



LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA



NALS
the association for legal professionals

engage | inspire | enhance | promote

How to Balance Your Life: Career + Family

From: NALS Docket Blog, Diane M. Stanley, RP (Houston ALP, Director)

There are so many components of life, from career to social life to self-care, that it can become difficult to balance each to the level of our own personal satisfaction and achievement. There are a number of ways to better achieve balance in life, we just need a dose or two of self-reflection and extra effort to find time for everything. We are healthiest and happiest when our needs are met.

Balance and self-care are vital to one's mental and physical being, so we must fuel ourselves appropriately. Sleep, diet, and exercise on a daily basis are essential components of a proper life balance. The lack of either inhibits our power source, the mind, as well as our relationships, both personally and professionally.

Everyone has different areas of focus in their daily lives, but should you find your time is primarily spent in just one area (i.e., work), try using the following methods to achieve more balance in your life.

- 1. Utilize A Schedule.** Planners and calendars can work, but be sure to include your self-care: exercise, down time, date night, family night, not just your task schedule and to-do lists. Block the time and stick to it.
- 2. Be Spontaneous.** Intentionally schedule a day, night, or weekend when nothing is scheduled. Do something fun locally, set the mood, and be creative.
- 3. Know When To Say Yes And No.** Be careful not to go overboard by being a giving person. Be careful not to burn bridges--bow out gracefully by explaining your situation – time constraints, prior commitments, etc. “I wish I could help but I am stretched too thin right now. I may be able to donate some time next month if that will help.” You may also know of someone else who would be willing to help, provided you have contacted them in advance.
- 4. Check In With Yourself.** Hello self! How satisfied are you? Are you happy with the

(Continued on page 2)

SPOTLIGHT

(Continued from page 1)

direction you are going? It is important to know what you want, so break away from the hustle and bustle of life and tune in to your feelings.

5. **Prioritize Self-Care.** You must put your self-care first, providing strength to manage the stress in life that comes your way. Fuel your mind and body with a healthy diet and exercise.
6. **Focus On A Balanced Week.** Every day is not always perfect, so when the unexpected happens, and the boss needs you to work late, be sure to compensate yourself by shifting your schedule to add back the time and maintain your life balance.
7. **Document How You Spend Your Time.** Create more free time by mapping out how you spend your time. Keep a daily record for a couple of days, at 15-30 minute intervals, to actually see how you spend your day, just like you make a budget to track your spending. Use the information to make small shifts when necessary to afford yourself time to do other things of your liking.
8. **Focus On The Good Relationships.** Think about your relationships to bring more balance to your life. Time is money, as they say, so if someone in your life is taking away energy from you, you might want to re-evaluate the relationship.
9. **Stick To Set Work Hours.** Leave the work at work! This does not mean leaving tasks unfinished. Designate your time appropriately during the day to meet deadlines and avoid the stress of finishing on time.
10. **Picture What You Want In Life.** See the big picture! At the end of the day, what were you the most happy about? Did you wish for more? Reflect back on your current life and see if you are in alignment with your life goals and aspirations.
11. **Ask For Help.** Sometimes it is impossible to do everything on your own and a call for help is not a sign of weakness. Seek out a support system, ask your spouse, friends, or a family member to help out in some area, giving you more time to spend with them!

It's a Win Win!



2019 National Conference—September 26-28, 2019
Little Rock, Arkansas will host the 68th Annual Education Networking Conference. Save the dates!



Inside this issue:

President's Report	3
President's Conference Report	4
Officer & Committee Reports	5-10
Notice of Winter (2019-2020) Membership Meeting (1-26-2019)	11
Winter Membership Meeting & CLE Registration Form (1-26-2019)	12
Charity Wish List	13
Crockpot Recipes	14
Chapter Reports	15-16
Meet Our Members	17-20
Award of Excellence Nomination Form	21-22
<i>Spotlight</i> Ad Request Form	24
Happy Gram Request Form	25
Report from Winners of Summer Meeting Registrations	29-30
Summer Membership Meeting Minutes (8-1-2018)	31-36
NALS Affinity Providers	37
2018-2019 Officers & Committees	38
Updated 2018-2019 Calendar	39

Spotlight

Published three times per year by
Legal Staff Professionals of
South Carolina

2018-2019

Editors:

Susan Church
Lois J. Belle, PLS
Cristy Bradley



President's Report

by Kerry Waldrop
2018-2019 President

Sometimes life throws you curveballs. Becoming state President was my curveball. Never in my wildest dreams would I have ever imagined that I would one day take on this role. I am still so unsure of myself. I look at my day job as just that, a job, it was never a career. I never thought about certification because I was just not on that track and my firm, quite honestly, doesn't get it. But over the course of the last year I have seen our association grow, not only by members, but by certifications. Our members have gone out there and encouraged students to join and get certified, we are now competing with other associations on a level playing field. We have the potential to gain another chapter down the road. We now have 99 members, that is amazing. We could not have done this without all of us working together to make this association blossom to its full potential. I am so proud of each and everyone of you for stepping up in your own way and leading the charge. See you all in January.





PRESIDENT'S CONFERENCE REPORT BY KERRY ANN WALDROP

Thank you for allowing me to represent LSPSC at the NALS 67th Annual Meeting and Educational Conference in Phoenix, Arizona. I was lucky to share my travels with Tara Jean Brown. The trip started eventfully with a flight delay, a run through the airport, and a rain storm. We met up with Sonia Hunt, Jamie Early and Sharon Wotherspoon. We attended game night, where Jamie participated in the making of a human loom. Unfortunately, Jamie's team lost by a half a strand. Tara had a meeting so the rest of us, including a friend from Oklahoma that Sonia, Jamie and Sharon had picked up along the way, went out for supper. I met up with Tara afterwards and she introduced me to our NALS President, Tara Hughes, and some of the other NALS past presidents and board members.

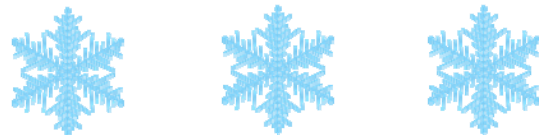
Friday started off with the keynote speaker, Jeff Barnes, aka Dr. Disney, who showed us "How to be the Hero in Your Own Story". Mr. Barnes' presentation was thoroughly entertaining and enlightening. He explained to us that we control our story, we can either live day by day or live life to the fullest, take chances and be your own hero. We then attended various seminars. I attended the "Ten Trends in Legal Ethics." Do you know it is not a good idea to put your employer's name in your Facebook profile? In some states that could be considered marketing. There were many more wide and varied seminars throughout Thursday and Friday that I attended and thoroughly enjoyed them all. We also attended the Networking Luncheon and met up with Lauren Rentz, Cynthia Stevens and Courtney Inman from Greenville. It was wonderful to see new members attending their first national conference.

Friday night brought us the Prom Ball, where a Prom King and Queen were selected. Once again, Lesley Keys stole the show and was voted Prom King. A fun evening was had by all.

Saturday was back to seminars and the recognition luncheon, where our very own Jamie Early was a finalist for the Award of Excellence. Unfortunately, Jamie did not win this time, but we know that as excellent as Jamie is, she will be a finalist next year also.

"Reignite Your Passion in NALS: Find Your Why" was our closing session. We were asked why we were involved in NALS, what brought us to be a member, and what do we get out of NALS. Members stood up and gave so many reasons and explanations as to why they became members. Some of them were members for the education, some for the networking, but they all had the same theme, they were there because they wanted more; they wanted more for themselves, their careers, and their personal development. For some it was a life-changing experience, and for others it was the continuation of a journey to excel.

Again, thank you for allowing me to attend.





President-Elect
Tara J. Brown, PP,
PLS, SCCP

OFFICER & COMMITTEE REPORTS

Thank you to all the chapters for opening your meetings up to the LSPSC Board officers. We all had a wonderful time visiting with you and I hope you all enjoyed President Kerry's presentation and are encouraged to participate in your local and state chapters.

You should all by now have received the nominations form and will actively participate in voting for your 2019-2020 Board of LSPSC. I will also be contacting members for Committee chairs. If you are willing to serve or chair a committee, please let me know by emailing me at Tara@davidgreeneattorney.com.

I would also like to wish you all a very happy holiday season and look forward to seeing you all on January 27th in Columbia. If you have anything that you would like for me to bring up at the meeting, please let me know. Thank you so much for allowing me to represent our great Association at the 67th Annual Education & Networking Conference in Phoenix, Arizona. The Conference was fantastic and I certainly enjoyed seeing all my NALS pals at the Conference. Kerry and I traveled to Phoenix together with no travel issues to speak of. Once arriving in Phoenix I hit the conference hall running. I attended the last half of the National Leadership workshop where we networked and collaborated among the National Task Force Teams. From there we were able to visit and network with our NALS friend kicking off the Conference with a Game Night - Welcome Reception. We started Thursday morning off with our keynote speaker Jeff Barnes on "How to be a Hero in your own story". Jeff started his Disney career 30 years ago when he walked into the Disney park and was amazed. Jeff talked to us on exploring seven decisions to be a hero in your own story. Just a few

takeaways from him: Put your past behind you - remember it's not where you've been; it's where you are going. Embrace and take action -

nothing changes unless you're willing to take a risk. The bigger the dragon the better the story, how big is your Dragon? Heroes do what needs to be done! Be a superhero with a super power. Let go of your own limited thinking. Most importantly learn to ignore the doubters. No one can believe in your dream more than you. Dream.....What if?

