



# Legal Staff Professionals of South Carolina



engage  
inspire  
enhance  
promote

SPOTLIGHT

## Common punctuation errors and questions

### **How many spaces go after a period?**

One.

If you started writing when typewriters were commonplace, you were probably taught to put two spaces after each period. This is because on a typewriter, each character takes up the same amount of space on the page, so two spaces made the start of a new sentence clearer. With computers, this isn't necessary because word processing programs automatically adjust the amount of space between each letter.

### **When should I use a colon? What about a semicolon?**

It's not always easy to know when a colon or a semicolon is the right call. And to make things more confusing, there are situations where either can be appropriate.

Generally, a colon is for situations where you're introducing information and need to give it some context or you have two directly related clauses and you want to emphasize the second one. Here are both scenarios in action:

We watched everything that airs on weeknights: Wheel of Fortune, Eyewitness News, and Jeopardy!

I'll tell you why I'm not going to pass this assignment: I still haven't started writing my essay.

When you have two independent clauses, you can use a semicolon to bring them

together as a full sentence.

### **What is the Oxford comma?**

The Oxford comma, also known as the serial comma, is a comma placed in a list between the second-to-last item and the word "and." Here is a quick example:

I made grilled cheese sandwiches, steamed broccoli, and cut strawberries for lunch.

That comma right after "broccoli" is the Oxford comma. Some style guides, notably the Chicago Manual of Style, require it. Others, notably the Associated Press Stylebook, do not. If you're not sure whether to use the Oxford comma in your writing, check your style guide—if you have one. If not, whether to use the Oxford comma or not is completely your call.

You'll notice in this blog post and others from *Grammarly*, they use the Oxford comma. But lots of other blogs don't, and that doesn't make their grammar less correct.

The Oxford comma can make your lists clearer because it eliminates any possibility of the reader's misinterpreting the last two items as anything but items in the list. Take a look at how the Oxford comma clears up confusion in this list:

I called two plumbers, Jack and Steve.

I called two plumbers, Jack, and Steve.

Are Jack and Steve the plumbers, or did you call them in addition to calling two

Continued on page 14

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# President's Report

By Stacy Russo-Strobel, PP, PLS  
2021-2022 President

## We Are the Building Blocks of our Association

I would like to thank each and everyone of you for allowing me to serve as President for LSPSC for the coming year. Your 2021-2022 LSPSC Board will be meeting in July and will be planning together a great year for our members as we slowly come out of the COVID-19 pandemic that has hit us so hard. I think that we all are very anxious to get things going again, but we must still maintain certain protocols during this process. Now is the time to encourage each and everyone and not let our guard down right now. Hopefully soon this pandemic will be a thing of the past.

As you may remember, this was last year's theme for Immediate Past President Meredith Lazarski, ACP, SCCP, but as you are aware, it was not much of a year for anyone, and I felt that it was only fitting we put her plan and vision for this association's future in action this year. I would like to see her vision come to life and become something spectacular for everyone to see.

I feel that that this theme is so perfect for our state association this year. We had a year of almost silence, and we now have to rebuild and make LSPSC bigger and better than ever as we emerge from the many obstacles that we endured in 2020.

Let's make 2021-2022 the beginning of building a new era for LSPSC. I can't wait to see how high these building blocks will reach. We can make this happen together.



## Spotlight

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2021-2022 Editors:  
Susan Church  
Meredith Lazarski, ACP, SCCP



## **We Are the Building Blocks of Our Association**

### **Member Reward Program**

This contest will run from **May 1, 2021 through March 31, 2022.**

Points are accumulated as a member completes an achievement on the following list. The points can be earned in any combination and the total number of points a member can earn is limitless.

Members will report their monthly point total with an explanation of how the points were accrued (i.e., copies of letters, membership certificates, copies of event programs, pictures, etc.) directly to me by the 5th of each month.

The winning member(s) will be announced on **April 7, 2022.**

- Prizes\*:
- 1st Prize: Registration & CLE to LSPSC's 57<sup>th</sup> Annual Meeting and Educational Conference in Greenville
  - 2nd Prize: Registration to LSPSC's 57<sup>th</sup> Annual Meeting and Educational Conference in Greenville
  - 3rd Prize: \$75.00 cash for the member to use any way you wish

\*In case of a tie, names will be placed in a hat with the first name drawn placing 1st and the second name drawn placing 2nd, and if applicable, the third name drawn placing 3rd.

Please do not hesitate to contact us if you have any questions. Good luck!

Meredith Lazarski  
(843) 816-3015  
[mlazarski@haleandhalelaw.com](mailto:mlazarski@haleandhalelaw.com)

Stacy Russo Strobel  
(843) 460-4895  
[stacyrusso@gmail.com](mailto:stacyrusso@gmail.com)





## Achievement List

Invite an attorney from a <b>non-member firm</b> to speak at your chapter meeting*	50 points
*Add 5 points for every legal secretary/legal assistant/paralegal he/she brings with him/her	
Give a membership presentation to an office in the legal community that does not have members	50 points
Pass a NALS Certification (or equivalent)	50 points
Enlist a new member	50 points
Attend NALS 70 <sup>th</sup> National Educational Conference in September 2021	
*Either in-person or virtually	
Be a NALS Mentor	50 points
Renew a NALS Certification	30 points
Hold a State Board position	30 points
Serve on a National Committee	30 points
Hold a Local Board position	25 points
Bring a non-member to a state meeting	25 points
Write an article for <i>Spotlight</i>	25 points
Participate in Court Observance Week	25 points
Attend a state membership meeting	25 points
Attend state CLE seminars (both seminars)	25 points
Nominate a member for the NALS Award of Excellence	15 points
Bring a non-member to a local meeting	15 points
Serve on a Local/State Committee	15 points
Send a Scholarship application to a student going into the legal field	10 points
Nominate a member for the LSPSC Award of Excellence	10 points
Post upcoming chapter events on Facebook (locally and on the state page)	10 points
Send a birthday card, thank you card, etc. to a member via first class mail	10 points
Send a birthday card, thank you card, etc. to a potential or non-member via first class mail	10 points
Attend a local membership meeting	10 points



**President Elect**  
**Katherine R. Helms, PP,**  
**SCCP**



Thank you all for electing me as your 2021-2022 LSPSC President-Elect.

I think we can finally say that we made it through this pandemic! We have learned so much about the grace and resilience of our members in the past year. We had to pivot and re-evaluate our strategies to meet the needs of each and everyone of our new and long-time members. Although we didn't come through these challenges unscathed, we will be working on new and exciting things to promote new and retaining memberships at our Board Retreat in Santee on July 16-18.

As a reminder, please keep your profile information updated on our NALS' website. This is where we retrieve the most accurate member information.

I will be reaching out to our local chapter presidents to schedule in person LSPSC officer visits. I look forward to seeing some of you at your local meetings!

Our Summer Membership Meeting is in Santee on Saturday, August 21st, and I can't wait to see you all!

**Immediate Past President**  
**Meredith Lazarski, ACP, SCCP**

First and foremost, I want to thank all of you for allowing me to serve again as your LSPSC President. A big shout out to Legal Staff Professionals of Midlands for making our annual meeting an exciting, fun-filled weekend for all. Job well done ladies. And it was so good to see so many of you that weekend!

Best wishes to President Stacy and her board. I am confident that LSPSC is in good hands with the 2021-2022 Board and Committee Chairpersons and that they will do an excellent job carrying on the fine leadership we have established over the last 50 years.

Hope everyone has a happy, healthy and blessed summer and I look forward to seeing everyone in Santee in August for our Summer Meeting.

**Functional Director of Certification/  
Education**

**Traci B. Wolfe, PP**



LSPSC offers our certification exams (ALP, CLP, PP) on-line. You must have proper internet

connection, microphone, and webcam to complete the online exams. The registration information can be found on the NALS website. If you are interested in taking the paper exam,

please reach out to me for information on any upcoming exam dates to be held in Columbia, SC.

Once registered for an exam, NALS has a multitude of study materials and access to live or past webinars/CLEs and quizzes.

Currently, all local chapters are hosting SCCP and NALS accredited seminars. These seminars will allow you CPE credits. Topics vary by chapter. If you are interested in obtaining additional CLE credits, please visit the NALS' Online Membership Meetings. Remember, you must recertify every five years. Additionally, do not forget to log your CPE hours with NALS and the SC Bar.

We currently have 2 ALPs, 12 CLP/PLSs, 12 PPs, 12 SCCP and 1 specialty Certification. If you received your certification but have not received your SCCP, please reach out to me, so that we can get you that certification.

I am looking forward to meeting with you all in Santee, August 21, 2021

**Functional Director of Membership/Marketing**  
**Cassandra Furtick**

Overall, our membership continues to grow as we reach out to prior members to renew their membership and invite new members to local meetings. We are reaching out to members to determine interests in membership, understanding of support, and what each perspective member is looking for in our organization. Over the next few months, we will be holding membership events and looking towards the future. Please continue to share our organization with others and invite them to your local meetings. Please check us out and like our pages on Twitter, Facebook, LinkedIn, and Instagram, and don't forget to share with your colleagues. Thank you for your continued support and encouragement as we continue to grow.

**Award of Excellence Report**

**Jasmine Williams, co-chair**  
**Lauritza S. Hill, co-chair**  
(803) 707-4059

[lauritzahill@sclegal.org](mailto:lauritzahill@sclegal.org)



Jasmine and I are happy to return as committee

chairpersons for the Award of Excellence nominations. Congratulations to Patti E. Bacon, 2020 recipient and Jamie Early, 2021 recipient. They are both very deserving. We look forward to receiving nominations for the coming term. The deadline for the coming term is usually in March and we will be more specific later in the year. Jasmine and I look forward to receiving a nomination from each chapter. Be sure to keep in mind that the nominee should be eligible to be nominated. For the new people, the requirements are in the LSPSC Handbook. We will keep you updated as we move further into the year. We thank you for this opportunity to work with this item again.

### **Community Service Committee**

**Nicole McCune**

Thank you all for your previous donations and we are excited to kick off our charity efforts for this year!

LSP of Hilton Head has chosen to support Hopeful Horizons as their charity. Hopeful Horizons is a nonprofit organization that advocates for children who has suffered abuse and they are also a domestic violence and rape crisis center. Hopeful Horizon provide legal services, emergency shelter to women and offer child abuse services to include counseling and therapy. You can help to “end abuse and change lives” by donating needed items from their wish list. Monetary donations are welcomed. With your donations, “you make hope happen.” See wish list on page 11.

No one has ever become poor from giving. -Anne Frank

### **Employment Committee**

**Jan W. Berger, ALP**

I hope everyone is easing into a new post-Covid routine and finding a new normal in your work and home lives! It’s great to be back with friends, family, co-workers, and church families.

The legal field is experiencing a HIGH NUMBER of job opportunities across the state and nation. That’s great news for all of us as we look to continue our legal careers and work to provide the best legal services to our attorneys and clients . . . and to this wonderful profession.

We have SO MANY avenues to post employment opportunities: national, state, and local chapter websites; Facebook; and other social media sites.

If you receive employment opportunities, I encourage you to post on your local chapter websites and your

own personal social media accounts. Make sure you include a statement to advise any job seekers to tell the employer they heard about the open position through Legal Staff Professionals of South Carolina (and your local chapter if the position is coming through that avenue).

**IMPORTANT:** E-mail me the job advertisement so I can post on our state website and Facebook page. In addition, I can post on NALS website on their employment page. (jan.berger@nelsonmullins.com)

It’s a great time to work in the legal field as more positions are becoming available that need our expertise! Attorneys need our expertise! Attorneys need our certification! What a great way to market our membership opportunities through certification to assist someone with a job search!

Pass the postings along to your friends! Help a new paralegal gain employment/experience by being a mentor to them. Look for opportunities to share our NAME and RESOURCES across the state...and the nation.

Enjoy your Summer! It’s a great time to be a NALS member!

### **Finance Projects Report**

**Sonia L. Hunt and  
Jamie I. Early, PP, PLS-SC**



We had a great time at the Annual Meeting and Educational Conference in Columbia. Many thanks to the Midlands chapter for a great weekend and to the members of LSPSC for making the final theme auction for the 2020-2021 year a huge success.

Since we are going to be in Santee for the Summer Membership Meeting where we all love to relax and fellowship together (especially on the porch in the rocking chairs), our first theme auction of President Stacy’s year will be “Relaxing in Santee.” We are looking for things that you would consider “old timey,” which is what comes to mind when we get together in Santee. Some things that we thought about are books, puzzles, “old saying” signs, aprons, recipe books, drinking jars, replicas of old items, crafts, baked goods, jellies or jams, board games, and playing cards. Just think about your parents and grandparents “back in the day” for the theme auction, and you will be surprised what you can come up with that brings a smile to your face, as it will to the winner!

As for the Premium Prize, it is Hilton Head's turn to furnish same. We look forward to seeing everyone in Santee for a "relaxing and fun-filled" meeting.

### **Handbook Committee**

**Jamie I. Early, PP, PLS-SC**  
**Meredith Lazarski, ACP, SCCP**



Kudos to all for providing updated contact and membership information to your chapter board, and a high-five to our chapter presidents for sending me your local rosters with the updated information and in proper format for the LSPSC Handbook. I am in the process of reviewing the entire handbook and revising where needed. The plan is to have a completed draft of the handbook for our LSPSC board to review during its retreat in mid-July.

This handbook is a valuable resource for each of you as a member, not only for your own chapter information, but also for statewide and national association assistance you may need. It can be found on the [lspsc.org](http://lspsc.org) website under the Members Only page; and if you don't know the password, text me at 803-422-6813.

