

**SUMMARY OF CLIENT SERVICES:**

Director of Family Office with more than 25 years of accounting experience. Client service areas include:

- Perform various family office functions such as bill pay, financial statement preparation, budget to actual reports, investment accounting and special projects.
- Interface with clients and family members, investment advisors, bankers and other professionals on a variety of projects including investment valuations, private foundations, donor advisor funds, insurance and other issues needed.
- Manage the accounting and administration of clients' investment LLC, including preparation of capital calls and distribution notices. Interface with attorneys, transfer agents and investment companies as required.
- Work with our tax department to facilitate the preparation of clients' tax returns.
- Coordinate payroll and employee benefits plan for clients' household staff.

**PROFESSIONAL EXPERIENCE:**

*Director of Family Office, Seiler LLP (2002 to current)*  
*Chief Financial Officer, Consultant*  
*Corporate Controller, Earth's Best, Inc.*  
*Chief Financial Officer, Transtech Ventures, Inc.*  
*Controller, Basys, Inc.*  
*Auditor, Deloitte Touche*

**EDUCATION/CERTIFICATION:**

B.S. in Commerce and Accounting  
Santa Clara University (Santa Clara, California)

**PROFESSIONAL MEMBERSHIPS:**

Financial Women's Association

**COMMUNITY INVOLVEMENT:**

Gold Level Blood Donor  
*Group Leader, Relay for Life.*



**VERONICA CIARI,  
DIRECTOR OF FAMILY OFFICE**