



LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA

Do Well by Doing Good

Written by James Cool and Thomas Young

(Originally printed in the August 2009 TRIAL Magazine)

More than 20 years of tort “reform” have convinced millions of Americans that trial lawyers are not the heroes found in books. Atticus Finch, whose courageous defense of an African-American man falsely accused of raping a white woman in Harper Lee’s *To Kill a Mockingbird* has inspired budding lawyers and judges for decades, is for others a mere fiction and not the embodiment of a trial lawyer.

Today, the trial lawyer is lampooned on talk radio and painted in conservative literature as a greedy scoundrel preying on the misfortune of others. It’s time to change all that — and the change begins with you, [attorneys and legal staff]. Your actions in the community speak louder than words. When you forge connections with community members, they will think well of you and your profession. We must build relationships with our neighbors, serve our localities, and introduce ourselves to people who do not yet need our professional help. Fortunately making these connections has become easier than ever. By following new paths and trading again on old ones, the [legal associations] can help America rediscover the [legal field community].

Reconnecting with the community should be approached using both modern methods and time-tested strategies. **Websites.** According to a recent study by the Nielsen Group, which analyzes television viewing habits, more than 80% of Americans now have a computer in their home and 92% of those households have Internet access. As such, almost all law firms have discovered the value and necessity of a well-designed Web site. However, your site can and should be more than an interactive commercial. Your Web site is a uniquely powerful way to connect with your community. For example, many attorneys use their sites as well-developed repositories of information about dangerous consumer products, safety tips and legal advice. By developing the content on your site, you not only improve your rankings with search engines such as Google, but also establish yourself as an authority in the minds of potential clients [or members].

Blogging. One of the best ways to promote your Web site and provide useful information to your local community is to blog. In recent years, blogging has evolved from writing simple online journals to providing business and legal information, commenting on political, legal or cultural events, and delivering important news to consumers.

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SPOTLIGHT

WHEN YOU DUPLICATE
DOCUMENTS
LIKE WE CAN,
THE U.S. TREASURY
WATCHES YOU
VERY, VERY CLOSELY.



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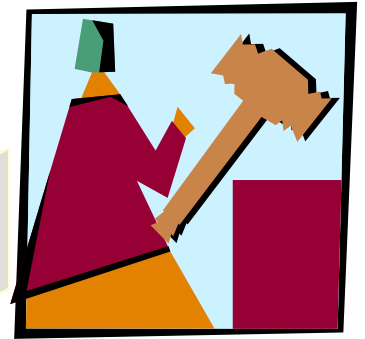


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Tara Jean Brown, PP, PLS



President's Report

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As we enter into a busiest time of the year, remember that each one of you is an important piece of the puzzle for so many different people. Remember to take time for yourself this holiday season, to enjoy the time with your family. As I near my first Thanksgiving and Christmas newly married, I am thankful for such wonderful friends, dedicated board members, and my stud of a husband, and family. I look forward to spending the holidays with my husband and sons when we make a trip to the great north to visit my extended family. (Hopefully, we won't get caught in a snowstorm this year like we did the last time we made the trip two years ago.) I wish each and every member a wonderful and joyous holiday. I hope to see everyone at our Winter Membership Meeting on January 28, 2012 at Nelson Mullins in Columbia.

Our first member incentive drawing was very successful and I am happy to announce that we had participants in several chapters and even a member-at-large. The winners going to Tulsa, Oklahoma for the NALS Professional Development and Education Conference on March 1-3, 2012 are as follows: Charleston – Chrisanne Porter, PLS; Hilton Head – Meredith Lazarski, ACP and our member-at-large, Elaine Sumeral, PLS. Thank you to everyone that participated, and I hope you will enter future member incentive drawings.

Our second member incentive drawing will take place at the Winter Meeting in Columbia on January 28, 2012. Although you do not have to be present to win, we would love to see you! This drawing is for **any first-timer** from each chapter and one member-at-large to attend either the 2012 LSPSC Annual Meeting at the Clark's Restaurant & Inn in Santee, SC OR the 2012 Region 4 Meeting being held at the Chattanooga Choo Choo Hotel in Chattanooga, TN. Anyone interested in participating in this drawing please email your information to me at Tara@davidgreeneattorney.com, and I will submit it in the drawing. The deadline for your drawing submissions is **January 20, 2012**. Again, please remember this is a member incentive and not a chapter incentive—so any member of LSPSC is eligible. Good luck!

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Spotlight is

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By:

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Social Networking



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www.lspsc.org

www.lslowcountry.org (Charleston Chapter)

www.lspg.org (Greenville Chapter)

You can now enjoy LSPSC on Facebook! Just search for our name once you've signed on.



www.facebook.com

Get Linked-In or Ning'd with NALS by searching for us on:

www.linkedin.com

www.ning.com

www.nals.org

Click on "NALS Community"

OFFICER REPORTS

Immediate Past President / Parliamentarian

Jamie I. Early, Certified PP, PLS

What a wonderful autumn it has been as we move quickly into winter and the holidays!

Since our last amendment to the LSPSC Bylaws in April 2011, NALS updated its uniform chapter bylaws once again. Subsequently, at the state officers' retreat in June 2011, your board reviewed, discussed, and proposed changes to be in conformity with NALS. Various changes were also proposed for the LSPSC Standing Rules in order to adhere to the LSPSC Bylaws. The revisions to both LSPSC Bylaws and Standing Rules were then submitted to all LSPSC members in July for review by posting them in a secure section of the LSPSC website, giving the 30-day required notice.

At the LSPSC Summer Membership Meeting on Saturday, August 13, 2011, the proposed changes were brought before the membership for a vote, and the members voted unanimously to accept the changes, as proposed, to the LSPSC Bylaws and Standing Rules.

The changes were then made to the corporate documents, with the revised LSPSC Bylaws being certified and sent to NALS in September 2011, as required. Both the revised LSPSC Bylaws and Standing Rules were then posted in a secure section of the LSPSC website for members' use in updating their handbooks.

Thanks for your assistance and support in accomplishing these changes. If there are any questions about our state governance documents, or your chapter has questions about its governance documents, please feel free to contact me.

My wish for each of you is a very blessed Christmas and joyous New Year! I look forward to seeing you all at our LSPSC Winter Membership meeting on January 28 in Columbia!

Finance

**Carlene B. Kilgore, PLS and
Susan L. Olmstead, PLS**

Our theme for the Chinese auction at our winter meeting in Columbia will be "Holiday Stress Eliminators." Bring your favorite "de-stressor" item: wine, chocolate, teas, books—whatever works for you! We have a large budget to meet this year and would appreciate your generous support by way of donations. The better the gift the more tickets are purchased and the more funds we raise. Remember this is a major way of supporting our Association throughout the year. Have a wonderful holiday season and we'll see you in Columbia in



OFFICER REPORTS



HANDBOOK CHAIRMAN REPORT

The following are changes to the 2011-12 Handbook:

A. Correction info for Patti Bacon (Greenville):

PATTI BACON

Office	864/675-5766
Telefax	864/675-5766
Home	864/675-5766
Cell	864/430-0173

B. New Member in Greenville chapter:

Martha Crampton
Gallivan White & Boyd
Post Office Box 10589
Greenville, SC 29603-0589

mcrampton@gwblawfirm.com

864/241-7005

As you know, the LSPSC Bylaws and Standing Rules were amended at our Summer Membership meeting. I will be emailing these to the state officers and chairs, chapter presidents, and MALS, and ask that these be distributed to your local members who may want them. Also, Charleston has amended its chapter officer, chair and member rosters, and I will email these with I email the amended state Bylaws and Standing Rules.

I will have copies of the above at the January meeting for anyone who wants them.

If you know of any additional changes or corrections, please let me know so I can add it to my Report for our January membership meeting.

I hope all of you have a wonderful and safe holiday season, and please keep our troops who are serving away from their families in your prayers.

OFFICER REPORTS



Functional Director of Education

Robin C. Deming

Happy Holidays! By the time you read this Thanksgiving will have passed and Christmas and New Years will be upon us. The long hot summer has left us and we are now facing the winter months.

It was great seeing everyone in Columbia in August at our summer meeting. We had twenty members that attended both meetings and collected \$600.00 for the seminar registrations. Barbara Seymour, Matthew Brown and Derek Shoemake were our speakers. We appreciate all of them for taking time during their weekend to come speak to us.

Barbara Seymour is the Deputy Disciplinary Counsel to the Supreme Court of South Carolina where she investigates and prosecutes grievances filed against attorneys. She gave a very informative presentation on professional responsibility in the internet age. She gave us the risks such as breaching confidentiality, conflicts of interest, noncompliant advertising, improper solicitation, and unauthorized practice of law, to name a few. She talked to us about being careful of who we engage with on the internet by asking, "Should we friend judges, law clerks, court staff and paralegals from other offices?) At her request, we were happy to donate to Carolina Wildlife Care.

Matthew Brown and Derek Shoemake gave our second presentation. Both Mr. Brown and Mr. Shoemake are attorneys with Nelson Mullins Riley & Scarborough. Mr. Brown is an associate based in the Charleston office. He has managed mass tort cases involving hundreds of plaintiffs in South Carolina. Mr. Shoemake is an associate in the Columbia office. He practices in the areas of product liability, business litigation, and electronic discovery. Together, they presented on the SC Tort Reform. They told us about the goals of the tort system and the types of tort reform. They presented reasons for tort reform as well as reasons against the reform. We learned that there are major areas of the reform and limitations on damages. Mr. Brown chose Leukemia and Lymphoma Society for an honorarium and Mr. Shoemake's charity is Lutheran Family Service of the Carolinas.