I attended many great sessions and a few of them were Motivating Millennials: Meet The New Boss where we talked about vision, challenges, commitment, and thinking big. The speaker said to Engage people where they are and including them! He felt the Platinum Rule is to treat others, as they want to be treated! The "Sweeter" Side of your business: which was a teambuilding exercise. The speaker talked about TMI: "T" Thoughtful; "M" Motivated/Mentor; "I" Invested. Walking around your office and feeding and weeding your garden. He talked about picking out the bag strawberries and deciding if it is a training issue or is it a personality issues, then doing something about it. He suggested using the F.R.O.G. method with your millennial co-workers. "F" Ask about Family; "R" Ask about their recreation; "O" ask about their occupation goals; and "G" personal goals. I attended the Exhibitors Luncheon. After lunch I attended The "Exceptional" Fourth Amendment, and Managing Projects With Passion. After the CLE's for the day attended the NALS Escape Room - Team Challenge [Ticketed Event] organized and created by our very own Maria Easterly. It was fantastic and Maria certainly outdid herself!! Friday came with more great sessions and I attended Tea For Two: sitting down and working with your clients. Real Estate Litigation: effective communication in a digital world. We had the networking luncheon, and then attended Innocent But Incarcerated; and Lessons from Hollywood Will Making. In the Will making session we talked about famous individuals that died with and without Wills, including Michael Jackson and Alretha Franklin. Super interesting. Friday night

was the prom and President Kerry was my date. We had a great time. On Saturday the sessions consisted of Tax Issues for Decedents, Estate and Trust; The recognition luncheon, where we got to see our very own Jamie I Early, PP, PLS, SC-Corp, SCCP be recognized as NALS Award of Excellence Finalist. Congratulations again Jamie. I attended Trademark Law Fundamentals and The Criminal Process. We ended the conference with Reignite Passion in NALS: Find Your Why. For me this was a very moving and rewarding session. Each of the NALS National board members stood up and shared their stories about how they got to NALS and why they have stayed. They then open the floor for other NALS members to do the same. Members shared their stories from their first chapter meeting to their first national meeting, why they took the exams and why they have stayed a meeting. Their stories were both funny and emotional. It was a GREAT and positive way to end a fantastic conference. Saturday evening I even had the opportunity to attend the Legally Blonde Musical at the local Performing Arts venue. I had a great time, thank you again for allowing me to attend.

Treasurer's Report
Deborah League Brown,
Certified PLS



Thank you to all the chapters for timely filing your IRS 990-Ns – great job!!

Reminders for the upcoming Winter Meeting and CLEs:

- Postmark deadline for Membership Meeting and CLE registrations is January 16, 2019 (please add \$10 late fee to registrations sent after that date) - no refunds after January 18, 2019
 - ◊ If employer pays registrations, please make sure to submit request early enough that the check and registration form are received by the deadline
- Meeting Registration fee does NOT include the CLE fee (separate registration fee for CLEs)
- Please submit a completed Registration form with your registrations - the form is in the Spotlight and on the LSPSC website (I will have forms at the meeting for anyone who wishes to register at that time)
- Reimbursement for budgeted expenses - please submit a completed Request for Reimbursement

form (Member Only section of LSPSC website or email me to send you the form) along with supporting documentation (receipts). For Financial Review, as well as Treasurer recordkeeping, it is preferable that receipts include only LSPSC items being reimbursed (no personal items). Reimbursement requests should be submitted to Treasurer prior to each meeting so these can be reviewed and approved, so that a check may be delivered to you at the meeting.

Looking forward to seeing everyone at the Meeting!! I wish for everyone a joyous, but safe, holiday season – see ya in the New Year!!

Functional Director of Certification/ Education
Ann Marie Minerva, PP, SCCP



The LSPSC Summer Meeting in Santee was well attended. All enjoyed the fellowship and food cooked by the board for our Friday night social!

A warm welcome to all new members! Perhaps we will meet you at the LSPSC Winter Meeting on January 26th in Columbia. Our speakers will be Julie K. Martino, Esq., Assistant Disciplinary Counsel and Peter P. Leventis IV, Esq., of Chappel Smith & Arden PA, who is a Certified Circuit Court Mediator.

REMINDER: IF YOU ARE CURRENTLY HOLD A PP CERTIFICATION YOU ARE ELIGIBLE TO APPLY FOR THE SOUTH CAROLINA BOARD OF PARALEGALS CERTIFICATION.

Functional Director of Membership and Marketing
Katherine Helms, PP, SCCP



As Functional Director of Membership and Marketing, I continue to look forward to sharing ideas with you all and working with the local chapters on ways to encourage new members and retaining current members.

We have accomplished so much since our last meeting and we will continue our efforts to retain and build our membership.

(continued)

Publications:



Spotlight:

Please submit new members to be in the upcoming March issue. The deadline is February 16th.

Carolina Paralegal News (“CPN”):

Angel Reid has had her Q&A published on October 2nd. If you have not subscribed to the CPN, please do so for your free online subscription at: www.carolinaparalegalnews.com

Social Media: Facebook/LinkedIn/Twitter:

Lowcountry now has a Facebook page! Thank you, Amy Wheeler Baker! Please like and follow them and add anyone whom you believe would benefit or be interested in their page. All of our South Carolina Chapters now have a Facebook Page!

Thank you to all of you who have been liking, following, commenting and inviting others to all of our Associations’ social media pages. Our State page currently has 349 members!

Fundraisers:

Each chapter and individual members please continue to solicit Happy Grams, Spotlight Ads, and Chapter Sponsorships for the March issue. Again, the deadline is February 16th.

Marketing Opportunities:

First Timer: Enter for a drawing of one first timer member (never attended an LSPSC Membership meeting) to attend our LSPSC Winter Board Meeting on Saturday, January 26, 2019, in Columbia, SC. The winner will receive the full registration to include the two seminars and lunch. First Timer member shall submit their name to FD MM, Katherine Helms, PP, SCCP, to khelms@glelawfirm.com, by Friday, December 21, 2018, at 12:00 pm. The drawing

will be held on Friday, December 21, 2018, at 5:00 pm.

Member Incentive: Enter for a drawing of one member to attend our LSPSC Annual Education Conference and 2019-2020 Officer Installation on Friday, April 5, 2019, through Sunday, April 7, 2019, in Spartanburg, SC. The meeting will be held at Summit Pointe. The winner will receive the full registration to include the two seminars and lunch. Also, they are invited to stay at the designated hotel, Hampton Inn, on Friday evening at the LSPSC group rate at their own expense. Deadlines will be announced.

In exchange for LSPSC providing this incentive, all we ask in return is that the winners submit an article to the Spotlight about their experience at the meeting, which will also be posted on the state and local Facebook pages.

LSPSC’s CURRENT Roster:

LSPSC-100; Greenville 27; Hilton Head 11; Lowcountry 11; Midlands 30; Orangeburg 6; Spartanburg 10; and Member at Large 5.

LSPSC’S JUNE ROSTER

LSPSC-88; Greenville 26; Hilton Head 8; Lowcountry 12; Midlands 27; Orangeburg 6; Spartanburg 8; and Member at Large 1.

MORE TO COME

I will be reaching out to your local chapter counterparts to discuss scheduling paralegal school visits and I would like local chapters to start reaching out and obtaining relationships with these schools and encouraging new student memberships.

I continue to encourage each local chapter to bring a prospective member and/or current member who has not attended regularly to each of their local meetings.

Keep up the great work! Again, thank you all for your encouragement!



Award of Excellence

L. Meredith Lazarski, ACP SCCP
Susan Olmstead, PLS
Carlene B. Kilgore, PLS



The LSPSC Award of Excellence is awarded annually at our Annual Meeting and Educational Conference, which will be held in Spartanburg on April 6, 2019. This award recognizes outstanding achievement in association leadership and professional development. A member must have three years' service to a local chapter, LSPSC, or NALS to qualify.

Please take a few minutes to nominate one of your fellow members who has dedicated their time to our association as well their community. It's important to take advantage of this opportunity to recognize a member's talent, loyalty, and commitment to our association and our members. Deadline to submit an application is March 1, 2019. The nomination form can be found on page 21 and 22 of this edition of Spotlight.

Community Projects

Jimi L. Bullard, ALP



Members, thank you for your generous support of the Summer Meeting. Our charity for the January meeting is Ronald McDonald House providing quality family centered care to families with ill or injured children receiving treatment at a nearby medical facility. Many families travel far from home and spend several weeks or months to get treatment for their seriously ill or injured children a long time to be away or to divide a family. For children facing a serious medical crisis, nothing seems scarier than not having mom and dad close by for love and support. Families can enjoy: home cooked meals, private bedrooms, playrooms for children, sibling support services and recreational activities while staying close by their hospitalized child at little to no cost. Through the generosity of volunteers and donations, families pay no more than \$25 per day, if anything at all. See Ronald McDonald Charities Wish List on Page 13. Checks are always welcomed.

Employment

Deborah J. Reynolds, PP, PLS and Patti Bacon



We have had several employment opportunities and have passed those on to the chapter presidents to distribute to their members and also the members at large.

Please let Deb Reynolds or Patti Bacon know of any openings you have and we will pass them on.

Deb Reynolds, PP, PLS
Reynolds672@outlook.com

Patti Bacon
mandpbacon@gmail.com

Finance

Jamie I. Early, Certified PP, PLS-SC, SCCP and Sharon K. Wotherspoon, Certified PLS

As we continue with President Kerry's theme this year of TAO – Together As One, it brings to mind the principles of yin and yang. While seemingly opposite, yin and yang may also be complementary, interconnected, and better viewed as parts of a “oneness” that interact to form dynamics in which the whole is greater than the parts – like the members our association balance “together as one.” We have all heard an expression similar to “one person's trash is another person's treasure” – like yin and yang. So let's have a **White Elephant** theme for our January auction and you can bring in items you don't like or want so that others can try to win them as something they do like or want. It could range from anything you were given (like presents with Christmas coming up) to something you even bought on sale (but now don't really like or want). Happy shopping at home!

May you all have a blessed Christmas with your family and friends, and may we all remember the reason for the season and give thanks!



