

NALS OF GREATER SEATTLE

THE INFORMER



Engage!

By Jennifer Endres, President

During the Awards Ceremony, Past-President's Dinner and Installation of the 2011-2012 Officers, I gave a speech using the words from the new NALS logo: Engage, Inspire, Enhance, Promote. During my first four articles of the year, I'm going to expand on these ideas.

ENGAGE:

1 [trans.] occupy, attract, or involve (someone's) interest or attention: *NALS offers programs to engage members in their careers helping them advance in life.*

2 [intrans] (engage in) participate or become involved in: *NALS members engage in a variety of activities.*

Let's start with definition 1. One of NALS of Greater Seattle's goals is to help provide you the tools and education to help members in their careers and advance in life. From noontime, evening and Saturday seminars, we are always trying to help members learn more and more. It is one of our top priorities to provide the best education topics and speakers that we can to help keep our members up-to-date and on top of issues relevant to the legal profession. We love more than anything to see our members succeed and advance. We also love to hear stories of members being able to do a better job because of something they have learned from an educational seminar put on by NALS of Greater Seattle.

In addition, we love to hear from our members about anything we can do to engage our members. If there is anything that you would like to see done differently or changed, please let us know. If we don't hear from you, we just assume that everything is fine. We are all about new ideas and change, so just let us know how we can better engage you!

Now, definition 2. NALS members are constantly engaging in a variety of activities. If you are an active member in NALS, you are engaging yourself with NALS. If you attend a seminar, volunteer or just attend one of the fun events, you are also engaging yourself with NALS. It is definitely my personal opinion that the more you engage yourself with NALS the more you will know and grow as a legal professional. NALS is about helping our members grow and be as successful as possible. So, engage yourself in one or more NALS activities and I guarantee you will get some sort of reward for it in the long run!

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UPCOMING EVENTS:

- ✓ May 21, 2011 – NALS of GS Tech Day, Forsberg & Umlauf, P.S., Seattle, WA
- ✓ June 1, 2011 – NALS of Pierce County, Bobbi Jeppsen Charity Benefit, Fife City Bar & Grill, Fife, WA
- ✓ June 11, 2011 – NALS of GS Planning Meeting, Forsberg & Umlauf, P.S., Seattle, WA
- ✓ June 16, 2011 – NALS of GS Noontime Seminar, "Ethics for the Legal Professional", Riddell Williams, P.S. Seattle, WA
- ✓ June 24-25 – Region 7 Annual Meeting, Kellogg, Idaho

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(Continued from Page 1)

And, last but not least, Engage 5! NALS would like you to sponsor 5 new NALS members in the same member category as you (student, retired, or simply member) and if you do this, they will waive your national dues for one-year when you are up for renewal. How great is that! So, get out there, spread the word about NALS and recruit, recruit, recruit! 5 new members is not that hard to recruit if you pass on all of the wonderful things NALS has to offer! So, get busy and get your national dues waived!!! As your President, I'm definitely going to strive to Engage 5, now join me for the challenge!



Introduction to your Education Director

By Leah Sheppard, Education Director

Leah Shepherd has been a legal assistant and paralegal since 2002. She is currently with the law firm of Aiken, St. Louis & Siljeg, P.S. Her primary focus has been on civil litigation and commercial litigation, although she also assists in probate, guardianship and insurance defense matters.

Leah is a new member to NALS as well as a new member on the Board, serving as Education Director. She is excited to be involved in such a wonderful association of legal professionals.

en • gage | en¹gāj |

- 1 [trans.] occupy, attract, or involve (someone's) interest or attention : *NALS offers programs to engage members in their careers helping them advance in life.*
- (engage someone in) cause someone to become involved in
 - arrange to employ or hire (someone) : *He was engaged as a paralegal.*
 - dated reserve (accommodations, a place, etc.) in advance: *She had engaged the Online Learning Center.*
- 2 [intrans.] (engage in) participate or become involved in : *NALS members engage in a variety of activities.*
- (be engaged in) *Some are actively engaged in leadership.*
 - (engage with) establish a meaningful contact or connection with : *New members can engage with local leaders in their profession.*
 - (of a part of a machine or engine) move into position so as to come into operation: *Your career will engage.*

2011 will bring you more opportunities to engage in NALS and your career.

