

## Barbara Natalizio

6 Sherwood Meadows  
Pembroke, NH 03275

Cell #: (603) 540-5163  
E-mail: natalizio@aol.com

### Film Industry/Production Accountant Training

#### **Introduction to Motion Pictures**, “College on the Lot” 8-week workshop (20 hours)

Plymouth, MA—Instructor: Christopher McKenzie ([cmckenzie@aii.edu](mailto:cmckenzie@aii.edu))

Jul-Sep 2009

Joint effort by Plymouth Rock Studios ([www.plymouthrockstudios.com](http://www.plymouthrockstudios.com)) and The New England Institute of Art  
[<https://aicollegeonthelot.com/Workshop.aspx>]

##### Curriculum:

- Week 1: Hollywood and the Studios [Brief history of film and film industry, Rise and fall of the Hollywood Studio System, Production/Distribution/Exhibition, The basics of how distribution and exhibition work, What a "studio" is now, Keeping up with the industry: Variety, Hollywood Reporter, etc.]
- Week 2: Before the Shoot—How a film begins [Writers – how they work, story structure, screenplay formats; The Package Deal system; Agents and Production Companies; Producers; Studio as bank and rental house; Indies and how they get funded (or don't)]
- Week 3: Pre-production [Getting the shoot ready (Producers, UPM, Location scouts, casting, etc.); Who's who in pre-production]
- Week 4: On the set [A rundown of the crew; A typical shooting day, from start to finish]
- Week 5: Lights, camera . . . [Learning to recognize the equipment on set and off; Cameras, both film and video (and how they've evolved and continue to evolve); Lighting and grip equipment; Sound]
- Week 6: After the cameras are turned off [The post-production workflow; The editor and his crew; Editing tech; Special FX; Post-production sound; Prints/Digital distribution]
- Week 7: Television [Brief history of television and the U.S. broadcast networks; Cable/Satellite television; Digital television/HDTV; Hollywood's move into television production; its current role; How different kinds of television programs get made]
- Week 8: Film and TV Unions [History and evolution of labor unions in the film & TV industries; Getting into and working with unions: SAG/AFTRA; Other Artistic Unions: DGA, WGA, ICG, ADG, Editor's Guild, MPSE; Technical Unions: IATSE, NABET, IBEW, CWA, Teamsters. Etc; Recent labor issues/negotiations; Independent productions and the unions; Other professional organizations in the film and TV industries]

#### **Film Production Accounting 101**, John Gaskin Productions (34 hours)

New York City—Instructor: John Gaskin ([johngaskin@talkfilm.biz](mailto:johngaskin@talkfilm.biz))

Mar-Apr 2010

##### Curriculum:

- An Intro to the Film Accountant's Role Within Film Production [Background of the Key Film Accountants, their workload and their needs are examined, with real life examples given how you can contribute to the Key Accountant's responsibilities; The “Product” of the Film Production Accounting Department is defined, with examples, and how the Assistant Accountant contributes to that “Product”; How the Accounting Department inter-relates with the Producer, the Financiers and the other production departments.; Terminology explained (Above-the-Line, Below-the-Line, Gaffer, Grip, Craft, etc.)]
- An Intro to the Functions of the Film Accounting Department [Six basic Film Accounting & Cost Control Systems, each system is reviewed with industry specific terms and practical examples given; Review of the attitude of film accountants from a practical viewpoint (how to approach crew, producers, the film auditor, etc.); review of the Fundamental Principles of Accounting; A discussion of how the Film Accounting department forms are prepared/printed/ordered for each film production]
- The General Ledger Software & Account Coding [Training on MediaWin G/L software--hands-on drills for the film budget template and account number, defining the chart of accounts, vendor creation, entering check reqs, petty cash advances, purchase orders, vendor invoices, check preparation—vendor invoices, etc.]

### Other Relevant Information

**Location Availability:** Can be local for Los Angeles, New York, Boston and New Hampshire; willing to work on location

**Industry Software:** Trained on MediaWin, own license to Movie Magic Budgeting 7 Software

**Tool Kit:** Own laptop, calculator with add tape, office supplies, “Posted” stamp, date stamp, G/L stamp and Microsoft Office user manuals

## **EDUCATION**

*Southern New Hampshire University, Manchester, NH*  
Graduate Certificate in Project Management – June 2009

*Southern New Hampshire University, Manchester, NH*  
Bachelor of Science in Accounting – May 2004  
Honors: Summa cum laude, Delta Mu Delta Business Administration Honor Society, President's List for Academic Achievement

- *Gold Key Recipient* (for high academic achievement)
- *Outstanding Bachelor of Science Student at Manchester Center*
- *Outstanding Continuing Education Student in Bachelor of Science in Accounting Program* (all SNHU campuses)

*St. John's University, Jamaica, NY*  
Bachelor of Arts in English – May 1985 Minor: Business  
Honors: Cum laude, Sigma Tau Delta English Honor Society, Dean's List

## **WORK EXPERIENCE**

Elliot Hospital, Manchester, NH

3/98-Present

Project Manager (Quality and Patient Safety – 1/08 to Present)

Responsible for the coordination and completion of projects throughout the health system including setting deadlines, assigning responsibilities, monitoring and summarizing progress of projects and reporting status to Medical Staff, committees and other departments. Current projects: Crimson Project (electronic presentation and access of physician quality metrics, Baldrige (program for organizational quality) and Emergency Dept Patient Ambassador program.

Quality Management Analyst (Quality Management – 7/05 to 1/08)

Worked on performance improvement initiatives providing data analysis utilizing statistical process control measures; served as Press Ganey patient satisfaction point person for hospital; generate physician profiles monthly on specialties due for reappointment.

**Accountant (Financial Reporting – 6/04 to 7/05)**

- **Prepare and enter all standard and recurring journal entries for the hospital and several non-hospital entities.**
- **Responsible for balance sheet and income & expense statements for non-hospital entities. Analyze postings and conduct actual to budget variance analysis.**
- **Responsible for real estate and lease administration.**
- **Monitor cash flow and reconcile bank activity involving non-patient cash transactions for several entities.**
- **Responsible for all Fund Balance/Retained Earnings roll-forward reconciliations.**
- **Team Welliot representative for 7 years.**

**Accountant (Financial Development – 11/00 to 5/04)**

- **Developed budgets for non-salary expenses, capital, depreciation, non-operating income and other operating income.**
- **Monitored actual to budget dollars and analyzed variances.**
- **Compiled hospital-wide monthly statistics report.**
- **Completed special projects as assigned.**

Division Business Coordinator (Women's and Children's Health – 3/98 to 11/00)

Monitored budgets; completed monthly variance reports for the Women's and Children's Health Division consisting of Labor & Delivery, Maternity, NICU, Pediatrics and Childbirth Education; assisted in business management of Childbirth Education department:

- Streamlined billing system – automated a manual accounting system.
- Handled accounts receivable/accounts payable/collections.