NALS Foundation
Jan W. Berger, ALP



Ways to give to the NALS Foundation

Monetary Contributions can be made at: <http://www.nals.org/donations>

Gift in Kind Contributions can be made at AmazonSmile

AmazonSmile is a simple and automatic way for you to support the NALS Foundation every time you shop, at no cost to you! When you shop at smile.amazon.com, you'll find the exact same low prices, vast selection, and convenient shopping experience as Amazon.com, with the added bonus that Amazon will donate a portion of the purchase price to your favorite charitable organization. On your first visit to AmazonSmile, select a charitable organization (NALS Foundation) to receive donations from eligible purchases before you begin shopping. Amazon will donate 0.5% of the price of your eligible AmazonSmile purchase to the NALS Foundation. AmazonSmile will remember your selection, and then every eligible purchase you make at smile.amazon.com will result in a donation. Donations are made by the AmazonSmile Foundation and are not tax deductible by you.

Scrapbook
Lauritza S. Hill and Sonia L. Hunt



Sonia and I are happy to be working on the Scrapbook together for Kerry. We have begun saving pictures, starting with the Installation of the new board and Membership meeting. Please be sure to send us your pictures or send them to the Snap Fish website. Thanks for allowing us the opportunity.

Sonia L. Hunt (slhunt1963@gmail.com),
Lauritza S. Hill (lauritza1970@yahoo.com or lauritzahill@sclegal.org)

Handbook Chair
Camilla G. Pitman, MMC, PLS



A special thanks to everyone for providing new and updated information for the LSPSC Handbook. As we prepare to move into a new year, copies of each chapter's officers, committees, and membership lists will be forward to chapter presidents and membership chairs. We ask that you use the format provided on those forms to maintain consistency in the Handbook format. Please have your members look at each list and confirm their contact information. ALSO, please have your membership confirm the listing of the same information on each list. We have worked hard over the past two years to confirm and consolidate contact information and to alleviate conflicts with addresses and phone numbers on each list which may be different or out of date. We appreciate your assistance with this matter. Wishing you blessings and safety as we celebrate the holiday season. Merry Christmas and Happy New Year.

Annual Meeting Report
Kerry A. Waldrop and Deborah League Brown, PLS

We are happy to announce that the contract has been signed for the annual meeting which will be held April 5-7, 2019 at Summit Pointe in Spartanburg, South Carolina. We will have hotel information shortly for Hampton Inn, which is located adjacent to Summit Pointe.

Friday evening we will have an Amazing Race type event in downtown Spartanburg. There are several restaurants to choose from. For Saturday, we are working toward getting crime scene investigation seminars lined up, culminating with Tara's banquet which will include a Murder Mystery.

We look forward to seeing you all in Spartanburg, bring your thinking caps and magnifying glasses for a fun and exciting weekend.

Nominations & Elections
Meredith Lazarski, ACP SCCP

The call for nominations for elected officers of the Legal Staff Professionals of South Carolina 2019-2020 board was made on November 1, 2018 and came to a close on November 15, 2018. The position of Functional Director of Marketing/Membership was accepted. Currently, there are three positions to fill: President-Elect, Treasurer, and Functional Director of Certification/Education. Our memberships response to nominations this year was awesome and greatly appreciated. We had several members nominated; however, please continue to review our standing rules and by-laws regarding qualifications when considering nominating a member for a state board position.

Ballots, if necessary, are scheduled to be emailed to the membership on February 5, 2019 and the newly elected officers will be installed at the 2019 Annual Meeting in Spartanburg, South Carolina. The deadline for returning your ballots will be announced at the Winter Meeting in January in Columbia, South Carolina as well as outlined on the ballot. We are looking forward to having a great slate of officers for 2019-2020.

Please do not hesitate to contact me if you have any questions or concerns regarding the nomination and election process.

Merry Christmas



If your contact information has changed,
 don't forget to let us know!



LSPSC 2019-2020 SLATE OF OFFICERS

President.....	Tara J. Brown, Certified PP, PLS SCCP
(Greenville)	
President-Elect.....	OPEN
Secretary.....	Ann Marie Minerva, PP SCCP (Greenville)
Treasurer.....	OPEN
Functional Director –	
Certification/Education...	OPEN
Functional Director –	
Marketing/Membership...	Katherine R. Helms, PP SCCP (Midlands)



**Winter Membership Meeting
January 26, 2019**

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

**NOTICE is hereby given that the Winter Membership Meeting for
2018-2019 will be held on Saturday, January 26, 2019, at:**

**Nelson Mullins Riley & Scarborough LLP
1320 Main Street
Meridian Building, 17th Floor
Columbia, South Carolina**

**The meeting will begin at 1:45 p.m.
(Dress is business attire.)**

**(Registration begins at 9:30 a.m.; Seminars begin at 10:00 a.m.)
(Exact meeting information is available on the registration form.)**

Legal Staff Professionals of South Carolina

By: _____ /s/ Lauritza S. Hill

**Lauritza S. Hill
LSPSC Secretary 2018-2019**





**Legal Staff Professionals of South Carolina
2018 WINTER MEMBERSHIP MEETING & CLE REGISTRATION FORM
Saturday, January 26, 2019**

Nelson Mullins Riley & Scarborough, LLP
Meridian 1320 Main Street, 17th Floor, Columbia, SC 29201

**Deadline for Registration: Wednesday, January 16, 2019 (Add \$10.00 after this date)
NO REFUNDS AFTER JANUARY 18, 2019**

MEMBERSHIP MEETING (*FULL REGISTRATION DOES NOT INCLUDE CLE)

SATURDAY SCHEDULE

9:00 a.m. – 9:30 a.m.	Registration	_____	\$45 Meeting Registration & Lunch*
9:30 a.m. – 11:00 a.m.	Seminar	_____	\$15 Membership Meeting Only
11:00 a.m. – 11:15 a.m.	Break		
11:15 a.m. – 12:45 p.m.	Seminar		
12:45 p.m. to 1:45 p.m.	Lunch		
1:45 p.m. to 3:30 p.m.	Membership Meeting and Theme Auction		

CONTINUING LEGAL EDUCATION

**9:30 a.m. – 11:00 a.m. TOPIC: Paralegal Ethics – How to keep your attorney out of trouble
Speaker: Julie K. Martino, Esquire**

Julie K. Martino is the Assistant Disciplinary Counsel of the Supreme Court of South Carolina presenting a seminar on how to keep our attorneys out of trouble.

**11:15 a.m. – 12:45 p.m. TOPIC: Mediation/Confidentiality
Speaker: Peter P. Leventis IV, Esquire**

Peter P. Leventis is a certified Circuit Court Mediator presenting on Mediation and Confidentiality.

Registration and attendance at the LSPSC seminars, meetings, events and other activities constitutes an agreement by the registrant and LSPSC to use and distribute (both now and in the future) the registrant's image or void in photographs, videotapes, electronic reproductions and audiotapes of such events and activities.

I will be attending the following seminars:	<u>MEMBER</u>	<u>NON-MEMBER</u>	
	_____ Paralegal Ethics	___ \$20 for one CLE	___ \$25 for one CLE
	_____ Mediation/Confidentiality	___ \$30 for both CLEs	___ \$40 for both CLEs
			_____ \$10 Meeting Late Fee*
	TOTAL AMOUNT:	\$ _____	

NAME: _____ EMAIL: _____

CHAPTER: _____ PHONE #: _____

Please make check payable to: **Legal Staff Professionals of South Carolina** and return completed form to:
Deborah League Brown, Certified PLS, PO Drawer 451, Spartanburg, SC 29304-0451
deborahbrown@butlermeans.com

Legal Staff Professionals of South Carolina is an affiliate of NALS...the association for legal professionals – dedicated to enhancing the competencies and contributions of members to the legal services profession.

Ronald McDonald House Charities®

Wish List

Food

Cake and Cookie Mix
Canned Tuna and Chicken
Coffee and Creamer
Fresh Ground Beef, Chicken, Pork
Fresh Fruits and Vegetables
Individual Boxes of Cereal
Individual Juice Boxes
Individual Snacks (Chips, Cookies, Crackers)
Microwaveable Chef Boyardee or EasyMac
Pop Tarts
Pre-Packaged Meals
Regular Coffee
Sugar
Tea



House

Disposable Plates & Bowls
Disposable Drinking Cups
Gallon and Quart Freezer Bags
Large Styrofoam Coffee Cups
Pillows
Paper Towels
Plastic Tablecloths
Plastic Forks, Knives & Spoons

Cleaning

Clorox Wipes
Laundry Baskets
Laundry Detergent
Dishwasher Detergent
Lysol Spray

Other

Batteries
Dog Toys
Gift Cards
Dog Treats
Saran Wrap/Tin Foil
Spices

Store gift cards (Sam's, Costco, any local grocery stores) allow us to purchase perishable items and are always needed to help keep families close.

Ronald McDonald House Charities Columbia, SC
2901 Colonial Drive, Columbia, SC 29203
803-254-3181 | www.rmhcolumbia.org



RMHC®
Columbia, SC

Keeping families close

Crock Pot Recipes

Chicken Taco Soup



INGREDIENTS:

1 Chopped Onion
1 Can Black Beans (15 ounce)
1 Can Chili Beans (16 ounce)
1 Can Whole Kernel Corn, Drained (15 ounce)
1 Can Tomato Sauce (8 ounce)
1 Can or Bottle of Beer (12 fluid ounce)
2 Cans of Diced Tomatoes with Chilies (undrained)
1 Package of Taco Seasoning (1.25 ounce)
3 Boneless & Skinless Chicken Breasts
Optional: Shredded Cheddar Cheese, Sour Cream, and Crushed Tortilla Chips

DIRECTIONS:

Place onion, chili beans, black beans, corn, tomato sauce, beer, and diced tomatoes in slow cooker.

Add taco seasoning and stir to blend.

Lay chicken breast on top of the mixture, pressing down slightly until just covered by the other ingredients.

Set slow cooker for low heat, cover, and cook for 5 hours.

