**Summary Report of GM’s Interviews for MTC Bookkeeper/Accounting Position**

**Over the course of the last few weeks, I have been conducting interviews for the bookkeeper/accounting position at MTC. I reached out to the Marin Bookkeepers Network and posted a job posting on their site. The posting generated plenty of interest in the position. I selected 6 very qualified candidates to interview, all could do a fine job for MTC. Below I have rated the top 4 candidates in the order of my choice and provided a summary, qualifications, and their proposals. The other 2 candidates did not interview well and did not show much interest or enthusiam:**

1. **Fredrick Rosenfeld ACCOUNTING RESULTS, INC.**

* **Very easy going, good personality and connected immediately**
* **Extremely qualified and has experience working in the private club industry.**
* **Very affordable at $70 per hour**
* **According to his resume, he may have done work with David Hirschkop’s business**
* **Out of all candidates I interviewed, he left me with a feeling of confidence that he could pick up right where Herb left off.**
* **Documents:** [Fred’s Resume](https://www.marintennisclub.com/wp-content/uploads/2020/12/Fredrick-Rosenfeld-Resume.docx)[Fred’s Proposal](https://www.marintennisclub.com/wp-content/uploads/2020/12/Frederick-Rosenfeld-Accounting-Results-Inc-Proposal.docx)

1. **Kristina Jacobs A COUNT ON**

* **Very professional with a young family. Works from her home office in Novato**
* **Certified bookkeeper in Quickbooks Desktop and Online and proficient in accounting programs required for MTC**
* **Strong background in working with accounting/bookkeeping with a range of different clients and industries.**
* **Showed confidence and knowledge that she could handle the tasks required at MTC**
* **Her proposal is for a flat rate of $1500 for all tasks required by MTC**
* **Documents:** [Kristina’s Resume](https://www.marintennisclub.com/wp-content/uploads/2020/12/Kristina-Jacobs-Resume.docx)[Kristina’s proposal](https://www.marintennisclub.com/wp-content/uploads/2020/12/Kristina-Jacobs-Bookkeeping-Services-Engagement-Letter-12-3-20.docx)

1. **Renee Paisley THE BALANCING ACT**

* **Renee was very professional in the interview with a pleasant personality.**
* **Has all the skills and program knowledge to handle MTC tasks.**
* **Strong referral from MTC Member Steve Miller, CPA as she has done work for him.**
* **Her hourly rate is the highest of all candidates at $85/hour**
* **Documents:** [Renee’s proposal](https://www.marintennisclub.com/wp-content/uploads/2020/12/Renee-Paisley-The-Balancing-Act-Engagement-Letter-MTC.pdf)[Renee's Resume](https://www.linkedin.com/in/reneepaisley/) **(Linked in)**

1. **Carla Pollard MILL VALLEY BOOKKEEPER**

* **Carla had more of a laid-back approach and was very easy going. I can see myself working with her as we communicated well during the interview.**
* **She did not come across as strong in her interview as Fred and Kristina but she has had her own bookkeeping business since 2004.**
* **She has a strong background and history in both the business of finance and Operations manager.**
* **Her rate is $65 per hour and her proposal was basically an email**
* **Documents:** [Carla’s Resume](https://www.marintennisclub.com/wp-content/uploads/2020/12/Carla-Pollard-Resume.doc)[Carla’s Proposal](https://www.marintennisclub.com/wp-content/uploads/2020/12/Carla-Pollard-Proposal.docx)