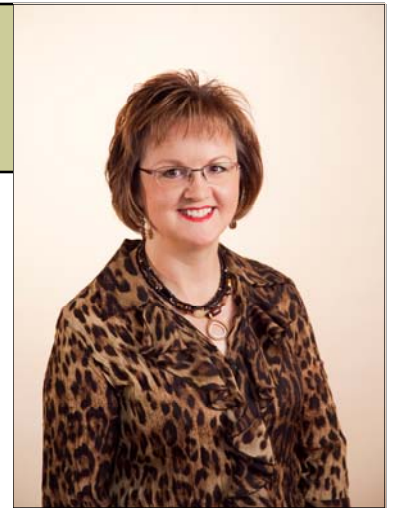


BIOGRAPHY

TRACY A. GREENLEE



Current Position:

Office Administrator, Client Service Coordinator

Edward W. Greenlee, CPA, PC

Background:

Edward Greenlee, CPA, PC

Office and chief document manager. Responsible for the coordination of service requests and document postings to client portals. Responsible for our family client concierge services.

Cain, Waters & Associates, PLLC—Dallas, TX

Accountant for national dental practice financial advisor and CPA firm with 1,300 dental clients and over \$2 billion under management, serving approximately 45 dental practice clients in support of the financial and tax planning team to assist in monthly financial monitoring and cost allocation between dental owners and partners. Established procedures and processes for new dental client setup and QuickBooks coordination. Established new procedural checklists in the accounting monitoring process to improve efficiency and quality control. Had great rapport with dentists and office managers, and Paychex and ADP payroll processing companies.

Arthur Andersen—Dallas, TX

Began as accounting department clerk in the Oklahoma City office and advance through performance to the accounting department supervisor. Rejoined firm prior to Enron case and provided general ledger support for five regional offices (Dallas, Ft. Worth, Oklahoma City, Tulsa and Denver).

Darr Rental Company (Darr Equipment-now Holt Company)—Dallas, TX

Accounting manager for rental subsidiary of a major Caterpillar equipment dealer responsible for general ledger reconciliation through financial statements, sales tax payable, payroll reports, and created custom reports for management.

Johnson, Miller & Co., CPA's, PC—Midland, TX

Firm controller responsible for general ledger reconciliation for regional CPA firm with three offices in Texas and New Mexico

I am a past member of the Desk & Derrick Club of Midland, TX. I have volunteered with the Midland Community Theater (member of Act IX), Humane Society of Ruidoso, NM and various other civic and charitable organizations. I am a member of various quilting guilds and served on the Board of Directors of the Greenville, TX guild and served as newsletter editor. I have numerous awards at quilting competitions.

I am an active reseller of Arbonne International health and beauty products and enjoy networking with other working women.

I am a native Oklahoman and I enjoy Oklahoma University men's and women's athletic programs, science and art museums. I particularly enjoy home remodeling, decorating and entertaining at our home.