



Legal Staff Professionals of South Carolina

SPOTLIGHT

4 Leadership Skills for Moving up the Legal Career Ladder

When identifying candidates for legal jobs and promotions, many employers list the competencies requirement, “leadership skills.” But what exactly does that mean? And how do you call out these skills on your application and in the job interview, particularly if you’re not yet in a supervisory role?

Here are the four leadership attributes attorneys from major companies and law firms in the United States and Canada identified as most important.

1. Good judgment

The ability to apply good judgment and make sound decisions was ranked first among nearly half of the 350 lawyers we interviewed. Good leadership requires making decisions effectively, alone or in collaboration with others. Good judgment requires exercising your best problem-solving abilities. The bigger the potential risk, the more important it is that you take your time and weigh the options.

2. Collaboration skills

As you advance in your legal career, you will find yourself working on larger teams juggling increasingly complex projects and cases. Collaboration is essential if you are to succeed in working with colleagues and clients of diverse styles, education and experience levels. It begins with communication, an essential component of any successful team project.

3. High ethical standards

Enjoying a long and successful legal career depends on your ability to demonstrate ethical behavior. Failing to adhere to ethical standards could compromise a legal professional’s ability to gain the trust of his or her colleagues and clients, and a lawyer could be disciplined and disbarred for lying or damaging the integrity of the client-lawyer relationship. Your personal moral standards may not be tested that often if your firm or legal department adheres to a strong ethical framework and provides robust oversight. However, it does not pay to be lax. Avoid mistakes and be very familiar with best practices.

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Spotlight

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2024-2025 Editors:

Jamie I. Early, PP, PLS, SCCP, SC-Corp. Emeritus

Meredith Lazarski, ACP, SCCP



President's Report

By: Meredith Lazarski, ACP, SCCP
2024-2025 President

“Contrary to popular belief, the best way to climb to the top of the ladder is to take others up there with you.”

Maria Eitel
Founder and Chair of the Nike Foundation
and The Girl Effect

It's hard to believe that my year as your LSPSC President is coming to an end. Thank you for the opportunity to lead this amazing organization again.

I hope you enjoyed the leadership activities we've done throughout the past year. Remember, leadership for legal staff professionals involves a combination of strong communication skills, strategic thinking, the ability to manage diverse teams, a deep understanding of legal complexities, and a focus on ethical conduct, where leaders guide their teams by setting clear visions and fostering collaboration while upholding high professional standards.

Many thanks to my board and committee chairpersons for all their hard work this past year. I appreciate all of you. Also, congratulations to Cassandra and her incoming board. I look forward to working with all of you as your Immediate Past President.

SAVE THE DATE! Our groovy 60th Annual Meeting and Educational Conference will be held at the Springhill Suites in downtown Columbia April 25, 2025, through April 27, 2025. We look forward to seeing everyone there!



May this Easter Sunday fill your home and life with new hope, happiness, prosperity, and abundance, all received through God's divine grace.

Happy Easter

4 Leadership Skills for Moving up the Legal Career Ladder can't

4. Diplomacy

Another leadership attribute necessary for moving up in your legal career is diplomacy. By diplomacy, we mean tact, discretion, civility and thoughtfulness in managing professional relationships. Diplomacy requires careful handling of clients and projecting a professional image when dealing with third parties, as well as being respectful of colleagues.

A diplomatic approach isn't something that develops overnight. It's a lifelong learning process. And not every lawyer has the knack for it. Just read the daily newspaper for stories of tact turned on its head.

To move up in your legal career, you need more than book smarts and technical abilities; you should also possess the key traits of a leader. You've heard about dressing for the legal jobs you want. To make it to the top of your profession, perform like the leader you aspire to become.

Excerpts from:

The Minority Corporate Counsel Association

By Charles A. Volkert, Esquire

****Charles A. Volkert is executive director of Robert Half Legal, a leading staffing service specializing in the placement of attorneys, paralegals, legal administrators and other legal professionals with law firms and corporate legal departments.**



How to Work For a Micromanager

Try these tips if your attorney is a micromanager.

1. Reduce their perceived need to micromanage.

First, look at your productivity and track record with this person to ensure you're not doing anything inadvertently to give the micro-manager more reason to hover.

2. Proactively provide updates on projects.

If you know that they're coming in your office every day after lunch wanting to know what you've done this morning, send them a status update before you leave for lunch. Often, a micromanager feels a loss of control, and that perceived loss of control could be reduced if they were kept updated.

3. Get them the completed projects in advance of the deadline.

For a month, try to get them their completed projects WELL in advance of the actual deadline if you can. If they've asked for this research by Tuesday afternoon, get it to them on Monday afternoon. Because you know that even though they told you Tuesday afternoon, they're going to be hovering on Tuesday morning.

4. Talk to them about the micromanaging.

Maybe pose it this way "By the way you're checking in on this project so often, it seems like you are concerned that I'm not going to do something right or on time. I'd like to figure out what I can do to earn your trust and know that I'll get it done right and on time. How about if I do _____?"

Excerpts from: Paralegal Bootcamp

By: Ann Pearson, Founder of the Paralegal Boot Camp

and host of the Paralegals on Fire! Podcast Show

October 30, 2024



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Real Estate Fraud: Are Notaries the Cause of the Problem?

Despite advancements in technology, property fraud is a growing concern in the United States, affecting homeowners, real estate professionals, notaries, and financial institutions. This type of fraud occurs when criminals manipulate property records, forge documents, or illegally transfer ownership of real estate without the owner's knowledge. Scammers often target vacant homes or elderly property owners by forging deeds, using fraudulent notary seals, and falsifying signatures to claim ownership of properties. The consequences can be devastating: legal battles, financial losses, and even the unlawful sale of homes.

Due to this growing concern, states across the U.S. are taking steps to combat the problem, including imposing increased penalties for offenders, launching public awareness campaigns, and implementing electronic document recording systems to enhance security in real estate transactions.

A few months ago, there was an illegal attempt to transfer Graceland, a property once owned by Elvis Presley. The scammer notarized the document using a notary stamp with a Florida notary's information and nearly succeeded in transferring the property. The notary, whose signature and seal were forged, became a victim and was forced to defend herself while dealing with the legal complications caused by the fraud.

Some suggest solving the problem of real estate fraud by requiring notaries to take additional training or imposing stricter penalties on them for failing to verify a signer's identity. However, these measures won't solve the core issue. Education is important, but it will not deter fraudsters intent on committing crimes.

Notaries are not the root cause of real estate fraud. In fact, notary public commissioning authorities receive fewer complaints about notaries than other professionals. For example, over the last ten years, the average number of complaints received by the Texas Secretary of State against the 450,000 Texas notaries is fewer than 750 per year.

To reduce real estate fraud, propose to your state representatives the implementation of the recommendations listed below:

1- Create a Property Notification Service

Some counties in Pennsylvania and Texas have implemented services to keep property owners informed of changes to their property records. Homeowners can sign up with their email and tax ID number to receive alerts when any activity is registered on their account. While this measure may not prevent a fraudulent transfer, it can give the homeowner time to respond quickly. However, homeowners may still need to pursue legal channels to regain their property, which can be time-consuming and costly.

2- Allow Homeowners to Freeze Property Transfers

Just as individuals can freeze their credit files with major credit bureaus, homeowners should have the ability to freeze the transfer of their property. This measure could significantly reduce the risk of fraudulent property transfers.

3- Require County Clerk's Offices to Conduct More Thorough Vetting

Reducing property fraud depends largely on county clerk recording offices, where a lack of resources often prevents thorough verification of property transfers and adequate vetting of the individuals involved. An extra level of scrutiny by county clerks would deter scammers from attempting fraudulent transfers, as the increased risk of getting caught and prosecuted would make such crimes less appealing.