Remove chicken breasts from the soup; allow the chicken to cool; then shred the chicken.

Stir the shredded chicken back into the soup and continue cooking for 2 more hours.

Serve soup topped with shredded cheese, a dollop of sour cream, and crushed tortilla chips if desired.

Submitted by: Naomi W. Nations, PP, PLS, CLA, SCCP



Broccoli Soup



(2) 10 oz. pkgs. frozen chopped broccoli (cooked)
(3) cans Cream of Mushroom soup
(1) Small jar Cheez Whiz
(1/2) cup chopped onion
(3) cans Evaporated Milk
Garlic salt to taste. (I don't usually put this in, but it might be good)
Just mix all together and simmer on low to medium heat. I usually cook on the stove and then put in crock pot. Just don't get too hot or Cheez Whiz will stick. Enjoy!

Submitted by: Lois Belle, PLS

Loaded Potato Soup (Baked By Rachel)

Ingredients:

- 7 cups potatoes (about 6 medium)
- 1 cup yellow onion
- 3 cloves garlic
- 3 cups chicken stock
- 1 1/2 tsp salt
- 1 tsp ground pepper
- 1 cup heavy cream
- 4-6 slices thick cut bacon
- Monterey Jack Chees

Directions:

1. Prepare potatoes by peeling and chopping into small chunks (about 1"). Chop onions and mince garlic. Add to slow cooker. Sprinkle with salt and pepper. Add chicken stock. Cover and cook on high for 3 1/2 hours or on low for 6 hours.
2. Cook bacon in large skillet. Drain on paper towel. Add part of remaining bacon grease to slow cooker. Stir gently and replace cover. Chop bacon and set aside.
3. Remove about 1/3 of potato chunks to a blender with heavy cream. Blend until smooth. Return to slow cooker. Stir and cover, continue cooking for about 30 minutes.
4. When ready to serve, garnish with shredded Monterey jack chees and bacon. Can also add green onions, croutons and sour cream.

Chapter Reports

Legal Staff Professionals of Greenville

Michelle Dender

2018-2019 President

Hello from Greenville and Merry Christmas to all. We have had a great fall in Greenville. We had three of our new members attend the NALS Conference this year, Lauren Rentz (our treasurer), Courtney Inman, and Cynthia Stephens, along with seasoned member Tara Brown, PP, PLS. We are so excited that they attended and enjoyed their time together. We hope that they will continue to participate on a local and state level.

Our chapter would like to thank Tara Brown and her committee in working with the Greenville County Probate court to offer the CLE on Guardianship and Conservatorship to paralegals and attorneys in the Greenville area. The CLE was a success and our chapter appreciates that committee and their hard work.

Our chapter would like to thank Lois Belle, Tara Brown, Yvonne Fortner, and many other volunteers for planning our 60th anniversary celebration. It was a lovely evening and we so enjoyed being together and sharing some memories of the Greenville Chapter. It was great to see all that attended.

We wish everyone a safe and happy holiday season.

Hilton Head Legal Staff Professionals

Cami Jo Gort, President-Elect

Members met in July at the Going Law Firm for our state board officer's visit. State Board Members Katherine R. Helms, PP SCCP, Functional Director of Marketing & Membership, and Lauritza S. Hill, Secretary, gave a presentation on President Kerry's theme, "TAO – Together as One". Afterwards, we enjoyed dinner and friendship at Main Street Café on Hilton Head Island.

Members met in September at McNair Law Firm. Our guest speaker at our September meeting was Attorney Jonathan Eggert of McNair Law

Firm. Mr. Eggert gave a presentation on general immigration issues. We also had three guests: Christine Vandenberghe of McNair Law Firm, Melissa Christianson of Chicago Title Insurance Company and paralegal student Christopher Bauer.

In lieu of an October meeting, members and guests enjoyed a social hour at Wise Guys on Hilton Head Island.

In November, members met at Going Law Firm for a general business meeting and the installation of our two newest members: Kate Oliver of The Bax Law Firm, PA and Birdie Sargent of The Strauss Law Firm, LLC. We also had two guests: Catherine McLean and Carmen Freeman of Phipps Family Law.

Members and guests will celebrate the holiday season in December with dinner and gift exchange at Frankie Bones on Hilton Head Island.

Hope everyone has a happy, healthy and blessed holiday season and we look forward to seeing everyone again in Columbia on January 26th.

Legal Staff Professionals of the Lowcountry

Naomi W. Nation, PP, PLS, CLA

2018-2019 President

Here we are again at the close of another year. It seems as though we just elected officers for 2018. Kudos to our newest members, Amy Baker, Cheryl LeGrand, and Amy Johnson. They have brought new motivation and support to our chapter, and we thank them for that.

Our highlights for the fall were our September and October Membership Meetings and Continuing Legal Education Workshops. Our guest speaker for September, Ty Falconer, Berkeley County Diversion Services Coordinator, gave us a great overview of available options for first-time criminal offenders. He left us multiple pamphlets to share. Our October guest speaker was Daniel Cooper, Assistant Solicitor, who enlightened us with navigating through

Preliminary Court. We really enjoyed Ty and Daniel's presentations and the chance to dine together while gaining knowledge.

Although we are looking for other options for meeting locations, we have somewhat planted our feet at Chili's at Tanger Outlet for the beginning of the year. We scheduled our Christmas soiree for Stacy Russo-Strobel's lovely home on Sunday, December 9, 2018.

Legal Staff Professionals of the Lowcounty (LSPL) has been busy with our "thinking caps," trying to coordinate plans for the 2020 Annual Meeting. We are looking at hotel options and hoping to have some type of report for January 2019. As always, any assistance is welcome. The year 2020 will be a landmark year for several reasons; therefore, we are open for all suggestions.

Hoping the end of the year brings safety, peace, and joy to all of you.

Legal Staff Professionals of Orangeburg
Mary Kay Oliver

Since the LSPSC Summer Meeting in August LSPO has been having some very interesting meetings. Our two new members have been instrumental in bringing enthusiasm to our chapter. Deborah Jamison from CASA spoke to us about domestic violence and the effect it has on the children at our September meeting and explained to us the many programs of CASA and assistance CASA provides. Our members collected items for CASA and presented the items to Ms. Jamison at the conclusion of our meeting. At our October meeting Attorney Williette Berry, who heads the paralegal program at Orangeburg-Calhoun Technical College, spoke to us regarding paralegals and technology. We spoke with Attorney Berry about the possibility of members of LSPO coming out to OC Tec to speak with her students about LSPSC and what it has to offer. Because it is late in the year we will try to do this during the spring semester. Also in October Orangeburg's Mayor Michael Butler signed a Proclamation

regarding Court Observance Week (October 8-12, 2018) and designating October 10, 2018 as "Legal Staff Support Day". Our November meeting will be held on November 15th at Thee Matriarch a bed and breakfast here in Orangeburg. We will have a tour and a speaker on balancing work and home life. At this meeting we will discuss our Christmas Project which we have decided will be collecting toys for the Salvation Army. We are looking forward to our Christmas meeting scheduled for December 11th. We will all bring finger foods and a Christmas ornament and play a Christmas ornament exchange game which Sonia assures us will be lots of fun. Looking forward to seeing everyone in January at our Winter Membership Meeting. Wishing everyone a happy Thanksgiving and a very merry Christmas.



Meet Our Members



Name: Kate Oliver

Local Chapter: Hilton Head, SC

Join Date: I not sure about my join date

Position/Occupation: Paralegal

Firm/Company: Bax Law Firm PA

Current Certifications: _____

Education/Legal Experience: AS Paralegal Studies, currently working on BS Paralegal Studies at Liberty University.

Positions held on the local, state and national level: None in South Carolina, but has plans to

How did you become involved working in the legal profession? My ex-husband was going through a child custody case and I did some research and presented it to his attorney, which got my ex-husband joint legal/physical custody, reduced child support, and visitation every other weekend. When he went into it, he only had visitation every other weekend and was paying \$900 per month for 3 children.

What do you enjoy most about working in the legal profession? I love helping families and individuals. I also love that the legal profession changes on a daily basis.

If you were not working in the legal profession, what would you be doing? Probably still serving in the US Navy.

Spouse/Significant Other/Children (Family): I am re-married to an active duty marine. I have one biological child who is in college and three other children that I raised when I was married to my ex-husband. I gained 2 grandchildren from two of the older children.

Hobbies/Extracurricular Activities: I love to cook. I try to post recipes and restaurant reviews on my food website. I also manage a lifestyle website (but who has time??). I am very active on Instagram. I love to binge watch movies/shows/documentaries. I try to get out and ride my motorcycle, but the weather isn't helping. I love to crawl on the couch and read a good book, but right I am reading legal books so that I can finish my degree.

Where do you see yourself in five years? Hopefully, certified (by next year). Maybe graduating law school. Teaching, for certain. I definitely want to teach future paralegals. Hopefully, a few stamps in my passport ☺.

Meet Our Members-Continued



Name: Samantha Beaver

Local Chapter: N/A.

Join Date: (I cannot get into my NALS account right now to check for this)

Position/Occupation: Personal Injury Paralegal

Firm/Company: George Sink, P.A. Injury Lawyers

Current Certifications: N/A.. yet!

Education/Legal Experience: I have an associate's degree in paralegal studies and a bachelor's degree in history. I have been working as a paralegal for a little over a year.

Positions held on the local, state and national level: N/A.

How did you become involved working in the legal profession? One of my paralegal instructors helped me get my first position.

What do you enjoy most about working in the legal profession? I truly love being able to help others. I have always wanted my career to focus on that and for the longest time, I wasn't sure how I could do that. I stumbled upon the paralegal field, decided to get my associates, and I have loved it ever since! Plus, each case is different so boredom isn't really any issue.

If you were not working in the legal profession, what would you be doing? I have a passion for history so I would probably be working in a museum in a bigger city such as Washington, D.C. or Atlanta, GA.

