Architectural Review Board has been actively looking for new members. We received interest from Ms. Midge Mason a lifelong Harrison residence living at the Harrison Commons. She has been a board member at the Harrison Commons and assisted with the coordination of improvements and has presented to the ARB in the past. The board believes that Ms. Mason would be a great fit for the Architectural Review Board.

Attached for your review is a copy of Ms. Mason's resume.

Thank you

Attachment

Cc: Ed Pon, Architectural Review Board Chairman

**MIDGE MASON**  
6 South Road  
Harrison, NY 10528  
914-523-2039 (Cell)

Experience  
2018 – 2021

**PepsiCo Inc.**  
**Global Procurement**

**Finance Analyst**

- Responsibilities included Daily processing of Supplier payments received
- Process Weekly payments to Vendors
- Participated in Period Close processing
- Assisted with all inquiries both internal and external
- Provided reporting to various teams
- Worked closely with other team members

Experience  
2004 – 2018

**PepsiCo North America Beverages**  
**Sales Finance**

**Finance Analyst**

- Manage the execution of Bottler Funding for Northeast, MidAtlantic, South and Southeast Region Independent Bottlers. Review, revise and approve payment submissions for multiple funding programs. Confirm volume and rates for each program to insure accuracy based on program guidelines.
- Process payments in SAP timely, accurately and following PepsiCo policy & procedures.
- Perform quarterly budget reconciliations.
- Provide guidance and direction to ensure understanding of the various funding programs both to Bottlers and the Field Sales team. Often the go-to person for assistance and resolution.
- Coordinate and manage Year End Accruals.
- Strong follow up efforts to minimize issues and discrepancies.
- Manage multiple requests from Field Sales personnel, Bottlers and Finance Associates. Ability to multi-task and work well both independently and in a group environment. Prompt professional problem solving ability. Maintain files that are clear and concise.
- Excellent organization and communication skills. Credible reputation and a high level of integrity. Strong work relationships both internal and external.

1998 – 2004

**PepsiCo Inc.**  
**Treasury Cash Management and Operations**

**Operations Analyst**

- Supported the FX Associate to ensure accurate and timely confirmation and processing of all FX trades for all PepsiCo divisions
- Coordinated and processed Treasury feed which was sent to Oracle on a period and monthly basis. Responded promptly to all inquiries from division Accounting groups. Improved system set up so that minimal manual interaction was necessary.
- Provided training to division Accounting groups on how to access and generate reports from the Treasury Management System.

- Maintained PepsiCo Debt payment schedules. Coordinated payments with Banks and the Cash Desk. Coordinated PepsiCo Dividend funding.
- Launched and maintained the Treasury website. Used by the Global Treasury staff and other PepsiCo division employees.
- Processed all Bank Guarantees for the global Treasury staff. Maintained system and proactively worked with Treasury team members to ensure timely execution.
- Supported the Quantum (Treasury Management System) implementation in the areas of Accounting and Reporting in 2002. Included acceptance and parallel testing and the transition from Legacy to Oracle. Received a Chairman's Award for work on this project.
- Supported both PepsiCo and PBG ensuring that daily bank data was uploaded. Processed Period Close feeds.
- Provided back-up coverage to PepsiCo Cash Desk.
- Involved in Treasury system set up for both Quaker and Tropicana mergers.

1979 – 1998

**PepsiCo Inc.  
Corporate Payroll**

**Staff Accountant/Group Leader**

- Processed input for approximately 300 employees and supervised the workflow of 4 Payroll administrators including staff training and coordination of department projects.
- Prepared executive compensation updates. Maintained the multi-currency payroll, PEP payment system, EFT transmission, Employee Stock Purchase Plan, 401K plans. Primary liaison to Personnel groups.
- Provided back up to the processing of T&E expenses. Coordinated work flows and worked with IT to enhance the T&E system.
- Maintained Company Car transactions for Executive and Field employees.
- Participated in system installs and upgrades.

**Education**

**Iona College**  
B.S. Business Administration

New Rochelle, NY