4- Penalize Notary Stamp Vendors for Lax Verification

The ease of obtaining notary stamps online without proper verification is a major concern. Some vendors do not verify whether the buyer is a legitimate notary, allowing scammers to fraudulently acquire notary seals under someone else's name. States should enact laws and regulations requiring notary stamp vendors to obtain proof of a notary commission certificate before shipping a notary stamp and impose strict penalties on those vendors who do not comply.

(continued on page 6)

How Can Notaries Help Deter Real Estate Fraud?

1- Require the Physical Presence of Signers

Notaries must avoid doing favors for employers, friends, or relatives by notarizing documents when the signer is not physically present. Such actions violate notarial laws and open the door to potential fraud. Signers must always appear before the notary so that their identities and willingness to sign can be properly verified.

2- Verify the Identity of Each Signer

By confirming the identity of each signer using a valid government-issued identification, notaries help prevent impostors from fraudulently transferring property or signing documents under false pretenses. This identity verification serves as a crucial safeguard against common real estate fraud schemes, such as forged deeds and unauthorized transfers. When notarizing documents pertaining to real property, never depend on a spouse to identify the other spouse.

3- Buy Notary Stamps from Vendors Who Vet Notaries

Notaries should avoid purchasing stamps from vendors who fail to vet notaries properly. By sanctioning these vendors, notaries can help spread awareness and discourage such practices.

4- Maintain Accurate and Detailed Records

Moreover, notaries should maintain detailed records of each act performed, creating an audit trail for real estate transactions. These records can be instrumental in legal proceedings if fraud is suspected. They can provide clear evidence of who signed the documents, when, and under what circumstances.

5- Maintain Exclusive Control of your Notary Stamp

The notary stamp is your exclusive property, and you should not surrender it to your employer upon termination of employment, regardless of whether the employer paid for the notary stamp or the notary application/filing fee. Do not permit anyone else to use your notary stamp. Store your physical notary stamp in a secure place where no one else can access it. A locked drawer or safe are good options. Leaving your stamp on top of your desk increases the risk of misuse and fraud.

6- Refuse to Notarize Fraudulent Transactions

Notaries have a duty to safeguard the public from fraudulent transactions. Notaries should refuse to notarize any document if signs of fraud, coercion, or falsified information are detected. By fulfilling this responsibility, notaries maintain a trustworthy and valid notarial process and protect themselves from potential legal risks.

Through these diligent practices, notaries help protect the integrity of real estate transactions, ensuring transparency and deterring fraudulent activities that compromise property ownership.

Conclusion

The current system is flawed, allowing real estate fraud to persist. Effective solutions include strengthening filing processes, implementing stronger ID verification protocols at the county recorder offices, and applying the additional recommendations outlined in this article.

Excerpts from: Notary Tips
The American Association
of Notaries, October 8, 2024



President-Elect
Cassandra M. Furtick

OFFICER &
COMMITTEE
REPORTS

I can't believe this is my last report of the year. It's been an honor serving on the elected board this year. I am super grateful to be serving as President in the upcoming term. We've had some great memories over the last year and look forward to growing not only ourselves, but also the organization. I'll keep this report short and sweet. While I have been working on the upcoming year's platform, theme, reports, etc., I want to give a special thanks to Mere for showing me the ropes and to the annual committee for the great things I hear about the meeting in April. I hope to see everyone there! I'll end this report with a quote that makes me smile.

"A jury consists of twelve persons chosen to decide who has the better lawyer." Herbert Spencer.



Functional Director of Certification/Education
Terri J. Coker, ACP SCCP

I hope you are all doing well and getting ready for Spring! As I drafted this report, I had daffodils in my yard yesterday and snow (although barely a trace) today. I don't know if that is a good or bad sign, or no sign at all, but I wish I had cut some daffodils! What a great reminder that we should always take time to stop and smell the "roses."

We had a wonderful time at our Winter Membership Meeting in January. It was wonderful to see those of you who could attend. The Honorable Martha M. Rivers, Judge of the Second Judicial Circuit in Aiken, presented an informative CLE and shared her journey to judgeship.

Camilla G. Pitman, MMC, Certified PLS, spoke to

us regarding "Doing the Right Thing... 24/7." I believe all who attended enjoyed Camilla's interactive presentation on ethics. Personally, I appreciate Camilla's dedication to NALS, LSPSC, and especially to LSPG. We are fortunate to have her as a member, mentor, and friend.

Mikki Hancock and I continue to visit law firms across the state to share LSPSC and NALS with other legal professionals. In February we met in York County, had breakfast, and then headed to Michael Johnson & Associates. We have met paralegals who are interested in pursuing certification through NALS. This has been a great experience and such fun to watch Mikki work her charms on the attorneys on behalf of the paralegals.

I personally look forward to seeing you all in April at our 60th Annual Meeting in Columbia! We will have great speakers as always, great food, and great fun!!!

Reminders:

We are always open to your suggestions. If you have an interest in a particular topic or person whom you would like to invite to speak to our organization or present a CLE, please let us know. Any of you who have had to secure speakers know it is no easy task, so your input would help enormously.

If you have recently obtained certification either through NALS or another association, please share so you can be recognized for your accomplishments!

Have a blessed Easter!



Functional Director of Membership/Marketing **Mikki Hancock, PP, SCCP**

WELCOME NEW MEMBERS:

We would like to welcome all our new members to the association! If you have any questions about NALS and LSPSC, feel free to contact me or any member of the board. That is what we are here for!

MEMBERSHIP:

Just a reminder about membership renewals and new members. Due to NALS going back to the "old ways," when you renew your membership, you will have a prorated fee depending on when you renew. New members will pay for their time up to April 30, then be required to renew on May 1. There have been some glitches in the system, and working with Lisa Moore and Gena Hayes, we have gotten through the glitches and come out on top! We are making strides in getting new members in our organization. We recently added several new members, increasing our numbers by four since the Winter Meeting!

MARKETING:

Terri Coker and I made it to York County on February 7 to visit a couple firms about NALS and LSPSC. We enjoyed spending time with Kellan Young at Elrod Pope in Rock Hill. They are a personal injury law firm that employs about forty-five legal staff members. They are looking for an organization like NALS to become members. Terri and I talked to her about all the opportunities of being a member, as well as the opportunities that we personally enjoy.

We then went to Michael Johnson, PC & Associates, to meet with Amy Onley and Amy Brock. Mr. Johnson practices workers' compensation law and real estate law in Fort Mill. Because of that meeting, we now have a new member!

We are still looking for SWAG to hand out when we meet prospective members. If anyone would like to donate from your office or organization, please mail it to my office. The SWAG will go a long way in giving a potential member someone to speak with if they need help. If anyone would like to join us on our next visit, please let me know so we can fill you in on all the information!

HAPPY GRAMS AND *SPOTLIGHT!* ADS:

With Mother Nature being fickle at this time of

year, it is the perfect time to send a Happy Gram to someone! Let your words of encouragement warm a frozen heart. The Happy Gram information can be found on the website, www.lspsc.org. You can also post on our Facebook, Instagram, Twitter, and LinkedIn pages. Keep in mind that you can promote your office or even your own personal business with a *Spotlight!* ad.



Immediate Past-President/Parliamentarian **Traci B. Wolfe, PP**

It is truly an honor to reflect on my time serving as Immediate Past President of this esteemed association. Being a part of this organization has been an incredible experience, and I am grateful for the opportunity to have contributed to its growth and success. The support from fellow members, leaders, and the entire community has been invaluable throughout my journey.