Spouse/Significant Other/Children (Family): BJ (husband)

Hobbies/Extracurricular Activities: Reading, traveling, gardening, watching sports, fostering/rescuing kittens, and spending time with loved ones.

Where do you see yourself in five years? I hope to continue working in this field and helping others.

Meet Our Members-Continued



Name: Deidre (Dee Dee) Prickett

Local Chapter: Orangeburg Chapter

Join Date: 4/17/18

Position/Occupation: Real Estate Legal Assistant

Firm/Company: Horger, Barnwell & Reid, LLP

Current Certifications: n/a

Education/Legal Experience: A.S. Rad Tech, however I decided medical field was not for me; I began working in the legal field as Assistant to the Public Defender in '86 and later joined Bryant, Fanning and Shuler firm in '89 where I learned real estate from Harry Bryant. After he retired, I worked for his son, Jack Bryant and after 17 years with this firm I accepted a position as the Register of Deeds for Calhoun County where I served in that capacity for 5 years. I came to Horger, Barnwell & Reid, LLP in December of 2016 as a Real Estate closer/assistant and love the co-workers and attorneys here. I thank God for the opportunity of this job and putting me where He would have me.

Positions held on the local, state and national level: n/a

How did you become involved working in the legal profession? Not exactly sure but sure am glad I have had the opportunities to learn this field. I graduated with a degree in the Medical Field and decided this was not for me. After a marriage and divorce and being a single mother, this field proved to be a perfect fit for my daughter and I, as I could work Monday through Friday, be home on the weekends and not have to work nights. I am so appreciative to the mentors I had at that time.

What do you enjoy most about working in the legal profession? Never a dull moment. We always seem to be busy with a variety of clients and projects. In the real estate field, we are some of the first persons to meet folks moving into our area and purchasing homes here.

If you were not working in the legal profession, what would you be doing? I can't imagine what else I would do except my "Bucket List" would involve a restaurant of my own since cooking is a passion I enjoy. Since we live in a small town, I would love to have a family diner like the ones of long ago. So hard to find hearty, satisfying places to eat. If you ask my husband where is his favorite place to eat, his response is "Dee's Kitchen".

Spouse/Significant Other/Children (Family): I am married to Kim Prickett and we live in St. Matthews. We have been married for 19 years and have a "Brady Bunch" blended family of 3 girls and 3 boys together along with 8 grandchildren/step grands, 4 rescue dogs, a Quaker Parrot, 2 rescue cats, and a dozen egg laying hens.

Hobbies/Extracurricular Activities: I have a great appreciation for nature and love hiking and camping. I love food and recipes, cooking and eating. I love to travel and have visited many countries and places and even lived in Saudi Arabia for a time.

Where do you see yourself in five years? At the age of 54, I still see myself working here in the firm but will gladly be looking at retirement when that day comes so that I can spend more time with family and friends.

Meet Our Members-Continued



LSPL (Charleston) Questions (Spotlight on You) Cheryl LeGrand

What brought you to NALS? I wanted to find an organization with like-minded individuals who wanted to further advance their skills, knowledge and experience in order to serve their employers to the fullest and be the best they could be in their careers.

What is your favorite activity outside of work? Gardening, reading, volunteering, spending time with my mini-dachshund, Toby, decorating, walking, spinning, music.

Do you participate in any special interest or volunteer activities? Children's Ministry volunteer and Women's Life Group Leader at St. Andrew Park Circle in North Charleston, volunteers with church at Carolina Youth Development Center, is also Guardian ad Litem for children.

Other than your children (if any), what is your greatest achievement?

What is your best characteristic? Compassion, dedication, humility.

Are you a rooster or night owl? Rooster

Who is your favorite celebrity? Though not a celebrity - Jesus is whom I aspire to emulate, as well as Mother Teresa, C.S. Lewis. As far as celebrities Chris Cornell (his solo music only as it exposed his softer side and faith); and Jimmy Fallon as he is so silly and knows how to make you laugh. I don't watch too much TV.

EXTRA: Do you have a motto you try and live by? The greatest Commandment – is to Love others as Yourselves.



**LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
NOMINATION FORM
AWARD OF EXCELLENCE**

Eligibility Requirements: Must be a member of the tri-level association
Must be active in the legal profession in accordance with the By-laws and Standing Rules of LSPSC
Must have a minimum of three years service to a local chartered chapter, LSPSC, or NALS

Deadline: March 1, 2019

Submit to: Susan L. Olmstead, PLS
LSPSC Award of Excellence Chairperson
2 Coopers Hawk Road
Hilton Head Island, South Carolina 29926
Telephone: (843) 682-2111 (o)
Telephone: (843) 681-5540 (h)
Telephone: (843) 338-3313 (c)
Facsimile: (843) 682-2112
E-mail: susan@goinglaw.com

Nominee: _____ Home Phone: _____

Address: _____ Office Phone: _____

City/State/Zip: _____

Local Chapter Affiliation: _____

Date: _____ Date Received by LSPSC Chairperson: _____

1. Experience and Achievements (NALS, LSPSC and Local Chapter)

A. Years of Experience in legal profession: _____

B. Years of membership in NALS: _____

C. List of elected or appointed positions held in a local chapter:

D. List all elected or appointed positions held in LSPSC:

E. List all elected or appointed positions held at the national level:

2. Professional Achievements (including years attained)

A. Professional Designations/Certifications:

B. Awards or recognitions received from any level of the tri-level organization

C. Recommendation (250-word limit)

I believe the above-named person should be considered for the LSPSC Award of Excellence for the following reasons:

Signature: _____

Name/Title: _____

Firm Name: _____

Address: _____

Chapter: _____

Telephone: _____

Date: _____



We are the only recruiting firm in Columbia solely dedicated to Direct Hire/Perm Placement.

Currently recruiting for:

- Legal Professionals
- Paralegals
- Legal Assistants
- Legal Secretaries

We also recruit for
Administrative, Accounting, and Sales & Marketing

Career Connections is all Employer Fee Paid.
Direct Hire only, never temp or contract.

Please contact us for a **CONFIDENTIAL** interview.

SHEILA GENDIL
sgendil@jobscolumbiasc.com

LINZIE STALEY
lstaley@jobscolumbiasc.com

803-256-0230

CAREER CONNECTIONS, INC.

1320 Elmwood Ave., Ste. E, Columbia, SC 29201



LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA

SPOTLIGHT
ADVERTISEMENT FORM



A publication of Legal Staff Professionals of South Carolina

COMPANY: _____

CONTACT: _____

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

TELEPHONE: _____

EMAIL: _____

WEBSITE: _____

Circle desired advertisement:

	Full Page *	Half Page	Quarter Page	Business Card
Three Issues	\$125	\$75	\$40	\$25
Two Issues	\$85	\$50	\$25	
One Issue	\$50	\$20	\$10	\$10

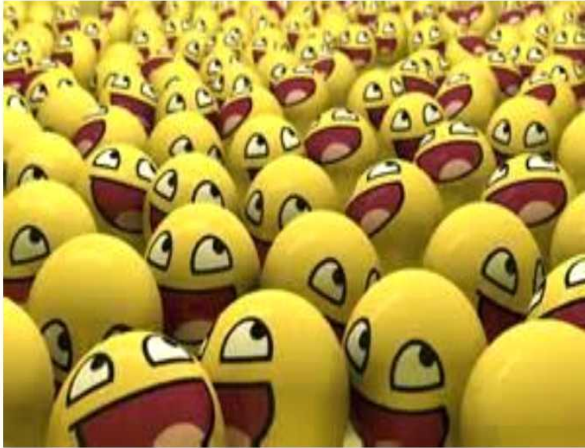
** Full Page advertisements include a web link to the business's webpage.*

**The SPOTLIGHT is published three times per year: March, June and December.
Advertisements must be provided in camera ready format.**

Email advertisement and mail payment to: **Katherine R. Helms, PP**
LSPSC Functional Director of Marketing/Membership
Gaffney, Lewis & Edwards, LLC
3700 Forest Dr., Suite 400
Columbia, SC 29204
E-mail: khelms@glelawfirm.com

Payment Enclosed: \$ _____

Visit our website at www.lspsc.org.



HAPPY GRAMS

MAKE SOMEONE

HAPPY

BY PURCHASING A HAPPY GRAM

Congratulate, recognize, or encourage your fellow chapter members in the *Spotlight* and support Legal Staff Professionals of South Carolina while sending out good thoughts to those who deserve them.

Business Card	\$ 5.00
Half Page	\$15.00
Full Page	\$25.00

1. Submit Happy Gram camera ready to Functional Director of Marketing at: khelms@glelawfirm.com
2. Submit payment and this form by mail to: **Katherine R. Helms, PP
LSPSC Functional Director of Marketing/
Membership
Gaffney, Lewis & Edwards, LLC
3700 Forest Dr., Suite 400
Columbia, SC 29204**
3. Deadline for Happy Grams: February 1, 2019 (March issue)

Thanks for making someone's day a happy one.

Name: _____

Chapter: _____

Email: _____

Size: _____

Enclosed Payment: \$ _____

**Congratulations to Paralegal,
Anne Beaudette, PP,
for earning the designation of
Professional Paralegal! We are so very
proud of you for your accomplishment!**

ROGERS ♦ LEWIS

— ROGERS LEWIS JACKSON MANN & QUINN, L.L.C. —

1901 Main St., Suite 1200, Columbia, South Carolina 29201
PO Box 11803 (29211)
www.rogerslewis.com



Legal Staff Professionals of the Midlands congratulates our newest
Professional Paralegals:

Cristy M. Bradley, PP, SCCP; Anne Beaudette, PP; and Eliza Mecaj, PP.

We are so very proud of you!!