- More CLE for your money.
- Online information at your finger tips.
- More CLE than you have ever seen at a conference.
- More active in social media.
- Area of law focused education.
- The same support you have grown to love.

www.nals.org



engage
inspire
enhance
promote

Introduction to your Corporate Secretary

By Michele Wilson, Certified PLS, Corporate Secretary

Hello. I am Michele your Secretary for the 2011-2012 year. I want to begin by thanking you all for the opportunity to serve on the NALS of Greater Seattle Board. I'm really looking forward to becoming more involved in NALS, learning new skills and helping NALS of Greater Seattle achieve its goals for the year.

A bit about me, I'm a nearly native of Washington. I have lived here since I was 8 years old and while I have lived in a few other places during my life, Washington, the Seattle area in particular, is my home. I graduated from Lake Washington High in Kirkland and went to college at Washington State University. Go Cougs! I received my paralegal certificate from the University of Washington and just passed the PLS exam.

I am currently the Senior Case Manager at JAMS in Seattle and have worked at JAMS since 2002. I have seven mediators/arbitrators whose schedules and cases I manage which keeps me very busy. One of the best things about my job is I learn about different areas of law.

One of my passions is to travel. I have been to Europe several times and all over the U.S. I don't have a favorite place as they are all so unique, but I will say Ireland felt like home. Perhaps that is due to the rain? I also read quite a bit, hike, and spend time with my family.

Introduction to your Marketing Director

By Andrea Maxand, Marketing Director

Hello, NALS of Greater Seattle. I'm honored to serve as your Marketing Director for 2011-2012. First let's take care of letting you know what I do, and what I've done. I have been a Legal Assistant/Paralegal since 2005, and joined NALS as a Student Member in 2007. I have been a Regular Member since 2008. I obtained a B.A. in English/Creative Writing from Western Washington University in 1997, and completed the University of Washington's Paralegal Certificate Program in June of 2008. My experience in the field includes working as a paralegal in house at the Experience Music Project, and also as a litigation legal secretary and litigation paralegal in more traditional law firm environments. I currently work as a contract paralegal, including (as of the date of this article) contract assignments at the Seattle firms of Preg O'Donnell & Gillett, PLLC, and Invicta Law Group, PLLC.

This is my first position on the NALS of Greater Seattle board; so of course one of my goals for this year is to LEARN! I expect it will be a great year of growth for me. But that's just me, of course. I'm also looking forward to serving the organization, and helping to build the membership base during what are, as everyone knows, tough economic times. When I first joined NALS in 2007, I wasn't sure whether I needed to belong to a professional organization. The attorney I was working for at the time suggested I should join, and I have never been sorry I joined. Being a member of NALS has given me a consistent sense that I am part of a profession, and that the people who do legal secretarial, legal assistant, and paralegal work are true professionals. I am looking forward to serving with all the professionals on the current NALS of Greater Seattle Board, and I hope to meet more of the membership base, old and new, during 2011-2012!

Money

By Christie S. Reynolds, Certified PP, PLS, Treasurer

The mint makes it first, it is up to you to make it last. -- Evan Esar

In case you are not familiar with Mr. Esar he was a humorist who wrote *20,000 Quips and Quotes* among other titles. According to Wikipedia his quotes are commonly found in crossword puzzles.

Thank you for reelecting me as Treasurer. I enjoyed learning the position last year and look forward to another great year. The board will have its planning meeting soon and I know we will have lots of education and other fun events to offer.

I have attached the NALS of Greater Seattle Income Statement/Expense Reimbursement Form that must accompany all funds given to me and all requests for reimbursement. A copy of all receipts detailing expenses must be attached to this form. If a credit card receipt is submitted, it must itemize/document the expense.