I hope that I will see you at our winter meeting that will be on Saturday, January 28, 2012 at Nelson Mullins in Columbia, South Carolina. Mr. Stephen Johnston will give a presentation on elder care regarding what is available from the government to help providing for our seniors. We are the sandwich generation because we have children to care for and for a lot of us, we have our parents that also need our care. In addition to Mr. Johnston, we will have a motivational speaker, Marianne Frederick, who will tell us how to "Enjoy life, this is not a dress rehearsal." As busy as we are juggling careers and family this should help us get through the winter doldrums.

As always, please let me know if there is something you would be interested in hearing about for our spring meeting.



FUNCTIONAL DIRECTOR OF CERTIFICATION

Camilla G. Pitman, CMC, PLS



OFFICER REPORTS

Congratulations: LSPSC would like to congratulate Lois J. Belle, Certified PLS, for achieving her Professional Legal Secretary recertification. We are proud of our members who strive for excellence in receiving and maintaining their certifications.

ALS, PLS, PP Exams: The deadline to submit your application for the Saturday, March 3, 2012, testing is January 1, 2012. Applications can be obtained at www.nals.org/certification.

Total NALS Certifications as of October 2011:

Professional Paralegal	504
Professional Legal Secretary	5,661
Accredited Legal Secretary	2,985



Specialty Certificate: A Certified PP or PLS may obtain a specialty certificate in one of the four educational tracks offered by NALS:

- Litigation/Civil Law
- Corporate Law
- Estate Planning/Family Law
- General Law

Any person who has a current PP or PLS certification who earns a minimum of 50 hours of CLE in one of the designated tracks within their 5 year validity period may apply. For more information, go to http://www.nals.org/?page_id=3278.

CLE Award: Do you know that with a minimum of 60 qualified hours of continuing education within a three year period you are eligible to apply for a CLE Award? Become the next LSPSC member to reach this accomplishment. The CLE Award demonstrates your commitment to the legal profession and helps you to market yourself. Applications are available at <http://www.nals.org/?p=122>.

If you are working towards a CLE Award or recertification, please remember to retain your seminar certificates received at local, state, regional, and national meetings so you can apply them towards your hours.

REMINDER . . . Online Study Groups (OLSG): OLSG begins Tuesday, January 10, 2012. It is free to all members. Take advantage of looking at previous study group questions and answers by going to http://www.nals.org/?page_id=59.

I hope to see you at the LSPSC Winter Membership Meeting in Columbia on Saturday, January 28. If you have any questions regarding the information provided above, please contact me at cpitman@greenville.gov or 864-467-4431.

Happy Holidays !

OFFICER REPORTS

MEMBERSHIP Lois J. Belle, PLS

It's difficult for me to believe that my term as Functional Director of Membership is more than half over. I truly enjoy working with our members. This year we started a mentoring program. I have matched up our newest members with a past state President. What better person to mentor our new members than someone who has been through it all! I hope that each person, the mentor and mentee, has gained something from their relationships thus far.

WELCOME NEW MEMBER

Please join me in welcoming (back) **Martha Crampton**. Before moving to Florida some years ago, Martha was a member of LSP Greenville. Martha works at Gallivan White & Boyd. Be sure to give Martha a warm welcome next time you see her!

I found this on the NALS website – and wanted to share it with you...

“THE VALUE OF MEMBERSHIP

When was the last time you looked, I mean, really looked at the NALS website? . . . Everything you want to know about NALS is there. . . . Take a fast tour of the "Join" tab -when you go there and you will find applications to join NALS. People can join online at that page, OR, membership chairs and members can download the membership application to hand out at meetings, seminars, etc. There is also a 24-hour networking video for your viewing pleasure. You will also find some history about this wonderful association, and information on how YOU can get your national dues waived!! There is also information about the "Financial Hardship Waiver." . . . ”

As of November 2011, we have 85 members. 8 members are students. 7 are new members in 2011. Each chapter is listed below:

Greenville	23
Spartanburg.....	22
Lowcountry.....	19
Hilton Head	8
Midlands	6
Orangeburg.....	5
Members-at-Large	3

I hope you will join us at our Winter Meeting in Columbia in January – see you there!

I wish each and every one of our members and their families a blessed Christmas season!





The Real Reason

**Excitement
and joy are
filling the air;
The lights add
special decor.
We're shopping for
Christmas gifts everywhere,
But are gifts what Christmas is for?
The wreaths and the trees and the parties
Aren't what we need to convey; It's the birth of
our Savior, Jesus,
The real reason
for this holiday.**

By Karl and Joanna Fuchs

Merry Christmas to all!

**NOTICE TO ALL MEMBERS OF
LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA**

**NOTICE is hereby given that the Winter Membership Meeting for 2011-2012
will be held on Saturday, January 28, 2012 at:**

**Nelson Mullins Riley & Scarborough LLP
1320 Main Street, 17th Floor, Meridian
Columbia, South Carolina
The meeting will begin at 9:30 a.m.
(Dress is business attire)**

Exact meeting information is available on the meeting registration form

Legal Staff Professionals of South Carolina

/s/ Jan Berger

**Jan W. Berger, ALS
Secretary**



(continued from Page 1)

Increasingly, attorneys are discovering the power of blogging. Blogging lets you share your experiences with millions of people. It also gives you the chance to comment on current events and issues important to the members of your community. By blogging often on important local topics, you will develop a readership of local residents who may come to rely on your firm or organization for guidance.

For example, you can partner with local safety-focused organizations, hospitals or law enforcement and blog about events that benefit the community, such as car seat giveaways, charity fundraisers and informative seminars designed to help keep communities safer. These organizations will be glad to have another partner promoting their event, and you will benefit from associating with civic-minded organizations.

Most important, you help get the word out about free services designed to help people in your community. Daily blog readers may feel they know you [and your association] and trust what you say. Building trust between your organization and the community is important for growth and education in the legal field .

You can connect with James Cool at linkedin.com/in/jamescool, or follow him on Twitter at twitter.com/jimmy_cool. Thomas Young practices law in Tampa. His email address is tyoung@injuryboard.com. You can connect with him at linkedin.com/in/thomasyoung or follow him at twitter.com/injuryboard.

Rise to the Challenge

Womble Carlyle congratulates the incoming 2011-2012 state officers.



www.wcsr.com

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YOU ARE A PIECE OF THE PUZZLE

What does it mean to be part of a team? It means you are part of a group who has come together to achieve the same goals. You are a piece of a puzzle. All of the pieces--you, the chapters, the members, the board members, and even the families of our member --we must fit together to make the whole puzzle a team.



Being part of a team means helping your teammates and members whenever and however you can. Cooperation among all members of the team is critical to achieving our goals. No matter how good you are, there will always be someone who is better than you. We should admire those who are better than us and work even harder to bring our skills up to their level. We should perceive situations like this as a challenge or opportunity, rather than something that may agitate us. Being angry at a teammate will only hurt your performance, and in turn, hurt the team's performance.

I hope that you have considered being a part of the puzzle, and feel led to join the Board or one of our committees when asked this year. Each one of us has unique ideas and talents that are needed to come together for the good of the Association. You are needed to continue

DID YOU KNOW? . . .

YOU CAN GET YOUR NATIONAL DUES WAIVED!!

NALS members that sign up five NEW members beginning March 1, 2011 through January 31, 2012, will get their national dues waived for the year (this excludes state and local dues). The five new memberships must be in the same category of membership as the waived member, for example if you are a regular member who pays \$98 national dues then you must sign up five new members in that same category. The new members must report you as their sponsor when they submit their application to NALS and you must fill out the waiver that COMES IN your renewal notice when your Dues are due. On the waiver form you will indicate all five NEW members by name that you sponsored and submit it back to NALS. As long as everything matches up and all five new members have been acquired within the time period then your national dues will be waived for the year and you will only be required to pay your state and local dues along with submitting the completed waiver form. *(If your employer pays your dues you are entitled to \$98 credit towards any NALS Store purchase, NALS registration towards a conference, Webinar or towards a certification exam.)*

Will you be the one to have your dues waived?

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Billy and Phyllis Gibson



New York Theater – December 2010



Grand Canyon / Arizona / Utah – May 2011

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Ireland – May 2010

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Chapter Reports

Legal Staff Professionals of Greenville



LSPG has been running full steam ahead this year. President Mary Beth Morgan has been full of ideas and kept us on our toes with projects and ventures.

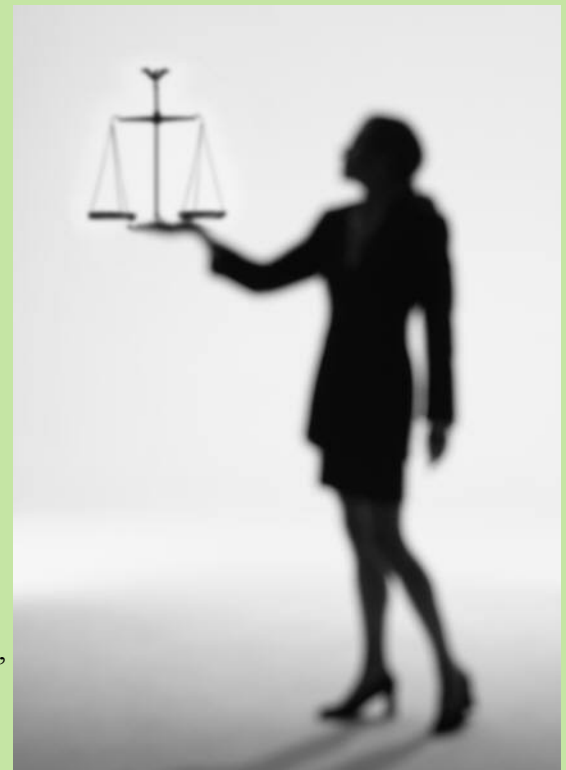
This year has been an exciting one for our chapter. We are thrilled to have four state officers on the Board, including our own Tara Brown as State President. We wish to congratulate Tara and new husband Chris who were married in July. Congratulations are also due to President Mary Beth, who was featured in the recent Q & A for *Carolina Paralegal News*, and to Camilla Pitman, who was selected for the current class of Leadership Greenville.