As we look ahead, I would like to extend my heartfelt congratulations to the newly elected board for the 2025-2026 year. This new leadership team brings with them fresh perspectives, energy, and ideas, and I have no doubt that they will continue to drive our association toward even greater achievements.

I also want to remind everyone that our **LSPSC Annual Meeting** is just around the corner! Mark your calendars for **April 25–27** in **Columbia**. This year, we're excited to share that the **Midlands Chapter** will be hosting a fun and nostalgic **60s-themed** event during the meeting, in honor of our state association's **60th anniversary** since its organization. Get ready for an unforgettable experience, filled with all the flair and excitement of that iconic era! It promises to be a fantastic opportunity for networking, learning, and celebrating the incredible work of our members.

Annual Meeting **Colleen Qunell**

Vibin' in the Vista!

Legal Staff Professionals of the Midlands is stoked to host the 2025 Legal Staff Professionals of South Carolina Annual Meeting and Educational Conference! We will be “Vibin’ in the Vista” at the Springhill Suites on Lady Street in Columbia from April 25 to April 27, 2025.

We look forward to all you cats and kittens descending on Cola City for far out CLEs, swinging meetings, and the groovy induction of the 2025-2026 LSPSC Board!

The President’s dinner will be a formal affair. Hippest (or hippy-est) or 60s formal wear is suggested but not required! No, jeans, t-shirts, bell bottoms or platform sandals please!

We will have a cool raffle Saturday afternoon, a surprise activity after the banquet, and the induction of the board on Saturday night! There will be a slumber party with the 2025-2026 board after the activities on Saturday. We will have board games, junk food, and prizes.

Information on Springhill Suites and the code for the special rate can be found on Schedule of Events form located on page 13 of this *Spotlight*. Also, if you think your firm would be willing to sponsor one of the groovy good times, the sponsorship form is located on page 16 of this *Spotlight*.

If anyone has any questions or concerns about the meeting, please feel free to contact me at colleene-qunell@gmail.com.

Be there or be square, Daddy-O!



Award of Excellence
Susan L. Olmstead, PLS, Carlene B. Kilgore, PLS,
and Betty M. Parks

Thank you, members, for your nominations. The

judges are going to be “wowed” when they read about our members and their contributions to the legal profession and to our tri-level association.

We look forward to our annual meeting in April and announcing the winner. In our book, we are all excellent and all winners.

Community Projects Committee **Colleen Qunell**

Thank you to all who donated to Second Chance of Orangeburg Animal Rescue Coalition. We appreciate the generosity of all who helped. The animals were very appreciative and offered up many “woof, woofs” and “meows” to the LSPSC members!

Legal Staff Professionals of the Midlands have chosen Sistercare, Inc., as their charity for our 2025 LSPSC Annual Meeting and Educational Conference. South Carolina is ranked 6th in the nation for the rate of women killed by men, according to the Violence Policy Center. Sistercare helps domestic violence survivors and raises awareness of the issue. Sistercare provides emergency shelters, a confidential 24-hour service line, community group counseling, individual counseling, court advocacy, housing, and legal representation throughout Richland, Lexington, Sumter, Calhoun, Newberry, Fairfield, and Kershaw counties.

There are several ways you can donate!

To donate money:

https://sistercare.harnessgiving.org/donate/?checkout=3953&selected-method=one-time&amount=50&campaign_id=0

Sistercare Amazon Wishlist: https://www.amazon.com/hz/wishlist/ls/2T07YW3XT7H70/?ref=nav_wishlist_lists_1

Sistercare Urgent Needs:

- Blankets
- Twin-Size and Full-Size Sheet Sets
- 8 Full Mattress Covers
- 10 Twin Mattress Covers
- 4 Full Comforters
- 6 Twin comforters
- Trash Bags (4-gallon, 13-gallon, 39-gallon)
- Plastic Cutlery (knives, forks, spoons)
- Hard plastic brushes
- Tough Bristled combs

Sistercare Constant Needs:

- Grocery store or Visa/MC gift cards (\$20 or \$25) for survivors to purchase groceries.
- Dish washing detergent, pump hand soap, dish sponges, and Brillo pads.
- Cleaning Agents – Lysol spray and wipes, Clorox spray and wipes
- NEW sleeping PILLOWS FOR BEDS. – Always needed.
- Cell phones with chargers (**Smart phones must have any applications deleted that used email information, set to factory reset or wiped of any data**)

If you have any questions or if you would like for Legal Staff Professionals of South Carolina to highlight a charity or community service, please email me at colleenequnell@gmail.com.



Finance

Stacy Russo-Strobel, PP, PLS, Sonia L. Hunt, Victoria Mayfield, Jessica Dillard

Thank you for your support of the Theme Auction during the Winter Membership Meeting in Aiken, South Carolina. We may have been small in number, but you brought some great items for the Theme Auction.

We are now looking to the Annual Meeting to be held in Columbia and want to concentrate on the letters L-S-P-S-C for our items for the Theme Auction.



Here are just a few suggestions to get your creative juices flowing: Lotions, Lights, Soaps, Socks, Puzzles,

Popcorn, Sewing Kits, Candy, Card Games, and Cookbooks. If you are thinking of baked goods for your items, the Cakes, Cookies, and Lemon bars are just a few. We look forward to seeing you in April.

NALS Foundation

Naomi W. Nation, PP, CLA, SCCP

Did you know that donations to NALS Foundation can be used as a tax deduction? Making a monetary donation in honor of a NALS member, family member, or friend can be used as a charitable deduction on your federal income tax report. Donating to the NALS Foundation helps you and NALS!



For more information, visit the NALS website and click on the Foundation tab. Feel free to contact me as well at (843) 552-0632 or 23nation@bellsouth.net.

Reminder: The NALS Foundation accepts grant applications all through the year. However, the Foundation Board of Trustees reviews applications and grants funds only twice a year---**March 1 and September 1**. Mark your calendars for these deadlines.

See you all in April!

Nominations & Elections

Lois J. Belle, CLP Emeritus and Patti E. Bacon

Thank you all for your participation in the nominations process for our 2025-2026 officers! Thank you to everyone who placed a nomination at the given time. Thank you to those of you who were able to accept their nomination! We appreciate you and wish you all the best as you serve our great association!





Scholarship Committee
Jan W. Berger, ALP and Susan Church

The Norma F. George, PLS Scholarship awards a \$1,500 scholarship to a deserving student pursuing a career in the legal field. The qualifications and application have been posted on the LSPSC website. The scholarship winner will be announced at the April 2025 LSPSC Annual Meeting.

Applications, with eligibility criteria, have been forwarded to colleges and/or universities in the area that offer legal studies/paralegal programs.

Greenville Technical College, Greenville, SC (Ms. Nancy Sutton, Director)
 South University, Columbia, SC (Ms. Erica Lotts, Financial Aid Director)
 Midlands Technical College, Columbia, SC (Ms. Debra Galloway, Director)
 Technical College of the Lowcountry, Beaufort, SC (Mr. Brian McDaniel, Director)
 University of South Carolina (mailed application to Financial Aid Department)
 Trident Technical College (mailed application to Financial Aid Department)

Members were also encouraged to share the application with anyone they thought was qualified. The panel of judges has been approved by the LSPSC Board, and they will soon begin to review the applications and choose a winner. The judges are:

Justice Letitia Hamilton Verdin, Greenville, SC (Judge)

Patricia Davidson, Columbia, SC (Community Leader, Carter Realtors)

Leslie Bloss, Columbia, SC (Educator – SC Department of Education)

Eligibility requirements are included on the application. **Application deadline was March 1, 2025.** We

look forward to announcing a winner in April at the LSPSC Annual Meeting and Educational Conference in Columbia, SC.

