
News-N-Notes

Gulf Coast Association of Legal Support Professionals
Affiliated with NALS, Inc.
"TOGETHER WE CAN"

April 2004 Edition
Jeannie Shaw, PLS, Editor

2003-2004 Board

President	Karen Kuhn, PLS
Vice-President	Banita Ford
Secretary	Mary Bibey
Treasurer	Misty Lewis, PLS
Director	Beth Steverson

makes perfect sense to have her involved with professional development, too.

Region 6 News

July 30 - August 1, 2004

Region 6 Meeting
Little Rock, Arkansas - Wyndam Riverfront
For information contact - Julie Abernathy

National News

FROM THE CERTIFYING BOARD

The Certifying Board was thrilled with the number of enthusiastic examinees sitting for the inaugural Professional Paralegal exam in Tulsa, Oklahoma, on March 11-14! This was the largest sitting at one time in one location in NALS testing history. Best wishes from the Certifying Board to everyone who sat for the exam.

2004-5 Online Learning Center Schedule

1. April 14: Office Etiquette & Office Ethics.
2. May 12: Email Security - Both At Home And In The Office

Professional development Committee

Pattie Musgrove will be leaving NALS this Friday to take another position. As a result, some of the staff positions have been shuffled a bit to provide better service to our members. Tammy Shatwell Mullins will take over for Cindy Rosser as the staff liasion for Professional Development. Yep, that's right. In addition to her duties with certification and education, Tammy will also be working with us on PD. Since Tammy already works with planning the education for Tulsa (and the annual conference), it

State News

The Annual Membership Meeting and installation of new officers is scheduled for April 30 through May 2 at Philadelphia, Mississippi (Golden Moon Hotel & Casino). Early registration ends April 1st. Script ticket is \$80.00. This includes Registration, Friday Night Social, Saturday breakfast, lunch, banquet and Sunday breakfast. Installation of 2004/2005 officers will be at the Saturday night banquet. Your choice of Friday afternoon seminar (1) Estates and Estate Planning (2) ALS Mini-Mock Exam (3) PLS Mini-Mock Exam (4) PP Mini-Mock Exam; plus bonus session – The Wired Courtroom by Mr Chad Lamar, US Attorney's Office, Oxford, MS. Deadline for Registration is April 16th. Please see the Profile for additional information or contact Kim Knox (601) 948-3103 ext 6976 or Reba Pedan, PP, PLS (601) 948-3103 ext 2006.

Glenda Gregory, PLS
State President 2003/2004
Mississippi Division of NALS, Inc

Local News

The April meeting will be held at the Board of Directors Training room, Harrison County Courthouse, Gulfport, on April 8th at 5:45 p.m. This is election night. Nominees for offices are:

President:

Banita Ford

Vice President:

Banita Ford

Misty Lewis, PLS

Secretary:

Mary Bibey,

Misty Lewis, PLS,

Nancy Gates, PP, PLS, CLAS

Treasurer:

Misty Lewis, PLS

Jeannie Shaw, PP, PLS

Director:

Linda Marshall

Beth Steverson

At the March meeting it was determined that we will bid for the November State Meeting to be held in conjunction with the National Forum and for the May 2005 State Meeting.

We have a new member S. Renee Hallgen, Poplarville, MS. Her phone numbers are 228-864-8750 (w) and 228-864-8630 (fax). Her e-mail address is Reneelaird@bellsouth.net. She works for Williams Law Firm, PLLC in Gulfport. Welcome Renee!!

President's Message

Those of us who attended Bosses' Night had a wonderful evening despite low attendance. Congratulations to Banita Ford, our Award of Excellence winner; to Rebecca Weaver, our member scholarship winner; and to Jessica Sibley-Upshaw, our Boss of the Year. Thank you, Misty, for putting it all together and Glenda, for being a wonderful emcee.

Nancy Gates, PLS, CLAS; Billie Ruddick, PLS; and Jeannie Shaw, PLS, all passed the Paralegal Professional exam in Tulsa and are now certified Paralegal Professionals. Theresa Wilson, PLS, and Glenda Gregory, PLS, were beta testers for this exam and earned designation as well. Our chapter now has

five Paralegal Professionals. I believe this shows our members are dedicated to professionalism and are willing to continue to enhance their abilities and credentials. Please congratulate all our Paralegal Professionals for achieving this accomplishment. For those interested in sitting for the exam, the next test will be offered in July at our Region 6 meeting in Little Rock, Arkansas.