We had a nice contingent of members attending the State meeting in Columbia for the Summer meeting. As always, it was a great success and we heartily thank the members of LSPM for their hard work in hosting the meeting.

Our speakers have been very strong this year and the "themed" presentations have generated lots of interest. These have included Identity Theft, where we heard and received tips from police officers who regularly fight against these types of crimes. Another presentation told the inside scoop on the McDonald's coffee case and other high profile suits. We also had a very enjoyable session on the practice of mentoring.

Have you ever wondered where you fit in with the four basic personality types? We invite our sister chapters to mark your calendars to attend our upcoming workshop, *How to Get Along Better with Your Coworkers*, scheduled for February 16 at the Poinsett Club in Greenville. Our chapter received a grant from the NALS Foundation for this event, presented by Beth Beutler, owner of Hope Unlimited and blog author of www.teambuildingstrategy.co, among others. This workshop is based on the DISC Model which enhances understanding of different personality types and building relationships. Beth has extensive experience in team management and has worked in client communications and marketing. It promises to be a fun and effective workshop that you won't want to miss. Cost is \$15 and includes dinner. Check our website for more complete information (www.lspg.org).

We wish a blessed holiday to all Legal Staff Professional and NALS members. As we enter this season of thanks and celebration, remember how much we have to be thankful for, and reach out in love to those less fortunate. Looking forward to seeing everyone again at our Winter meeting.



Chapter Reports

Hilton Head Legal Staff Professionals

HHLSP held general meetings during the months of June, July, August, and September, in which the members concentrated on ways to market our association to attract potential new members and grow our chapter. Suggestions made during our meetings were: getting involved with a community project such as Habitat for Humanity, hosting a legal education seminar for both attorneys and legal staff professionals, hosting a mock trial with TLC students as the jury (to possibly attract student memberships) and a questionnaire to send out to local legal staff professionals as to topics for upcoming CLEs, best day of week, best time, length of program, and location.

Our success from the LSPSC Annual Meeting afforded us the opportunity to make a \$1,000.00 donation to our scholarship fund at Technical College of the Lowcountry. We also contributed \$50.00 to the Betsy Mosteller Medical Fund. Ms. Mosteller is a local legal professional who has worked for the Town of Hilton Head and a local law firms, and was recently diagnosed with Guillain-Barre Syndrome.

In July we had the pleasure of hosting as our guest speaker President-Elect Stephanie A. Saporita, PLS, who gave a presentation on how each member is an “essential piece” in the puzzle of LSPSC and how we are all vital in the decisions made.

Bryan Weathersbee of Prudential was the guest speaker at our October meeting. Mr. Weathersbee presented an overview of special needs trusts and who they could benefit from the same. Bill Wolske, CPA was the guest speaker at our November meeting. Mr. Wolske spoke of common tax deductions.



Congratulations to first-time Granny, Susan Olmstead, on the birth of twin granddaughters, Quinlyn and Reese, born on October 19!

Parents are son, Adrian, and wife, Kelly, of Portland, Oregon.

Love ya, Carlene



Chapter Reports



Legal Staff Professionals of the Midlands

Jan Berger, ALS

Chapter President

As we move into winter, LSPM would like to wish everyone a very happy Holiday Season!!! We will be enjoying a casual and festive holiday party later this month. We always enjoy this time of year as we catch up with family and friends of LSPM.

We also mark this time of thanksgiving for all our members who diligently give of their time to the association. While small in number, we can pack a big punch!!

We enter the new year continuing our community service. We served Thanksgiving dinner to our neighbors at the Finlay Retirement Home. It is always a fun time visiting with the residents and sharing our work sagas with them. It's also fun for us to make donations to local charities such as Epworth Children's Home or Carolina Children's Home. We never want to forget the beautiful gift of children during this Season.

We have enjoyed great legal education speakers thanks to Jamie Early. We learned a lot from two sessions on Electronic Discovery. We also enjoyed hearing about opportunities locally for victims who need help from Sexual Trauma Services. What a great, caring organization!

As we move into the New Year, we look forward to many successes in this association: locally, state-wide and nationally. Make membership growth one of your New Year's resolutions!

Spartanburg County Legal Staff Professionals

Robin C. Deming

In the last newsletter, we were starting off a brand new year and now we are over half way finished in this year. Time really does fly. Christmas and New Years are upon us once more.

We lost our Functional Director of Education, Theresa A. Douglass, due to time constraints with her job but fortunately we gained another, Roxanne R. Reynolds, Certified PLS. Roxanne hit the floor running and has already provided Spartanburg with some very informative speakers and we look forward to the ones for the rest of the year.

Unfortunately, we haven't gained any new members since the last newsletter but we have very faithful members who work hard to make Spartanburg a great chapter.

Spartanburg County Legal Staff Professionals is looking forward to the remainder of this year and we wish every one of our "Sisters-in-Law" a wonderful holiday season.



Chapter Reports

Legal Staff Professionals of the Lowcountry Gina Hall, Chapter President

The past six months have been Awesome! Thank you LSPL. You've accomplished so much.

Our CLE's went off without a hitch. In June, we had Ms. Terry Kelley, with Carolina Legal Associates speak on Legal Staffing, Working Smart-Promote Yourself, and Avoid Being Laid Off. In July, Attorney Bill Clifford advised us on the Economic Forecast for Charleston 2011-2012. Attorney Stephanie Brinkley spoke on Legal Aspects of Assisted Reproduction in August. September's speaker was Dr. Susan Styles, who coached us on how to Create a Stress Free Work Environment.

I would like to take this opportunity to thank Suzanne Ponder for stepping forward and taking on the office of Secretariat. Mrs. Ponder was installed at our September Membership meeting. She's doing a great job and we are so fortunate to have her on our Board.

October was a HUGE month for us. We had a Garage Sale Fundraiser on the 15th and raised over \$300. On the 17th, State officers, Tara Brown and Jamie Early attended our Membership meeting and we played Trivia. Questions were pulled from NALS, State, and Local Bylaws and Standing Rules. In addition, our members collected items and put together a care package for our American troops. We also donated \$30 to "Any Soldier".

In 2012, guest speakers, Jason Rohde and Nick Trudics, with LexisNexis will teach us about the products and services LexisNexis offers. If all goes well, in February we plan on hosting a community project. Our Community Projects Chair, Stephanie Saporita worked diligently in 2010 & 2011 to put together the "Race for Justice" event. LSPL was given a grant from the NALS Foundation to assist with this event, but due to unfortunate circumstances, we were unable to follow through. In place of the race event, we are looking forward to putting together a Bowling Tournament instead, for the same local charity we were planning to assist in 2011. We hope to get a variety of law firms involved so we can bowl against one another. The CLE speaker will be a representative from My Sisters House. My Sister's House is a nonprofit organization founded in 1980 that provides services, programs and resources to empower domestic violence victims and their children to live free from abuse. The organization operates an emergency temporary shelter at an undisclosed location for up to 36 women and children who flee abusive situations in Charleston, Berkeley and Dorchester counties in South Carolina.

Our Functional Director of Marketing, Mrs. Lynn Wener is looking forward to attending the 2012 NALS Convention in Tulsa, OK. LSPL is proud to be represented by Lynn and are excited to hear what she learns.

All-in-all it's been a productive year and I can't wait to see what's to come in 2012.

Happy Holidays everyone and God Bless.!



**LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
CONTINUING LEGAL EDUCATION SEMINAR
SATURDAY, JANUARY 28, 2012
NELSON MULLINS RILEY SCARBOROUGH LLP
COLUMBIA, SOUTH CAROLINA**

**Deadline for Registration (with any handouts): January 16, 2012
(Registration is accepted after January 16 but without any handouts)
No refunds for cancellation after January 23, 2012**

10:00 a.m. – 11:00 a.m.

TOPIC: Elder Care Advising Solution – A Place for Mom

SPEAKER: Stephen Johnston

Mr. Johnston is the elder care advisor in the Charleston area. He is knowledgeable in local resources and funding options and works with families to find the right care options for your aging loved one.

11:15 a.m. – 12:45 p.m.

TOPIC: Enjoy Life...This is not a Dress Rehearsal

SPEAKER: Marianne Frederick

Ms. Frederick holds a master in Health Services Administration from MUSC. She is a keynote speaker, humorist, interactive trainer and author. She feeds the spirit of organizations by nourishing health, creativity, customer-care and intergenerational communication skills.

I will be attending the following seminar(s):

“Elder Care Advising Solution “ _____

“Enjoy Life...This is not a
Dress Rehearsal” _____

Name: _____

Address: _____

Phone: _____ FAX: _____

E-mail: _____

FEE ENCLOSED:

Member \$20 for one _____ \$30 for both _____

Nonmember \$25 for one _____ \$40 for both _____

NOTE: This registration covers the seminar only. Membership meeting registration is separate.

