

Donna Rankin

Chief Financial Officer [Dallas](#)
500 N. Akard Street, Suite 3800
Dallas, Texas 75201-6659
O: 214.855.7500 D: 214.880.7625
drankin@munsch.com

Memberships

Association of Legal Administrators (Community Service Chair, 2017-2018; Board Member, 2013-2017; President, 2015-2016)

Ronald McDonald House of Dallas (Volunteer)

North Texas Food Bank (Volunteer)

The Bridge (Volunteer)



Overview

Donna Rankin serves as Munsch Hardt's Chief Financial Officer. In this role, she manages the accounting and finance functions of the Firm, including billings, collections, payroll, accounts payable, accounts receivable, cash flow management and tax reporting and compliance. She is the point of contact for relationships with financial institutions, from which she obtains financing proposals, lines of credit and oversees banking relationships. She prepares and manages financial forecasts and planning, capital expenditures and operating budgets. She also works closely with the Firm's Board of Directors on financial strategy and business planning.

Having started her career with the Firm nearly 30 years ago, Donna brings a wealth of institutional knowledge to her role. Beyond the traditional financial oversight, she provides regular profitability analysis, oversees the client intake and conflicts reporting process, is responsible for the creation, maintenance and enforcement of written policies and practices as established by Firm management and establishes internal control processes required to manage a growing business.

Donna is an active member of the Association of Legal Administrators (ALA) Dallas Chapter, an organization that provides support and educational opportunities to professionals involved in the management of law firms, corporate legal departments and government legal agencies. She previously served as the organization's Community Service Chair (2017-2018), President (2015-2016) and as a Member of the Board (2013-2017).

Experience
