

Date 12/22/77

Name MRS MARY DRANE

Address 3045-A Via Serena So.
(manor number and street)

Born 1913 Nashville, Illinois Telephone 586-3563
(year) (city) (State)

Education Master of Business Adminis. in Management, 1962, also doctoral studies, New York Univ. Grad. School of Bus. Adminis. Elected to Beta Gamma Sigma (honor society of collegiate schools of bus.) B.A. Economics, cum laude, Hunter College. Certificate N.Y. Stock Exchange Institute. Harris Teachers College, St. Louis, Mo. Private study voice, violin, piano.

Business Background 33 years Exxon Corp. at top corporate level, N.Y. Hqs. Personnel Administrator & Office Manager, world-wide Marketing Dept. Budgets, management development, salary administration, performance appraisals, interviewing, counselling, office administration.

Secretary of Annuity Trust Committee accounting for investments and disbursements from annuity funds in excess of \$100,000,000. Contacts with major New York banks, and monthly reports to Exxon Board of Directors.

5 years with F. I. duPont & Co. Investments. Investment Analyst.

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Civic & Social Activities Pres. Personnel Administrators, New York City. Prs.-elect, Vice Pres. & Director Beta Gamma Sigma Alumni of N.Y.C. (1,800 top business executives). Vice Pres. New York Univ. ^{Grad.} School of Bus. Adminis. Alumni. Co-Chairman business conferences. Director, N.Y.U. Alumnae Club. Director and Secretary Cooperative Apartment Corp. New York. Member of Rockefeller Center Choristers 18 years. Member and Board of Directors of Community Singers of Queens. Hawthorne Court Garden Association. Member Finance Committee of church. Church soloist.

Leisure World Activities Member Governance Committee. Saddleback Area Coordinating Council, Goals Committee and Bylaws Committee. Exceptional Service Award from S.A.C.C. in 1977. Rec. Secty. Amer. Assoc. of Univ. Women 1975-77; Co-Chairman Consumer Study Group 1974. Rec. Secty. Laguna Hills Friends of the Philharmonic. Public Information Committee for Music Festival '77 of Orange County Philharmonic Society. League of Women Voters. Common Cause. Community Association. Member of choir, handbell choir and couples club of United Methodist Church. Ebell. Theatre Guild of Leisure World. N.Y.U. Alumni Assoc'n. of Southern Calif. Missouri Club. Community Concerts. Oil painting classes. One of judges of story contest by students, grades 1-6, of Saddleback Unified School District, 1977.

Health Good Name submitted by Jim Waterman

080 Standard Form
Resume Questionnaire

*Moved to LW May 1973
from ny city*