

SARAH A. LEWIS
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LIBRARY EXPERIENCE

Lawton Chiles Legal Information Center, University of Florida Levin College of Law,
Gainesville, Florida, Reference Librarian, August 2016-Present

Teach one credit legal research class to first-year law students, designing and developing the coursework, syllabus, lessons plans, and assignments. Ensure course adheres to law school curriculum standards. Work on law library's reference desk on average six hours each week and as needed, helping patrons with any research, reference, or library questions. Serve as liaison to multiple faculty members who focus on tax law, assisting in research, ordering books, and any special projects. Perform collection development for tax, bankruptcy, and insurance law-related resources.

Hamilton County Law Library, Cincinnati, Ohio, Intern, January 2016-April 2016

Conduct legal research for patrons and attend to other patron needs such as tutorials on legal resources and circulation. Conduct social network analysis to identify potential subscribers. Research self-help models and develop commonly used forms repository for patrons. Create LibGuide on small claims court. Research space redesigns in similar facilities. Catalog using EOS and Library of Congress Classification. Attend to various other duties as requested by librarians.

PROFESSIONAL EXPERIENCE

Jurikos LLC, Cincinnati, Ohio, Archiving Services, January 2013-Present

Archive documents, photographs and other artifacts of prominent Cincinnati family, dating back to abolition. Prepare application to induct first female Commissioner of Correction of New York into Women's Hall of Fame. Conduct historic research regarding various family members.

Contract Attorney, Cincinnati, Ohio, Document Review Attorney, November 2010-Present

Review various documents for responsiveness and privilege for a large Cincinnati law firm related to product liability cases using DTI, Visual Evidence/E-Discovery and Summation programs. Code documents according to responsiveness, privilege, and topic. Redact documents according to Health Insurance Portability and Accountability Act standards and level of responsiveness.

Kilpatrick Stockton LLP, Atlanta, Georgia, Associate, May 2006-April 2008

Experience in public finance, acting as bond, issuer's and borrower's counsel in tax-exempt, taxable and phantom bond transactions, underwriter's counsel in taxable and tax-exempt bond transactions, lender's counsel in government incentives transactions and trustee's counsel in corporate securities transactions. Prepared various bond, closing, disclosure and offering documents in connection therewith.

Seyfarth Shaw LLP, Atlanta, Georgia, Associate, September 2004-May 2006

Experience in public and commercial finance, acting as bond, issuer's and borrower's counsel in tax-exempt, taxable and phantom bond transactions, underwriter's counsel in tax-exempt and taxable bond transactions, trustee's counsel in corporate securities transactions and lender's and borrower's counsel in asset-based, construction loan, line of credit and foreclosure transactions.

Prepared various bond, closing, loan, security, offering and disclosure documents in connection therewith. Experience in general corporate transactions and general corporate governance.

Powell Goldstein LLP, Atlanta, Georgia, Associate, March 2002-September 2004

Experience in public finance, acting as issuer's counsel, bond counsel, underwriter's counsel, borrower's counsel and trustee's counsel. Prepared various bond documents including trust indentures, financing agreements, official statements, bond resolutions, land use restriction agreements and disclosure documents in connection therewith.

Miller & Martin LLP, Atlanta, Georgia, Associate, March 2001-March 2002

Experience in mergers, securities and general corporate governance. Prepared various securities filings, including Forms S-2, S-4, S-8, 10-K and 10-Q, prospectuses and proxy statements. Drafted merger agreements, general corporate governance documents, stock option plans and agreements and restricted stock and subscription agreements.

Powell Goldstein LLP, Atlanta, Georgia, Associate, August 1998-February 2001 and Summer Associate, May-July 1997

Experience in mergers, acquisitions, divestitures, securities and general corporate governance. Drafted various securities filings, including Forms S-1, S-4, S-8, 10-K and 10-Q, proxy statements and Section 16 filings and acquisition and divestiture agreements. Outsourced to major firm client to assist in \$3 billion corporate restructuring, including debtor-in-possession financing.

EDUCATION

Kent State University, Kent, Ohio, Master of Library and Information Science and Master of Science in Knowledge Management, May 2016

- Member of Golden Key National Honors Society.
- Recipient of the Rose Vormelker Scholarship for special librarianship.
- Recipient of the A. Robert Rogers Memorial Scholarship for academic excellence and potential for scholarly research.

Vanderbilt University School of Law, Nashville, Tennessee, Juris Doctorate, May 1998

- Attended American University Washington College of Law, Washington, D.C. (August 1995-May 1996). Graded onto the *American University International Law Review*.
- Attended *Colegio Mayor de San Pablo*, Madrid, Spain (June-July 1996): Coursework in International Trade, Financial Markets of the European Union and International Environmental Law.

Miami University, Oxford, Ohio, Bachelor of Arts, *Cum Laude*, May 1995

- Majored in Diplomacy and Foreign Affairs with a minor in Spanish.
- Member of Phi Beta Kappa, Omicron Delta Kappa and Golden Key National Honors Society.

PROFESSIONAL ASSOCIATIONS

- Southeastern Chapter American Association of Law Libraries, 2016-Present
- American Association of Law Libraries, 2016-Present
 - Academic Law Libraries Special Interest Section, 2016-Present
 - Research Instruction and Patron Services Special Interest Section, 2016-Present

- State Bar of Georgia, 1999-Present

PUBLICATIONS

Co-Author of “Municipal Leasing” chapter of Practising Law Institute’s *Equipment Leasing-Leveraged Leasing*, 2017 Release.