

Reference for Andrea Graveline

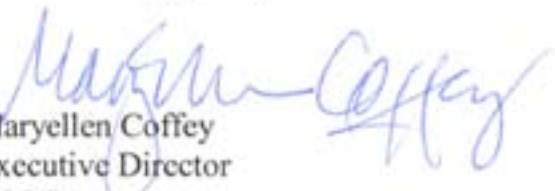
Andrea Graveline has provided accounting, financial management and operations support to BOSTnet since March 2007, as a part time controller, operating as an independent contractor. During that time, Andrea has provided the monthly accounting support and any necessary interface with landlord, payroll, retirement and health vendors. Andrea monitors all financial transactions, produces monthly financial statements and works with the CPA firm to develop the annual audit and submit necessary tax filings.

Andrea has also provided her expertise to special business projects including finding new office space, assessing sublease options, assessing insurance coverage and bringing her contacts to assist in technology and legal support and selecting a new audit firm. Andrea's approach is always to get the best value and highest expertise, when considering vendors.

Andrea approaches her work in a thorough and competent manner. She is always available for clarification or input, to keep office and financial management operating smoothly.

As a small nonprofit, BOSTnet has benefited from Andrea's experience, knowledge and skills. She has been a valuable part of the BOSTnet operations. I would recommend Andrea without hesitation for her expertise and professionalism in providing accounting and business operations support.

I would be happy to provide a reference and can be reached at 617-720-1290 x201.



Maryellen Coffey
Executive Director
BOSTnet
coffey@bostnet.org