Hilton Head Legal Staff Professionals welcomes its newest
members
Kate Oliver of The Bax Law Firm PA
and
Birdie Sargent of The Strauss Law Firm LLC

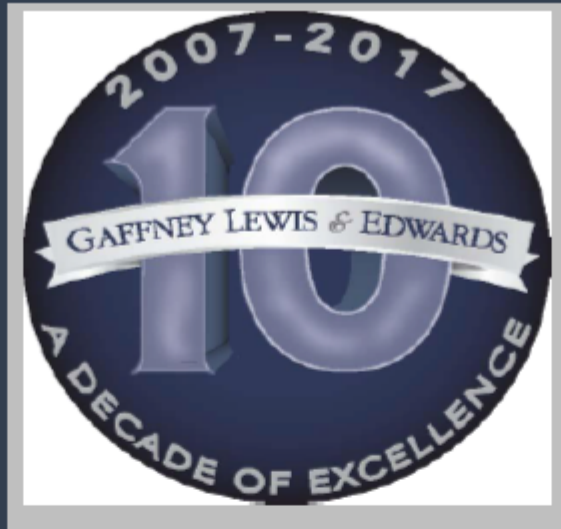


(Left to right: Kate Oliver, Birdie Sargent, Susan Olmstead, PLS)



Hilton Head Legal Staff Professionals
wishes you all the joys of the season.

May you be blessed with
peace, love, and joy.



Gaffney Lewis & Edwards, LLC

is proud to support

Legal Staff Professionals of South Carolina

*Serving clients across
the state of South
Carolina*

Family Law

Premises Liability
Defense

General Tort Defense

Employment Law

Insurance Defense

Investigations and
Mediations



Lee Ellen Bagley, Amy L. Gaffney, Regina H. Lewis, Susan R. Strom

At Gaffney Lewis & Edwards, LLC, we pride ourselves in offering big firm experience and quality legal representation with small firm service. As one of the few ethnically diverse, women owned firms in South Carolina, we bring real world perspective that is as broad as the client's customer base. The members of our firm bring a wealth of experience in representing large corporations and individuals in both state and federal court.



3700 FOREST DRIVE, SUITE 400, COLUMBIA, SC | T 803.790.8838 | GLELAWFIRM.COM

Winners of Summer Meeting Registration

Submitted By: Angel Reid

The NALS Summer Membership Meeting and Friday Night Social was held August 10 & 11, 2018 at Clark's Inn in Santee, South Carolina. My purpose for entering a chance to win a trip to this event was to make sure that I wanted to get involved with NALS for the remainder of my career. I have been a paralegal for more than 20 years, what in the world can they do for me, except help me study for the PP exam that I will be taking next year? I had my doubts, but I was keeping an open mind.

The weekend was a success. It removed any doubts I may have had and changed my outlook about joining, completely. I made new friends, opened new networking avenues and even learned a few things. The event offered two CLEs courses that were optional to attend. I attended both and was definitely glad that I did. Specifically, I learned two very important things, one being I was doing something wrong (and potentially saved my firm from a headache) and two, opened my eyes to sending off specialty cases that I often wondered if we should just keep. The afternoon NALS meeting was fully informative about NALS, from every aspect imaginable.

I wasn't sure how many people would attend the conference, would there be 10 or 100? I had no idea, but I think the event was a success. I never did count heads, but there seemed to be 40ish people there. Most all the ladies seemed to know one another and they all were super nice. I did wonder how they were all so nice, when this job is so stressful sometimes :)

I am thankful that I won this weekend meeting, I now realize that attending NALS events in the future will be a very worthwhile investment in my professional development

Submitted By: Jennie Ott, Legal Assistant, Lee, Erter, Wilson, Holler, and Smith Sumter, SC

NALS Introduction

Winning a day of seminars with the wonderful ladies of NALS was quite the 'eye-opening' experience. One that was refreshing and enjoyable.

I do not come from a legal background in fact, far from it. My degree is in medical records and information technology. A degree that I found incredibly boring until I did a course in Medical Law and Ethics. That was the class that brought me to where I am today.

I currently work for two Medical Malpractice attorneys, as well as other areas of the law and it is fascinating. I am grateful they took a chance on me and took me on without a lick of experience in the legal world. And now, I am grateful for knowing Kerry Waldrop also. She became my FaceBook friend over four years ago and introduced me to NALS when I took the giant leap into the legal world back in May.

I was so nervous the day I arrived in Santee. Groups of women are notorious for being cliquey, bitchy, or not welcoming in the slightest. Something I think, we have all come across in either school, previous jobs, or even online. I need not have worried. NALS was the most welcome group I have come across in such a long time. The first person I saw was Kerry. I recognized her straight away and she welcomed me with open arms. Meeting everyone else after that was a welcoming experience and I already felt like part of a great group.

The speakers that day were very interesting, especially Tyler Bathrick, he was particularly entertaining and an excellent speaker that captured my attention. He made a lot of great points and truly helped in my understanding of

(continued)

Winners of Summer Meeting Registration-Continued

the subject. I found it quite funny that he summarized his own medical records! I spend the majority of my day summarizing voluminous records for Medical Malpractice suits and could not imagine one of the lawyers I work for doing the same.

I want to thank everyone for such a warm welcome to a very special group of women. I have been campaigning every paralegal I meet to join this fantastic and inspirational group of women, and proud to call myself a member of NALS



Summer Meeting-Santee, SC



Deborah Brown, Ann Marie Minerva, Sonia Hunt, Kerry Waldrop, Tara Brown, Katherine Helms, Lauritza Hill

MINUTES
LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
2018-2019 SUMMER MEMBERSHIP MEETING
Saturday, August 11, 2018
CLARKS INN AND RESTAURANT
SANTEE, SC

CALL TO ORDER

President Kerry Waldrop called the second meeting of the Legal Staff Professionals of South Carolina to order at 1:45 p.m. She thanked everyone for the birthday cake and cards she received on Friday night. She reminded everyone to check in with credentials, if they had not done so, and to please silence all electronic devices while in the meeting room.

President Kerry asked that all officers and chairs giving reports to please come to the lectern. All members addressing the meeting are asked to please stand, give your name, certification, and chapter. Members were also asked to please speak loudly and clearly to ensure proper identification in the minutes of the meeting. President Kerry Ann Waldrop, introduced herself as the LSPSC President for 2018-2019.

THOUGHT FOR THE DAY

Our Thought for the Day was given by Jamie I. Early, PLS, PP, SCCP, SC-Corporate from Legal Staff Professionals of the Midlands. Jamie gave a great reading by Susie Cason and Henry Ford, and reminded membership of our president's theme, "Together as One."

PLEDGE OF ALLEGIANCE AND CODE OF ETHICS

The Pledge of Allegiance was led by Katherine R. Helms, PP, SCCP, Functional Director of Membership and Marketing, and the NALS Code of Ethics was presented by Ann Marie Minerva, PP, SCCP, Functional Director of Education and Certification.

WELCOME

On behalf of LSPSC, President Kerry welcomed everyone to the 2018 Summer Membership Meeting. President Kerry asked if there were any members attending their first LSPSC membership meeting and if so to please stand and give their name, certification, and chapter. We had one new member, Angel Reid, a member -at-large from Myrtle Beach in attendance. President Kerry stated that there were there are now three members-at-large, Elaine Sumerel, PLS, Angel Reid and Lori Ignacio.

President Kerry explained that the board offered several incentives at the Spring Membership Meeting, which were ratified at Friday's board meeting. One incentive was for two prospective members to enter a drawing to join us today for the CLE Seminars and Summer Membership Meeting. The winners received full registration and an invitation to the Friday night social. In exchange for LSPSC providing this incentive, the winners were asked to submit an article to the Spotlight regarding their experience. She then welcomed Jennie Ott from Sumter and Angel Reid from Myrtle Beach to today's meeting. She stated she has known Jennie on Facebook for a couple of years now, but they had never met. They both are on the Brits in the USA Facebook page. Katherine met Angel during the Myrtle Beach recruiting campaign. Angel will be registering to take the PP exam in March. Another incentive was to enter the drawing for a free certification exam for the March testing. Lori Ignacio (who was not present), also from Myrtle Beach, has entered her name for that drawing. She asked that Jenny and Angel please stand and tell the membership a little about themselves. They were given tokens of appreciation. President Kerry asked if there were any other visitors. There were none and she thanked them for visiting and hoped to see them again at the next LSPSC meeting.

President Kerry then acknowledged the past presidents of the association who were in attendance today and asked if they would please stand to be recognized. There were 17 past presidents in attendance.

INTRODUCTION OF LSPSC OFFICERS FOR 2018-2019

President Kerry introduced the LSPSC Officers for 2018-2019 as follows:

President-elect Tara Jean Brown, PLS, PP, SCCP
Secretary Lauritza S. Hill
Treasurer Deborah L. Brown, PLS
Functional Director – Education/Certification..... Ann Marie Minerva, PP, SCCP
Functional Director – Membership/Marketing Katherine R. Helms, PP, SCCP
Immediate Past President Sonia L. Hunt

PRESIDENT’S REMARKS

President Kerry gave some brief remarks and reminded members of her theme: *“TAO – Together As One.”*

BUSINESS MEETING

President Kerry reminded members that any member of LSPSC may offer motions, second motions, and enter into discussions. All motions should be reduced to writing; and Sonia L. Hunt, Immediate Past President/Parliamentarian, has forms for this purpose.

ROLL CALL

President Kerry stated that before we moved forward, Credentials Co-Chairmen Mary Kay Oliver and Lois J. Belle, PLS will provide us with our roll call attendance. *“There are 27 members present and 15 represents a quorum, which is one member over one-half. Two-thirds is 18.”*

CONSENT AGENDA

President Kerry stated that members were provided with information in the Consent Agenda packet for review at the beginning of the meeting. The Board approved these items at its meeting on Friday, August 10, 2018:

Minutes of Annual Membership Meeting (2017-2018)
Minutes of Spring Membership Meeting (2018-2019)
Treasurer’s Supplemental Period Report (2017-2018)
Treasurer’s First Period Report (2018-2019)
Debit /Credit Card Policy for the LSPSC checking account and the LSPSC Annual Meeting Account.