NALS OF GREATER SEATTLE

INCOME STATEMENT/EXPENSE REIMBURSEMENT FORM

RECEIVED FROM: YOUR NAME: _____
 ADDRESS: _____

 PHONE: _____ FACSIMILE: _____
 DATE SUBMITTED: _____
 BUDGET LINE ITEM: _____

- DEBIT CARD TRANSACTION
- CHECK REQUEST PAYABLE TO: _____
 ADDRESS: _____

**COPIES OF ALL RECEIPTS DETAILING EXPENSE MUST BE ATTACHED.
 IF A CREDIT CARD RECEIPT IS SUBMITTED, IT MUST ITEMIZE/DOCUMENT THE EXPENSE.**

DESCRIPTION OF SOURCE OF FUNDS/EXPENSES	AMOUNT
	\$
TOTAL	\$

RECAP	AMOUNT
INCOME FROM SALE	
INCOME FROM SALES TAX COLLECTED	

THIS FORM MUST ACCOMPANY ALL FUNDS TURNED INTO THE TREASURER AND ALL CHECK REQUESTS

**SUBMIT FORM TO: CHRISTIE S. REYNOLDS, PP, PLS
 c/o Curran Law Firm
 555 West Smith Street
 P.O. Box 140
 Kent, WA 98035**

DO NOT WRITE BELOW THIS LINE

DATE PAID	CHECK No.	DEBIT CARD	BUDGET LINE ITEM	APPROVED AMOUNT

Summary of the Minutes of the March Board of Directors Meeting

By Meghan J. Allen, Corporate Secretary

The monthly meeting of the Board of Directors of NALS of Greater Seattle, held at the offices of Karr Tuttle Campbell on March 3, 2011, was called to order by President, Jessica Smith, Certified PP, PLS at 12:10 p.m.

Jessica Smith, Certified PP, PLS	President
Jennifer Endres	President-Elect and Membership Director
Kathleen A. Cusack, Certified PLS	Immediate Past President
Meghan J. Allen	Corporate Secretary
Christie Reynolds, Certified PP, PLS (via telephone)	Treasurer
Amylyn Riedling, Certified PLS	Education Director

A. President

President Items to Give to President-Elect. There was brief discussion about the CD containing items for the incoming NALS of GS President that was created and updated each term and given to the incoming President. Jessica said that the CD that has been passed down is full. It was decided that purchasing a flash-drive and transferring the materials to that drive would be the best option.

B. President-Elect

Raffle Item. There was discussion about the raffle that Jen will be drawing for at Installation. This year Jen has been keeping a list of names of people who have attended NALS of Greater Seattle events. For each NALS of Greater Seattle event that person attended, their name was entered into the drawing. The prizes will be a year of Noontime Seminars.

C. Education Director

Saturday CLE. Amylyn gave an update on the planning for Saturday CLE. There was also an at length discussion about what topics should be done. There was also discussion about the schedule. The idea is to start the first seminar at 9:30 and have each seminar go an hour, and have one 15-minute break in the morning, and 30 minutes for lunch, the last session would be finished at 2:30. It was decided that we would finalize the schedule when we have speakers in place.

D. Treasurer

Proposed Budget. The Board reviewed the proposed budget. Christie led discussion about what changes were in the proposed budget. There was an increase in National

Officer Support, and she also recommended reducing the Treasurer's Bond.

End of the Year Audit. There was discussion about holding the end of the year audit. Jessica will contact people to put together a committee. The audit has to be done within 45 days of the end of the fiscal year.

Action Items

Motion to Approve 2011-2012 Proposed Budget. A Motion was made to approve the 2011 – 2012 Proposed Budget. The motion was seconded and, without further discussion, the motion passed unanimously.

Motion to destroy ballots. A Motion was made to give Kathy Cusack permission to destroy ballots from the NALS of Greater Seattle election. The motion was seconded and, without further discussion, the motion passed unanimously.

There being no further business, the meeting was adjourned at 12:55 p.m.