If you have any questions about the application process, please contact me as noted below.

Email: Jan.Berger@nelsonmullins.com

Text or Call: 803.331.5101

Work: 803.255.9315

Email: susanchurch30@outlook.com

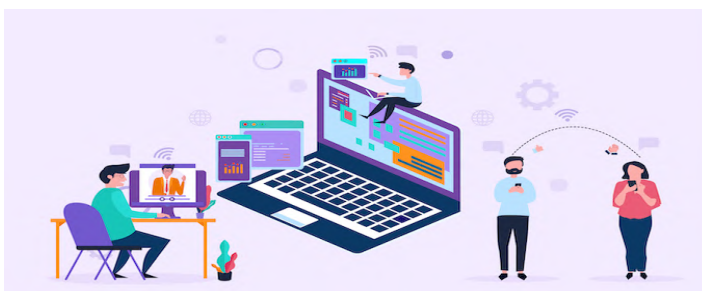
Scrapbook Committee
Stacy Russo-Strobel, PP, PLS and Sonia L. Hunt

The Scrapbook Committee is seeking photographs or memorabilia from this year to be included in President Meredith's scrapbook. Contributions can be emailed or brought to the Annual Meeting to create a special tribute, recognizing her dedication and hard work to LSPSC's goals.



Technology Committee
Cassandra M. Furtick

We have grown our presence online, especially with our website. Please continue to share photos, events, etc., so that we may let everyone know. We are still looking for blog articles to post on our website and social media pages. Please submit any to Cassandra Furtick at cfurtick@dfs-legal.com.



Notice To All Members Annual Membership & Spring Membership Meetings

NOTICE TO ALL MEMBERS OF LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA

**NOTICE is hereby given that the Annual Membership Meeting for 2024-2025
will be held on Saturday, April 26, 2025, at 1:45 p.m.**

AND

**NOTICE is hereby given that the Spring Membership Meeting for 2025-2026 will
be held on Sunday, April 27, 2025 at 9:00 a.m.**

BOTH AT:

**Springhill Suites Downtown Columbia
511 Lady Street
Columbia, SC 29201**

(Dress is business/professional attire.)

(Exact meeting information is available on the agenda/registration forms.)

Legal Staff Professionals of South Carolina

**By: /s/ Stephanie A. Jones
Stephanie A. Jones, PP, SCCP
LSPSC Secretary 2024-2025**



LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
60th ANNUAL MEETING AND EDUCATIONAL CONFERENCE
APRIL 25-27, 2025



Hosted by Legal Staff Professionals of the Midlands
Springhill Suites Downtown Columbia
511 Lady Street, Columbia, South Carolina 29201

Vibin' in the Vista!

SCHEDULE OF EVENTS

FRIDAY, APRIL 25:

2:00 p.m. to 4:00 p.m.	2024-2025 Outgoing Board Meeting – [Palmetto Room]
4:00 p.m. to 6:00 p.m.	2025-2026 Incoming Board Meeting – [Palmetto Room]
6:00 p.m. to 9:00 p.m.	WELCOME PARTY and MEET & GREET! Early Registration – [Palmetto Room]

SATURDAY, APRIL 26:

8:00 a.m. to 9:00 a.m.	Registration [Breakfast included with hotel room]
9:00 a.m. to 10:30 a.m.	Active Shooter Training Tips CLE – [Palmetto Room]
10:30 a.m. to 10:45 a.m.	Break and Theme Auction Ticket Purchase
10:45 a.m. to 12:15 p.m.	Look What You Made Me Do CLE - [Palmetto Room]
12:30 p.m. to 1:30 p.m.	President-Elect's Luncheon – [Palmetto Room]
1:30 p.m. to 1:45 p.m.	Break and Theme Auction Ticket Purchase
1:45 p.m. to 3:45 p.m.	Annual Meeting and Theme Auction – [Palmetto Room] <i>Auction Theme: <u>The Letters L-S-P-S-C</u></i>
6:00 p.m.	2025-2026 President's Reception (CASH ONLY BAR) – [Palmetto Room]
7:00 p.m.	Banquet and Installation of 2025-2026 Officers [Formal dress please. 60s attire suggested but not required.] [No jeans, t-shirts, bellbottoms or platform sandals.]

SUNDAY, APRIL 27:

9:00 a.m. to 11:00 a.m.	Spring Membership Meeting – [Palmetto Room]
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FOR ALL ROOM RESERVATIONS, CALL **Springhill Suites**
AT **803-978-2333** BY **April 10, 2025**.

You may instead use the group booking link listed below:
<https://www.marriott.com/event-reservations/reservation-link.mi?id=1738946043245&key=GRP&guestreslink2=true&app=resvlink>

ROOM RATE: **\$169.00** PER NIGHT, PLUS \$10 PER DAY PARKING AND APPLICABLE TAXES
[Hot breakfast is included in room rate.]

**Seminars are approved for a total of 3.00 CLE hours by NALS and
3.00 CPE (Continuing Paralegal Education) credits by the
South Carolina Board of Paralegal Certification of the South Carolina Bar**



LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
60th ANNUAL MEETING AND EDUCATIONAL CONFERENCE
APRIL 25-27, 2025



VIBIN' IN THE VISTA!

Hosted by Legal Staff Professionals of the Midlands

Springhill Suites Downtown Columbia

511 Lady Street, Columbia, South Carolina 29201

CONFERENCE REGISTRATION

(Does not include CLE registration)

Deadline for Registration/Must Be Postmarked By: **April 10, 2025**
LATE FEE Charged after Deadline: \$10.00 / No Refund after April 10, 2025
Virtual Deadline April 21, 2025

Name: _____ Nickname for Badge: _____

Address: _____

Email Address: _____ Phone Number: _____ Chapter: _____

Current Office(s) Held: _____

I WILL ATTEND:

- | | | | |
|-------|-----------------|--|--|
| _____ | \$120.00 | Full Conference Registration (<i>Does <u>not</u> include CLE seminar registration</i>)
(Covers all meetings and Saturday's lunch & banquet) | |
| _____ | 15.00 | Annual Meeting Only (Saturday) | _____ In-Person or _____ Virtual |
| _____ | 30.00 | Saturday Lunch/Guest | |
| _____ | 65.00 | Saturday Evening Banquet/Guest (<i>inform of dietary restriction</i>) | |
| _____ | 15.00 | Spring Membership Meeting Only (Sunday) | _____ In-Person or _____ Virtual |
| _____ | \$10.00 | Late Fee Charge after April 10, 2025 | |

_____ **TOTAL**



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Legal Staff Professionals of South Carolina
2025 ANNUAL CLE REGISTRATION FORM

Saturday, April 26, 2025
Hosted by Legal Staff Professionals of South Carolina
Springhill Suites Downtown Columbia
511 Lady Street, Columbia, SC 29201

Deadline for In-person Registration: Thursday, April 10, 2025

NO REFUNDS after Thursday, April 10, 2025

Late fee of \$10.00 will apply to any registration not postmarked by **APRIL 10, 2025**

Deadline for Virtual Registration: Monday, April 21, 2025, 5:00 p.m.*

***NOTE: Both payment AND registration form must be received by deadline.**

CONTINUING LEGAL EDUCATION

Saturday, April 26, 2025

- 9:00 a.m. – 10:30 a.m. TOPIC: Active Shooter Training Tips**
Speaker: Deputy Washington and Master Deputy Gillespie
Deputy Washington and Master Deputy Gillespie will share information about what to do if there is an active shooter situation in or near your office. Are you a CWP holder with your own personal gun in this situation? What should you do? Do you have an escape plan set up in the event of an active shooter? All these questions and more will be answered.
- 10:45 a.m. – 12:15 p.m. TOPIC: Look What You Made Me Do**
Speaker: Amanda Mueller, Esquire of Melone Hatley, P.C.
An overview of family law according to Taylor Swift