President Kerry stated that the minutes were published in the June 2018 edition of the *Spotlight* and have also been posted to the Members Only Section of the LSPSC Website. President Kerry asked if there were any comments or questions regarding the items approved by the Board. Hearing none, the above items were approved by consent. President Kerry reminded members that the Board Meeting minutes will continue to be made available to the board and members through the Members Only Section of the Website.

The FIRST INCENTIVE DRAWING was held and Meredith Lazarski was the winner of \$50.00.

REPORTS FROM ELECTED OFFICERS

President Kerry Ann Waldrop stated that if you are not receiving your @Law, NALS Docket, NALS Daily Digest, or your *Spotlight* (if you have requested a hard copy by mail), make sure your address is updated on the NALS

website. Please visit www.NALS.org to update your membership profile and enter your CLE hours. The *Spotlight* deadline for the December issue is November 15, 2018. The NALS Annual Conference is being held in Phoenix, AZ in September. President Kerry thanked the membership for allowing her to attend. She also thanked everyone who attended the LSPSC Friday Night Social Event, and she again thanked everyone for sharing her birthday celebration with her.

President-Elect Tara Jean Brown, PLS, PP, SCCP, stated that her report was in the Spotlight and she encouraged each chapter to update their rosters on the NALS website and provide it to the LSPSC Handbook Chairperson. She also stated that when updating your profile, be sure to update your address and add your birthdate. Since NALS has gone virtual she encouraged members to visit the website to see all the new items added. President- Elect Tara stated that the Board members will visit the Greenville and Orangeburg Chapters next week and will meet with the Charleston Chapter after the membership meeting. She reminded members that she serves as liaison with local chapters on behalf of the LSPSC Board and the board is there to assist. She encouraged members to consider service on the 2019-2020 LSPSC Board and Committees when the call for nominations goes out on November 2, 2018.

Secretary Lauritza S. Hill reminded members to mail or email their signed reports to her for the permanent records. With our minutes approved by consent, she will have them signed and scanned into the permanent records. The Board Minutes are posted on the Members Only Page of the Website. The Committee reports for the Winter meeting will be due by Thursday, January 24, 2019 (12 noon).

Treasurer Deborah L. Brown, PLS gave an update on the CD/Savings Account/Bank Account and she also gave an update on the Debit Card. A question was asked as to which officers will be on the Debit card and the answer was the Board President, Board Treasurer, Board President-Elect and for the Annual Meeting Account the Chapter President and Chapter Treasurer. She reminded chapters to make sure to send her copies of the IRS Form 990 so that she could send to NALS. She also stated that the Annual Meeting Checking Account will be passed to SCLSP. She also encouraged chapters to meet their deadlines, and to be sure to place their certifications on the registration forms for membership meetings and for the Annual meeting.

Immediate Past President/Parliamentarian Sonia L. Hunt stated she is looking into the proposed changes to Bylaws and Standing Rules related to the Debit/Credit Card Policy and that the Board had approved slightly revised nomination forms.

Functional Directors – President Kerry stated that these reports will be given with the Committee Reports.

The SECOND INCENTIVE DRAWING was held and Stacy Strobel was the winner of \$75.00.

COMMITTEE REPORTS

President Kerry called for reports from our 2018-2019 LSPSC committees as follows:

Annual Meeting 2019, Deborah L. Brown, PLS/Kerry A. Waldrop – Deborah Brown stated that there was a conflict with the date for the Annual meeting and that there would be more information forthcoming by January 2019.

Award of Excellence, Susan L. Olmstead, PLS/Carlene Kilgore, PLS/ Meredith Lazarski, ACP, SCCP – no report

Certification/Legal Education, Ann Marie Minerva, PP, SCCP – Ann Marie gave an update on topics for the winter meeting and encouraged members to check out the NALS website with the online webinars offered to members. She stated that the theme for Court Observance Week is, “Separation of Powers: Framework for

Freedom” to be held October 8-12, 2018. She reminded members of the CLE award and encouraged members to apply and that you need 60 hours of CLEs in a three-year period to qualify for the award. She also asked if there were any new ALP/PLS/PP/Special Certifications and re-certifications. There were no new certifications, but Tara Brown was recently recertified. She stated that there are 11 – SCCPs, 15 PPs, 2 ALPs, and 20 PLSs. Fran Powell and Deborah Reynolds have their SCCP certifications. Ann Marie asked if any members had any questions on the SC Bar recognition of NALS PP certification. There was none. She also encouraged members to submit their name for the free registration for a NALS certification exam in March 2019. The deadline to apply for the March 2019 exam is February 15th and the deadline for the September 2019 exam is August 15th. She stated that LSPSC is now an accredited sponsor with the SC Bar Paralegal Division and that today’s CLE’s will be submitted to Charmy Medlin for approval and the hours will be added to their profiles.

Community Projects, Jimi L. Bullard, ALP – The report was in the Spotlight and Sharon and Jamie noted there was box in the back of the room for donations.

Credentials, Mary Kay Oliver/Lois J. Belle, PLS, reported earlier.

Employment, Deborah J. Reynolds, PP, PLS /Patti Bacon – Deborah Reynolds reported that the report was in the Spotlight.

Finance, Jamie I. Early, PLS, PP, SCCP, SC Corporate/Sharon K. Wotherspoon, CLP, Sharon Wotherspoon reported that \$563.00 was collected.

Financial Review, Susan L. Olmstead, PLS/Judith Morgan-Glenn, their report was in the committee reports.

Handbook, Camilla G. Pitman, MMC, PLS, no report.

Historian, Sonia L. Hunt – Sonia provided the information to Camilla.

Marketing & Membership, Katherine R. Helms, PP, SCCP, Katherine stated that her report was in the Spotlight, but she gave an update on the membership numbers for NALS/State/Local Chapters and that there are 92 LSPSC members. She reminded members to keep their information updated with NALS and their local chapters so that they receive their mailings promptly. She will continue to collect new member questionnaire information and one member questionnaire from each chapter for the Spotlight. Katherine encouraged members to continue sharing on the LSPSC Facebook page and continue posting, it helps to get our association’s name out on social media. She stated that we have 300 members on the State Facebook page, and to remember, “Together as One (TAO).” Katherine stated that she will continue to coordinate with Katie Johnson on the LSPSC website. She reminded members about the monogram items and that four items are required at a time for monogramming. She still has a few shirts left. She reminded members that the Belk Charity sale is Saturday, November 3, 2018 for some places and this is a great way to earn money for your chapter’s use. She encouraged chapters to solicit one full page of ads to run three times a year. The ads are \$40 for a quarter page, \$75.00 for a half page, \$125.00 for a full page and \$25.00 for a business card. She stated that a free website link is provided for a full page advertisement. (Other costs are in the Standing Rules). Katherine stated that she will send out an email to membership about the deadline for the approved incentives.

After Katherine’s report Tara asked Jamie to please stand and be recognized and congratulated her on being a finalist for the NALS Award of Excellence. She will be interviewed at the National Conference in September.

NALS Foundation, Jan W. Berger, ALP, the report was in the Spotlight, however, Jan encouraged members to read the NALS Spotlight because there are opportunities for grants, membership drives and lots of other good information. Meredith Lazarski was the winner of \$25.00 for reading and following the directions in the Spotlight. Jan said, "It pays to read the Spotlight."

Nominations and Elections, Meredith Lazarski, ACP, SCCP, Meredith encouraged members to please consider taking a position on the board and/or committees.

Publication, Susan Church/Lois J. Belle, PLS/Cristy Bradley, Lois Belle reported the deadline for the December issue of the Spotlight is November 15th and she thanked everyone for their cooperation thus far. She encouraged chapters and members to secure an ad or submit an article to her, Susan or Cristy. She also stated that an invitation was given out to the chapters for LSPG's celebrating being 60 years-old.

Scholarship, Debra H. Bailey, CLP/Linda S. Wilson, PLS, no report.

Scrapbook, Lauritza Hill/Sonia L. Hunt, Sonia reported that the book has been purchased, a theme has been chosen, and that she and Lauritza look forward to working on Kerry's scrapbook.

Standing Rules and Bylaws, Sonia L. Hunt, report was already given.

Technology, Katie M. Johnson, no report.

The THIRD INCENTIVE DRAWING was held and Michelle Dender was the winner of \$25.00.

The following are UPCOMING MEETINGS:

NALS 67th Annual Education Conference and National Forum

September 20-22, 2018 – Phoenix, AZ

LSPSC Winter Membership Meeting – January 26, 2019

Nelson Mullins Riley & Scarborough, 1320 Main Street, 17th Floor, Columbia, SC

LSPSC Annual Education Conference – April 12-14, 2019 (this date is not finalized)

Summit Point Conference & Event Center, Spartanburg, South Carolina.

Hosting Chapters for Annual Meetings

2019	Spartanburg County Legal Staff Professionals
2020	Legal Staff Professionals of the Lowcountry
2021	Legal Staff Professionals of the Midlands
2022	Legal Staff Professionals of Greenville
2023	Hilton Head Legal Staff Professionals
2024	Legal Staff Professionals of Orangeburg

NEW BUSINESS - President Kerry announced that the Premium Prize for our Summer Membership Meeting is provided by Legal Staff Professionals of the Midlands. The Premium Prize for our Winter 2019 Membership Meeting will be provided by Legal Staff Professionals of Greenville. There was a question as to how many people were going to the NALS Educational Conference. The answer was five members plan to go.

President Kerry asked if there was any new business, or does any member have anything to share? There was none.

ADJOURNMENT - President Kerry stated that if there were no objections, the Summer Membership Meeting of Legal Staff Professionals of South Carolina for 2018-2019 is hereby adjourned. She stated that we look forward to seeing everyone in Columbia in January for our Winter membership meeting. Remember, "TAO – TOGETHER AS ONE."

