



DAWNA L. ELLIS, CCIM
Chief Operating Officer
Chief Financial Officer

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PROFESSIONAL EXPERIENCE

Dawna Ellis joined Harvey Lindsay Commercial Real Estate in 1984. She is responsible for all operational functions of Harvey Lindsay Commercial Real Estate. These include Accounting, Human Resources, Management Information Systems, Marketing and Research, and Administrative Support. She manages all aspects of Corporate, Partnership, Development, and Property Management accounting including tax work for the various entities controlled by Harvey Lindsay Commercial Real Estate. Dawna is ultimately responsible for implementing all company policies and coordinating company benefits including the 401 (k) plan, cafeteria plan (Section 125 Plan), and employee benefit insurance policies. She monitors compliance with employment and labor laws. Dawna also bids and monitors operational insurance policies such as liability, workers compensation, personal property and errors and omissions.

Prior to joining the company Dawna worked as a research and development accountant for Lombert Lenses in Norfolk, Virginia.

EDUCATION AND DESIGNATIONS

She graduated Summa Cum Laude from Old Dominion University in Norfolk, Virginia in 1986, earning a Bachelor of Business Administration degree with concentrations in Accounting and Finance. She was inducted into Omicron Delta Epsilon and Alpha Chi - honor societies for Economics and Accounting respectively. She received her Certified Public Accountant (CPA) license from the State of Virginia in 1988, and her Certified Commercial Investment Manager (CCIM) designation in 1993. She is a 2004 graduate of Leadership Hampton Roads.

COMMUNITY INVOLVEMENT

Dawna is involved with several community Boards. She is currently on the Boards of CIVIC Leadership Institute, an organization designed to connect C-Suite leaders to impactful regional initiatives (2014 – Present); RVA-757 Connects, a non-profit established to combine the economic development efforts of the Hampton Roads to Richmond region (2017 – Present); ODU's Real Estate Advisory Board (2016 – Present) and ODU's Accounting Advisory Board (2022 – Present), both of which are designed to provide input on curriculum as well as connect students to opportunities outside the University.

Previously, Dawna served on the Boards of ForKids, an organization that provides shelter and services to homeless children and their families (2003 – 2011) and Volunteer Hampton Roads, a regional volunteer center designed to connect volunteer talent to non-profit organizations (2010 – 2020). She also serves on the Advisory Board of Virginia Martial Arts Center in Chesapeake, Virginia, where she is a black belt instructor who volunteers her time to teach self-defense and safety awareness to young children.