Make check payable to Legal Staff Professionals of South Carolina and mail with registration form to:

Robin C. Deming
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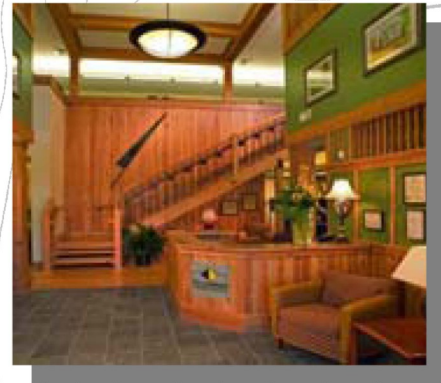


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NALS FOUNDATION REPORT

Winter 2011

By: Naomi W. Nation, NALS Foundation Chairperson



DEADLINE REMINDER: The next deadline for submitting applications for NALS Foundation grants is **December 1, 2011**. Only applications for funding programs in certification and education will be accepted at this time.

CONGRATULATIONS GREENVILLE!

Our most recent recipient of a NALS Foundation Grant is---drum roll please---Legal Staff Professionals of Greenville! Greenville got notice in September 2011 that a check for \$150 will be coming their way to assist with their educational project during their February 2012 Membership Drive.

I hope this is an incentive to apply for our remaining chapters. The application process is easy and you have at least four times a year to apply. The last application date for 2011 is December 1, 2011 (mentioned above). **SO GO AHEAD AND SEND IN THOSE APPLICATIONS!** If you should win a grant, please be sure to let me know. My contact information is as follows: Telephone: 843 958-1945; Fax: 843 958-1905; email address: naomi@scsolicitor9.org; and mailing address: Office of the Solicitor, 101 Meeting Street, Suite 400, Charleston SC 29401.

Remember this about NALS Foundation:

The NALS Foundation keeps the good of the legal profession in the public eye, emphasizing a positive image of the profession and the importance of qualified, competent legal professionals.

You can make a donation to NALS Foundation at any time, either by mail or online. Please consider making a difference by contributing to the NALS Foundation. To make a contribution to the NALS Foundation, email Jennifer Reed at king@nals.org.

Remember to follow NALS Foundation on *Twitter* (@NALSFoundation) or like NALS on *Face book*. Please take time to review this feature.



Dram Shop / Liquor Liability

Expert: Elizabeth A. Trendowski

Investigates alcohol-involved injuries related to:



- Industry Standards of Care
- Best Practices and Duty
- Training, Policies and Procedures
- Underage Drinking
- Proper ID Checking
- "The last drink served"

As the founder of SMART, a national certification program for the responsible service of alcohol, Liz is a leader in the hospitality industry. Since 1988 she has trained more than 20,000 certified servers, police officers, liquor agents, educators, and insurers in the responsible service of alcohol. Liz currently teaches bar and beverage management at the University of New Haven. Liz has provided expert testimony in cases for both plaintiff and defense throughout the country.

Architecture / Premises Safety

Expert: Mark E. Williams, AIA, NCARB

Investigates cases related to:



- Slip, Trip and Fall Hazards
- Code and ADA Compliance
- Construction Defect Claims
- Construction Contract Disputes
- Building Envelope Performance
- Architect Professional Liability

Mark is a broadly experienced architect with a diverse career that included new construction, adaptive-reuse, and renovation projects on a wide range of building types and occupancies. Through his 25 years of experience as an architect and his focus on problem solving, Mark provides technical investigations and expert analysis on construction contract disputes, large construction defect claims, architect professional liability, and slip, trip and fall incidents.

Construction Injuries

Expert: Stephen E. Fournier, P.E.

Investigates accidents and injuries relating to:



- Ladders & Scaffolds
- Falls
- Trench Collapses
- Aerial Lifts, Scissor Lifts, Forklifts, Backhoes & Excavators, and Concrete Mixer Trucks / Pumps
- Cranes and Rigging

Steve has performed in a broad variety of leadership roles on large construction projects. His unique background and experience qualify him to analyze the actions and responsibilities of all parties involved to determine liability for unsafe conditions that cause accidents and injuries on construction sites. Steve has investigated over 800 construction injury cases, many involving multi-employer worksites. He has been qualified in ten states including several federal jurisdictions.

Toxicology

Expert: Michael J. McCabe Jr., Ph.D.

Addresses toxicology issues and injuries related to:



- Alcohol and drugs of abuse
- Metals (lead, mercury, arsenic, zinc, etc.)
- Carbon monoxide and other toxic gases
- Pesticides and herbicides
- Benzene, solvents and additives
- Asbestos, silica, particulates

Dr. McCabe is an internationally-trained and nationally-recognized toxicologist who has spent more than 24 years as a teacher and researcher. He applies his expertise in assessing the toxicology of alcohol and drugs associated with motor vehicle collisions, dram shop liability, premises liability, assault, and worker's compensation claims. Dr. McCabe has provided expert testimony for both plaintiff and defense attorneys and has testified in criminal and civil cases in state and federal courts.

Hazardous Materials

Expert: Michael D. Klein, MSCE, PE, CHMM

Evaluates cases involving environmental management systems:



- Environmental/hazardous materials management
- Groundwater, surface water and soil assessment
- Solid and liquid waste treatment and disposal
- Waste water system design and operation
- Capital project management, facilities design, construction management, and maintenance

Michael has over 25 years of experience in the planning, design, and delivery of projects involving the management, treatment and disposal of hazardous materials. A nationally accredited Professional Engineer, he also has expertise in the fields of chemistry, radiology, physics, biology, and toxicology. He has specialized expertise in the design, construction and operation of industrial wastewater treatment systems and municipal water treatment systems.

Land Development

Expert: C. William Brewer, P.E.

Investigates cases related to:



- Site Infrastructure & Water Management
- Entitlements; Land Use, PUD & Zoning Approvals
- Golf Course Planning and Design
- Earthwork, Erosion Control, Dredging, and Blasting
- Wetlands Permitting and Mitigation
- Design Professional Standard of Care

Bill has over 30 years experience in large-scale engineering, construction, and real estate development projects. He provides expert analysis in land acquisition, strategic planning, entitlements, design program management, and site development issues. He has specialized expertise in the construction of large-scale, master-planned communities and environmental issues including wetland mitigation, mass earthwork, blasting, and erosion control.

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**2011 NALS 60TH ANNUAL EDUCATION CONFERENCE
CINCINNATI, OH
OCTOBER 13 – 16, 2011**

**By: Tara Brown, PP, PLS
LSPSC President, 2011-2012**

Chris and I set off for Cincinnati, Ohio on the morning of Thursday, October 13, 2011 for the Annual Education Conference. The drive was absolutely beautiful and peaceful. (Chris slept for most of it!) We enjoyed driving through the Pisgah National Forest and looking at the beautiful colors of the leaves and scenery. I am happy to say that our trip to Cincinnati was very uneventful. Upon arrival, we checked into our room and then I went down to find the NALS Group on the hotel's 3rd floor. I arrived in time to watch Leslie Keys auction off jewelry and other items to the highest bidder. If you have not had the opportunity to observe this "circus-like" act, you are missing an hysterical treat. After Leslie worked up a sweat collecting money for the Foundation, we moved into the Region gathering to visit and catch up with our Region members before the Welcome party. During the welcome party, the Foundation members performed a short rap song entitled "Thank U 4 UR \$20 Bux", led by our very own Leslie Keys.

For the first time in NALS history, they offered 40 sessions of legal education, two keynote speakers, and a bonus session on social networking. I was able to attend "The Ins and Outs of Medicaid Eligibility" by Janet E. Pecquet, Attorney at Law. She spoke to us regarding the "minefields" of planning Medicaid. We discussed the steps to take in order to help loved ones and clients become eligible for Medicaid or other services or benefits.

Following this seminar, I purchased my foundation tickets for the shopping I planned to do later in the day. The next seminar was "Ethical Considerations for Legal Professionals" by Alvin Matthews, Attorney at Law. Mr. Matthews shared practical tips designed to make you an asset to your employer, including: helping your office satisfy clients with proper representation and communication; helping to maintain client loyalty and confidences; helping your office inform clients and protect itself with written confirmations and record-keeping; helping meet its supervisory responsibility; and making technological advancements that benefit your firm. Ultimately, the seminar was focused on ways to keep your client happy. I then met up with our very own Deborah Brown, and we left the hotel and walked to lunch. We enjoyed a nice lunch with several other NALS gals.



After lunch, we returned to the exhibit hall to shop for the Foundation. After shopping, I attended "Social Networking and the Courts" presented by Shannon Kemen and Susan Boland. In this seminar, we learned about some new research techniques to help us seek information on experts, clients, opposing counsel, jurors, and witnesses. Shannon stated that you should always check social networks to research your jurors, witnesses, and clients. If you advise a client to stay off Facebook or Twitter during the course of their case, then they should deactivate their page rather than deleting it altogether. Also, during the period of discovery, you should ask for all postings, pictures, etc.; however, you should limit your request to only the relevant information to the litigation at hand. If you find information on a site that you want to use later, you need to preserve the information by conducting screen captures (e.g., using "Grab It" or similar applications). This was a very interesting seminar and was a bit disturbing to learn what is out on the World Wide Web these days.

