

Tracy S.D. Howard, CTP

(612) 719-6045

Tracy.Howard@StCTSolutions.com

11100 Pawnee Avenue North

Stillwater, MN 55082

SUMMARY

Experienced treasury and investment manager who effectively collaborates with internal and external business partners to develop creative cash management and investment solutions to improve performance, streamline operations and reduce costs. Disciplined investment manager with strong background in operations, investment manager oversight, and performance reporting. Excellent written and verbal communications skills, including presentations to customers, senior level management and corporate-wide communications.

- **Cash Management and Forecasting**
- **Investment Policies and Strategies**
- **Investment reporting and Oversight**
- **Debt Management and Compliance Reporting**
- **Bank Account and Fee Analysis**
- **Process Improvements**
- **Project Management and Requests for Proposal**

EXPERIENCE

St. Croix Treasury Solutions, Inc. President and Principal Consultant

November 2008 to present

Formed consulting company in November 2008; incorporated in January 2010. As president, currently perform all management, accounting, payroll, and tax activities.

The Housing Partnership Network, Boston, MA Independent Consultant

December 2008 to present

Hired to develop and implement investment strategies, prepare investment reports and board presentations, manage cash, evaluate bank account structure, coordinate day-to-day borrowing and other financial operations activities.

- ◆ Conducting investment manager search on behalf of insurance captive to create Reg 114 compliant portfolio.
- ◆ Responsible for day-to-day short-term debt management activities and payment reconciliation.
- ◆ Developing and implementing investment policies to improve long-term performance while ensuring compliance with grant and program related investment guidelines.
- ◆ Preparing abstracts summarizing loan and grant agreements.
- ◆ Implemented new loan administration system and corresponding operations procedures to more effectively manage investor and customer loan payments.

Wilary Winn LLC, St. Paul, MN Vice President and Senior Consultant

April 2008 to November 2008

Provided market research and strategic consulting to clients in the areas of cash management, corporate finance, investment management and accounting regulations.

- ◆ Co-authored comprehensive investment proposal for nonprofit organization receiving a large government grant.
- ◆ Enhanced model used to value and account for derivatives and financial hybrid securities under FAS 133, 138, 155, 156, 157 by integrating complex spreadsheet data into a more client-friendly written report.
- ◆ Acted as interim co-general manager for a captive insurance company.

TPG Credit Management L.P., Minneapolis, MN Investment Operations Team

October 2006 to April 2008

Hedge fund operations including domestic and foreign high-yield distressed debt settlement and bankruptcy work-outs.

- ◆ Provided expertise and process improvements to establish day-to-day cash management functions
- ◆ Specialized in the settlement and servicing of foreign debt instruments, including bankruptcy workouts.
- ◆ Responsible for all aspects of operations for \$500 million leveraged total return swap with high-yield bank debt.

Andersen Corporation, Bayport, MN Investment Manager (March 2004 to October 2006)

November 1998 to October 2006

Managed investment analysis and operations for \$1 billion in benefit plan assets.

- ◆ Developed and implemented investment policy statements for 401(k) plan, ERISA qualified pension plan, VEBA trust and corporate operating cash portfolios.
- ◆ Directed activities to convert 401(k) plan to new record-keeper and investment managers.
- ◆ Conducted asset/liability study and completed transition of pension portfolio to a more diversified strategy.

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Andersen Corporation, Bayport, MN

November 1998 to October 2006

Director of Treasury Services (November 1998 to March 2004)

Directed corporate cash management, treasury operations, cash forecasting, short-term investing and borrowing, debt compliance and payments, bank relationships, investor relations, stock recordkeeping.

- ◆ Improved business-wide cash forecasting model to improve accuracy and reduce uninvested cash balances.
- ◆ Negotiated two syndicated bank credit facilities.
- ◆ Planned and brought to market Andersen's first-ever debt offering of \$250 million in 1999. Refinanced in 2004.
- ◆ Led finance team to implement debt compliance reporting. Assumed full reporting responsibility when completed.
- ◆ Evaluated interest rate risk exposure. Recommended hedging strategies using interest rate swaps and action plan to ensure compliance with FAS 133 and 138.
- ◆ Analyzed foreign currency risk exposure of company's newly acquired Canadian business. Collaborated with accounting to develop and implement hedging strategy.