The current 2020-2021 handbook will remain available on the website until the undated version for this fiscal year has been finalized and approved by our board. It will thereafter be uploaded to the website, and you will be able to access it as needed. If you have any questions or see any necessary corrections, please let me know.

When any of your personal information changes, or you know of other changes that take place, please send the changes to me as soon as possible at [jpie1802@gmail.com](mailto:jpie1802@gmail.com) so that I can make the updates available to all members.

Here's to a glorious summertime in South Carolina! Stay happy and healthy, enjoy every possible minute with family and friends, and never take anything for granted!

See you all in August!!

**NALS Foundation**  
**Cheryl LeGrand**



CONGRATULATIONS to our own Tara Jean Brown, PP, PLS, SCCP 2021-2022, who is the Chair on the 2021-2022 Foundation Board of Trustees for the NALS Foundation! We are very proud of you

and look forward to seeing what your many talents and dedication to NALS bring forth to this very important foundation. THANK you for giving back to the legal support profession.

The NALS Foundation has implemented a NALS Full Circle Campaign for support education, certification, and ideas for higher education and certification programs.

This means the foundation is asking 360 of #NALSPALS to become Full Circle Donors by pledging support to the NALS foundation for twelve months, giving only \$30.00 per month, or by giving a one-time donation of \$360.00. Please consider this opportunity to support this "Full Circle" to support the foundation's aspiration for accomplishment. Another way of supporting the foundation is by supporting them on Amazon. Smile. Amazon will donate 0.5% of the prices of all eligible purchases to the NALS Foundation. Our giving is the future!

Please direct any questions you may have to the NALS Foundation Chair at [foundation@nals.org](mailto:foundation@nals.org).

Donations can be made [online](#) or mailed to:

NALS Foundation  
3502 Woodview Trace, Ste 300  
Indianapolis, IN 46268

### **Spotlight**

**Editors: Susan Church and**  
**Meredith Lazarski, ACP, SCCP**



We look forward to serving on the Publication Committee this year. Please send your Officers, Committee and Chapter reports no later than November 16, 2021 for the December issue of Spotlight. If you have anything you would like to add to Spotlight, please send a copy to President Stacy Russo Strobel [stacyrusso@gmail.com](mailto:stacyrusso@gmail.com), Meredith Lazarski [mlazarski@haleandhalelaw.com](mailto:mlazarski@haleandhalelaw.com) and Susan Church [susanchurch30@outlook.com](mailto:susanchurch30@outlook.com) for consideration.



# Notice of Summer Membership Meeting



## August 21, 2021



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

NOTICE is hereby given that the 2021-2022 Summer Membership Meeting will be held on Saturday, August 21, 2021 at 1:45 p.m.

At:

Clark's Inn & Restaurant  
114 Bradford Boulevard  
I-95 exit 98, Hwy. 6  
Santee, SC 29142

*(Dress is business attire)*

Exact meeting information is available on the meeting registration form.

Legal Staff Professionals of South Carolina

*/s/ Lois J. Belle*

Lois J. Belle, CLP  
Secretary



*Clark's*  
INN & RESTAURANT  
est. 1946





*Legal Staff Professionals of South Carolina*  
**2021 SUMMER MEETING REGISTRATION FORM**  
**Saturday, August 21, 2021**  
**Hosted by Legal Staff Professionals of South Carolina**  
Clark's Inn & Restaurant  
114 Bradford Blvd., Santee, SC

**Deadline for In-person Registration: Monday, August 9, 2021**  
**NO REFUNDS After Monday, August 9, 2021**

**Deadline for Virtual Registration: Wednesday, August 18, 2021, 5:00 p.m.\***  
**\*NOTE: Both payment AND registration form must be received by deadline.**

**HOTEL RESERVATIONS:** All Room Reservations should be made directly with  
Clark's Inn, 114 Bradford Blvd., Santee, SC (#803-854-2141 or #800-531-9658)  
**By August 6, 2021. The Room Rate is \$115.95 per night plus applicable taxes.**

**MEMBERSHIP MEETING**  
**Saturday, August 21, 2021**

**Saturday Schedule**

8:45 a.m. – 9:00 a.m.	Registration
9:00 a.m. – 10:30 a.m.	Seminar
10:30 a.m. – 10:45 a.m.	Break
10:45 a.m. – 12:15 p.m.	Seminar
12:15 p.m. – 12:30 p.m.	Break
12:30 p.m. – 1:30 p.m.	Lunch
1:30 p.m. – 1:45 p.m.	Break
1:45 p.m. – 3:30 p.m.	Membership Meeting and Theme Auction

\_\_\_\_\_ **\$45 Meeting Registration & Lunch\***

\_\_\_\_\_ **\$15 Membership Meeting Only**

**(\*Full Registration Does Not Include CLE)**

\*\*\*\*\*

NAME: \_\_\_\_\_ CERTIFICATIONS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

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



**Scan. Pay. Go.**

Tara Brown PP, PLS, SCCP  
LSPSC Treasurer  
Greene Law Firm  
11 McGee Street  
Greenville SC 29601  
864-271-7940 - phone  
864-370-3413 - fax

*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. Seminars qualify for a total of 3.00 CPE credits by the South Carolina Paralegal Certification Board*

**Legal Staff Professionals of South Carolina  
2021 SUMMER CLE REGISTRATION FORM  
Saturday, August 21, 2021  
Hosted by Legal Staff Professionals of South Carolina  
Clark's Inn & Restaurant  
114 Bradford Blvd., Santee, SC**

**Deadline for In-person Registration: Monday, August 9, 2021  
NO REFUNDS After Monday, August 9, 2021**

**Deadline for Virtual Registration: Wednesday, August 18, 2021, 5:00 p.m.\*  
\*NOTE: Both payment AND registration form must be received by deadline.**

\*\*\*\*\*

**CONTINUING LEGAL EDUCATION  
Saturday, August 21, 2021**

**9:00 a.m. – 10:30 a.m. TOPIC: New Deposition Technology  
Speaker: Dave Roberts, Veritext Legal Solutions.**

Mr. Roberts has been immersed in the court reporting field his entire life. David earned the National Court Reporters Association's Certified Manager of Reporting Services, certification in 2002 and is currently a Certified Realtime Reporter and Certified Legal Videography Specialist.

**10:45 a.m. – 12:15 p.m. TOPIC: Legal Ethics/Cybersecurity  
Speaker: Rick Krenmayer, CEO of Stasmayer, Incorporated**

Mr. Krenmayer became an entrepreneur at age 12, co-founded Stasmayer, Inc. in his form room, and today has a company that is on the 5000, one of the fastest-growing companies in South Carolina and on the United States' top IT managed services companies.

*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 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>
_____ <b>New Deposition Technology</b>	_____ \$20 for one CLE	_____ \$25 for one CLE	_____
_____ <b>Ethics</b>	_____ \$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 Brown PP, PLS, SCCP  
LSPSC Treasurer  
Greene Law Firm  
11 McGee Street  
Greenville SC 29601  
864-271-7940 - phone  
864-370-3413 - fax



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# COMMUNITY PROJECT

Hopeful  Horizons

## WISH LIST

(new items only please)

### Needs for Women and Children

- Women's T-shirts (L, XL, XXL)
- Children's T-shirts (all sizes)
- Leggings/Lounge Pants (M, L, XL)
- Women's Sports Bras (L, XL)
- Teen Sports Bras (S, M)
- Sweaters (L, XL, XXL)
- Slippers/Flip flops
- Robes
- Socks & underwear
- Sanitary Napkins & Tampons
- Gas cards

### Needs for Babies

- Baby bottles
- Baby wipes
- Onesies/pajamas/outfits
- Pacifiers
- Baby monitors
- Umbrella strollers
- Diapers and pull-ups
- Developmental toys

### Children's Wants

- Gift cards (music, toys, games, clothes)
- Board games
- Lip Balm or Gloss
- Toy Cars and Trucks
- Locking diaries
- Puzzles
- Jewelry
- Action figures
- Hair clips and elastic bands
- Diverse baby dolls
- Winter hats, mittens, scarves
- Shawls/scarves
- Legos

### Women's Wants

- Manicure kits
- Nail Polish and Remover
- Fleece Blankets
- Towels (Bath, Hand & Washcloths)
- Gift cards (stores, restaurants, salons, massage)
- Shawls/scarfs
- Umbrellas
- Winter hats and gloves
- Earrings
- Necklaces
- Hats
- Scented lotion/body spray sets
- Hair clips, headbands
- Blow dryers
- Diverse hair care products
- Curling irons
- Coloring books with colored pencils
- Gift baskets

### General Needs

- Granola Bars
- Goldfish, Cheese/Peanut Butter Crackers, Gummy fruit snacks, Rice Krispy Treats, raisins, Animal Crackers (single-serving size)
- Toilet Paper
- Paper Towels
- Hand Soap
- Trash Bags
- Windex
- Toilet Bowl Cleaner
- Lysol Cleaner (floors)
- Swiffer Duster Refills
- Sanitizing Wipes
- Kleenex

*Thank you for caring for survivors of violence and abuse this holiday season!*

[hopefulhorizons.org](http://hopefulhorizons.org)

800-868-2632

# Chapter Reports

## Legal Staff Professionals of Greenville

**Tara Jean Brown, PP, PLS, SCCP**

**LSPG 2021-2022 President**

The Greenville Chapter has been meeting in person since November and we have really enjoyed seeing our fellow colleagues.

Our Lunch and Learn's included the following speakers:

In March – we had our Election of Officer's for 2021-2022 and had time to visit with each other while we participated in our yearly raffle auction.

In April – we installed our 2021-2022 Board with “A Sweet Presentation” Installation Ceremony. Please welcome the following Officers (See Picture Page 20):

- \* **President - Tara Jean Brown, PP, PLS, SCCP** – received a Mrs. Goodbar candy bar
- \* **President-Elect - VACANT**
- \* **C/O Vice-Presidents of Membership: Stacy Davis** – received Red Hots & Score candy bar
- \* **Terri J. Coker, ACP, SCCP** - received Red Hots & Score candy bar
- \* **Secretary - Susan Church** - received Smarties
- \* **Treasurer - Jessica Costlow** - received a PayDay candy bar
- \* **Parliamentarian - Lois J. Belle, CLP** – received Lifesavers

Camilla Pitman presented Patti Bacon with the Award of Excellence (See Picture Page 20).

In May – we had our planning meeting for the board and member at my home. We were able to accomplish a lot and are working hard to market and grow our chapter. Our May speaker was Nancy M. Sutton, J.D., Department Head – Paralegal Department with Greenville Technical College. Ms. Sutton spoke with us regarding Business Letter Writing & Email Guidelines pre-COVID and during COVID.

In June – we had a Membership social that was held at the Bannister, Wyatt & Stalvey, LLC Law Firm. LSPG provided food, drinks, games and prizes. We had 20 members and their guests in attendance. We had a wonderful time and enjoyed catching up with our members. [See Pictures on page 18] Our June speaker was Courtney Atkinson and she spoke with

us about non-compete agreements, employee handbooks and employment policies.

In July our speaker will be Luke Burke from Bannister, Wyatt & Stalvey, LLC talking with us regarding Condemnations and Eminent Domain issues. We look forward to hearing from Mr. Burke. We met him when he attended the Membership social that was held at his firm.

July 15, 2021 is Paralegal Day; LSPG has teamed up with SCUPA to host an event for Children's Miracle Network. [See Flyer page 19] This is an exciting opportunity to work with SCUPA for the greater good of our community. LSPG and SCUPA are competing to see which group brings the most diapers. We hope that you will join us. Oh, and bring diapers or send diapers.

Greenville would also like to congratulate Lois J. Belle, CLP on her recent retirement. We are really excited for Lois but hope that she doesn't forget about us.

We look forward to seeing everyone at the Summer Meeting in Santee. Stay safe!

## Hilton Head Legal Staff Professionals

**Meredith Lazarski, ACP SCCP, President**

In May, members met for the first time – and in person – since June 2020 for a general business meeting.

The following 2021-2022 Officers were elected by accumulation:

- **President Meredith Lazarski, ACP SCCP** of Hale & Hale, P.A.
- **President-Elect Birdie Sargent** of The Strauss Law Firm, LLC
- **Secretary Betty M. Parks** of Wiseman Law Firm
- **Treasurer Christine Vandenberghe** of Burr & Forman LLP
- **FD - Certification & Education Susan L. Olmstead, PLS** of Going Ward, LLC
- **FD - Marketing & Membership Susan L. Olmstead, PLS** of Going Ward, LLC

HHLSP held installation of these officers on Tuesday, June 8, 2021.

HHLSP has the privilege of choosing the charity for

our summer meeting. The members have chosen Hopeful Horizons. Hopeful Horizons is a children's advocacy, domestic violence and rape crisis center that creates safer communities by changing the culture of violence and offering a path to healing.

We look forward to seeing everyone in Santee in August for our Summer Meeting festivities.

### **Legal Staff Professionals of the Lowcountry**

**Naomi W. Nations, PP, PLS, CLA, SCCP**

Spring came and went! For Legal Staff Professionals of the Lowcountry (LSPL), April 2021 was a busy month of fun and learning.

On Monday, April 19, 2021, we once again had Attorney Joseph Howard Yates as our CLE speaker. He was informative and entertaining. Don't even ask about the alligator!

Also at our April virtual meeting, we installed our officers for 2021-2022, virtually passing the gavel to our new president, Cheryl LeGrand.

Five LSPL members participated in the 56<sup>th</sup> Annual Meeting for Legal Staff Professionals of South Carolina, held in Columbia on April 24, 2021. For the second time, we witnessed the installation of our own Stacy Russo Strobel as State President. Kudos to the Midlands' chapter for coordinating a wonderful weekend.