Registration and attendance at the LSPSC seminars, meetings, events, and other activities constitute an agreement by the registrant and LSPSC to use and distribute (both now and in the future) the registrant's image or voice 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>	<u>VIRTUAL</u>
_____ Active Shooter	_____ \$20 for one CLE	_____ \$25 for one CLE	_____
_____ Taylor Swift	_____ \$30 for both CLEs	_____ \$40 for both CLEs	_____
TOTAL AMOUNT:			\$ _____

NAME: _____ CERTIFICATIONS: _____

PHONE #: _____ EMAIL: _____

Please make check payable to: **Legal Staff Professionals of South Carolina** and return completed form to:



Tara Jean Brown, PP, CLP, SCCP - LSPSC Treasurer
481 Garlington Road, Ste A, Greenville SC 29615
864-350-0937 – cell phone
tarajbrown@icloud.com - Email

*Legal Staff Professionals of South Carolina is an affiliate of NALS...The National Association For Legal Support Professionals – dedicated to enhancing the competencies and contributions of members to the legal services profession. Seminars qualify for a total of **3.00 CPE** credits by the South Carolina Paralegal Certification Board.*



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April 25-27, 2025

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(include social platforms and recognition throughout conference):



_____	Flower Power (exclusive recognition in all materials; prime booth; full-page ad; dedicated social media posts)	\$750
_____	Peace, Man! (prominent program recognition; booth space; half-page ad; highlighted on social media event pages)	\$500
_____	Hippie Dippie (logo in event materials; exhibit area; quarter-page ad)	\$300
_____	Mod Squad Supporter (name listed on webpage, in program, and on tables)	\$200
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Function Sponsorships (include function recognition and acknowledgement in program):

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_____	Vendor table	\$25

Deadline: April 11, 2025

 <p>Scan. Pay. Go.</p>	PAYABLE TO "LSPSC ANNUAL MEETING FUND" \$ _____ Send form, ad, and check to: Colleen Qunell 3812 Linbrook Drive Columbia, SC 29204 Phone: (843) 810-7623; Email: colleenqunell@gmail.com SWAG Bags will be distributed to all members in attendance, filled with YOUR advertising goodies. Please send 35 of each item. Contact Colleen with questions or for local pickup in the Columbia area. Please mail your items to Colleen Qunell at the above address.
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Chapter Reports

Legal Staff Professionals of the Midlands **Stephanie A. Jones, PP, SCCP**

I would like to take a moment to thank my local chapter for their support these last two years during my service as the Legal Staff Professionals of the Midlands President. It was such a rewarding and self-realizing experience that I would never have achieved without the backing of my fellow members. I appreciate the dedication and hard work of the other LSPM board members: Traci Wolfe, PP, (President-Elect), Colleen Qunell (Secretary/Treasurer), Maris Cannon, PP, SCCP, (Functional Director of Education), and Renee Brown (Functional Director of Membership). I could not have achieved anything we did these last two years without the board and members. Thank you and I look forward to serving LSPM in many other ways in the future.

We had a fabulous Holiday Dinner at Za's on Devine in Columbia. There was an ornament exchange where it never seems to fail that the last gift somehow goes to the same person who brought it. (We're still trying to figure out how this happens each year!) In January, we heard from Zach Ohanesian of the SC Bar's Pro Bono division, and in February we heard from the newly appointed SC Bar Executive Director, Emma Dean. It has been a very informative couple of months for us.

Next month, we will be holding our elections, and I'm hoping to see a few new faces on a contested ballot! April will be our installation that I assure you will be a relaxing and beautiful changing of the guard. I look forward to what the incoming board will bring to the LSPM family. As everyone knows, I am here to serve and am happy to answer any questions or do anything at all to assist NALS, LSPSC, and all of our local chapters in any way I can.

Thank you.

Legal Staff Professionals of Greenville **Terri J. Coker, ACP SCCP**

LSPG currently has 19 registered members.

We are working hard to grow our membership, and great things are yet to come in 2025-2026!

I would like to take this opportunity to thank the

LSPG members who served with me on the board in 2024-2025. It has been a learning experience, to say the least, and I appreciate each member's patience and participation at our meetings and social events.

I look forward to seeing the accomplishments of the LSPG Board in the coming year! Remember, serving on the Board of Directors is not a one-person job. It takes the support of the entire board to achieve our goals for each member.

Happy Easter!



Legal Staff Professionals of Orangeburg **Mikki Hancock, PP, SCCP**

Legal Staff Professionals of Orangeburg would like to say welcome to all the new members who have joined since December!

In December, we celebrated our Christmas meeting at Pauline's Dining Room in Orangeburg. YUM! We exchanged gifts and enjoyed each other's company.

Our January meeting saw us at Horger Law Firm where we discussed the plans for the remainder of the year. We are looking to make some changes at our local level.

The February meeting had us back at Dean Law Firm, where our very own Sonia Hunt gave the CLE on "Active Shooter Training Tips." She did a great job, as well as giving us all a lot to think about while we are at work, on our way to work, and on our way home from work.

We also discussed the need to obtain and retain new members in Orangeburg. We collectively decided that each one of us would try to get at least one new member by the end of our fiscal year.

Our March CLE will be presented by Michael Horger, Esquire, about arbitration and mediation. A Zoom link will be posted on Facebook if anyone would like to attend.

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more to come...

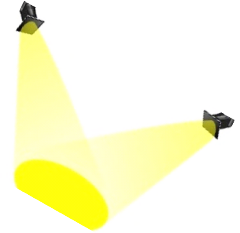


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and
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Business Card	\$ 5.00
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1. Submit Happy Gram camera-ready and/or .pdf to Functional Director of Marketing at: mikki@deanlawsc.com
2. Submit this form by mail with payment made payable to LSPSC to:

LSPSC Functional Director of Membership and Marketing
Mikki Hancock, PP, SCCP
Dean Law Firm, LLC
PO Box 1405
Orangeburg, SC 29116

Member's Name: _____

Chapter: _____

Your Email: _____

Size: _____

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I was talking with someone a couple weeks ago, and they told me about a parable. It touched something within me because of some things I am going through right now in my personal life, as well as my work life. I hope this story touches you the same as it has me. – Mikki Hancock, PP, SCCP

The Old Man and The White Horse, Retelling by Max Lucado

There's an old parable about an old man and his white horse. In this parable, the old man has a beautiful white horse. He could sell it and amass a large fortune. The old man chooses to keep it in a stable and never sells the horse. His neighbors think he is crazy, telling him that there will come a day the horse is stolen and the man will have nothing.

That day came. Waking up one morning, the horse was not in its stable and was nowhere to be found. The man's neighbors were right all along, and they rushed to tell the man he was now cursed because he had lost everything. The man's response is profound: **"Don't speak too quickly. Say only that the horse is not in the stable. That is all we know; the rest is judgment. If I've been cursed or not, how can you know? How can you judge?"** The people were offended by what the man said. "How can you say this?" they asked. "It is clear that you are cursed no matter what your perspective might be." The old man spoke again. **"All I know is that the stable is empty, and the horse is gone. The rest I don't know. Whether it be a curse or a blessing, I can't say. All we can see is a fragment. Who can say what will come next?"** "What a fool," the neighbors thought.