Summary of the Minutes of the April Board of Directors Meeting

By Meghan J. Allen, Corporate Secretary

The monthly meeting of the Board of Directors of NALS of Greater Seattle, held at the offices of Karr Tuttle Campbell, on April 7, 2011, was called to order by President, Jessica Smith, Certified PP, PLS at 12:05 p.m.

Present at the meeting were:

Jessica Smith, Certified PP, PLS	President
Jennifer Endres	President-Elect and Membership Director
Meghan J. Allen	Corporate Secretary
Christie Reynolds, Certified PP, PLS (via telephone)	Treasurer
Amylyn Riedling, Certified PLS	Education Director
Leah Shepherd	NALS of Greater Seattle Member
Michele Wilson, Certified PLS	NALS Greater Seattle Member

President

Installation: Jessica reminded everyone that we need to encourage people to attend this year's installation and awards ceremony. As of today we have 12 people registered to attend. If you know any Past-Presidents, be sure to send them an email encouraging them to attend as well.

Meeting/Transfer of Records to Incoming Board. Jessica led discussion reminding the board to make plans with incoming board members to go over materials and set a time to transfer records.

President-Elect and Membership

Planning Meeting for 2011-2012 Year. There was discussion about planning meeting and when that should be. There was a suggestion to do planning meeting before the Saturday Tech/Court Day so that we can start promoting the 2011-2012 year. It was decided that the incoming board would look at dates in May and June and decide a date a later time.

Education Director

Saturday CLE. Leah will be accepting the registrations. Amylyn will be introducing Leah to the Gretchen's representative to make sure it's a smooth transition.

Treasurer

Reimbursement for Parking Expenses for Audit. Christie led a brief discussion on reimbursement for her parking expense for the audit. Jessica suggested that this expense can come out of the Treasurer's budget and stated that Christie should use the NALS of Greater Seattle debit card to pay for this expense.

Intention to Shred 2003 – 2004 Records. There was brief discussion on whether it would be okay to shred the 2003-2004 Treasurer records. The retention period for records is 7 years as noted in the Treasurer's Manual. It was decided that the bank statements should be scanned first and saved to a thumb drive, then shred the statements and other records.

Adjournment.

There being no further business, the meeting was adjourned at 12:32 p.m.



NALS of Greater Seattle Board of Directors Meetings are held on the first Thursday of the month and all members are welcome. Contact any board member for more information

In The Observation Tower

By Jessica Smith, Certified PP, PLS, Immediate Past President

There are times when we just have to sit back and observe so that we can ponder new NALS adventures. Life seems to jump on the fast track and everything goes by with a blur . . . I look back and ask "where did the time go?" Asking myself this question reminds me that I need to stop and smell the flowers (and also to not raise my hand when one asks for volunteers!).

I recently passed the gavel to our new President, Jennifer Endres. It was a bitter sweet victory! I was happy to pass on the Presidential duties, but also wondered what my next move would be. My answer: "just observe, Jessica". We had a wonderful time at the Awards Ceremony and

Installation of Officers. I received a wonderful gift from the Chapter ~ THANK YOU SO VERY MUCH! Awards were granted to many deserving recipients. It's the dedication of our members and affiliates that keep us moving forward. The 2011-2012 Board of Directors were installed and we are up and running! We hope to bring you fun and exciting events and education this coming year.

I look forward to a year of observing and advising; continuing our personal and professional growth with one another; and just plain being here for the members and others in the legal professionals. Observe and imagine your possibilities and believe that we can maximize our potential!

Eula Mae Still Needs Your Help!



This year - due to the economy - Ms. Eula Mae decided to come out of retirement and has taken on a part-time job working for her old boss' son. While she has kept up on her technology and updates in the laws, she is having a hard time understanding her new boss' dictation. Can you help translate what he is saying? Ms. Eula Mae has bolded the phrases that she knows are incorrect - but these are the most she can make of them.

Here is the information that Ms. Mae needs help with. Ms. Mae has removed all identifying names and information, so she could send it on to her NALS pals to see if they had any ideas.

The first person who identifies all the phrases that Ms. Mae did not catch in the dictation, will win a free admission to a noontime seminar! Send your answers at <http://www.nalsofgs.org/publications.html> Good Luck!!

Don't know who Eula Mae Jett is? Check out our organization's history:

<http://www.nals.org/aboutnals/index.html>

Eula Mae Project No. 1

Ms. Mae:

First I wanted to say hype people earth duh hey. I hope you have a wonderful day.

Second, Jim Johnson called and we need to reschedule our call on June 1 to a weaker tool hater. Please get the will saw rim ocean for that. He told me that he is available anytime on June 15-17.

Finally, Diana Smith was accidentally included on the email you sent using the emailing list. Therefore, can you plea stake arrow fit. That would be greatly appreciated.

Thanks for all of your help. Again, have a great day.

NALS REGION 7

DRAWING TO BE HELD 5/21/2011
SO BUY YOUR TICKETS NOW!

Call (or email) now!!!!

You could win a *free registration*

(only 1 available)

to the Region 7 Conference

in Kellogg, Idaho

6/23-25/2011

\$1/each

Location:

Silver Mountain Resort

Kellogg, Idaho

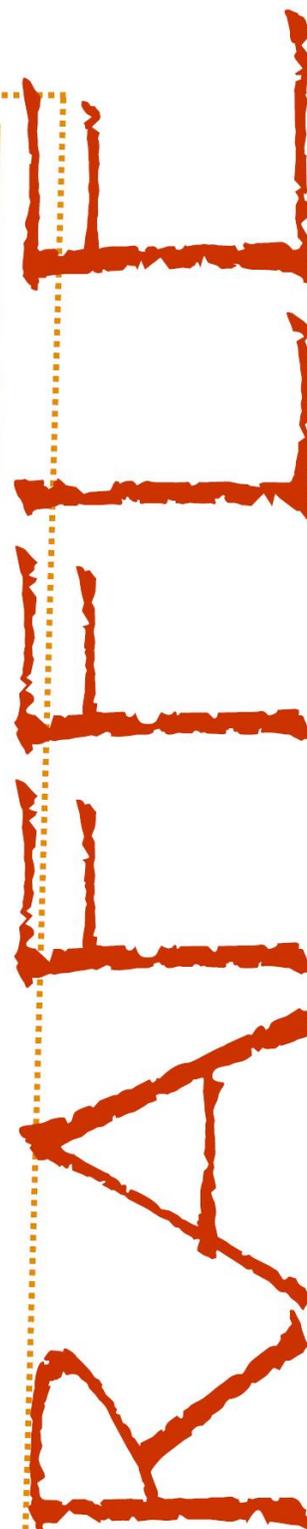
CONTACT PERSON:

MARIANN FLETCHER, CERTIFIED PLS

REGION 7 DIRECTOR 2011-12

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Report from NALS Professional Development Conference

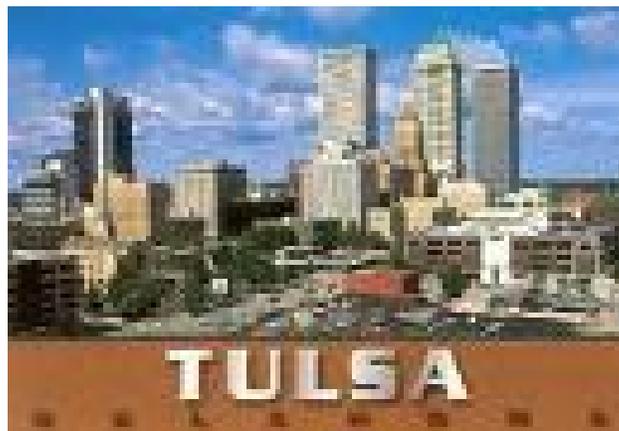
By Kathy Cusack, Certified PLS, NALS of Greater Seattle Member

The Professional Development Conference in Tulsa this year was a great meeting. I went in a different capacity, not as an incoming officer but as a member of a national committee. I will be on the Certifying Board for the next two years. It will be an exciting and challenging committee. There are 13 of us on the committee and I signed a confidentiality agreement so I can't tell you any more than this, except I am looking forward to my next two years.

