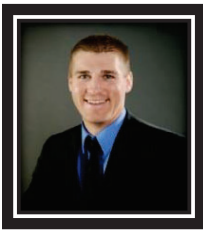


Albert Bertram M.B.A., Ed.S.



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**Don't worry when you are not recognized, but
strive to be worthy of recognition. - Abraham
Lincoln**

Bay Mills Indian Community, Chief Financial Officer (CFO): May 2018 - Present

Works with all department managers and Accounting to ensure timely, and accurate, financial information
Provides leadership, management, and assistance to Accounting, HR, IT, and AOT (purchasing)
Works with the Controller and Accounting on the audit process and applicable MD&A
Assists the Risk Manager on Insurance and Broker related inquiries, including RFPs for services & claims
Transfers cash & coordinates the banking at a macro level to ensure budgets align with available funds
Reviews, recommends, and implements internal controls and Accounting procedures
Coordinates budgets and draws for large construction projects and verifies budgets align with funding
Reviews both operating and construction budgets for alignment and feasibility
Budget oversight for both the government and enterprise departments, in collaboration with managers
Monitors budget to actual performance monthly and inquires, or informs, decision makers, as needed
Assists Grants Management with any grant related issues
Assists with information needed for grantors for reporting or grant applications
Reviews performance of trust and investment accounts for performance. Conducts RFPs, as needed
Works with investment managers on investment policies to ensure they align with goals and values
Establishes and maintains working relationships with applicable banks and investment managers
Split the BMIC's single tax ID (EIN) into 3, with separate Accounting databases
Assisted Accounting with transitioning from Accufund to Sage for BMIC's Accounting software
Licensed with the Michigan Gaming Control Board to process online sportsbook and iGaming taxes
Promotes & mentors individual employee education and personal development
401k Plan Administrator that reviews and coordinates plan amendments and documentation with payroll
Presents financial information to both the Executive Council and the General Tribal Council
Reviews project registers and reconciles that information to internal financial statements
Participates in Strategic Planning and Long-term planning
Reviews check run reports, cash reports, and enterprise performance reports to catch issues early
Assists with Feasibility Studies, Business Plans, and any other potential idea/opportunity analysis
Completes and submits the Indirect Cost proposal
Assists with any financial related issues to help problem solve the situation

Tribal Manager at Bay Mills Indian Community: 2016 to 2018

Oversight of the financial and managerial aspects of the Tribal Government departments including: Health Center, BM Police department, Public Works, Maintenance, Social Services, Conservation, Cultural, Fire Management, Boys & Girls Club, and all the grant programs
Formulated & monitored budgets, conducted evaluations, and provided problem solving leadership
Assisted with CFO duties during this period of time, due to a position vacancy
Coordinated the efforts of Grants Management
Involved in project management and internal service fund departments
Established digital and paper files and procedures
Policy and procedure development to clearly state expectations and processes

BMCC Charter Schools Office (BMCC CSO), Field Representative: 2016 to Present

Bay Mills Community College Charter Schools Office (BMCC CSO) contractual work
Attends monthly board meetings at two schools authorized by BMCC CSO
Conducts multiple walk-throughs and document reviews annually for contract compliance
Reviews information for compliance with state law
Coordinates communication between the CSO and schools
Assists with the reauthorization process, as needed

Bay Mills Indian Community (BMIC), Executive Council - Treasurer: 2015 to 2017

Elected as the Treasurer for the BMIC Executive Council
Helped establish transparent meeting minutes, financial information, and communication
Reviewed and communicated financial information to the rest of the Council
Involved in a complete review and update of the HR Personnel Policies and Procedures
Helped guide the community towards debt payoff and a better financial position

BMCC Charter Schools Office (CSO), Finance Specialist: 2011 - 2016

Reviewed budgets, quarterly statements, insurance certificates, leases, audits and any other relevant financial information to ascertain the financial stability of all 42 charter schools authorized by BMCC.
Tracked enrollment numbers, loans, and edited videos of presentations for the Charter School Office
Tracked State aid and conducted monthly bank transfers to all 42 schools authorized by BMCC CSO
Prepared and delivered training presentations to charter school board members and school leaders
Assisted with the implementation of the CSO's SharePoint file manager system
Conducted cost analysis on financial decisions for the office
Assisted with the implementation of the CSO's Compliance workflow system, Epicenter
Prepared and delivered financial information to the Board of Regents
Worked under a CPA and assisted with other financial duties, as needed