Dain Rauscher Incorporated, Minneapolis, MN

May 1993 to November 1998

Vice President and Treasury Operations Manager

Managed area responsible for cash management, short-term borrowing, debt service, retail office deposits, customer payments and returns, and banking relationships.

- ◆ Led cross-functional project team to implement automated funds transfer system in retail branches. Turn-around time on client requests was reduced by two-thirds while transaction volume doubled.
- ◆ Directed treasury operations, cash management and financing activities related to three mergers and acquisitions.

First Trust Company, St. Paul, MN (now a division of U.S. Bank)

November 1988 to May 1993

Vice President and Operations Manager

Specialized Processing Services – Managed investment operations, including foreign exchange execution, for clients' global custody portfolios and bank's securities lending program.

Income Collection Services – Managed department responsible for the timely and accurate posting of more than \$1 billion in monthly dividend, interest, and principal payments.

- ◆ Successfully managed operations department of 50 people, including three direct reports, through long-term system conversion and 20% personnel reduction while maintaining productivity and service goals.
- ◆ Integrated complex mortgage-backed securities payment processing into department work-flows during rapid growth from acquisitions.

Cargill, Incorporated, Financial Markets Division, Minneapolis, MN

1986 to 1988

Investment Analyst providing mortgage- and asset-backed securities settlement and analysis.

TCF Banking and Savings, Minneapolis, MN

1983 to 1986

Cash Manager and Investment Analyst responsible for day-to-day cash management and investment operations.

Analyzed performance of fixed-income portfolios and the hedge effectiveness of interest rate swaps.

Midwest Federal Savings and Loan Association, Minneapolis, MN

1981 to 1983

Cash Manager coordinating short-term cash management and Jumbo CD bidding.

EDUCATION / CERTIFICATIONS

Certified Treasury Professional (CTP) designation

Mini Master of Non Profit Management – University of St. Thomas, MN

Mini Master of Financial Management – University of St. Thomas, MN

Executive MBA – University of St. Thomas, MN

Bachelor of Arts, Economics and English – Smith College, MA

VOLUNTEER MANAGEMENT/PROFESSIONAL AFFILIATIONS

Minnesota Association of Volunteer Administration (MAVA)

- * Current Board Member and Treasurer responsible for year-end 990 reporting, cash forecasting, financial reporting, and day-to-day finance and accounting activities

Minnesota Treasury Management Association (MTMA)

- * Current President
- * Vice President – 2009 to 2010
- * 2009 CTP scholarship recipient
- * Active member – 1993 to 2005, 2008 to present
- * Conference presenter – 2004, 2005, 2009
- * Chair positions on annual conference committees – 1998, 2000, 2003
- * Vice President – 2000 to 2001

Minnesota Council of Nonprofits (MCN)

- * Associate member
- * Conference presenter – fall, 2010

Association for Financial Professionals (AFP)

- * Pinnacle Award Judge – 2006
- * Conference Program Committee – 2005 to 2006
- * Windy City and AFP national conference presenter – 2004, 2005
- * Active member since 1998

Toastmasters International – 1995 to 1998

COMMUNITY SERVICE

Minnesota Association for Volunteer Administration – Current Board member and Treasurer

Andersen Corporation Habitat for Humanity – 1998 to 2006

Croixside Pony Club, Stillwater, MN – held various officer positions from 1997 to 2003

Boy Scout Troop 125 and Cub Scout Pack 375, Stillwater, MN – active volunteer leader 1995 to 2002

Parkview United Church of Christ, White Bear Lake, MN – active volunteer and Sunday school teacher 1988 to 1998

Ongoing Community Volunteer – Meals on Wheels, United Way, holiday gift drive