Respectfully submitted,

Lauritza S. Hill
2018-2019 Secretary, LSPSC

Approved:
s/Kerry A. Waldrop
Kerry A. Waldrop
2018-2019 President, LSPSC



STAY CONNECTED TO LSPSC . . .



www.lspsc.org

www.lspg.org (Greenville chapter)

www.NALS.org

www.ning.com

LSPSC/NALS on Facebook

LSPSC/NALS on LinkedIn



NALS AFFINITY PROVIDERS

Benefits For Members

Through outside sources NALS is able to provide our members with many discounted services that otherwise would be substantially more expensive. Below is an overview; to access pertinent member-only information required to take advantage of these benefits.

- **Aflac:** NALS is making Aflac's accident, cancer/specified-disease, and dental insurance policies available to its members. Aflac offers a distinct type of protection. Unlike major medical health insurance, Aflac pays you (unless otherwise assigned) not the doctor or hospital. You control the cash benefits and spend them as you like to help with financial challenges an accident or illness could have to your standard of living.
- **Avis Car Rental:** We are pleased to announce that Avis is now a supplier of rental car services for members of NALS. NALS members can enjoy special member rates, considerable value-added discounts and the latest in technology, products, and services to make your car rental experience better than ever. Some of Avis' programs include: Complimentary Preferred® Service Enrollment, Where2™ GPS, and Avis e-Receipt.
- **Email Marketing by Constant Contact®:** Are you looking for an easy, effective, and highly affordable way to get your message out to your members and build strong, successful, and lasting relationships with them? With Email Marketing by Constant Contact, you'll create high-impact email newsletters and promotions in minutes, no technical expertise necessary. With more than 400 easily-customized templates, a simple point-and-click tool, and award-winning free customer support, you can create professional, compelling messages your audience will act on. And we make it easy for you to manage your contact lists, sign up website visitors, track your clicks and open rates, and send automated communications to new subscribers.
- **FedEx® Advantage Program:** By participating in the FedEx® Advantage Program, NALS members are eligible for the following discounts:
 - Up to 16% off select FedEx Express® U.S. shipping
 - Up to 12% off select FedEx Ground® shipping
 - Up to 20% off select FedEx Office® services
- **Hertz Car Rental:** Take advantage of special discounts available through NALS Hertz Member Savings program.
- **Liberty Mutual Insurance:** Liberty Mutual has partnered with NALS to offer member-exclusive savings on quality auto and home insurance. (**Discounts and savings are available where state laws and regulations allow, and may vary by state. To the extent permitted by law, applicants are individually underwritten; not all applicants may qualify.*)
- **Hosted~FTP~:** Want more from FTP? Move to the Cloud! Hosted~FTP~ is an easy, secure way for businesses to share files and replace their FTP servers. Visit our website at hostedftp.com and take a Speed Test! Try it free for 21 Days. No credit card required, upgrade anytime.
- **UPS:** UPS was founded in 1907 as a messenger company in the United States. UPS has grown into a multi-billion-dollar corporation by clearly focusing on the goal of enabling commerce around the globe. Today, UPS serves more than 200 countries and territories, reaching 90% of the world's population. Whether you need a shipment to arrive the same day, the next day, or in a few days, UPS will get your package there on time – guaranteed. UPS is the newest partner with NALS and now offers NALS members a discount of up to 26%.

LSPSC OFFICERS 2018-2019

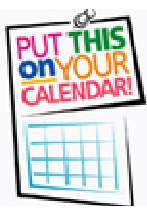
PresidentKerry Ann Waldrop (Spartanburg)
 President-elect.....Tara Jean Brown, PP, PLS, SCCP (Greenville)
 SecretaryLauritza S. Hill (Orangeburg)
 TreasurerDeborah League Brown, PLS (Spartanburg)
 Functional Director – Certification/
 EducationAnn Marie Minerva, PP (Greenville)
 Functional Director – Marketing/
 Membership.....Katherine R. Helms, PP (Midlands)
 Immediate Past President.....Sonia L. Hunt (Orangeburg)



LSPSC COMMITTEE CHAIRS 2018-2019

- | | |
|-------------------------------------|---|
| Annual Meeting | - Deborah League Brown, PLS and Kerry Waldrop |
| Award of Excellence | - Susan L. Olmstead, PLS, Carlene Kilgore, PLS and Meredith Lazarski, ACP, SCCP |
| Bar Liaison | - Tara Jean Brown, PP, PLS, SCCP |
| Community Projects | - Jimi L. Bullard, ALP |
| Credentials | - Mary Kay Oliver and Lois Belle, PLS |
| Employment | - Deborah J. Reynolds, PP, PLS and Patti E. Bacon |
| Finance | - Jamie I. Early, PP, PLS, SC-Corporate and Sharon K. Wotherspoon, CLP |
| Financial Review | - Susan Olmstead, PLS and Judith Morgan-Glenn |
| Handbook | - Camilla G. Pitman, MMC, PLS |
| Historian/Standing Rules and ByLaws | - Sonia L. Hunt |
| NALS Foundation | - Jan Berger, ALP |
| Nominations and Elections | - Meredith Lazarski, ACP, SCCP |
| Publication | - Susan Church, Lois Belle, PLS and Cristy Bradley |
| Scholarship | - Debra H. Bailey, PLS and Linda S. Wilson, PLS |
| Scrapbook | - Lauritza S. Hill and Sonia L. Hunt |
| Technology | - Katie M. Johnson |





**LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
2018 – 2019 CALENDAR**

MAY 2018

- 1 Deadline for NALS Award of Excellence
- 1 Law Day – Separation of Powers: Framework for Freedom
- 11 Deadline for LSPSC Chapter Rosters to NALS
- 11 LSPSC handbook deadline
- 11 Deadline for LSPSC *Spotlight* (June)
- 18-20 LSPSC Officer Retreat in Santee
- 28 NALS closed for Memorial Day

JUNE 2018

- 1 Deadline NALS Foundation Grant

JULY 2018

- 1 Early Registration Deadline for NALS 67th Educational Conference & National Forum in Phoenix, AZ (September 20-22, 2018)
- 4 NALS closed for Independence Day
- 5 NALS Leadership Appreciation Day
- 9 NALS Online Membership Meeting (1 hr. CLE)
- 25 Registration Deadline for LSPSC Summer CLEs & Membership Meeting in Santee, SC

AUGUST 2018

- 10 LSPSC Summer Board Meeting in Santee, SC
- 11 LSPSC CLE Seminars and Summer Membership Meeting in Santee, SC
- 15 NALS September ALP, PLS(CLP), PP Exam Application Deadline

SEPTEMBER 2018

- 1 Deadline for NALS Foundation Grant
- 1 Hotel Reservation Deadline for NALS 67th Education Conference & Forum in Phoenix, AZ (September 20-22, 2018)
- 4 NALS closed for Labor Day
- 15 Deadline to file IRS Form 990N
- 29 NALS ALP, PLS(CLP), PP Examination Date

OCTOBER 2018

- 8 NALS Online Membership Meeting (1 hr. CLE)
- 8-12 NALS Court Observance Week – theme same as Law Day
- 15 NALS December ALP Examination Deadline
- 15 Nominations Verification of Qualification forms sent to local chapter presidents for local board approval for “Good Standing”

NOVEMBER 2018

- 1 Call for Nominations of 2019-2020 LSPSC Officers
- 1 Deadline for chapter return of Nominations Verification of Qualification forms

NOVEMBER 2018 (continued)

- 15 Close of Nominations of 2019-2020 LSPSC Officers
- 15 Deadline for LSPSC *Spotlight* (December)
- 22-23 NALS Closed for Thanksgiving
- 24 Nominations Acceptance and Qualification forms sent to qualifying nominees

DECEMBER 2018

- 1 Deadline for NALS Foundation Grant
- 1 NALS ALP Examination Date
- 5 Deadline to return Nominations Acceptance and Qualification forms
- 18-29 NALS closed for Holidays

JANUARY 2019

- 1 Distribution of LSPSC 2018-2019 Scholarship Award Application
- 1 Distribution of LSPSC 2018-2019 Award of Excellence Application
- 15 NALS March ALP, PLS(CLP), PP Exam Application Deadline
- 19 Registration Deadline for LSPSC Winter CLEs and Membership Meeting in Columbia
- 26 LSPSC Winter Board Meeting in Columbia
- 27 LSPSC CLE Seminars and Winter Membership Meeting in Columbia

FEBRUARY 2019

- 1 Deadline for LSPSC *Spotlight* (March)
- 5 prepare official ballots for mailing (If applicable)
- 15 Deadline to submit Scholarship Award Applications
- 28 End of Third Period ##

MARCH 2019

- 1 Deadline for NALS Foundation Grant
- 1 Deadline to submit LSPSC Award of Excellence Applications
- 2 NALS March ALP, PLS(CLP), PP Examination Date
- 19 Registration Deadline for LSPSC Annual Education Conference hosted by SCLSP in Spartanburg

APRIL 2019

- 5 LSPSC Annual (outgoing) Board Meeting and Spring (incoming) Board Meeting in Spartanburg, SC
- 6 LSPSC Annual Education Conference and 2019-2020 Officer Installation in Spartanburg, SC
- 7 LSPSC Spring Membership Meeting in Spartanburg, SC

- Financial Review asked that the end of Third Period be moved back in order to give them time to review before Annual
 Yellow highlights – dates changed due to Annual Meeting’s earlier date
 Blue highlights – corrections or items added/changed to comply w/Standing Rules
 All Carolina Paralegal News references removed (per discussions at Summer meeting)

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.

**LEGAL STAFF PROFESSIONALS OF
SOUTH CAROLINA**

**Attn: Susan Church
Post Office Box 10208
Greenville, SC 29603**



TO: