

FROM YOUR CHAPTER PRESIDENT,

Julia Strickland...



There are compelling reasons why law firms should engage in diversity efforts as there are considerable benefits to be gained from incorporating diversity within our organizations. It is the right thing to do.

Building diversity requires commitment and attending the next ALA Chapter meeting in September is a great place to start. Our speaker for that session will discuss "Diversity in the Law Firm." Also, the ALA website provides a plethora of information and resources for our organizations to increase the awareness of and sensitivity to the differences among our employees.

Want to do more? Then check out the "Ending Lip Service to Diversity" through the Committee on Diversity in the Profession of the American Bar Association's Tort Trial & Insurance Practice Section at <http://www.abanet.org/tips/wami/diversitycheck.html>. As a signatory of this diversity model program, your law firm commits to ensure that your attorneys reflect the diversity of the community which it serves, so that everyone has equal access to the judicial system, and to achieve equal opportunity in the legal profession.

Isn't it time to end the lip service? Take a new look at your own habits in valuing other people and balancing them with the stereotypes-not just within your law firm, but in your own leadership and lives.

It's the right thing to do.

Julia



Skyline view of Little Rock, Arkansas

ALA Arkansas Chapter-March Meeting

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

When: September 9, 2009

Lunch: 11:30 a.m.

Meeting: 12:00 Noon

Topic: Law Firm Diversity

**Speaker: Teresa Beiner
UALR William H.
Bowen School of
Law**



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

ALA Mission Statement

The Association of Legal Administrators' mission is to improve the quality of management in legal services organizations; promote and enhance the competence and professionalism of legal administrators and all members of the management team; and represent professional legal management and managers to the legal community and to the community at large.

April 2008– March 2009

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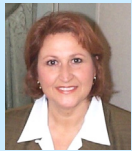
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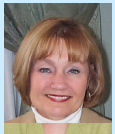
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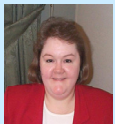
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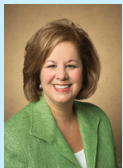
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**The Arkansas Chapter of the Association of Legal Administrators
appreciates the support of our vendor sponsors.**

Silver Partnership opportunities are still available.

Please contact Bonnie Vickery at bvickery@mwsqw.com for more information on how
your company can benefit from partnering with our chapter.

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.*



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. The Legal Link editorial team consists of Pat Campbell and Julia Strickland. Clip art located in this newsletter is furnished by www.fotosearch.com.

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Mark Your Calendars!

Region 4 Educational Conference

October 2-3, 2009

Crowne Plaza Riverwalk Hotel
San Antonio, TX

Click [here](#) to register!



Antitrust Guide For Members of the Association of Legal Administrators

Professional associations such as the Association of Legal Administrators (ALA), although well recognized as valuable tools of American business, are subject to severe scrutiny by both federal and state governments.

The single most significant law affecting professional associations is the Sherman Antitrust Act, which makes unlawful "every contract, combination in the form of trust or otherwise, or conspiracy, in restraint of trade or commerce..."

A professional association by the very nature of the fact that it is made up of competitors is a combination, thus satisfying one of the elements in proving an antitrust violation. Section 5 of the Federal Trade Commission Act is also applicable to professional associations; it makes unlawful the same types of conduct that are prohibited by the Sherman Act. Furthermore, almost all states have enacted antitrust laws similar to the Sherman Act. **There is no organization too small or too localized to escape the possibility of a civil or criminal antitrust suit.**

To view these antitrust guidelines in its entirety, click [here](#).

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TO
VIVIAN KOETTEL—AUG 8
VIVIAN, WE HOPE YOU HAD
A WONDERFUL DAY!**



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

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ALA Executive Director John Michalik to Retire

Signaling the end of a 15-year tenure as ALA's chief executive officer, and a 35-year career in association management, John Michalik has advised ALA's Board of Directors of his resignation, effective in late January 2010. In his letter advising the Board of his decision, Michalik observed that: "There is no good time to leave – and certainly there is no good time to end an infinitely happy relationship such as I have and have had with the Association of Legal Administrators. However, it is and always has been inevitable that no matter how mutually pleasant and productive, it had to end sometime. Going on forever has not been one of our available alternatives."

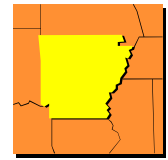
ALA President Susan French Koran noted that, "Though John Michalik's inevitable retirement has been foreseen by the Board of Directors for some time, it is nonetheless a sad reality for us to accept his resignation. Much of the Association's success over the past fifteen years is attributable to the quality of John's leadership and management. His strategic vision and fiscal guidance has taken the Association of Legal Administrators to a new level. He has played a key role in the development and projection of the image of ALA members, the role of the legal management profession, and the value and meaning of the Association's brand. The positive impact of John's commitment to and passion for ALA will be felt for many years to come."

The Board of Directors has appointed a blue-ribbon Search Committee, chaired by the President, and retained the services of an experienced association-focused executive search firm to assist the Committee and the Board in recruiting and selecting the next Executive Director, with an eye toward having a new person on-board prior to Michalik's departure in order to provide as smooth a transition as possible early next year.

"The Association's members have a great deal of gratitude for what John Michalik has done for us," Koran said, "and one of the best ways in which that gratitude can be expressed is to continue the legacy he has built. With that in mind, the Search Committee and Board of Directors welcome the opportunity to select the Association's next Executive Director, who will help forge a new path and continue the success of ALA."

WHAT'S NEW???

From Around the State...



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

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

The following members will serve as Chairs of committees:

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

Check out our state's ALA website anytime at www.arkansasala.com!

Upcoming Webinar

Diversity: Where Do We Go From Here?