(Continued from Page 23)

Next, I attended “When the IRS Comes Calling: Myths and Misconceptions” by Howard S. Levy, a previous IRS trial attorney. We discussed the fears of dealing with the IRS and what the rights of the taxpayers are during that negotiation. Following this seminar, everyone reported back to the exhibit hall for the Foundation drawings...and I actually won items at a national meeting! I won a \$30 I-tunes gift card, a necklace, and a “rolling” travel bag. From there, we went to our Region meeting where Lisa Mitchum, PLS, led our meeting. Financial information was distributed to the meeting attendees, and will be provided verbally at the winter membership meeting.

Below are some key events and announcements provided during the meeting.

2012 Regional Conference. The Region 4 2012 Conference will be held July 13–15, 2012 at the Chattanooga Choo-Choo hotel in Chattanooga, Tennessee. A map of the property is attached. The room rate is \$129 plus tax. The cutoff date for reserving your room will be June 22, 2012.

2013 Regional Conference. It is strongly suggested that Region 4 not hold a 2013 Conference since the 2013 National Forum & Education Conference will be held in Region 4 in Atlanta, GA that year.

Announcements:

NALS Professional Development & Education Conference will be held March 1–3, 2012, at the DoubleTree Warren Place (room rate \$99/night) in Tulsa, Oklahoma. Early Bird registration (before December 1, 2011) is \$239. Regular registration (before January 15, 2012) is \$279. The Cram Session will be back next year on February 29, 2012, with an opportunity to sit for the exam of your choice while in Tulsa. Make plans now to attend and see Helene Wood, PP, PLS, TSC installed as the 2012-2013 NALS President. Information about the sessions and registration information can be found in the Fall 2011 @Law and online at www.nals.org.

NALS 61st National Forum and Education Conference will be held October 18–21, 2011, at the Sheraton Portland Airport Hotel (room rate \$119 for singles and doubles plus tax) in Portland, Oregon (http://www.starwoodhotels.com/sheraton/search/hotel_detail.html?propertyID=881).

Once again, NALS will offer 20 hours of CLE, with tracks focusing on Litigation/Civil Law, Corporate Law, Estate Planning/Family Law, and General Law/Professional Development. More details will be available soon at www.nals.org.

NALS 62nd National Forum and Education Conference will be held October 17–20, 2013, at the Atlanta Marriott Century Center (room rate \$99 for singles and doubles plus tax) in Atlanta, Georgia (<http://www.marriott.com/hotels/travel/atlne-atlanta-marriott-century-center/>). More details will be available as the date approaches at www.nals.org.

Saturday evening wrapped up with the Foundation Gala event where members came dressed in their best 60’s era attire. Performing live was the band, Marquis66, in honor of the NALS 60th Anniversary. Several members dressed up and a good time was had by all.

Saturday morning started bright and early with “Adoption vs. Foster Care” by Carrie A. Fiasco, an Adoption Recruiting Manager for Hamilton County Department of Job and Family Services. Carrie discussed the pros and cons of adoption and foster care. Her job is to work to find adoptive families for over 200 + children in the Ohio area.

(Continued on Page 25)



(Continued from Page 24)

She went over the different types of adoptions, as well as the fees and services available to adoptive families and foster care families. The next seminar on Saturday was “Divorce’s Smoking Gun” given by Jason Hauser. Jason talked about cloud computing and email disclaimers. He spoke about how he is hired to find incriminating evidence on spouse’s computers. He talked about placing “bugs” in phones, cars, computers and other small electronic devices.

For lunch, we enjoyed the Recognition Luncheon where NALS recognized new PP’s, PLS’s, CLE awards, certification renewals, and five members were recognized for the new track of certification– Litigation-Civil. The NALS of Cincinnati and the Cincinnati task force were recognized for the great job they did in preparing the meeting. The big moment of the luncheon was the announcement of the NALS Award of Excellence Winner. They announced the two candidates Karl Morrison, PP, AACP and Cathy Hankins, PP, PLS. And the winner was....Cathy Hankins.

After lunch, I attended the “Ins and Outs of Short Sales” seminar presented by Mark Ryan, a certified realtor. Mark talked about the ways to try to help clients once they get behind on their mortgages. He explained the procedure and why it takes so long for the approval to get processed. Our final seminar of the day was the Closing Keynote speaker, Alanna Moravetz, JD, who discussed “Professional Satisfaction – The Science of Happiness”. She informed us that recent studies show that legal professionals and lawyers are the least resilient of all the disciplines in today’s workforce. We talked about the four energies: physical, emotional, mental, and spiritual.

Saturday evening provided the conference attendees some free time, with most of the members going on a riverboat cruise. Chris and I decided to stroll the streets of Cincinnati. Along the way, we cheated by taking a horse and carriage ride around the historic district. We then enjoyed dinner at a local restaurant and then headed back to the hotel to get some rest before our drive home on Sunday.

All in all, the NALS 60th Annual Education Conference and National Forum was a wonderful experience and a weekend full of enlightening and information-filled seminars and wonderful networking opportunities. Thank you for allowing me the opportunity to attend this conference and represent South Carolina. I continue to feel honored in serving as your 2011-2012 President.



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**LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
2011-2012 BOARD OF DIRECTORS
SUMMER BOARD MEETING MINUTES
AUGUST 12, 2011
HOLIDAY INN, COLUMBIA, SOUTH CAROLINA**

The second regularly scheduled meeting of the 2011-2012 Board of Directors of Legal Staff Professionals of South Carolina was called to order by President, Tara Jean Brown, Certified PP, PLS on Friday, August 12, 2011, at 4:00 p.m. at the Holiday Inn, Columbia, SC.

Present were the following officers: President, Tara Jean Brown, Certified PLS; President-Elect, Stephanie Saporita, Certified PLS; Secretary, Jan W. Berger, ALS; Treasurer, Elisa V. Chaney, Certified PP, PLS; Functional Director – Membership, Lois J. Belle, Certified PLS; Functional Director – Education, Robin C. Deming; Functional Director – Certification, Camilla Pitman, CMC, Certified PLS; and Immediate Past President/Parliamentarian, Jamie I. Early, Certified PP, PLS. Arriving during the meeting was Functional Director - Marketing, Frances C. Powell, Certified PP, PLS.

Tara welcomed the board members and reminded everyone that matters discussed here stay here.

OFFICERS' REPORTS:

Secretary – Jan W. Berger, ALS

Consent Agenda will be distributed at the Summer membership meeting on Saturday, August 13, 2011. Consent Agenda will include the Treasurer's Supplemental Period Report (2010 – 2011) and the Treasurer's First Period Report, as well as any Committee Reports received. Jan will remind members to submit committee and chapter reports on time or they need to bring copies to the meeting. All original reports should be submitted to the secretary for the permanent records.

Treasurer – Elisa V. Chaney, Certified PP, PLS

Elisa distributed the Supplemental and the First Period Treasurer's Report to Board members. The Audit Report was also distributed. Elisa will have envelopes prepared for the Cash Incentives Awards. It was noted that all Chinese Auction monies will be counted with the President and Finance Chairperson at each meeting.

Elisa next discussed the maturity/reinvestment of a CD on August 23, 2011. Rates are not great at any location and it was recommended to keep the CD at the same bank location.

Elisa next reminded the Board that the IRS Form 990 filing deadline is September 15, 2011. Elisa will send an email to all chapters reminding them of the deadline.

President – Tara Jean Brown, Certified PLS

Jamie Early and Camilla Pitman volunteered to review the minutes of the August 12, 2011 Board meeting and the August 13, 2011 Summer membership meeting.

Tara next discussed the following items to be approved by the Board for the Summer meeting: Minutes of Annual (outgoing) Board meeting (2010 – 2011); Minutes of the Annual Membership Meeting (2010 – 2011); Minutes of the Spring (Incoming) Board meeting (2011-2012) and Minutes of the Spring 2011);

Minutes of the Spring (Incoming) Board meeting (2011-2012) and Minutes of the Spring Membership meeting (2011 – 2012). The Treasurer’s Supplemental and First Period Reports will be approved during the Treasurer’s Report to the Board.

Tara reminded the Board that she will be attending the 2011 NALS 60th Annual Conference in Cincinnati, OH October 11-13, 2011.

The LSPSC 2011 – 2012 Handbook was distributed to Board members. CDs will be given out at the Spring membership meeting to each chapter.

Tara reminded the Board of the following NALS deadlines:

- Foundation Grants (Education and Certification): September 1 and December 1, 2011
- Jett Awards: November 1, 2011

The deadline for the December 2011 *Spotlight* is November 20, 2011. Please send all information to Patti Byars, Editor, by the deadline.

Tara next discussed Community Service. “Food for Thought” will be our service project in January. We will bring canned goods/bags for Harvest Hope Food Bank. The State Association will contribute \$100 at each meeting towards the community service project advertised for that meeting.

Tara will also ask individual chapters to continue their community service projects. Chapters may continue to submit reports for inclusion in the membership meeting packets.

Tara next discussed fundraisers. We will continue with our Chinese Auctions in August, January, and April. We will also continue “Buck –a Book” in January and April. Members can donate books, as well as purchase books at these meetings. There was no request for additional book donations for the August meeting as we have approximately 8 boxes of books in storage. After the meeting, any remaining books will be donated to a local library or literacy foundation.

Tara next discussed member recognition with LSPSC Bucks. Bucks can be used for any LSPSC sponsored events, except Annual meeting registration. Two members in attendance will win \$10 each. Tara will also send emails to members periodically about being an essential piece of the puzzle – her theme for this year.

