
From: jeffrey E. <jeevacation@gmail.com>
Sent: Friday, March 27, 2015 4:56 PM
To: Richard Joslin
Subject: Re: FW: Wed next week

you need to accept my skype request

On Fri, Mar 27, 2015 at 12:43 =M, Richard Joslin [REDACTED] > wrote:

Attached is resume<=u>

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Work closely w/ bookkeepe=s:

Review daily QB entries

Control monthly close of entities

Update / train bookkeeper to record equity pick-up for flow-thru entities Ensure valuations (external manager & public) are recorded timely &=correctly Review daily process for efficiency

Train bookkeepers on adva=ced Quickbooks capabilities and proper accounting processing=/p>

Accounting for Avioneta, LDB Foundation (inclu=ing transition of payroll to FO), Phaidon related entities, new Art Partne=ship, construction cost reporting

Spearhead implementation of process and structure to=Household bill pay process, eg implement and document processes, workflow.=u>

Spearhead implementation of uploads from CashPro to =uickbooks; AMEX to Quickbooks

Update BFP valuation model for GRATs & related s=hedules

Maintain BFP capital account schedule<=p>

Maintain GRAT schedules

Update quarterly F/S model (internal & Trustee reporting)

Assist in updating monthly cash inflow/out flow report (internal reporting)

Update semi-annual gaming commission template=u>

Liase with outside investment IR/accounting to secure valuations, monthly/ quarterly reports

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From: Richard Joslin
Sent: Thursday, March 12, 2015 10:50 AM
To: Yvonne Berger
Subject: RE: Wed next week

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From: Yvonne Berger
Sent: Thursday, March 12, 2015 10:48 AM
To: Richard Joslin
Subject: RE: Wed next week

Hi Rich,

Brad mentioned Wednesday, March 18th at 12:45pm is perfect for a candidate interview. I have the date and time saved to our calendar. Please provide me the candidates name and I will update to our calendar. Thank you=

Best, Yvonne<=p>

From: Richard Joslin
Sent: Thursday, March 12, 2015 9:33 AM

To: Yvonne Berger
Subject: RE: Wed next week

Please reserve 12:45 t= 1:30 Thanks

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From: Yvonne Berger
Sent: Thursday, March 12, 2015 9:25 AM
To: Richard Joslin
Subject: RE: Wed next week

Dear Rich,

Listed below Brad has two meeting =n March 18th; otherwise the day is open. Please let me know if =ou would like me to hold a time. Thank you.

Best, Yvonne<=p>

Wednesday, March 18th

10:00am – Meeting at Apoll=

11:30am – Office Meeting a= Elysium

From: Richard Joslin
Sent: Thursday, March 12, 2015 9:20 AM
To: Yvonne Berger
Subject: Wed next week

Please let me know if BW has availability during lun=h time next Wed for candidate interview Thanks

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Richard Joslin

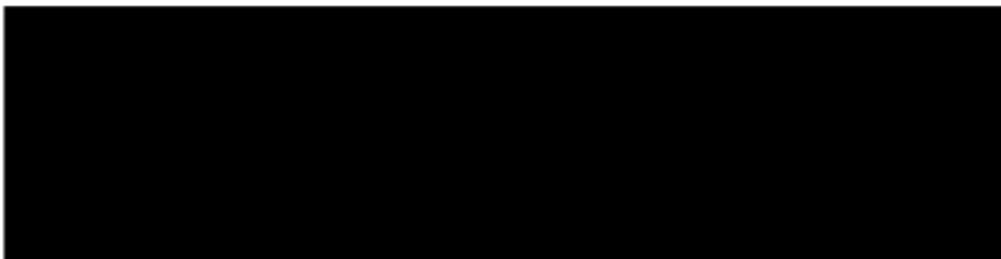
CFO

Elysium Management LLC

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Ste. 1401

New York, NY 10022



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please note

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