Assistant Superintendent at Wild Bluff Golf Course: 2009 - 2011

Sprayer and spreader calibration, application, and cleaning. Certified: Spray-tech license
Managed weekend crew & coordinated the crew in absence of the Superintendent
Developed a training program for equipment and duties to ensure safety and efficiency
Coordinated projects and spray/fertilizer applications around golfers
Identified and repaired faulty sprinkler heads
Worked at WB before going to MSU for the Turfgrass program too

Assistant Superintendent at Grand Traverse Resort & Spa: 2007 - 2009

Many spray applications, sprayer calibrations, mechanical troubleshooting, and problem solving
Management experience: leading jobs, assigning jobs, and training people on new equipment
Managed the crew every other weekend & coordinated the crew in absence of the Superintendent
Worked directly as the Assistant Superintendent over two of the three golf courses on property
Assisted with the 3rd golf course (The Bear), as needed
Involved in the acquisition of a fourth course
Trained my replacement to ensure an easy transition
Chainsaw safety instructor

Education and Activities

University of Michigan - Flint

Doctoral Candidate - Doctorate in Education (Ed.D.): ABD

Education Specialist Degree - with administrator certification: MSBO Member

Master's Degree in Business Administration - with an Accounting concentration: Beta Gamma Sigma

Lake Superior State University

Bachelor's Degree in Business Administration - Management: S.I.F.E. member

Michigan State University

Turf Grass Management 2 Year Program - Spray tech certification: MSU Turf Club

Activities: Husband, dad, Soo Men's League Basketball, and Open Gym Basketball

Beta Gamma Sigma



In recognition of high scholastic achievement,

Albert J. Bertram

has been selected for membership in Beta Gamma Sigma
the international honor society for collegiate schools of business

The University of Michigan - Flint Chapter

May 2, 2014


President


Chapter President




Secretary-Treasurer


Chapter Secretary

Albert Bertram

SURVEY COMPLETION DATE: 01-10-2018

Your Top 5 Themes

1. Strategic
2. Achiever
3. Relator
4. Learner
5. Intellection

1. Strategic	People who are especially talented in the Strategic theme create alternative ways to proceed. Faced with any given scenario, they can quickly spot the relevant patterns and issues.	VIDEO PDF
2. Achiever	People who are especially talented in the Achiever theme have a great deal of stamina and work hard. They take great satisfaction from being busy and productive.	VIDEO PDF
3. Relator	People who are especially talented in the Relator theme enjoy close relationships with others. They find deep satisfaction in working hard with friends to achieve a goal.	VIDEO PDF
4. Learner	People who are especially talented in the Learner theme have a great desire to learn and want to continuously improve. In particular, the process of learning, rather than the outcome, excites them.	VIDEO PDF
5. Intellection	People who are especially talented in the Intellection theme are characterized by their intellectual activity. They are introspective and appreciate intellectual discussions.	VIDEO PDF

MBA OATH

As a business leader I recognize my role in society

- My purpose is to lead people and manage resources to create value that no single individual can create alone
- My decisions affect the well-being of individuals inside and outside my enterprise, today and tomorrow.

Therefore, I promise that:

- I will manage my enterprise with loyalty and care, and will not advance my personal interests at the expense of my enterprise or society.
- I will understand and uphold, in letter and spirit, the laws and contracts governing my conduct and that of my enterprise.
- I will refrain from corruption, unfair competition, or business practices harmful to society.
- I will protect the human rights and dignity of all people affected by my enterprise, and I will oppose discrimination and exploitation.
- I will protect the rights of future generations to advance their standard of living and enjoy a healthy planet.
- I will report the performance and risks of my enterprise accurately and honestly.
- I will invest in developing myself and others, helping the management profession continue to advance and create sustainable and inclusive prosperity.

In exercising my professional duties according to these principles, I recognize that my behavior must set an example of integrity, eliciting trust and esteem from those I serve. I will remain accountable to my peers and to society for my actions and for upholding these standards.

This oath I make freely, and upon my honor.


ALBERT BERTRAM




SCOTT D. JOHNSON, PH. D, DEAN
SCHOOL OF MANAGEMENT

References

Mariah Wanic	Pastor "Scout" Wilson Hester	Duane Bedell	Brian Reattior, Ed.S.	Madan Saluja, Ph.D.
BMCC Director of Charter Schools	Pastor, former teacher, and coach	BMCC President	Brimley Area Schools Superintendent	Lake Superior State University Professor & Mentor
Brimley, MI	Sault Ste. Marie, MI	Brimley, MI	Brimley, MI	Sault Ste. Marie, MI
(906) 248-2446	(906) 748-0524	(906) 322-7765	(906) 248-3219	(906) 203-2184

"Treat people as if they were what they ought to be and you help them become what they are capable of becoming."

"Integrity without knowledge is weak and useless, and knowledge without integrity is dangerous and dreadful."