

# Carrie Woerdeman

515-865-0615

3326 SW Cherry Court, Ankeny, IA 50023

acwoerdeman@msn.com

<b>Summary</b>	I am a leader who thrives on execution and process improvement by engaging with and soliciting feedback from the team around me.
<b>Achievements and Professional Affiliations</b>	<ul style="list-style-type: none"><li>▪ 2018 Graduate of Greater Des Moines Leadership Institute Community Leadership Program</li><li>▪ Licensed Real Estate Broker in the State of Iowa</li><li>▪ Institute of Real Estate Management (IREM) Certified Property Manager (CPM) Candidate</li><li>▪ Member of Commercial Real Estate Women (CREW) Iowa, Iowa Commercial Real Estate Association (ICREA), Institute of Real Estate Management (IREM)</li><li>▪ Certified in Low Income Housing Tax Credit (LIHTC) Compliance, HOME Funds Compliance, Mixed Income Compliance</li></ul>
<b>Experience</b>	<p><b>T&amp;L Properties, LLC    2007-Present</b> Vice President of Operations</p> <ul style="list-style-type: none"><li>▪ Since beginning employment with T&amp;L Properties, LLC as a Sr. Administrative Assistant in 2007, I have progressed through several roles to my current position.</li><li>▪ Responsible for day-to-day operations of multifamily housing portfolio including leasing, marketing, affordable housing program compliance, overseeing property management, as well as IT and HR functions.</li><li>▪ Assist in leasing commercial space including office, retail, and storage units.</li></ul> <p><b>Target Corporation    2004-2007</b> Executive Team Leader</p> <ul style="list-style-type: none"><li>▪ Store leadership, responsible for managing store during operating hours and overnight shifts. Maintain store profitability. Recruit, hire, and develop talent. Ensure outstanding customer service. Drive brand results.</li></ul> <p><b>Prairie Land Management    2003-2004</b> Associate Sales Consultant</p> <ul style="list-style-type: none"><li>▪ Create proposals, maps, budgets, and cash flow analysis necessary for the implementation of land management projects.</li><li>▪ Communicate with State and County agents as well as private constituents to assist in the application process for cost-shared conservation programs.</li></ul> <p><b>Sigurd Olson Environmental Institute    2002-2003</b> Intern</p> <ul style="list-style-type: none"><li>▪ Co-coordinate and execute 3-day Lake Superior Youth Symposium, an educational event for 125 High School students</li></ul>

	<ul style="list-style-type: none"> <li>Assist Program Directors including Northern Native Plant Project and Loon Program</li> </ul>
<b>Education</b>	<p><b>Northland College – Ashland, WI – B.S. Natural Resource Management/B.S. Environmental Studies – Natural Science</b></p> <p>May 2003</p> <p>Graduated Magna Cum Laude</p>
<b>Leadership and Community Involvement</b>	<ul style="list-style-type: none"> <li>Commercial Real Estate Women (CREW) Iowa Education and Outreach Committee Co-Chair (2019)</li> <li>Commercial Real Estate Women (CREW) Events and Programming Committee Member (2016-2018)</li> <li>Greater Des Moines Leadership Institute Community Leadership Program Project Mentor (2018-2019)</li> <li>Seven Oaks Youth Development and Ski Team Volunteer Ski Coach (2016-2019)</li> <li>Ankeny First United Methodist Church – Sunday School Teacher, Soccer Coach, Soul Food Café Kitchen Clean-up Crew (various times 2015-2019)</li> <li>Actively Involved in Ankeny Southeast Elementary PTO</li> </ul>



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T&L Properties, LLC, Granger, IA  
Licensed Real Estate Firm  
in the State of Iowa

January 7, 2018

40 under 40 recommendation letter

RE: Carrie Woerdeman - Nominee

To Whom It May Concern:

I am writing a letter of recommendation for Carrie Woerdeman. Carrie began working for my company as office manager in July of 2007. I soon discovered that Carrie's talents for management and administration was well beyond that of your typical office professional. She quickly assumed tasks of team leading and full company reorganization to allow for years of continued company growth.

I have found over and over that her views/inputs relating to complex topics within my organization have allowed for great operational decisions. Some highlights of what Carrie has brought to our company over the last 12 years are as follows:

- Establishment of an organizational internet presence including electronic processes at the cutting edge of our industry.
- Modernization and streamlining of systems and operational processes resulting in greater efficiencies and level of service.
- Ongoing assessment and improvement of policies, procedures, and processes.
- Improved procedures for onboarding employees and new employee training to ensure the greatest opportunity of success for new team members.
- Sought out a strategic partnership to navigate and leverage the ever-changing landscape in the area of marketing.

