



Barbara A. Goodson
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OBJECTIVE: Continue to utilize my corporate skills in the Oil and Gas Industry.

EXPERIENCE: Currently employed for over 17 years in the Land Department as Lease/Contracts Supervisor with Clayton Williams Energy, Inc., a nationally recognized Oil and Gas operating company traded on NASDAQ.

1997 – to date

Job duties included:

- ✚ Overseeing brokers' lease acquisitions, invoicing, bonus payments and data entry or review of data entry for each lease or leasehold acquisition.
- ✚ Maintaining lease records for the Houston Division Office with over 100 prospects in various States including: Alabama, Mississippi, Louisiana, Texas, Oklahoma and Michigan.
- ✚ Preparing various legal documents for lease maintenance purpose such as Releases, Partial Releases, Notices of Options to Extend and consents and State approvals for assignments of interest.
- ✚ Preparation of various legal documents for partner and geologists' interests such as: Assignments of Oil and Gas Leases, Assignments of Overriding Royalty Interest.
- ✚ Preparing Quarterly and Year End Reports.
- ✚ Preparing Monthly rental forecast reports for internal review, decision-making and advisement to partners in various prospects where applicable.
- ✚ Overseeing rental payments each month.
- ✚ Assisting to development the original MS Access Data Base used for Lease Records and later overseeing the transition from MS Access to ILandMan Web-based program to ensure the integrity of our reports.

Prior to 1997

Employed by Cambridge Royalty Company assisting in their data conversion, lease records and last position as Land Manager until its closing due to a leveraged buyout by Global Natural Resources. I was also employed by Total Petroleum, WNS, Inc., and Baker Botts.

EDUCATION: 1971 Graduate from Ross Sterling High School as an honor-roll student and cheerleader. Creative Writing Classes at Kingwood College.

REFERENCES: Patrick C. Reesby, Kelly Beckham, Clayton Williams and Fr David Nelson.

HOBBIES: Editor for Christ the King Episcopal Church's monthly newsletter, tennis, water-skiing, snow-skiing and enjoying my grandchildren.