Tara next discussed “Now” items to continue:

- Cash Incentives of \$25, \$50, and \$75 will be given at each meeting (except Spring meetings).
- One-day Saturday meetings to continue at a central location.
- Thought for the Day at each meeting.
- Community Service encouraged for each chapter. State will also make a monetary donation.
- Education as a top priority – will continue through CLE seminars.
- Job Bank – opportunity to offer networking for employment opportunities.
- Community Service help to SCCADVASA and Harvest Hope when meeting in Columbia.
- Continue with invitation to past Presidents to display their President Scapbooks at Annual meetings.

Tara next discussed “Tomorrow” items to begin:

- More focus on recruitment of and involvement of student members.
- Offer health care and ethics CLE seminars.
- Provide Consent Agendas earlier for review (handed out at beginning of CLE seminars).
- Request individual event charges for Region Meeting (instead of only full “script” registration).
- Offer Mentor Program to new members.
- Offer seminars hosted by long-time members who can share their experience and leadership.
- Look at larger scale community service projects as a State Association.
- Individual member and chapters to focus on membership growth.

President-Elect – Stephanie A. Saporita, Certified PLS

Stephanie reported that the following state officers will present a program to LSPSC chapters as follows:

- Hilton Head LSP: July 12, 2011 by Stephanie and Elisa
- LSP Greenville: July 20, 2011 by Robin
- LSP Orangeburg: August 11, 2011 by Jan and Fran
- LSP Midlands: August 12, 2011 by Tara. All officers invited as the meeting is prior to the Board meeting.
- Spartanburg County LSP: September 8, 2011 by Lois and Camilla
- LSP Lowcountry: October 17, 2011 by Tara and Jamie

Stephanie will continue to request reports from individual chapters on their community service involvement for each state meeting.

Stephanie reported on her attendance at the Region IV meeting in Florida. The conference provided great CLE, networking, and fun. Form 990 filing was discussed as four (4) chapters in the Region lost their charitable- exempt status because they did not file the 990 timely. Treasurer Elisa volunteered to follow up with each chapter and report back to the Board.

Functional Director of Membership – Lois J. Belle, Certified PLS

Lois will lead the Pledge of Allegiance at the Spring Membership Meeting on Saturday, August 13, 2011. Lois will remind members of the NALS waiver of dues option for those unemployed or those who sponsor 5 new members. She also discussed a mentor program for new members - - helping new members to find their place in the association.

Lois then updated the Board on the total membership numbers for SC.

Lois applied for and received a \$100 grant from NALS at the Tulsa conference and the Board agreed that this grant could be used for the upcoming SCALA conference in Columbia August 18, 2011 at the Columbia Metropolitan Convention Center. Thanks to a member from the Greenville chapter, our vendor registration fees were waived (\$500).

Functional Director of Marketing – Frances C. Powell, Certified PP, PLS

Fran will remind members at the Summer Membership meeting of the CPN and *Spotlight* deadlines. She will also remind members to stay current by looking at our LSPSC Facebook page. Spotlight ad procedures and Happy Grams will be reviewed as well.

local in Columbia. We will ask other Columbia chapter members to assist, if their schedules permit, as set up and clean up is involved.

At 6:45 p.m., Board members took a dinner break and the meeting resumed upon return from dinner.

Functional Director of Education – Robin C. Deming

Robin will read the Code of Ethics at the Summer Membership meeting on Saturday, August 13, 2011. Robin will announce Court Observance Week, October 10-14, 2011. The theme this year is Lest We Forget. Robin will also give a report on CLE attendance, topics and guest speakers, money collected from the seminars and announce the speakers' charities of choice for a donation to be made from our association.

Functional Director of Certification – Camilla G. Pitman, CMC, Certified PLS

Camilla will recognize all new ALS/PLS/PP certifications. She will also recognize any member who has recently recertified. She will also promote and recognize any CLE awards. Camilla will note that the next application/exam date is September 24, 2011, but the deadline to register (August 1, 2011) has passed. At present, there is no extension of the registration deadline. Exam sites and administrators have been confirmed throughout the state.

Past President-Parliamentarian – Jamie I. Early, Certified PP, PLS

Jamie noted that NALS had updated their Bylaws and Standing Rules again. She will be reviewing for changes needed to our State Bylaws and Standing Rules. Jamie also discussed the Officer nomination form and verification of qualifications forms. Each chapter board will verify a candidate's qualifications after the member has accepted or declined the nominations. Sharon Wotherspoon, Certified PLS, is the Nominations Chairperson and she will be notified of the new procedures. Jamie will also remind members of the forms/letters repository used by chapters.

There being no further business, the meeting was adjourned.

Respectfully Submitted,

Jan W. Berger, ALS, Secretary

Approved:

Tara Jean Brown, Certified PP, PLS, President

**LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
MINUTES OF THE SUMMER MEMBERSHIP MEETING
AUGUST 13, 2011
COLUMBIA, SOUTH CAROLINA**

The Summer Membership Meeting of Legal Staff Professionals of South Carolina for the year 2011-2012 was called to order by President, Tara Jean Brown, Certified PP, PLS on Saturday, August 13, 2011.

President Tara reminded everyone to check in with Credentials Chairperson, Myra Culbertson. She reminded everyone to turn off all cell phones and beepers. Each chairperson or member who gives a report was asked to come to the lectern to speak. All members addressing the meeting should stand, give their name, certification and chapter. Members were asked to speak loudly and clearly for proper identification in the minutes. President Tara Jean Brown, Certified PP, PLS introduced herself and welcomed everyone to the meeting.

The Thought for the Day was given by Sarah L. Wallace. The Pledge of Allegiance was led by Lois J. Belle, Certified PLS, Functional Director-Membership. The NALS Code of Ethics was presented by Robin C. Deming, Functional Director-Education.

All past Presidents in attendance were acknowledged. President Tara also recognized first time attendees. There were no members-at-large in attendance.

The officers of LSPSC for 2011-2012 were introduced: President-Elect, Stephanie A. Saporita, Certified PLS; Secretary, Jan W. Berger, ALS; Treasurer, Elisa V. Chaney, Certified PP, PLS; Functional Director-Membership, Lois J. Belle, Certified PLS; Functional Director-Marketing, Frances C. Powell, Certified PP, PLS; Functional Director-Education, Robin C. Deming; Functional Director -Certification, Camilla G. Pitman, CMC, Certified PLS; and Immediate Past President/Parliamentarian, Jamie I. Early, Certified PP, PLS.

PRESIDENT'S REMARKS

President Tara gave each member in attendance a puzzle piece and asked members to write their name on their puzzle piece. As President Tara continued with her remarks, she stopped on occasion and asked members to bring their puzzle piece to the puzzle board up front and place their piece accordingly. She stated that our association is made of many small pieces. The way we place our puzzle pieces determines its completion. Many of us over-commit. We have too much to do. With that said, we have to have a clear vision for ourselves and our association. Goals are achieved much easier if we are happier people. It's easy to lose sight of who we are. We are always changing and evolving, but we are still ourselves. Each day we do things we have to do and hope for time to get to do the things we want to do. We are in attendance today because we want to be! All in attendance attribute to each person's success. President Tara reminded us that we are all essential pieces of the puzzle.

President Tara introduced Region IV Director, Lisa Mitchum, who surprised everyone with her attendance.

BUSINESS MEETING

President Tara reminded members that any member of LSPSC may make motions, second motions, and enter into discussions. All motions should be reduced to writing, and Jamie I. Early, Certified PP, PLS, Parliamentarian, has forms for this purpose.

Credentials Chairperson, Myra Culbertson, reported that there were 20 members present and 11 represent a quorum (one more than half) and two-thirds is 14. Myra declared a quorum present.

Everyone was provided with the consent agenda packet of items that were approved by the Board. The packet included the Incoming and Outgoing Board minutes, as well as the Annual Meeting and Spring Meeting Membership minutes. The Treasurers Supplemental and First Period Reports were also included. These items were all approved as distributed by consent.

Susan Olmstead, Certified PLS, won the first incentive drawing in the amount of \$50.00. President Tara reminded the members if they are not receiving their @Law or Spotlight to contact NALS and make sure LSPSC has your correct email address. Change of address forms can be downloaded from the NALS website.

The Officers' Planning Retreat was held in Asheville, NC, at the Kilgore mountain home June 25, 2011. Thanks were given to Carlene Kilgore for offering her beautiful home for the retreat.

President Tara stated she would be attending the NALS National Conference as well as several other members of the state association.

President Tara notified us of the following NALS deadlines: Foundation Grants (Education and Certification), September 1 and December 1, 2011, and Jett Awards: November 1, 2011.

President Tara stated that the deadline for the spotlight was November 20, 2011. President Tara stressed the importance of meeting the deadline.

Community services will continue this year. We will continue with "Food for Thought" – rotating Harvest Hope and SCCADVASA when in Columbia. We will choose a local charity for the annual meeting location. State will also contribute a monetary donation in the amount of \$100 to the charity noted for each meeting. We encouraged chapters to continue with their own community service. We will begin community service chapter reports with the Winter Membership meeting in January. Any reports submitted will be included in the committee reports packet.

President Tara next mentioned Fundraisers for the association. Chinese Auctions, as well as Buck –a-Book, will continue at all membership meetings. Members may bring books to donate (maximum of 5 books). We will have Buck-a-Book at the January and April meetings. Books left over after the meeting will be donated to a local library or literacy foundation.

President Tara also announced a new special member incentive approved by the Board: LSPSC "Bucks" in the amount of \$5. We will draw for two (2) \$10 incentives which can be used for LSPSC sponsored events, including CLEs, Chinese Auction, etc., but cannot be used for annual meeting registration fee.

