



ABBY LAKE

Accounting Assistant

ABOUT ABBY

Abby is CPN Legal's go-to for all projects and client needs. While her time is mostly spent on our Invoicing Team assisting clients with their billing process, clients and team members turn to Abby for data entry and small projects. She was introduced to CPN Legal through her mom and CPN Legal Senior Accountant, Kim Glassmeyer. Abby initially assisted the team part-time, as her help became more and more invaluable, she joined the team full-time. Abby's background as a stylist has taught her what it takes to successfully run a small business and allows her to see potential solutions from the perspective of an owner.

Abby is a fan of HGTV and is inspired by shows like Fixer Upper and Love It or List It when it comes to her own home improvement projects. Through the pandemic, Abby and her husband began slowly but surely turning their new home into a space tailored for them and their two cats.

ABBY LAKE

Accounting Assistant
abbyl@cpn-legal.com
513-596-1583

EDUCATION

Diamond Oaks Career
Campus
Cincinnati, OH
Cosmetology

SKILLS

Clio
Excel
Microsoft Office

Organization
Digital Marketing

FUN FACT

Abby is skilled in
Halloween and special
effects make-up.

TURN TO HER FOR:

- Invoicing Services
- Designing Invoicing Checklists
- Accounts Receivable Follow Up and Collections
- Lawpay and Clio Payments
- Data Entry Projects

PROFESSIONAL SUMMARY

Talented professional excelling in problem-solving and strong attention to detail. Abby's organizational skills and adaptability allow her to provide genuine customer service to clients.

PAST ROLES

Hair by Abby - Cincinnati, OH - Owner & Stylist

Hair Management Salon - Cincinnati, OH - Administrative Assistant

MEET CPN LEGAL

CPN Legal commits to being results-driven by measuring their ability to reduce attorney involvement in operational activities while at the same time increasing a law firm's efficiency and profitability. Focusing on serving the needs of solo practitioners and small firms, CPN Legal offers the following services: Outsourced Bookkeeping, Legal Practice Software selection and implementation, and Practice Start-Up.

