

Kathleen Donahue Aguilar
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**Admitted to practice in the States of Pennsylvania and New York

LEGAL EXPERIENCE

THE VIRTUAL ARTS LAW CENTER, West Chester, Pennsylvania
Owner, July, 2007 – Present

Owner of general counsel outsourcing, legal research, legal writing, and nonprofit law practice. Drafted and negotiated contracts for mergers and acquisitions, employment agreements. Handled corporate compliance, trademark, copyright, and corporate governance matters. Handled litigation and managed outside counsel. Appeared in court representing clients in criminal and workers' compensation cases. Drafted appellate briefs for the Third Circuit, and drafted pleadings and motions in immigration, criminal, civil and workers' compensation cases. Drafted and filed applications for federal and state tax exemptions for non-profit organizations.

CORPORATION SERVICE COMPANY, Wilmington, Delaware
Associate General Counsel, October, 2006 – April, 2007

Advised on legal and risk management issues across all business units. Advised senior management in domain registration, trademark search business, corporate formation business, and registered agent business. Monitored intellectual property and worked with outside counsel regarding trademark and patent applications and IP disputes. Advised on e-commerce issues. Drafted and negotiated IT agreements, domain registration and monitoring agreements, co-hosting, and co-branding agreements. Handled legal issues for a social networking website launched in February, 2007.

Advised on company compliance policies. Updated and implement global privacy policy. Updated and implemented records management policy, including policies related to electronically stored information. Served as compliance officer for OFAC compliance. Managed outside counsel regarding disputes. Advised on employee issues, including separation agreements and independent contractor agreements. Reviewed marketing and advertising materials.

AIG, New York, New York
Assistant General Counsel, July, 2002 – October, 2006

Served as counsel for risk management division of property and casualty insurance company. Negotiated and reviewed a wide range of contracts including agency agreements, security agreements, trust agreements, letters of credit, non-disclosure agreements. Reviewed marketing and advertising materials.

Conducted legal research on regulatory and compliance issues. Advised profit centers on compliance matters, state filings, and document retention policies. Coordinated responses to state regulators regarding consumer complaints. Assisted profit centers in preparing positions on proposed regulations. Negotiated disputes and managed outside counsel. Presented seminars on legal and credit issues.

LOEB & LOEB LLP, New York, New York
Associate Attorney, 1998 – 2002

Corporate associate. Practice included mergers and acquisitions, private equity transactions, securities filings and corporate governance. Drafted transactional contracts, including stock and asset purchase agreements, subscription agreements, merger agreements, loan agreements, joint venture agreements, and assumptions. Advised clients on transactions and attended closings. Managed due diligence, conducted legal research and drafted memoranda on corporate and securities law.

Litigation Associate. Handled white collar criminal defense, trademark, and commercial matters. Researched issues on corporate attorney-client privilege and federal sentencing guidelines. Handled document review and discovery.

EDUCATION

BROOKLYN LAW SCHOOL, Brooklyn, New York
Degree: Juris Doctor, June, 1998, cum laude
Honors: Law Review, Moot Court Honor Society Trial Advocacy Team, Scholarship

COLUMBIA UNIVERSITY, New York, New York
Degree: Master of Arts in Arts Administration, June 1997

MANHATTAN SCHOOL OF MUSIC, New York, New York
Degree: Master of Music, June 1993

NORTHWESTERN UNIVERSITY, Evanston, Illinois
Degree: Bachelor of Music in French Horn Performance, June 1988

OTHER EXPERIENCE – Pro Bono

Health Insurance for Monastics Project

Pro-bono project to explore health insurance options for monastics residing in the United States.

Musicians' Wellness

Handled application for 501(c)(3) tax-exemption for musicians' assistance organization. 501(c)(3) was obtained.

Latin Madness, LLC

Formed limited liability company for theater/dance production. Drafted dancers' contracts and advised on legal issues.

Kinhaven Music School

Member of board of directors for summer classical music school in Weston, Vt.

Chicago Symphony Orchestra, Chicago, Illinois

Extra and substitute French Horn, various occasions, 1986-1991.