Winners of the LSPSC bucks were Kathy Suggs and Jamie Early.

President Tara will be sending appreciation emails (e-card type) to members to say thanks for being an essential piece of the puzzle.

President Tara announced that we will continue the following “now” items this year: cash incentives; Thought of the Day at each meeting; Saturday central meetings; Education/CLE seminars; Job Bank; SCCAD-VASA/Harvest Hope community service; and invitations to Past Presidents to bring their Scrapbooks for viewing. We will begin the following “Tomorrow” items: recruit and involve student members; healthcare and ethics; consent agenda provided earlier; charges for region meetings in individual events; seminars by long time members; larger scale community projects and membership growth.

Reports from Elected and Appointed Officers:

President-Elect: **Stephanie A. Saporita, Certified PLS.**

Stephanie thanked everyone for their well wishes, cards, emails, etc. upon the birth of her baby boy in June. Stephanie attended the Region IV conference in July as our State Representative. It was a great conference with CLE, networking, and fun. Kathy I. Amarante, Certified PP, PLS, NALS President, was a last minute speaker and talked to everyone about the Form 990 status and the importance of this. Four (4) chapters in our Region lost their charitable-exempt status and the cost to renew your status is \$1,000. If you re-charter, you lose your original charter date. Make sure you meet the deadline of September 15, 2011.

There were 56 attendees at the conference. Alabama and Georgia held their state meetings in conjunction with the Region meeting. Alabama received a \$300 rebate and Georgia received a \$150 rebate. NALS Foundation auction raised \$1,500.

Stephanie next mentioned the NALS preferential electronic voting. NALS will send emails to all members when voting opens. Everyone was reminded to make sure NALS has your correct email. Be ready to vote when you click on the link. It’s a timed link, so you can’t go back in. NALS can’t reset - - so review and be ready to cast your vote when you click on link.

Stephanie will contact President-Elects of each chapter in December to submit community service reports for the January 2012 meeting.

Stephanie gave an update on Officer Visitations to all chapters. Only two (2) chapter visits remain: Spartanburg chapter visit is September 8th and Lowcountry is October 17th.

Stephanie next mentioned possible locations for the 2012 Region IV conference: Chattanooga and Memphis. Most likely it will be Chattanooga as their chapter will be celebrating their 55th anniversary. Stephanie also asked for support for the upcoming 2012-2013 board nominations beginning November 1, 2011. As incoming President, Stephanie needs our support.

Secretary: **Jan W. Berger, ALS**

Jan first thanked the Orangeburg chapter for hosting her and Fran for officer visitation. Everyone shared a lot of great memories with each other.

Consent agendas and committee reports were distributed prior to the meeting. Make sure you send any originals to Jan for the permanent records. Try to send the copy with light color paper because it scans better as we are storing records electronically now.

To help generate excitement and offer incentives for members to attend more meetings on all levels, the Board voted to offer a program with financial incentives for registration assistance at a state or region meeting. The following Motions were approved by the Board:

First Motion: Motion to offer a drawing for one member from each chapter to attend the Tulsa Leadership Conference or Region IV Conference. Winner would receive early bird registration fees. Idea was for individual incentive – individual members to put their name in - not for the chapter to nominate them. Travel expenses not included.

Second Motion: Offer drawing for one member from each chapter, first time attendance, to State meeting, early bird registration fee.

Estimating total cost not to exceed \$2,500 assuming we have to pay registration fees for members from all chapters. An email will be sent to all members (including MALs) on how to submit their names.

Treasurer: **Elisa V. Chaney, Certified PP, PLS.**

Elisa reported that the Treasurer's Supplemental and First Period Reports were included in the Consent Agenda packets. Elisa noted on the Supplemental Report that we were \$375 over budget in disbursements but we had \$1,851 more income than budgeted, so we ended well for 2010-2011.

Elisa next reported that the CD is maturing on August 23rd. After Board discussion, it was decided to leave the CD where it is and renew. Rates are not good anywhere and we don't expect them to get better. On the Treasurer's First Report, under Miscellaneous, the Board approved a \$250 gold sponsorship to Region IV since we don't have the normal number of members registered for this year's conference. This was done as simple support for the Region.

Elisa also noted under Miscellaneous in the Supplemental Report that there is a \$25 entry in parentheses that was an incentive payment for new member's contest that was donated back to the association.

Elisa next discussed the IRS Form 990 and will send out an email to chapters to meet the deadline of September 15, 2011.

Elisa last noted that some of the dates in the First Period Report were not correct, and she will make those corrections.

Immediate Past President: **Jamie I. Early, Certified PP, PLS.**

Jamie thanked the Board for continuing with her TNT ideas, especially the mentoring ideas. As the newest past President, she thanked all past Presidents who have already volunteered to be a mentor. She also thanked the Board for the traditional outgoing President's gift to her: LSPSC framed photo of the Board, a framed Certificate of a donation made to Harvest Hope for \$150 in her honor. The certificate also included a mustard seed in a jar as part of the gift (part of Jamie's Presidents' theme). The gifts were wrapped in a tote bag with the wording "serving with a heart like Jesus" printed on it. Jamie noted she was honored to have served as President.

The second incentive drawing was held and Lois Belle was the winner of \$75.

Committee Reports:

Annual Meeting 2012 (Orangeburg): Mary Kay Oliver

The 2012 LSPSC Annual Meeting will be held in Santee, SC in Orangeburg County at Clarks Inn and Restaurant, April 27 – 29, 2012. Room rates are \$65/night. Conference rooms are great and it's a beautiful facility. The Annual meeting checkbook was given to Mary Kay.

Award of Excellence: Sharon K. Wotherspoon, Certified PLS.

Sharon asked members to nominate their colleagues for this wonderful award. Sharon also noted that a new Award of Excellence Recipient List is now included in the LSPSC Handbook. Sharon asked members to review the list and advise if there are any discrepancies.

FD-Certification: Camilla G. Pitman, CMC, Certified PLS.

Camilla noted that one person in Greenville is registered for the September 24th exam. A member in Charleston is also taking the test. The deadline was August 1, 2011, and there has not been an extension of the registration date. Test Administrators must apply each year, so thanks was given to all administrators. Testing locations this year are: Greenville, Columbia, Charleston, and Hilton Head. Spartanburg members will test in Greenville and Orangeburg members will test in Columbia. Next exam deadline is January 1, 2012 for next test date. Currently, we have the following certifications: ALS – 2,949, PLS – 5,637 and PP - 492. Specialty certifications were emphasized: Litigation/civil law; Corporate; Estate planning and one in general law. Must be PP or PLS to apply for this certification. Fee is \$150 and requires 50 CLE hours. There is a minimum of 60 hours for CLE awards for 3 year re-certification. Fee is \$25. Camilla is not aware of any new re-certifications since our Spring membership meeting in April.

Camilla next noted that the Online Learning Center is back on line now – Tuesdays at 8 PM Central time. Please make an effort to participate for great learning opportunities.

Community Projects: Jimi L. Bullard

Jimi was unable to attend the meeting. On her behalf, Yvonne Fortner noted that all contributions from today's meeting will go to Harvest Hope Food Bank.

Continuing Education: Robin C. Deming

Robin noted that court observance week is October 10-14, 2011. The theme is Lest We Forget. We had wonderful speakers today. Barbara Seymore requested our donation to go to Carolina Wildlife Care. Matt Brown and Derek Shoemake requested our donation to be split between the Leukemia and Lymphoma Society and Lutheran Family Services. There were 20 registered for the seminars and we raised \$600 from these seminars.

Robin mentioned that she is still as excited today as she was when she joined the association and it's because of coming to local and state meetings and interacting with other professionals. She encouraged everyone to attend – whether you need CLE or not.

Our January speakers will be Stephen Johnson on Elder Care – free services available for our parents. Our other speaker will be Marianne Fredericks, who will speak on, “Enjoy Life: it's not a Dress Rehearsal.”

Credentials: Myra Culbertson. No report.

Employment: Tamela Suggs. No report.

Finance: Carlene B. Kilgore, Certified PLS and Susan L. Olmstead, Certified PLS

Theme for January Winter Membership meeting will be published in the *Spotlight*.

Financial Review: Paula M. Taylor, Certified PLS and Chrisanne T. Porter, Certified PLS.

The report was included in the handout.

Handbook: Deborah League Brown, Certified PLS, Laura A. Foster, Certified PLS, and Jamie I. Early, Certified PP, PLS.

Deborah noted that the LSPSC Handbooks have been distributed to members. Deborah has extra copies and CDs that can be taken back to chapters. The Handbook has new some items this year: Award of Excellence Recipients and Electronic Voting procedures. Deborah reminded everyone to make sure all chapter members have a copy because this is an excellent tool to use for marketing, new members, nominations, etc.

Historian: Jamie I. Early, Certified PP, PLS

The Historian's report is included in the Handbook. Jamie offered thanks to Deborah Brown for her hard work on the Handbook, standardizing the forms this year so chapter info is in a consistent format.

Marketing/Bar Liaison: Frances C. Powell, Certified PP, PLS

Fran asked for a show of hands on who is a fan of Facebook. Fran asked that each of us commit to share a quote, a bible verse, etc., or something that would promote our association. Make sure we are friends of the LSPSC Facebook page. Fran next promoted Happy Grams. If you have access to fax or email you can send a Happy Gram. Consider putting a Happy Gram in the Spotlight. The cost is \$5 for each Happy Gram. Fran offered to the first 3 people who submitted to her a Happy Gram for the Spotlight that she would pay for them. The first person who submits will also receive a gift from Fran. Fran also promoted ads for the Spotlight. Forms for both are available on the website under the "calendar" section.

