

## FROM YOUR CHAPTER PRESIDENT,

**Julia Strickland...**



*Skyline view of Little Rock, Arkansas*

Dear Santa:

Please see my wish list below for Christmas this year. I have only listed those things most important for a fulfilling 2010 at my law firm. I hope this letter finds you well, fattening up for the big trip.

1. Sleep dust. Each night, I want to sprinkle a little on myself to enable me to stop thinking about work and just go to bed. Seriously. I really mean it this year. I've been asking for this since Christmas 2003, which, coincidentally, was the year I started working at a law firm.
2. Spy elf. Can you bring me an elf, possibly one you're preparing to layoff because of the economy, who can run around spying on my staff? I would prefer this late in the afternoon, so I can see who is reading Facebook and surfing the internet when they should be working.
3. Easy button. A real Staples "Easy" button that would actually work like the one in the commercials on TV.
4. Rudeness repellent. No floral smells please. When I wear it, people are unable to be rude to me. Oh happy days! And the usual – Peace on Earth, Goodwill to Legal Administrators, etc.

Santa, I've scoured the stores for these items and they're just not there. I have faith in you to pull me through this year. Let's make it a GREAT and prosperous 2010!

Hugs and kisses,

Julia

### *ALA Arkansas Chapter-November Meeting*

**Where:** The Little Rock Club  
Regions Bank Building, 30th Floor  
Little Rock, AR

**When:** December 9, 2009

**Lunch:** 11:30 a.m.

**Meeting:** 12:00 Noon

**Topic:** Christmas

**Speaker:** Nancy Collins



*Note: Validated parking in the Regions Bank Building parking deck.*

**PLEASE WELCOME  
NEW MEMBER  
ANGELA FALCO**

Angela works for Watts Donovan & Tilley. Angela joined us at our November meeting and we look forward to seeing her again soon! Please add Angela's email address to your distribution. [afalco@wdt-law.com](mailto:afalco@wdt-law.com)

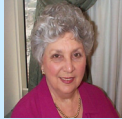
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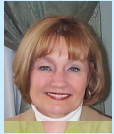
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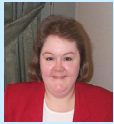
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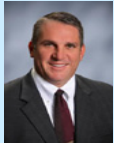
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**The Arkansas Chapter of the Association of Legal Administrators  
appreciates the support of our vendor sponsors.**

Silver Partnership opportunities are still available.

Please contact Bonnie Vickery at [bvickery@mwsqw.com](mailto:bvickery@mwsqw.com) for more information on how

## COME JOIN US!

*Membership in Association of Legal Administrators offers opportunities for:*

*\*Knowledge sharing and networking opportunities (locally, regionally,  
nationally and internationally)*

*\*Professional recognition*

*\*Chapter and leadership support (substantive educational tools, idea exchanges  
and workshops to educate chapter leaders)*

*\*And a whole host of resources and opportunities for professional development*

*For more information, read more [about ALA](#) or contact Angelia Hadden at  
[ahadden@fec.net](mailto:ahadden@fec.net).*



We value your comments/suggestions and even your submissions! This is your newsletter! If you would like to make a suggestion that would enhance the newsletter or would be willing to write an article for the newsletter, please e-mail Mary Coney, Newsletter Editor at [mary.coney@arkansas.gov](mailto:mary.coney@arkansas.gov). The Legal Link editorial team consists of Pat Campbell and Julia Strickland. Clip art located in this newsletter is furnished by [www.fotosearch.com](http://www.fotosearch.com).

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 TO  
 EVERYONE**

Here's hoping Santa brings you everything you asked for. I hope you will have a special time with family and friends.



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*Thanks for the opportunity  
 to be a part of ALA!*

**Deborah Coop**

**ALA GOLD MEMBER**

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## Social Networking in the Workplace

When: Dec. 16, 2009  
2:00 - 3:30PM ET

Is blocking Facebook the answer ... or is it enough? That's the question facing many businesses as employees communicate electronically both on and off the clock. Productivity concerns aside, employees' postings and tweets can create legal headaches in the form of harassment, defamation, and discrimination claims. They can also place trademarks, trade secrets, and confidential information at risk. But social networking also holds great promise for improving corporate communications, targeting sales, and conducting market research.

Join legal experts from Hogan & Hartson, Intel, and IBM as they identify the legal risks inherent in social networking and offer practical solutions for minimizing those risks and maximizing the bottom line. Learn firsthand from leaders in adopting and implementing social networking policies how to integrate social media successfully in your organization.

### What Will Be Covered:

- Drafting and implementing social networking policies
- Monitoring employee communications and postings
- Using social networking to advance corporate interests
- Dealing directly with social networking providers
- Avoiding potential conflicts of interests
- Permitting recommendations and endorsements

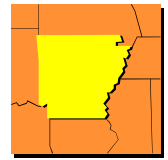
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## WHAT'S NEW???