The legal directories are all gone. I sold my last copy this week. If you have any money that you have not turned in, please get it to me as soon as possible so we can close out the books.

I hope to see you all at the state Annual Meeting in Philadelphia. Our new officers will be installed on Saturday night.

Although we have been gearing down as our fiscal year comes to an end, I urge every one of you to attend our April 8 meeting to vote on our new board. Please also bring your donations for our humanitarian project to this meeting.

Karen Kuhn, PLS, President

Program Chairman

Guest Speaker - Due to election of officers there will be no guest speaker this month.

*Banita Ford
Program Chair*

Care Committee Report

HAPPY BIRTHDAY:

Sheila Schultz

Apr 3

HAPPY ANNIVERSARY

Theresa Wilson

Apr 16

Please call me at work 374-2685 or home 831-9312 if you know of any illness, accident or death in a member's immediate family so that I may send out the appropriate card. It's never too late to send a card but I would like to get them out as close to the occasion as possible.

Sheila J. Schultz
Care Committee Chairman

Lunch N Learn

The Gulf Coast Association of Legal Support Professionals is sponsoring Lunch-N-Learn seminars the third Friday of each month.

Tim Murr, Esq. of Perry, Murr & Teel will be our speaker for the April Lunch-N-Learn. He will be talking about what we as Legal Assistants/Paralegals need to watch out for when helping prepare Wills.

Please pass this form along to other personnel in your office and ask everyone that can to attend, we really need to get our attendance back up. If you have any questions, please give me a call at 867-6005 or reply to this e-mail. I hope to see everyone at the seminar.

Banita Ford

NALS Mission Statement

NALS is dedicated to enhancing the competencies and contributions of members in the legal services profession. NALS accomplishes its mission and supports the public interest through:

- *Continuing legal education and resource materials;*
- *Networking opportunities at the local, state, regional, and national levels;*
- *Commitment to a Code of Ethics and professional standards;*
- *Professional certification programs and designations.*

Integrity and high standards of conduct are fundamental to the success of our professional association.

NALS Code of Ethics and 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.*

This Code is promulgated by the NALS and accepted by its members to accomplish these ends.

Editor's Notes

The deadline for next month's issue of News-N-Notes is March 23rd. Contributions for publication are greatly appreciated! Please let me know if you have any suggestions on ways to improve our bulletin.

*Jeannie Shaw, PLS
Editor*

Contact the editor at:

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228-864-3598 (fax)

228-831-8709 (home)

e-mail: jeannie@lawyergulfport.com

1. GOALS AND VISION FOR YOUR CHAPTER/STATE

1. What do you want to accomplish during your term as chapter president?

2. Does your chapter have a strategic or long-range plan?

3. Is it beneficial for you, a chapter president, to plan an board retreat so you and your board are on the same page and are aware of each other's vision?

4. How will you build your team of members to implement your goals and vision?

5. How will you communicate your vision to your chapter members?

6. How long do you think it will take to carry out your goals?

7. Will your goals take longer than your term to implement and see their fruition?

8. Will your members accept your goals and vision?

9. Will you be open to reevaluate your goals and vision for the betterment of your chapter and its members?

10. Are you, as your chapter's president, willing to change?

What makes life 100%

*If, A B C D E F G H I J K L M N O P Q R S T U V
W X Y Z*

Equals,

*1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21
22 23 24 25 26*

Then,

***K + N + O + W + L + E +
D + G + E***

11 + 14 + 15 + 23 + 12 + 5 + 4 + 7 + 5 = 96%

H + A + R + D + W + O + R + K

8 + 1 + 18 + 4 + 23 + 15 + 18 + 11 = 98%

(Both are important, but the total falls just short of that 100% figure)

But,

A + T + T + I + T + U + D + E

1 + 20 + 20 + 9 + 20 + 21 + 4 + 5 = 100%