Fran mentioned the SCALA event this coming week at the Columbia Metropolitan Convention Center on August 17, 2011. Set up is from 12-4 and booth time from 4-6. Midlands Chapter has committed to this event, but could use some help from others.

President Tara mentioned that Mary Beth Morgan from the Greenville chapter was instrumental in getting the \$500 booth fee waived. This will give us an opportunity to market to firm administrators, attorneys, paralegals, accountants, etc., who make professional membership decisions. We have give-a ways, a backdrop, and a Power Point presentation. The costs for this have will be funded by the \$100 ATM grant award received at the Tulsa Leadership conference. Jamie Early has donated a flip cam recorder she won at the Region IV meeting as a door prize. Attendees will drop off business cards for the drawing and we will directly market to those individuals who stop by our table.

Membership: Lois J. Belle, Certified PLS

Lois stated that our membership theme this year is "Engage 5." Lois passed out "gummy" tools. Keep these in mind as you look to recruit new members. If you recruit 5 new members in your same member category, you will receive a free membership for yourself or a \$98 credit. If you have your membership paid by your employer, you can receive the \$98 credit towards anything in the NALS store, certification exam fee, or any registration towards a NALS conference.

Lois next announced our newest member: Anthony Saporita, who joined the meeting. Anthony has attended more LSPSC/Region IV meetings than some members and he is only 2 months old!

Lois noted you can renew your membership on-line as well.

Lois next informed us of the membership numbers for our state: Members-at-Large, 5; Midlands, 5; Orangeburg, 5, Hilton Head, 8; Spartanburg, 21; Lowcountry, 21; and Greenville, 22 for a total of 89 members. Of this total, 10 are student members.

Lois next mentioned the Mentoring program. All past Presidents were contacted to volunteer as a mentor to a new member (since January 1, 2011). We have 12 new members. Eight (8) past Presidents were able to mentor members from other chapters.

Lois presented membership certificates to the following members in attendance:

1 year: Kathy Suggs; 4 years: Mary Beth Morgan; 6 years: Stephanie Saporita, Sarah Wallace, and Robin Deming; 7 years: Myra Culbertson, and Tara Jean Brown; 9 years: Elisa Chaney; 10 years: Frances Powell, Camilla Pitman; 11 years: Lois Belle; 17 years: Jan Berger; 18 years: Sharon Wotherspoon; 20 years: Yvonne Fortner; 25 years: Mary Kay Oliver; 27 years: Jamie Early; 30 years: Deborah L. Brown; 32 years: Susan Olmstead; 33 years: Carlene Kilgore; and 36 years: Patti Bacon.

NALS Foundation: Naomi Nation, Certified PP, PLS, CLA

Report included in packet.

Nominations and Elections: Sharon K. Wotherspoon, Certified PLS

Sharon noted that nomination process will begin in November.

Publications Editor: Patricia Bernier Byers

Please submit articles and reports to her by November 20, 2011.

Scholarship: Sarah L. Wallace

We received changes from Naomi as last year's scholarship chairperson. Forms will be located on the website. The question was raised whether an applicant has to be a resident of SC. Per the Board, as long as they attend a South Carolina school, they were entitled. Another question was raised was if an applicant has to be a U.S. citizen. Per the Board, if the applicant is attending a South Carolina school, they were eligible to apply. The application will be updated to include the Award amount as well. These were decisions made at the Officer's Retreat.

A winner has been selected and is present to accept her scholarship. Jessica Richey is the recipient of the award for 2011. Jessica was in attendance with her mother, sister, and grandmother. Jessica has a 3.82 GPA in the paralegal program at Brown Mackey College. She was awarded a \$1000 scholarship. Monies were sent to the college and LSPSC has received an email that the amount was posted to Jessica's account.

Scrapbook: Chrisanne T. Porter, Certified PLS and Paula M. Taylor, Certified PLS

No report.

Yvonne Fortner then asked for any pictures from Tulsa, National, or Region IV and send to Debbie Reynolds so she can update Past President Jamie Early's scrapbook.

Standing Rules and Bylaws: Jamie I. Early, Certified PP, PLS.

Jamie advised that on July 11, 2011, a Notice of Proposed Changes to the State Bylaws and Standing Rules were posted to the LSPSC website. Changes are proposed to be in conformity with NALS Bylaws, adopted May 3, 2011. There was nothing of substance to the Bylaws' changes. Standing Rules changes were mostly about the Officer Nomination process. The Verification form was changed from approval by Chapter President (verification of nominee) to approval by the Chapter Board and verified by a Board member. The paragraph change is necessary because a chapter President can be nominated and should not have to verify their own qualifications as an active member. Another change was proposed regarding the acceptance and declination form. We felt the local board approval should be verified after the member is notified and either accepted or declined the nomination subject to Chapter approval.

Jamie then asked for a motion: A motion was made to accept the proposed changes to Bylaws and Standing Rules. There was a Second. Motion carried. Jamie will revise the Bylaws and Standing Rules and distribute to chapter presidents for dissemination to members.

Technology: Yvonne A. Fortner, Certified, PP, PLS.

Yvonne asked for any news, pictures or local publications to be added to the website and reminded everyone that any new ads could be published to the website as well.

Password for the Handbook page on the LSPSC website has changed.

Membership Meeting Sites 2011-2012

NALS 60th Annual Education Conference and National Forum – October 13 – 16, 2011, Cincinnati, OH; \$269 early bird registration.

Annual Meeting Sites:

- 2012 – Orangeburg, SC sponsored by Legal Staff Professionals of Orangeburg
- 2013 – Spartanburg, SC sponsored by Spartanburg County Legal Staff Professionals
- 2014 – Charleston, SC sponsored by Legal Staff Professionals of the Lowcountry
- 2015 – Columbia, SC sponsored by Legal Staff Professionals of the Midlands
- 2016 – Greenville, SC sponsored by Legal Staff Professional of Greenville
- 2017 – Hilton Head, SC sponsored by Hilton Head Legal Staff Professionals

President Tara next announced the final incentive Drawing. Lisa Mitchum, Region IV Director, was the winner of \$25.

The Premium Prize for the Winter Membership Meeting in Columbia in January 2012 will be provided by Spartanburg County Legal Staff Professionals.

A member then addressed the meeting and asked that we make sure we give all professional courtesies to our seminar speakers and try to minimize our noise/other activities during the CLE presentation.

President Tara expressed the Board's thanks to Midlands Chapter for hosting the meeting.

There being no further business to come before the membership, and no objection, the Summer Membership Meeting of LSPSC of 2011-2012 was adjourned.

Respectfully Submitted,

Jan W, Berger, ALS
Secretary

Approved:

Tara Jean Brown, Certified PP, PLS
President

LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA

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LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA

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LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA 2011 – 2012 CALENDAR

DECEMBER 2011

- 1 Dissemination of Acceptance and Qualification Forms to LSPSC Nominees for 2012-2013 offices
- 1 Early Registration Deadline for NALS Professional Development and Education Conference in Tulsa, OK (March 1-3, 2012)
- 1 Deadline for NALS Foundation Grant
- 1 Mailing of NALS Winter *@Law*
- 4 NALS ALS Examination Date
- 15 Deadline for return of Acceptance and Qualification Forms by LSPSC Nominees for 2012-2013 offices
- 24-31 NALS Closed for Holidays

JANUARY 2012

- 1 NALS March ALS/PLS/PP Exam Application Due
- 4 *Carolina Paralegal News* Deadline (Jan.)
- 14 Registration Deadline for LSPSC Winter Membership Meeting in Columbia
- 22 Distribution of Rules and Applications for LSPSC Scholarship Award for 2011-2012
- 22 Distribution of Rules and Applications for LSPSC Award of Excellence for 2011-2012
- 27 LSPSC Winter Board Meeting in Columbia
- 28 LSPSC CLE Seminars and Winter Membership Meeting in Columbia

FEBRUARY 2012

- 1 Dissemination to Members of Ballots to Elect LSPSC 2012-2013 Officers
- 20 Deadline for LSPSC *Spotlight* (March)

MARCH 2012

- 1 Deadline for NALS Foundation Grant
- 1 Mailing of NALS Spring *@Law*
- 1-3 NALS Professional Development and Education Conference in Tulsa, OK
- 3 *Carolina Paralegal News* Deadline (March)
- 5 NALS ALS/PLS/PP Examination Date

APRIL 2012

- 15 NALS June ALS Exam Application Due
- Registration Deadline for LSPSC Annual Meeting hosted by Orangeburg
- 27 LSPSC Annual (Outgoing) Board Meeting and Spring (Incoming) Board Meeting in Orangeburg, SC
- 28 LSPSC CLE Seminars, Annual Meeting and Installation at Orangeburg, SC
- 29 LSPSC Spring Membership Meeting in Orangeburg, SC

NALS Code of Ethics

Members of NALS are bound by the objectives of this association and the standards of conduct required of the legal profession.

Every member shall:

- ◆ Encourage respect for the law and the administration of justice;
- ◆ Observe rules governing privileged communications and confidential information;
- ◆ Promote and exemplify high standards of loyalty, cooperation, and courtesy;
- ◆ Perform all duties of the profession with integrity and competence; and
- ◆ Pursue a high order of professional attainment.



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