### From Around the State...



The Arkansas Chapter announces its 2009-10 Board of Directors:

<b>President:</b>	<b>Julia Strickland</b>
<b>President-Elect:</b>	<b>Bev Eberle</b>
<b>Vice President:</b>	<b>Nancy Collins</b>
<b>Treasurer:</b>	<b>Carol Minor</b>
<b>Secretary:</b>	<b>Bonnie Vickery</b>
<b>Director:</b>	<b>Kathy Cagle</b>
<b>Director:</b>	<b>Gina Richburg</b>

The following members will serve as Chairs of committees:

<b>Advertising:</b>	<b>Bonnie Vickery</b>
<b>Bar Liaison:</b>	<b>Carolyn Owen</b>
<b>Benefits/Compensation:</b>	<b>Bonnie Vickery</b>
<b>Community:</b>	<b>Mary Coney/Donna Blacklaw</b>
<b>Education:</b>	<b>Nancy Collins</b>
<b>Fundraising:</b>	<b>Bev Eberle</b>
<b>Membership:</b>	<b>Angelia Hadden</b>
<b>Newsletter:</b>	<b>Mary Coney</b>
<b>Roster/Hospitality:</b>	<b>Kathy Cagle</b>
<b>Vendor Relations:</b>	<b>Gina Richburg/Kathy Cagle</b>
<b>Webmaster:</b>	<b>Paul Soulsby</b>

Check out our state's ALA website anytime at  
[www.arkansasala.com!](http://www.arkansasala.com!)

## BIRTHDAY WISHES

TO



**KRISTY LOWERY— DEC 1**

**BEV EBERLE—DEC 7**

**PAT CAMPBELL—DEC 13**

**VICKI GARLINGTON—DEC 20**

**DEDE GOVIA—DEC 29**

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## 2010 BURTON AWARDS

The Burton Awards for Legal Achievement competition is now open, with five categories of competition open to ALA members (and their employers) only. They include: Best Law Firm/Law Department Publication, Best Law Firm/Law Department Newsletter, Best Law Firm Compendium, Best Law Firm Advertisement, and Best Law Firm Profile. To enter, complete one of the online ALA Nomination Forms by March 26, 2010.

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## Larry C. Smith Named Executive Director of ALA

The Association of Legal Administrators (ALA) announced today that Larry C. Smith has been named its new Executive Director. In January 2010, Smith will succeed John J. Michalik, who recently announced his retirement after 15 years with the Association. [Read More ...](#)

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## Go Green - Renew Online

[2010 online membership renewal](#) is now open. Online renewal is an environmentally friendly renewal option and reduces the Association's printing and postage expenses.



LARRY G. SMITH

ALA President Susan French Koran, Director of Administration at Oklahoma based Fellers Snider Blankenship Bailey & Tippens, P.C., expressed her confidence in Mr. Smith's ability to lead the Association. "Larry's experience, knowledge and familiarity with the legal industry and legal management profession as well as his strong financial background make him the right person at the right time for the ALA," Koran said. "The Board of Directors voted unanimously to select Larry as ALA's next Executive Director. We are enthusiastic about Larry taking the helm of ALA and look forward to his vision helping shape the future of the Association."

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ALA  
ANNOUNCES  
NEW  
EXECUTIVE  
DIRECTOR

*NEW AND ALMOST NEW  
MEMBERS  
WELCOME TO THE  
ARKANSAS CHAPTER  
OF THE ALA*

The Association of Legal Administrators' mission is to:

- Promote and enhance the competence and professionalism of all members of the legal management team;
- Improve the quality of management in law firms and other legal service organizations; and
- Represent professional legal management and managers to the legal community and to the community at large.



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*December 2009*  
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Why is it necessary to prepare comprehensive budgets?

1.
  - a. To predict the level of client work in the year.
  - b. To plan, analyze, and control operations.
  - c. To understand how funds are used in operations.
  - d. To ensure that funds are used for the purposes intended.
  
2. A candidate for a computer data entry position has an obvious vision impairment as he is wearing a patch over one eye. Under the Americans With Disabilities Act of 1990, which question can be asked during an interview?
  - a. Did the candidate file a workers compensation claim over the injury?
  - b. How many days of work did the candidate miss the previous year?
  - c. Will an accommodation be necessary?
  - d. How much time off will be required for treatment?
  
3. What is one of the significant financial differences between a law firm organized as a partnership and one which is organized as a professional corporation?
  - a. The capital contributions in a professional corporation are made on a pre-tax basis and those in a partnership are made on an after-tax basis.
  - b. Shareholders pay federal and state corporate income tax rates on their monthly compensation and partners pay individual income tax rates.
  - c. In a professional corporation, the entity is responsible for withholding taxes for shareholders; in partnerships each partner is personally responsible for filing employment taxes.
  - d. Income of the professional corporation is not subject to taxation until withdrawn from the corporation, whereas undistributed income in a partnership is fully taxed to the partner.

Answers:

1. b
2. c
3. c





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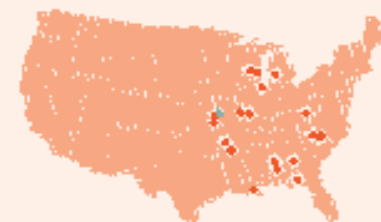
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