After several days the horse returned; he'd not been stolen but had run away. On his return, he brought with him a dozen wild horses.

Now the neighbors had to come out to tell the man that he was right all along and, in fact, he's a blessed man because now he has a whole herd of horses. The man responds again: **"Once again, you go too far. Say only that the horse is back. State only that a dozen horses returned with him, but don't judge. How do you know if this is a blessing or not? You see only a fragment. Unless you know the whole story, how can you judge? You read only one page of a book. Can you judge the whole book? You read only one word of one phrase. Can you understand the entire phrase?"**

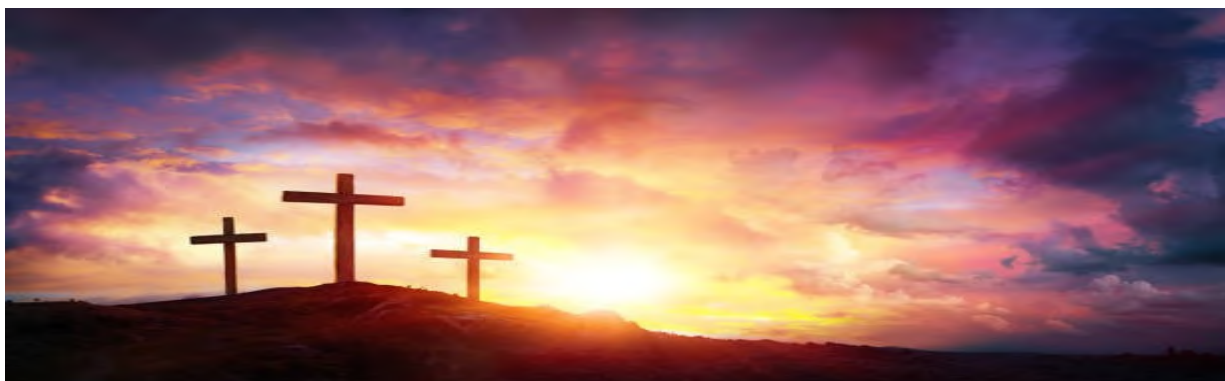
The man's neighbors found it hard to argue with this. "Maybe he's right," they said. But deep down they knew the old man was wrong. He had one horse, now he has thirteen — how could he say he wasn't blessed?

The old man had a son — his only child. The son went to breaking these wild horses when one of them flung him off, and in landing he broke both of his legs.

The neighbors were awestruck at the man's wisdom. "He was right; we were wrong," they thought. The old man, being too old to do much on the farm, no longer had his son available to work the land. With no one tending the farm, he would likely lose his income.

Not long after this, a war broke out in the old man's country. All young men were called up to serve in the army where most would perish, leaving many fathers without their sons. This was true for the old man's neighbors who had sons that were never to return home. They went to the old man weeping, "You were right; we were wrong. Your son's accident is a blessing and while his legs are broken, you will have many more years with him," they said. "We will not; our sons are gone. You are blessed; we are cursed."

The old man responded once again: **"It is impossible to talk with you. You always draw conclusions. No one knows. Say only this. Your sons had to go to war, and mine did not. No one knows if it is a blessing or a curse. No one is wise enough to know. Only God knows."**



LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
MINUTES OF THE
2024-2025 WINTER MEMBERSHIP MEETING
January 25, 2025
1:30 p.m.
AIKEN, SOUTH CAROLINA

The Winter Membership Meeting of the Legal Staff Professionals of South Carolina for the year 2024-2025 was held on Saturday, January 25, 2025, at 1:28 p.m., at the Hilton Garden Inn, 350 East Gate Drive, Aiken, South Carolina.

Call to Order. President Meredith Lazarski, ACP, SCCP, called the Winter Membership Meeting of Legal Staff Professionals of South Carolina for the year 2024-2025 to order. She reminded everyone to check in with the Credentials Chair, Stacy Russo Strobel, PP, PLS, and to silence all electronic devices. She asked all officers and chairs giving reports to come to the lectern; and all members addressing the meeting to stand and give their names, certifications, and chapters. She reminded all members to speak loudly and clearly to ensure proper identification in the minutes of the meeting.

Thought for the Day. President Lazarski introduced Jamie I. Early, PP, PLS-SC Corp., SCCP, Emeritus, representing Legal Staff Professionals of the Midlands, to present the Thought for the Day. Jamie read a short story entitled "All in the Attitude" teaching everyone to be kind because everyone is fighting a battle and reminding everyone not to merely wait for the storm to pass, but to dance in the rain.

Pledge of Allegiance and Code of Ethics. President Lazarski asked the members to rise for the Pledge of Allegiance and remain standing for the NALS Code of Ethics. Mikki Hancock, PP, SCCP, Functional Director of Membership/Marketing, led the members in the Pledge of Allegiance. Terri Coker, ACP, SCCP, Functional Director of Education/Certification, presented the NALS Code of Ethics.

Welcome. President Lazarski welcomed everyone to the Winter Membership Meeting of 2024-2025 and recognized there were no members attending their first LSPSC membership meeting. President Lazarski then recognized the Members-at-Large in attendance: Susan Olmstead, PLS, Stacy Russo Strobel, PP, PLS, and Naomi Nation, PP, CLA, SCCP. There were no other visitors in attendance.

President Lazarski then recognized and acknowledged the past presidents of the association who were in attendance and asked them to rise as their name was called.

Introduction of LSPSC Officers for 2024-2025. President Lazarski introduced the officers of LSPSC for 2024-2025 and thanked them for their service:

Cassandra Furtick
Stephanie A. Jones, PP, SCCP
Tara Jean Brown, PP, CLP, SCCP
Mikki Hancock, PP, SCCP
Terri J. Coker, ACP, SCCP
Traci B. Wolfe, PP

President-Elect
Secretary
Treasurer (not in attendance)
Functional Director of Membership/Marketing
Functional Director of Education/Certification
Immediate Past President/Parliamentarian

President's Remarks. President Lazarski provided the membership with a leadership activity entitled "Who Is at Your Table?" wherein members would name their positive influences that they would want to sit at their table to mentor them. It was an exercise to help members identify the positive versus negative influences in our lives and how they impact our own energy and progress. Many members shared their tables of positive influences and mentors.

Business Meeting. President Lazarski reminded members that any member of LSPSC may make motions, second motions, and enter into discussions. All motions should be reduced to writing, and Traci B. Wolfe, PP, Immediate Past President and Parliamentarian, had forms for that purpose.

Roll Call. President Lazarski asked Stacy Russo Strobel, PP, PLS, Credentials Chair, for roll call. Stacy reported 18 members were present and 10, which was one member over one-half, represented a quorum. Two-thirds of the members present was 12.

Consent Agenda. President Lazarski stated that all 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 January 25, 2025:

2024-2025 Treasurer's Second Period Report

President Lazarski asked if there were any comments or questions regarding the items approved by the board. After a brief discussion, the above items were approved by consent.

The FIRST INCENTIVE DRAWING was held, and Susan Olmstead, PLS, was the winner of \$100.00.

Reports from Elected Officers.

President Meredith Lazarski, ACP, SCCP. President Lazarski reminded members to make sure that NALS and LSPSC have their correct e-mail address to receive the *@Law, NALS Docket*, or *Spotlight*. She also reminded members to visit www.NALS.org to enter their CLE hours. She directed members to the Committee Reports where the form to enter for the grant to attend the Annual Meeting could be found.

President-Elect Cassandra Furtick. President-Elect Furtick indicated she was in the process of determining her committees for next year and would like to see more retired members participate in the committees to mentor the younger members.