Our first membership meeting for 2021-2022 was held virtually on Monday, May 17, 2021. We have scheduled a successful year for LSPL. We have decided to continue meeting virtually, and maybe hold a chapter meeting during the State Summer meeting.

LSPL welcomes our newest member, Kathryn Western with Yarborough Applegate LLC.  
**WELCOME KATHRYN!**

We are looking forward to the Summer Meeting in August, which is always fun. Hoping to see everyone around the pool!

### **Legal Staff Professionals of the Midlands**

**Traci B. Wolfe, PP, President**

First, let me thank you all for the confidence in nominating me as President of the Legal Staff Professionals of the Midlands. I hope to lead our

organization with the dignity and respect it deserves. We are all coming out of our recent slumber also know as Covid. As most of us are going back into the office and being around people after a year, we are super excited to be able to begin our monthly meetings and CPE's in person. These meetings are held on the second Tuesday of each month, except in April and December. Odd months are at 1:00 pm, and even months are 6:00 pm. Please join us for some wonderful speakers. Bring a friend along too. These meetings will be posted on our Facebook Page and Twitter. If you have not followed us on our social media, please look for us and follow along.

Currently we have 22 members for the Legal Staff Professionals of the Midlands. I challenge all our members to get one co-worker to join our association to double our membership during my term. I know you all can do it! I believe in you. We not only offer some amazing benefits, but we are also a pretty good group to hang out with, if I do say so myself.

The Legal Staff Professionals hosted the Legal Staff Professionals of South Carolina's Annual Meeting in April 2021. We were able to gather at the Embassy Suites in Columbia, and let me tell you, there was some major hugging going on. The speakers were phenomenal, and it was awesome to induct our new President, Stacey Russo Strobel, PP, PLS and President Elect-Katherine R. Helms, PP, SCCP., along with our outstanding Board Members, in person. Thank you all for your service to our organization.

Here is to moving forward!

"Around here, however, we don't look backwards for very long. We keep moving forward, opening new doors and doing new things, because we are curious...and curiosity keeps leading us down new paths."-Walt Disney.

### **Legal Staff Professionals of Orangeburg**

**Lauritza S. Hill, Chapter Liaison**

Greetings from Orangeburg. Jasmine, Mary Kay, Lauritza and I were able to attend part or all of the Annual Meeting hosted by Legal Staff Professionals of the Midlands. The members of that chapter did an outstanding job hosting the meeting and we certainly enjoyed our time with your as well as all of the goodies we brought home in our bags.

Legal Staff Professionals of Orangeburg is growing in membership. In April, we gained two new members from the Dean Law Firm, Mikki Hancock and Kristen Barry. In May when we began our membership meeting, it was announced that Michael Howell also with the Dean Law Firm had completed and submitted his application for membership to NALS that very day. Wow! Three new members in one month! Things are happening in Orangeburg.

In April, our 2021-2022 Officers were installed by Roger Brant. Roger is the husband of Mary Brant and has been a long-time supporter of our organization. Officers for the 2021-2022 year are:

**President - Sonia L. Hunt**  
**President-Elect - Mary F. Brant**  
**Secretary/Treasurer - DeeDee Prickett**  
**Functional Director Certification/Education – Mary Kay Oliver**  
**Functional Director Marketing/Membership – Jasmine Y. Williams**

Our May meeting was a planning session for the next couple of months with some great ideas being suggested as possible topics for speakers. We will also be looking at what our next community service project will be for the 2021-2022 year.

**Turkey Basics: Safe Thawing**  
*USDA Website*



Turkeys must be kept at a safe temperature during "the big thaw." While frozen, a turkey is safe indefinitely. However, as soon as it begins to thaw, any bacteria that may have been present before freezing can begin to grow again.

Immediately after grocery store checkout, take the frozen turkey home and store it in the freezer. Frozen turkeys should not be left on the back porch, in the car trunk, in the basement, or any place else where temperatures cannot be constantly monitored.

A package of frozen meat or poultry left thawing on the counter more than 2 hours is not at a safe temperature. Even though the center of the package may still be frozen, the outer layer of the food is in the "Danger Zone" between 40 and 140 °F — at a temperature where foodborne bacteria multiply rapidly.

There are three safe ways to thaw food: in the

refrigerator, in cold water, and in the microwave oven.

**Refrigerator Thawing**

When thawing a turkey in the refrigerator:

Plan ahead: allow approximately 24 hours for each 4 to 5 pounds in a refrigerator set at 40 °F or below.

Place the turkey in a container to prevent the juices from dripping on other foods.

**REFRIGERATOR THAWING TIMES**

Whole turkey:

4 to 12 pounds — 1 to 3 days

12 to 16 pounds — 3 to 4 days

16 to 20 pounds — 4 to 5 days

20 to 24 pounds — 5 to 6 days

A thawed turkey can remain in the refrigerator for 1 or 2 days before cooking. Foods thawed in the refrigerator can be refrozen without cooking but there may be some loss of quality.

**Cold Water Thawing**

Allow about 30 minutes per pound.

First be sure the turkey is in a leak-proof plastic bag to prevent cross-contamination and to prevent the turkey from absorbing water, resulting in a watery product.

Submerge the wrapped turkey in cold tap water. Change the water every 30 minutes until the turkey is thawed. Cook the turkey immediately after it is thawed.

**COLD WATER THAWING TIMES**

4 to 12 pounds — 2 to 6 hours

12 to 16 pounds — 6 to 8 hours

16 to 20 pounds — 8 to 10 hours

20 to 24 pounds — 10 to 12 hours

A turkey thawed by the cold water method should be cooked immediately. After cooking, meat from the turkey can be refrozen.

**Microwave Thawing**

Follow the microwave oven manufacturer's instruction when defrosting a turkey. Plan to cook it immediately after thawing because some areas of the food may become warm and begin to cook during microwaving. Holding partially cooked food is not recommended because any bacteria present wouldn't have been destroyed.

A turkey thawed in the microwave must be cooked immediately.



plumbers? The Oxford comma clarifies that. But when you're working with a style guide that doesn't use the Oxford comma, you can make lists like these clear by changing your word order: I called Steve, Jack and two plumbers.

Whether you decide to use the Oxford comma in your writing or not, always make sure you stay consistent with your choice. Seeing an Oxford comma in one sentence, then seeing lists without it for the rest of the piece, can be jarring for readers and make you look like an inattentive proofreader.

### Should I use single or double quotes?

In American English, use double quotes except for when you're writing a quotation within a quotation, like:

"I brought it to the dealership and the guy said, 'It'll be \$50 just for me to take a look at it.' Can you believe that?" Jessie asked.

In British English, single quotes are typically used.