Where is your organization "at" with respect to diversity? [Dr. Roosevelt Thomas](#), a pioneer in matters of diversity management, has assessed that most organizations today find themselves in one of two groups: either they have worked hard at diversity but are looking for a new strategy to get them to the next level or have yet to make much headway.

In this 90-minute interactive Webinar, Dr. Thomas will lead us in a vigorous and interesting discussion about the challenges of diversity management. By enabling you to understand the paradigm your organization currently operates under, you will be able to better grasp and implement the right approach for advancing your diversity objectives.

[Register online](#) for \$299.

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HOPE LODGE
A HOME AWAY FROM HOME

Fighting cancer is a fight for survival and it is a physically and emotionally draining journey without the added stress of being away from home and wondering where you're going to stay while undergoing treatment. For nearly 25 years, the 20th Century Club's Lodge has helped relieve some of this stress by providing a *HOME AWAY FROM HOME*. The 20th Century Club has a dream of building a new permanent Lodge for the patients they serve. To fulfill this dream they need help from members, volunteers, corporate sponsors and individual. That's **why the ALA is asking you to join us at our Poor Man's Lunch and Bake Sale on October 22, 2009**. All profits will go to the 20th Century Club for the building of Hope Lodge.

The 20th Century Club's Lodge is not aligned with any hospital or healthcare organization. They help all cancer patients regardless of where they receive treatment. In a typical year, the Lodge provides 1,500 to 2,400 nights of no-cost housing to more than 240 patients from all over Arkansas and beyond. In addition to providing lodging, the volunteers serve many home-cooked meals each month and goodie bags of snacks and treats. The Club also provides support and education regarding emotional, psychological and spiritual dimensions of fighting cancer.

Founded in 1941 the Club was created to promote the war effort by assisting the Red Cross and USO in making bandages, clothing and food items. After the war the Club divided its efforts among various charitable activities until 1964 when the Club turned all its efforts toward cancer related projects. In 2005 the Lodge sold the historic structure it originally used and began planning for a new facility to house patients near the medical centers. The Club is proud to say that more than 98% of the funds raised go directly to support its mission of providing no-cost lodging, support and education for cancer patients undergoing treatment in Little Rock.

HOPE LODGE, building hope away from home.

HAPPY BIRTHDAY

DIANE SMITH—SEPT 13

PATTI SPINNER—SEPT 26



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VENDOR SEMINAR

2009

This year's vendor seminar was a resounding success. Sixty vendors were in attendance as were 17 ALA members and 17 Firm Staff Members. All the feedback received from the vendors has been positive. We may be a small Chapter, but we are MIGHTY! Way to go Vendor Seminar Committee.

VENDORS, THEY'RE NOT THE ENEMY!

The number of calls or emails that you are receiving from business partners may have increased over recent months due to more competition for fewer opportunities. Along those lines, many of the vendors who support our ALA activities and who have operated like partners with us in recent years have been surprised in 2009 by getting no response to many of their phone and e-mail messages. It is a tough balance.

In our frenzied days at the office, with dozens of calls to return, it's easy to lose sight of the fact that our organizations are vendors, too, and it's helpful to think of the vendor relationship from that point of view. Our busy schedules make it challenging to respond to cold calls, surprise visits and e-mail solicitations, particularly when we know that we have no need and are not in the market for the service or product. Please make it your goal to respond. Don't hesitate to be direct and honest and tell them you're happy with your current business partner, or that you simply have no need for their product or service. When they ask when they may follow up, again, be direct and honest.

You may even get calls from vendors who do not sponsor the ALA. In this case, consider turning the 'salesperson' table on those callers. Suggest they are wise to get in front of other such decision makers in area law firms, and that you prefer to deal with vendors known to your peers, both aspects best achieved by that company being a ALA sponsor. Recommend they visit our website.

By making the effort to develop strategically aligned relationships that are built on trust and good communication, you and your firm will reap the benefits of greater return on value from your business partner relationships.

Excerpts take from Janine D. Book
Pittsburgh Legal Administrators Association
Business Partners Relations Committee

SEPTEMBER 2009 CLM COMPETENCY QUESTIONS



**Don't let your career
fall into a recession**

Regardless of the stage in your career, earning the [Certified Legal Manager \(CLM\)SM](#) designation adds a valuable dimension to your professional development and is an investment in yourself and in the future of your organization. [Learn more](#) about upcoming CLM exam dates and application deadlines. (No fair scrolling down for the answers.)

1. The new Human Resource Director finds that there are no job descriptions for any of the employees in the organization. The Director knows that one of the first requirements is to conduct a job analysis, because:
 - a. employees do not know the full extent of what they should be doing.
 - b. management may not know what each employee is doing.
 - c. she needs to ensure that employment interview questions are job-related.
 - d. this determines what each employee does best.

2. A law firm has installed a new computer system at a total cost of \$400,000. The firm decides to finance the system through a capital lease over a 5-year period. What would be the effect on the assets section of the firm's balance sheet at the time of acquisition? Assets would:
 - a. increase by \$80,000.
 - b. increase by \$400,000.
 - c. not be affected because the lease is an off-balance sheet transaction.
 - d. increase by the cost of the system plus the accrued interest for the term financed.

3. Which of the following is not an element in the standard recommended process for establishing an employee training program?
 - a. Identifying training needs.
 - b. Establishing training objectives.
 - c. Estimating the probability of training success.
 - d. Evaluating the training program.



Answers:

- 1.c
- 2.b
- 3.c



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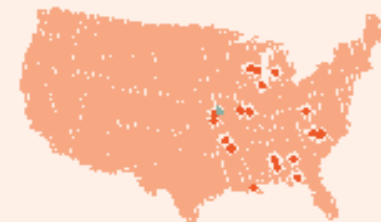
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