I have seen Carrie continue to grow within my organization and has been promoted to VP of Operations. Along with these responsibilities Carrie has also worked very hard in developing her networking and community outreach.

I would be very confident that Carrie would be a great recipient of the 40 under 40 award.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ted J Oswald', is written over a horizontal line.

Ted J Oswald  
Owner/Manager

January 9, 2019

Selection Committee  
Business Record Forty Under 40

RE: Letter of Recommendation – Carrie Woerdeman

Dear Selection Committee:

I am honored to recommend Carrie Woerdeman for the privilege of participating in the Business Record Forty Under 40 Class of 2019.

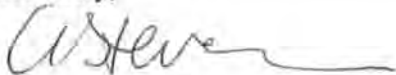
As past President of Commercial Real Estate Women (CREW) Iowa, I had the privilege of working the Carrie on the CREW Iowa Board. Carrie held positions of committee member of the Events and Programming Committee and co-chair of the Iowa Education and Outreach Committee from 2015-present. Carrie has set the bar high and consistently exceeded expectations. Carrie's impact on the education and outreach program was significant. She took the program to the next level in scale, scope and number of participants. She is extremely conscientious, organized and makes the experience of volunteering with her/for her a seamless and fulfilling pleasure.

CREW Iowa and the newly formed committee of Iowa Education and Outreach would not be where they are today without Carrie. The latter committee, I am confident, would not exist without the diligence, impeccable follow-through, sound commitment and determination of Carrie. She leads with grace, understanding and a clear-cut sense of knowing what the job and expectations are for all involved. Communication is a tremendous strength of Carrie's. Under her guidance, the program has consistently improved and become better and bigger each year. Carrie is inspiring our youth to consider STEM jobs and jobs in commercial real estate. She is helping them look at parks, offices or retail shops in completely different light after they participate in the outreach programs.

In addition to CREW Iowa, Carrie is all about continued education and helping others. Whether it is volunteering as a Ski Coach for Seven Oaks Youth Development or as a Sunday School Teacher, Soccer Coach or clean up crew, Carrie is not afraid to roll up her sleeves, motivate others to help and get the job done. That is above her "day job" of leading the operations of a face paced, multi-family real estate company!

Carrie Woerdeman is a past graduate of the GDMLI (2018) and Program Project Mentor 2019 and would be a worthy candidate for 2019's roster for Forty under 40. Thank you for your consideration. Should you have any questions or concerns, please do not hesitate to contact me at 515-710-4468.

Yours truly,



Michele H. Stevens  
Senior Vice President  
Central Bank  
& CREW Iowa 2017 President  
6601 Westown Parkway, Suite 140  
West Des Moines, IA 50266

January 6, 2019

To: 40 Under 40 Selection Committee

From: Rick Bryan

I am the President and founder of Seven Oaks Recreation, Inc. in Boone, Iowa. As the President of this company, former Plant Manager of a 300 employee factory in Oskaloosa Iowa for 40 years, member of the Oskaloosa City Council for 8 years, member of the Oskaloosa Park Board for 6 years, co-founder of Mahaska Community Recreation Foundation, scout leader, little league coach, and served on a host of other church and community committees, I feel very capable of assessing a person's work ethic and general character.

I'd like to highlight Carrie's commitment as a volunteer coach with the Seven Oaks Youth Development and Ski Team. Carrie joined the small group of volunteer coaches three years ago after only two years of the programs existence. Her contribution as a coach has aided in doubling the size of the Youth Development and Ski Team, which is an outstanding accomplishment in and of itself.

The youth in this group are novice skiers that have expressed an interest in improving their skiing skills. With repeated coaching, on-hill demonstrations, practice and classroom training they do just that! Many of these kids are not the star athletes in the traditional school system and community athletic programs, but most find they can excel in a sport of their choice with repeated instruction, practice and encouragement. It is very heartwarming to see the change in these youth which makes such a positive change in their lives, confidence and their respective communities.

At Seven Oaks, we view skiing as a lifelong sport that brings families together, promotes a healthy lifestyle, creates a love for the outdoors, and helps build a sense of community. I believe this is also what drives Carrie's passion and commitment to helping develop the next generation of skiers.

Carrie volunteering her time and knowledge each Saturday and Sunday morning to benefit the Seven Oaks Youth Development and Ski Team each winter is a testament to her community mindedness, her priorities, her determination and her heart.

I am sincerely honored and privileged to share my recommendation of Carrie Woerdeman and I am confident she would make you as proud as she has me.

Thank you,



Rick Bryan

President

Seven Oaks Recreation, Inc.

1086 222<sup>nd</sup> Drive

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