### Do periods go inside quotation marks? How about parentheses?

In American English, periods always go inside quotation marks. The same is true for commas. However, not all other punctuation marks go inside quotation marks. Dashes, colons, and semicolons always go outside quotation marks (unless they're part of what's being quoted) and exclamation and question marks sometimes go outside, sometimes go inside. With these, whether they go inside or outside the quotation marks depends on whether they're part of the quote or part of the larger clause. Here's a look at both situations:

"How much do I owe you?" Jim asked the driver. I want a steak, not this "soy-based substitute"!  
With parentheses, the same rules apply. If the period, or any other punctuation mark, is part of the sentence or clause within the parenthesis, it stays inside the parenthesis. If it's part of the larger sentence, it goes outside the parentheses.

### How do I know I'm using punctuation correctly?

One way to quickly catch punctuation mistakes is to read your writing aloud. Does it sound right? If something sounds off, it might be your punctuation. Don't just trust your ears to catch grammar mistakes.

While some errors are easy to recognize when you listen to your writing, others aren't so obvious. For these, Grammarly can help.

**Excerpts from Punctuation: Everything You Need To Know**; By: Lindsay Kramer – Grammarly Blog-Updated April 9, 2021 The entire article can be found at <https://www.grammarly.com/blog/punctuation/>

### Who is up to stargazing this summer?



The most visible annual meteor shower takes place in the summer, according to [NASA](https://www.nasa.gov). Between July 14 and Aug. 24, the Perseids shower peaks around mid-August. At that time, up to 100 meteors will streak across the sky every hour at a speed of 37 miles per second. The Perseids are best viewed in the Northern Hemisphere during the pre-dawn hours, so plan an early morning adventure to get the best look and "catch a falling star"!



# Annual Meeting 2020-2021 - Columbia, SC



**President-Elect Katherine Helms was honored with cake and a gift at the President Elect's Luncheon on Saturday**



**Legal Staff Professionals of Hilton Head attend President Elect's Luncheon**



**2021-2022 President-Stacy Russo Strobel and President-Elect-Katherine Helms attend President Elect's Luncheon**

**Congratulations to our Scholarship Recipient**



**2020-2021 President-Meredith Lazarski receives gift from LSPSC**





**Award of Excellence Winners - Jamie Early-2021 and Patti Bacon-2020**



**Legal Staff Professionals of the Midland's Toast to President Stacy Russo Strobel**



**2021-2022 Officers Toast to President**



**Legal Staff Professionals of the Lowcounty Toast to President**



**Legal Staff Professionals of Greenville**



**Thanks LSPM for all your hard work!**



**Past President's Toast to President Stacy Russo Strobel**

**Welcome Legal Staff Professional of South Carolina 2021-2022 Board**



**Left to Right-Katherine Helms-President Elect; Lois Belle-Secretary; Stacy Russo Strobel, President; Tara Jean Brown-Treasurer; Cassandra Furtick-FD-Membership/Marketing; Traci Wolfe,-FD Education/Certification**



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Network Prisma Health. Unable to make the event? You can still donate!  
Reach out to a board member of either association to coordinate!

# Legal Staff Professionals of Greenville Membership Social

2021-2022 Officers



Left to Right: Lois Belle, Jessica Costlow, Susan Church, Stacy Davis, Terri Coker, Tara Brown



Camilla Pitman presents Award of Excellence to Patti Bacon

## LSPG Members enjoy social held at the office of Bannister Wyatt & Stalvey, LLC





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---

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## Congratulations to our 2021-2022 LSPSC OFFICERS

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President-Elect

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Treasurer

FD - Certification/Education

FD - Marketing/Membership

Immediate Past President

Stacy Russo Strobel, PP, PLS (Charleston)

Katherine R. Helms, PP, SCCP (Columbia)

Lois J. Belle, CLP (Greenville)

Tara Jean Brown, PP, PLS SCCP (Greenville)

Traci B. Wolfe, PP (Columbia)

Cassandra Furtick (Columbia)

Meredith Lazarski, ACP, SCCP (Hilton Head)

Hilton Head LSP would like to express our sincere thanks to these outstanding women who have stepped up to the challenge of leadership.



**NALS 2021 National Conference**  
Thursday, September 16-Saturday, September 18, 2021 - Detroit, Michigan  
Saturday, October 2, 2021 - Virtual

[REGISTER HERE](#) [Link to Registration](#)



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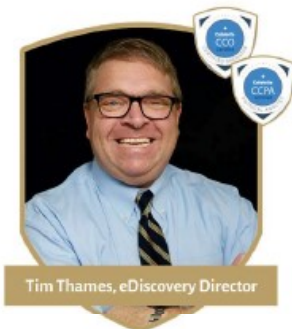
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**LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA  
MINUTES OF THE 2020-2021 56th ANNUAL MEETING**

Annual Membership Meeting Minutes will be posted to the Members Only Page on the LSPSC website at a later date.



**THE ROAD NOT TAKEN**

BY [ROBERT FROST](#)

Two roads diverged in a yellow wood,  
And sorry I could not travel both  
And be one traveler, long I stood  
And looked down one as far as I could  
To where it bent in the undergrowth;

Then took the other, as just as fair,  
And having perhaps the better claim,  
Because it was grassy and wanted wear;  
Though as for that the passing there  
Had worn them really about the same,

And both that morning equally lay  
In leaves no step had trodden black.  
Oh, I kept the first for another day!  
Yet knowing how way leads on to way,

I doubted if I should ever come back.  
I shall be telling this with a sigh  
Somewhere ages and ages hence:  
Two roads diverged in a wood, and I—  
I took the one less traveled by,  
And that has made all the difference.

**LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA  
MINUTES OF THE 2021-2022 SPRING MEMBERSHIP MEETING  
Embassy Suites by Hilton Columbia Greystone  
200 Stoneridge Drive  
Columbia, SC  
Sunday, April 25, 2021  
9:00 a.m.**

The Spring Membership Meeting of the Legal Staff Professionals of South Carolina for the year 2021-2022 was held on Sunday, April 25, 2021, at Embassy Suites by Hilton Columbia Greystone, 200 Stoneridge Drive, Columbia, SC.

**CALL TO ORDER:** President Stacy Russo Strobel, PP, PLS, called the meeting of Legal Staff Professionals of South Carolina to order at 9:00 a.m. She reminded everyone to check in with Naomi W. Nation, PP, PLS, CLA, SCCP, Chairperson for Credentials. She also reminded everyone to please silence all electronic devices while in the meeting room.

President Stacy Russo Strobel, PP, PLS, asked that all officers and chairpersons giving reports to please come to the lectern. All members addressing the meeting were asked to please stand, give their name, certification, and chapter. She also asked that they please speak loud and clear to ensure proper identification in the minutes of the meeting. President Stacy Russo Strobel, PP, PLS, introduced herself to the membership as the LSPSC President for 2021-2022.

**THOUGHT FOR THE DAY:** Cheryl LeGrand, from Legal Staff Professionals of the Lowcountry, gave the thought for the day via Zoom. She spoke briefly on Proverbs, from the Bible, and how this chapter teaches us how to get along in life.

**PLEDGE OF ALLEGIANCE AND CODE OF ETHICS:** President Stacy Russo Strobel, PP, PLS, asked members to rise for the Pledge of Allegiance and remain standing for the NALS Code of Ethics. Cassandra Furtick, Functional Director of Membership and Marketing led the Pledge of Allegiance, and the NALS Code of Ethics was presented by Traci Wolfe, PP, Functional Director of Education and Certification.

**WELCOME:** President Stacy Russo Strobel, PP, PLS, welcomed everyone to the 2021-2022 Spring Membership Meeting. She also thanked the members of Legal Staff Professionals of the Midlands for hosting the conference. She stated that we all appreciated the time and hard work that they put into organizing the meeting for the members. She asked all the members of the Midlands chapter to stand and be recognized. President Strobel welcomed first time member attendees, Cassandra Furtick and Stephanie Jones, both of Legal Staff Professionals of the Midlands. The President also recognized a visitor, Taylor Cain, guest of Ann Marie Minerva, and the thirteen LSPSC Past Presidents in attendance

**INTRODUCTION OF LSPSC OFFICERS FOR 2021-2022:** President, Stacy Russo Strobel, PP, PLS, introduced the officers of LSPSC for 2021-2022 as follows:

- President-Elect..... Katherine R. Helms, PP, SCCP (Midlands)
- Secretary ..... Lois J. Belle, CLP (Greenville)
- Treasurer ..... Tara Jean Brown, PP, PLS, SCCP (Greenville)
- Functional Director – Membership and Marketing..... Cassandra Furtick (Midlands)
- Functional Director – Education and Certification ..... Traci B. Wolfe, PP (Midlands)
- Immediate Past President ..... Meredith Lazarski, ACP, SCCP (Hilton Head)

**PRESIDENT’S REMARKS:** President Stacy Russo Strobel, PP, PLS, spoke to the membership about her theme for 2021-2022, “We Are the Building Blocks of Our Association.” President Stacy Russo Strobel, PP, PLS, plans to continue the member reward program began by Meredith Lazarski, ACP, SCCP in 2020-2021.

**BUSINESS MEETING:** President Stacy Russo Strobel, PP, PLS, reminded members that any member of LSPSC may offer motions, second motions, and enter into discussions. All motions should be reduced to writing; and Meredith Lazarski, ACP, SCCP, Immediate Past President/Parliamentarian, has forms for this purpose.

**ROLL CALL:** Naomi W. Nation, PP, PLS, CLA, SCCP, credentials chairperson provided us with our roll call attendance. Naomi reported that there were 19 members present and 10 represented a quorum, which is one member over one-half. Two-thirds of the members present was 12.

**CONSENT AGENDA:** President Stacy Russo Strobel, PP, PLS, stated that members were provided with information in the Consent Agenda packet for review. The board approved the following items at its meeting on Friday, April 23, 2021: 2021-2022 LSPSC Budget; 2021-2022 LSPSC Calendar; 2021-2022 Elected Board Officers and Executive Committee; and 2021-2022 LSPSC Committees. President Stacy Russo Strobel, PP, PLS, asked if there were any comments or questions regarding the items approved by the board. There were none. The above items were approved by consent.

### **REPORTS FROM YOUR ELECTED OFFICERS:**

**President:** Stacy Russo Strobel, PP, PLS, reminded members if they were not receiving their electronic publications: The NALS Legal News Brief, @Law digital magazine, The NALS Docket, or their *Spotlight*, make sure we have your correct email address. She encouraged members to visit [www.NALS.org](http://www.NALS.org) to update their membership profile in the member log-in section. The deadline for the July issue of the *Spotlight* is June 15, 2021.

President Stacy Russo Strobel, PP, PLS announced she will continue the Member Rewards program started by past president, Meredith Lazarski, ACP, SCCP.

**President-Elect:** Katherine R. Helms, PP, SCCP, thanked the membership for allowing her serve. She asked for the chapter rosters of officers and members for the handbook to be sent out by the deadline of May 14, 2021. Chapter visitations will be discussed further at the board retreat.

**Secretary:** Lois J. Belle, CLP, reminded members they are to send (scan and email) their signed and dated original reports to her for the permanent records.

**Treasurer:** Tara Jean Brown, PP, PLS, SCCP, reported that the 2021-2022 Budget was approved.

**Immediate Past President/Parliamentarian:** Meredith Lazarski, ACP, SCCP, reminded members that she has motion forms available for any motion submitted.

**Functional Directors:** President Stacy Russo Strobel, PP, PLS, stated that Functional Director reports will be given with Committee Reports.

**COMMITTEE REPORTS:** President Stacy Russo Strobel, PP, PLS, asked that persons giving reports for the 2021-2022 LSPSC committees please stand and give their reports as they are called:

**Annual Meeting 2022:** Tara Jean Brown, PP, PLS, SCCP, stated that LSPG was in the beginning stages for planning the LSPSC 57<sup>th</sup> Annual meeting. The tentative dates are April 22-24, 2022.

**Award of Excellence:** Lauritza S. Hill and Jasmine Y. Williams. No report.

**Certification and Education:** Traci Wolfe, PP stated that LSPSC has 3 ALPs, 17 PLSs (CLPs), 17 PPs; 1 SC-Corporate, and 15 SCCPs.

**Community Projects:** Nicole McCune. Not present. No report.

**Credentials:** Naomi W. Nation, PP, PLS, CLA, SCCP. No further report.

**Employment:** Jan Berger, ALP. Not present. Stacy asked that we please share any employment opportunities with Jan for distribution.

**Finance:** Sonia L. Hunt & Jamie I. Early, PP, PLS-SC Corporate, SCCP. The theme for the summer meeting will be in the next issue of *Spotlight*. Sonia thanked everyone for the participation in the themed auction yesterday.

**Financial Review:** Christine Vandenberghe. Not present. No report.

**Handbook:** Jamie I. Early, PP, PLS-SC Corporate, SCCP & Meredith Lazarski, ACP, SCCP. They requested that members have chapter rosters to the committee by the deadline of May 14, 2021.

**Historian:** Meredith Lazarski, ACP, SCCP. Meredith will work on the history of her 2020-2021 year to be included in the Handbook.

**Membership and Marketing:** Cassandra Furtick. We currently have 78 members. Charleston (Lowcountry)-8, Columbia (Midlands)-26, Greenville-22, Hilton Head Island-7, Orangeburg-10, Spartanburg-2 and Members-at-Large-3.

**NALS Foundation:** Cheryl LeGrand reported via Zoom that she looks forward to working on this committee. Tara Jean Brown, PP, PLS, SCCP, (NALS Foundation Trustee) thanked LSPSC for raising funds for the NALS Foundation this weekend with a raffle for the spa basket donated by Susan Olmstead, PLS. Tara further explained the role of NALS Foundation.