Secretary Stephanie A. Jones, PP, SCCP. Stephanie directed members to the Consent Agenda and Committee Reports that were distributed at the beginning of the meeting. Stephanie reminded everyone that all signed and dated reports of officers and committee chairs should be submitted to her for the permanent records. Patti Bacon mentioned an error in the reporting of Elaine Sumerel's name in one of the prior minutes posted in the *Spotlight* and she was assured this error would be rectified.

Treasurer Tara Jean Brown, CLP, SCCP. Tara was not present, but the Treasurer's Second Period Report was included in the Consent Agenda.

Immediate Past President Traci Wolfe, PP. Traci had nothing to report.

Functional Directors Mikki Hancock, PP, SCCP, and Terri Coker, ACP, SCCP. These reports were to be given with the other Committee Reports.

The SECOND INCENTIVE DRAWING was held, and Ann Marie Minerva, PP, SC-EP/P, SCCP, was the winner of \$75.00.

Committee Reports. President Lazarski called for committee reports by the chairs.

Annual Meeting 2025 [Legal Staff Professionals of the Midlands]. Colleen Qunell informed members that two hotels were presented to the board and the theme for the 60th Anniversary of LSPSC would be the Sixties! She promised an activity on Saturday night to be excited about and gave all members in attendance a flower headband.

Award of Excellence. Susan Olmstead, PLS, directed members to the supplemental report in the packet, indicating judges were approved and the application was in the *Spotlight*.

Certification/Education. Terri Coker, ACP, SCCP, reminded members to tell her of their recertifications. She reported there were 2 ACPs, 1 CP, 2 ALPs, 1 CLA, 3 CLPs, 1 MMC, 1 MPS, 1 RP, 1 NCCP, 1 AATA, 10 PLS, 1 EP-P, 1 SC-Corp, 2 Emeritus, 10 PPs, and 11 SCCPs. She reported that in both CLEs, three people were absent.

Community Projects. Colleen Qunell reported any money donation was to be given to Mikki Hancock, PP, SCCP, and there was a link in the *Spotlight* for the charity's Amazon Wishlist.

Credentials. Stacy R. Russo-Strobel, PP, PLS, had nothing to report.

Employment. Maris Cannon, PP, SCCP, was not present.

Finance. Victoria Mayfield reported \$550 had been collected at that time.

Financial Review. Debra H. Bailey, CLP, indicated her report was in the packet.

Handbook. Katherine R. Helms, PP, SCCP, was not present, but President Lazarski said both were working hard to have a final copy of the handbook available by April.

Historian. Traci Wolfe, PP, updated her history and had nothing to report.

Membership/Marketing. Mikki Hancock, PP, SCCP, reminded members that her report was in the *Spotlight*. She said that she and Terri Coker, ACP, SCCP, went to Hampton County in November and took lunch to share with other firms about LSPSC and NALS. They plan to visit York County in February to meet two firms in the upstate. Mikki reported there were 77 members total, with 16 being MALs, 18 Greenville members, 6 Orangeburg members, and 37 members in the Midlands. She encouraged members to send any SWAG items to her at the Dean Law Firm to put in the bags they

take to their membership interest meetings across the state.

NALS Foundation. Naomi Nations, PP, CLA, SCCP, said her report was in the *Spotlight*. She informed everyone that LSPSC was the winner of the Decades Challenge at the 2024 NALS National Conference in Portland, Oregon. She reminded members that grant applications were due on March 1, 2025.

Nominations and Elections. Lois J. Belle, CLP, Emeritus, informed members that her report was in the *Spotlight* and a supplemental report was in the packet.

Publication. President Lazarski said the March issue deadline for the *Spotlight* is February 15, 2025, and told everyone to keep up the great work in submitting their reports on time.

Scholarship. No committee members were present, but their report was in the packet and judges have been approved.

Scrapbook. Sonia L. Hunt reported there was a need for materials for the scrapbook.

Standing Rules and Bylaws. Traci Wolfe, PP, had nothing to report.

Technology. Cassandra Furtick informed members she needs help for the technology committee next year. She has set up a blog a month, and her report was in the *Spotlight*.

The THIRD INCENTIVE DRAWING was held, and Stephanie Jones, PP, SCCP, was the winner of \$50.00.

New Business. President Lazarski informed members that the Call for Nominations was sent out in October and the following members accepted nominations for the 2025-26 LSPSC board: Cassandra Furtick, President; Traci Wolfe, PP, President-Elect; Stephanie Jones, PP, SCCP, Treasurer; Victoria Mayfield, Secretary; Mikki Hancock, PP, SCCP, Functional Director of Certification/Education; and Colleen Qunell, Functional Director of Membership/Marketing. President Lazarski moved for the nominations to be closed and those members that accepted positions be elected by acclamation for their respective positions. Sonia Hunt made a motion and Stacy Russo Strobel, PP, PLS, seconded that motion. There being no opposition, the nominations were closed and the members that accepted board position nominations for the 2025-2026 LSPSC board were elected by acclamation. President Lazarski congratulated everyone on their board positions and thanked them for their willingness to serve.

Upcoming Meetings. President Lazarski announced the LSPSC 60th Annual Meeting and Educational Conference would be held from April 25, 2025, to April 27, 2025, in Columbia, South Carolina. The NALS 2025 National Legal Education Conference would be held September 29, 2025, to October 1, 2025, in Mobile, Alabama, at the Renaissance Mobile Riverview Plaza Hotel.

The Premium Prize for the Winter Membership Meeting was provided by Legal Staff Professionals of South Carolina. President Lazarski thanked everyone who brought items for the Community Projects charity, Second Chance of Orangeburg Rescue Coalition. Premium Prize for the Annual Membership Meeting will be provided by LSPSC.

LSPSC Annual Meetings. President Lazarski announced the hosting chapters for the LSPSC Annual Meetings:

- 2026 Legal Staff Professionals of Greenville
- 2027 Legal Staff Professionals of Orangeburg
- 2028 Legal Staff Professionals of the Midlands

Adjournment. There being no further business to come before the meeting, and there being no objection, the 2024-2025 Winter Membership Meeting of Legal Staff Professionals of South Carolina was adjourned by President Lazarski at 2:40 p.m.

Respectfully submitted,

Stephanie A. Jones, PP, SCCP
LSPSC Secretary 2024-2025

Approved:

Meredith Lazarski, ACP, SCCP
LSPSC President 2024-2025



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:
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 - 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 2024-2025

President	Meredith Lazarski, ACP, SCCP
President-elect	Cassandra M. Furtick
Secretary	Stephanie Jones, PP, SCCP
Treasurer	Tara Jean Brown, PP, PLS, SCCP
Functional Director – Certification/ Education	Terri J. Coker, ACP, SCCP
Functional Director – Marketing/ Membership	Mikki Hancock, PP, SCCP
Immediate Past President	Traci B. Wolfe, PP

LSPSC COMMITTEE CHAIRS 2024-2025

Annual Meeting	Colleen Qunell, Debra H. Bailey, CLP, Jan W. Berger, ALP, Jamie I. Early, PP, PLS, SCCP, SC-Corp. Emeritus, and Traci B. Wolfe, PP
Award of Excellence	Susan L. Olmstead, PLS, Carlene B. Kilgore, PLS, and Betty M. Parks
Bar Liaison	Cassandra M. Furtick
Community Projects	Colleen Qunell
Credentials	Stacy Russo-Strobel, PP, PLS
Employment	Maris D. Cannon, PP, SCCP
Finance	Stacy Russo-Strobel, PP, PLS, Sonia L. Hunt, Victoria Mayfield, Jessica Dillard
Financial Review	Debra H. Bailey, CLP
Handbook	Katherine R. Helms, PP, SCCP
Historian/Standing Rules and ByLaws	Traci B. Wolfe, PP
NALS Foundation	Naomi W. Nation, PP, CLA, SCCP
Nominations and Elections	Lois J. Belle, CLP Emeritus and Patti E. Bacon
Publication	Jamie I. Early, PP, PLS, SCCP, SC-Corp. Emeritus and Meredith Lazarski, ACP, SCCP
Scholarship	Jan W. Berger, ALP and Susan Church
Scrapbook	Stacy Russo-Strobel, PP, PLS and Sonia L. Hunt
Technology	Cassandra M. Furtick