**Nominations and Elections:** Susan Olmstead, PLS. Not present. No report.

**Publication:** Susan Church & Meredith Lazarski, ACP, SCCP. Deadline for *Spotlight* is June 15, 2021.

**Scholarship:** Debra H. Bailey, CLP. No report.

**Scrapbook:** Naomi W. Nation, PP, PLS, CLA, SCCP, Paula Taylor, PLS & Chrisanne Porter, PLS. This committee will work on President Stacy Russo Strobel, PP, PLS's scrapbook. They reminded members to take pictures, post on the Snapfish website or send to them by U.S. mail.

**Standing Rules and Bylaws:** Meredith Lazarski, ACP, SCCP. No report.

**Technology:** Tara Jean Brown, PP, PLS, SCCP & Katie M. Johnson. No report.

**President Stacy Russo Strobel, PP, PLS** announced the upcoming meetings as follows:

**NALS 2021 Annual Education Conference and National Forum**

September 15-18, 2021

The Sheraton Detroit Metro Airport Hotel  
Detroit, MI

**Hosting Chapters for Annual Meetings**

2022	Legal Staff Professionals of Greenville
2023	Hilton Head Legal Staff Professionals
2024	Legal Staff Professionals of Orangeburg
2025	Spartanburg County Legal Staff Professionals
2026	Legal Staff Professionals of the Lowcountry
2027	Legal Staff Professionals of the Midlands

President Stacy Russo Strobel, PP, PLS, announced the premium prize for our Summer Membership Meeting on August 21, 2021, will be provided by Hilton Head Legal Staff Professionals.

**ADDITIONAL BUSINESS**

President Stacy Russo Strobel, PP, PLS, then asked if there was any new business or if any member had anything to share.

**ADJOURNMENT:** With there being no objection, the Spring Membership Meeting of Legal Staff Professionals of South Carolina for 2021-2022 was adjourned.

Respectfully submitted,

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Lois J. Belle, CLP  
2021-2022 Secretary  
Legal Staff Professionals of South Carolina

Approved:

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Stacy Russo Strobel, PP, PLS  
2021-2022 President  
Legal Staff Professionals of South Carolina





## ***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](http://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 2021-2022

President	Stacy Russo Strobel, PP, PLS
President-elect	Katherine R. Helms, PP, SCCP
Secretary	Lois J. Belle, CLP
Treasurer	Tara Jean Brown, PP, PLS, SCCP
Functional Director – Certification/ Education	Traci B. Wolfe, PP
Functional Director – Marketing/ Membership	Casandra Furtick
Immediate Past President	Meredith Lazarski, ACP, SCCP

# LSPSC COMMITTEE CHAIRS 2021-2022




Annual Meeting	Tara Jean Brown, PP, PLS, SCCP and Lois J. Belle, CLP
Award of Excellence	Lauritza S. Hill and Jasmine Y. Williams
Bar Liaison	Meredith Lazarski, ACP, SCCP
Community Projects	Nicole McCune
Credentials	Naomi W. Nation, PP, PLS, CLA, SCCP
Employment	Jan W. Berger, ALP
Finance	Sonia L. Hunt and Jamie I. Early, PP, PLS-SC Corporate, SCCP
Financial Review	Christine Vandenberghe
Handbook	Jamie I. Early, PP, PLS-SC Corporate, SCCP and Meredith Lazarski, ACP, SCCP
Historian/Standing Rules and ByLaws	Meredith Lazarski, ACP, SCCP
NALS Foundation	Cheryl Legrand
Nominations and Elections	Susan Olmstead, PLS
Publication	Susan Church and Meredith Lazarski, ACP, SCCP
Scholarship	Debra H. Bailey, CLP
Scrapbook	Naomi W. Nation, PP, PLS, CLA, SCCP, Betty M. Parks, PLS and Paula Taylor, PLS
Technology	Tara Jean Brown, PP, PLS, SCCP and Katie M. Johnson





## Legal Staff Professionals of South Carolina 2021-2022 Calendar\*

\*subject to change

<p><b>May 2021</b></p> <p><b>1 Online Exam ALP, PLS/CLP, PP</b>          1 American Bar Association Law Day  <b>Theme: “Advancing the Rule of Law Now”</b>          14 Deadline – LSPSC Chapter Rosters to NALS          15 Deadline – NALS Award of Excellence          21 Deadline – LSPSC <i>Spotlight</i> (July)</p>	<p><b>November 2021</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          1 Call for Nominations – 2022-2023 LSPSC Officers          15 Close of Nominations – 2022-2023 LSPSC Officers          16 Deadline – LSPSC <i>Spotlight</i> (December)          25 Nominations Acceptance and Qualification forms for 2022-2023 sent to qualifying nominees.</p> 
<p><b>June 2021</b></p> <p><b>1 Online Exam ALP, PLS/CLP, PP</b>          22 Open Registration for NALS 70th Educational Conference and National Forum-Michigan (September 15-18)          22 Deadline – LSPSC <i>Spotlight</i> (July)          30 Deadline – Renew SCCP Accredited Sponsorship</p>	<p><b>December 2021</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          5 Deadline to return Nominations Acceptance and Qualification Forms for 2022-2023 LSPSC Nominees</p>
<p><b>July 2021</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          16-18 LSPSC Officer Retreat (Clark’s Inn, Santee)</p> 	<p><b>January 2022</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          8 Deadline – Registration for LSPSC CLE Seminars and Winter Membership Meeting          LSPSC Winter Board Meeting (location TBD)          21 Distribute – 2021-2022 LSPSC Scholarship Award Application          22 Distribute – 2021-2022 LSPSC Award of Excellence Application          22 LSPSC CLE Seminars and Winter Membership Meeting (TBD)</p>
<p><b>August 2021</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          20 LSPSC Summer Board Meeting &amp; Membership Social Santee, SC          21 LSPSC Summer Meeting, Santee, SC</p>	<p><b>February 2022</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          5 Prepare official ballots for mailing (If applicable)          15 Deadline to Return/Vote Ballots (if applicable)          15 Deadline – LSPSC <i>Spotlight</i> (March)</p>
<p><b>September 2021</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          15 Deadline – File IRS Form 990N          15-18 NALS 70<sup>th</sup> Educational Conference and National Forum-Michigan</p>	<p><b>March 2022</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          1 Deadline – Submit 2021-2022 LSPSC Scholarship Award Application          1 Deadline – Submit 2021-2022 LSPSC Award of Excellence Application</p>
<p><b>October 2020</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          12-16 NALS Court Observance Week  <b>Theme: TBD</b></p> 	<p><b>April 2022</b></p> <p>1 Online Exam ALP, PLS/CLP, PP          9 Deadline – Registration for LSPSC 57th Annual Meeting and Educational Conference [TBD] (hosted by Greenville)          LSPSC Outgoing Board Meeting and Incoming Board Meeting          23 LSPSC 57<sup>th</sup> Annual Meeting and Educational Conference and 2022-2023 Officer Installation          LSPSC Spring Membership Meeting</p>

## **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 association for legal 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



engage  
inspire  
enhance  
promote

# *SPOTLIGHT*

## July 2021

**LEGAL STAFF PROFESSIONALS OF  
SOUTH CAROLINA**

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



**TO:**