Mark Your Calendar



Legal Staff Professionals of South Carolina 2024-2025 Calendar*

*subject to change

May 2024 1 Online Exam ALP, CLP, PP 1 American Bar Association Law Day; Theme: "Voices of Democracy" 15 DEADLINE – LSPSC Chapter Rosters to NALS 31 Open Registration for NALS 2024 National Conference – Portland, Oregon (October 13-15) 31 LSPSC Officers Retreat (Augusta, GA)	November 2024 1 Online Exam ALP, CLP, PP 1 DEADLINE - return Verification of Qualification forms for 2025-2026 board nominations 1 Call for Nominations – 2025-2026 LSPSC Officers 15 Close of Nominations – 2025-2026 LSPSC Officers 15 DEADLINE – Submission of Reports for December's <i>Spotlight</i> 25 DEADLINE - Nominations' Acceptance and Qualification forms for 2025-2026 sent to qualifying nominees.
June 2024 1 Online Exam ALP, CLP, PP 1-2 LSPSC Officers Retreat (Augusta, GA) 15 DEADLINE – Submission of Reports for July's <i>Spotlight</i> 30 DEADLINE – SCCP Accreditation & Certification Renewal with SC Bar	December 2023 1 Online Exam ALP, CLP, PP 5 DEADLINE - Return of Nominations' Acceptance and Qualification Forms for 2025-2026 LSPSC Nominees
July 2024 1 Online Exam ALP, CLP, PP 1 DEADLINE - Nominations for ALL NALS Awards	January 2025 1 Online Exam ALP, CLP, PP 24 LSPSC Winter Board Meeting, Columbia (location TBD) 25 LSPSC CLE Seminars & Winter Membership Meeting, Columbia (location TBD) 25 Distribute 2024-2025 LSPSC Scholarship Award application and submit judges for board approval 25 Distribute 2024-2025 LSPSC Award of Excellence Application and submit judges for board approval
August 2024 1 Online Exam ALP, CLP, PP 16 LSPSC Summer Board Meeting & Membership Social, Columbia (Location TBD) 17 LSPSC CLE Seminars & Summer Membership Meeting, Columbia (Location TBD) 18 DEADLINE - Early Registration for NALS 2024 National Conference, Portland, Oregon (October 13-15)	February 2025 1 Online Exam ALP, CLP, PP 5 Prepare official ballots for distribution (if applicable) 15 DEADLINE - Vote/Return ballots (if applicable) 15 DEADLINE – Submission of Reports for March's <i>Spotlight</i>
September 2024 1 Online Exam ALP, CLP, PP 15 DEADLINE - Regular Registration for NALS 2024 National Conference, Portland, Oregon (October 13-15) 15 DEADLINE – File IRS Form 990N (LSPSC & local chapters)	March 2025 1 Online Exam ALP, CLP, PP 1 DEADLINE - Submit 2024-2025 LSPSC Scholarship Award Application 1 DEADLINE Submit 2024-2025 LSPSC Award of Excellence Application 15 DEADLINE – Submit completed 2024-2025 LSPSC Scholarship Award Applications to judges. 15 DEADLINE – Submit completed 2024-2025 LSPSC Award of Excellence Applications to judges
October 2024 1 Online Exam ALP, CLP, PP 13-15 NALS 2024 National Conference, Portland, Oregon 20-26 NALS Court Observance Week (Theme – 95 Years of NALS)	April 2025 1 Online Exam ALP, CLP, PP 1 DEADLINE – Judges to determine 2024-2025 LSPSC Scholarship Award Winner 1 DEADLINE - Judges to determine 2024-2025 LSPSC Award of Excellence Winner 25 LSPSC Outgoing Board Meeting and Incoming Board Meeting, Columbia (location TBD) 26 LSPSC 60th Annual Meeting and Educational Conference and 2025-2026 Officer Installation, Columbia (location TBD) 27 LSPSC Spring Membership Meeting, Columbia (location TBD)



Board of Directors

President:



Amylyn Riedling, PP, PLS-SC, has been a leader, and voice in the NALS community since joining NALS in 2007. She is excited to continue as president of NALS. Her goal is to work with the other Board members and staff in finding new and beneficial partnerships, training, and educational opportunities within the legal community to keep NALS relevant for all legal professionals. In her 25 plus years in the profession, she has been a paralegal, legal secretary, receptionist, file clerk, and office manager. Having held each of these positions has given her some insight into what each position entails for small law firms. Before serving on the NALS Board, she has served as the president for NALS of Pierce County, NALS of Washington, and held numerous other positions on the national, state, and local levels. When she is not volunteering for NALS, she spends time

volunteering as a Board member for her local chapter of Lawyers Helping Hungry Children.

Secretary:



Brandy Bewley, PP, CLP-SC, RP, is a member of the NALS of Washington in the Greater Seattle area. She hopes is to connect with members and inspire them to take pride in this association. She feels that NALS need to find new and creative ways to retain members and recruit new members by offering something that is of value to them. She would love to see NALS as robust as it was in years past.

Treasurer:



Tara Jean Brown, PP, CLP, SCCP, has held the Treasurer position on the State level many times over the last 18 years. She has served as Treasurer for her local chapter multiple times. She also has served in the role of Church Treasurer and Stewardship chair for several years and has served as a voluntary Treasurer for her local high school Football Booster club. In addition, she works with Internal Revenue law, which includes tax returns, spreadsheets, profit and loss statements as well as financial and budgeting aspects.

(continued on page 38)

Directors:



Ed Clark, PP, SC - Civil Litigation, has served in many positions and on all levels of our Association since 2001. Serving as the BLSA (Birmingham, AL) president and the AALS (Alabama) president, he learned he had a voice to promote the core values of NALS and the benefits of membership in NALS. He serves as Vice President of his local chapter and as treasurer of his state association. Service on the Board of Directors is an honor, a challenge, and an opportunity to move NALS forward.



Debbie Sutton, CLP, joined NALS in 2015. She has served her local chapter on the Scholarship Committee, Secretary and as President (NALS of Tucson & So. Arizona) for multiple years. She has also been the Secretary for her local church. She now joins the NALS Board as a Director.



NALS Headquarters

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Executive Director | amanda@nals.org

Board support, strategic planning, staff leadership

Gena Hayes

Membership & Education Coordinator | gena@nals.org

Membership, certification, and events customer service

Lisa Moore

Membership Director | lisa@nals.org

Individual member and chapter support

Abby Self

Communications Coordinator | abby@nals.org

Publications, social media, marketing



Mission: engage | inspire | enhance | promote

- ♦ Engage legal professionals on their terms;
- ♦ Inspire legal professionals to want more;
- ♦ Enhance the careers of legal professionals;
- ♦ Promote legal professionals and the legal support industry.

Vision: NALS... The National Association for Legal Support Professionals is the trendsetter for providing information and education through its worldwide partnership with all related professional associations.

NALS Code of Ethics & Professional Responsibility

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

NALS

SPOTLIGHT

March 2025