Since I didn't have to go to any leadership seminars, I went to the other educational CLEs that were offered. Our keynote speaker was a dynamic life coach and personality specialist. Her name was Betsy Ringer and she was fun speaker. Here are some steps she gave us for a good life: slow down; walk slowly, chew food, breathe deeply, politely say no, figure out what you can drop out of your schedule even if no one gives you approval, make a fun list and give yourself permission to be happy. Make a list of 10 things that you would like to do that would be fun and/or make you happy. Here is mine, which I am sure is different from all of yours but it is a good place to start: 1) Have my nails done; 2) walk around Green Lake; 3) meet a friend for dinner; 4) sleep for 8 hours straight; 5) clean my closet (I know right? But it will make me feel good); 6) smile at someone; 7) do a "random act of kindness"; 8) find 15 minutes to have peace and quiet time; 9) laugh with a friend; 10) have a pajama day (take a whole day and just relax). She was a really good speaker and it was a great way to start off the conference.

I went to a Microsoft 2010 presentation. I can't wait to get this upgrade. There will be so many new and exciting things in this program. There will be a feature that is called "quick steps" and you can see the calendar of the person you are emailing right at your fingertips. Also, if you are into social networking, it can be done right from outlook. You will all love some of these new features and it is definitely something to look forward to.

The last presentation I attended was the one the Tucson, Arizona chapter did because they won the Founder's Award. While I was very proud of Greater Seattle for winning the "Keystone Award", I wanted to find out why this other chapter won the top award. They had an outstanding presentation. They hosted a golf tournament to raise money for their chapter and a charity of the chapter's choice. They started out with \$350 and ended up making about \$10,000. The presentation was fabulous. The 2 members that were in charge were outgoing, clever and very talented. They asked for lots of donations and were not afraid to get out there and do the job. It sounded like a huge project but they had successful results. They wanted 100 golfers but ended up with 54. Their chapter will sponsor this again with a different charity this next time. They had the entire membership vote on a local charity to sponsor which I thought was a great idea. It was a fun presentation and they totally deserved the "Founders Award".



As always, it was a wonderful conference and it is so rewarding to meet members from all over the United States. I hope each and every one of you has a chance to attend a conference in Tulsa.





**NALS OF PIERCE COUNTY ANNUAL
BOBBI JEPPESEN CHARITY BENEFIT BENEFITING
OUR 2011 CHARITY-
THE CRYSTAL JUDSON FAMILY JUSTICE CENTER**

Crystal Judson was the wife of former Tacoma Police Chief David Brame and suffered years of psychological and physical abuse at the hands of her husband. Crystal took steps to end the marriage by filing for divorce. She had great hopes of a safer and happier future for herself and her two children. Tragically, on April 26, 2003, her estranged husband fatally shot Crystal and himself in front of their children in the parking lot of a Gig Harbor shopping center. All proceeds from the auction will go to the Crystal Judson Family Justice Center to support domestic violence services in our community.

WHEN: WEDNESDAY, June 1, 2011

WHERE: FIFE CITY BAR & GRILL
3025 Pacific Highway East
Fife, Washington [Banquet Room]

TIME: Social - 5:30 p.m.
Dinner - 6:00 p.m.
Auction - 6:30 p.m.

MENU: A buffet dinner featuring:

- Fresh seasonal fruit and cheese
- Caesar salad
- Smoked chicken penne pasta in white wine sauce
- Red velvet cake

COST: \$20.00 per person. Price includes tax and gratuity and a nonalcoholic beverage. Full bar service is available. There is no charge for attending if you are only attending the auction if you do not wish to eat dinner.

In addition to attending the auction and bidding on items, you can further participate by donating an auction item or gift basket or by making a cash donation. To donate a gift basket or other auction item or to make a cash donation, please contact Sharon Taylor at 253-222-7351 or by email at swolfpup@yahoo.com. Donations can be sent to P.O. Box 673, Tacoma, WA 98401 or to 3606 S. M Street, Tacoma, WA 98417.

Mail your reservation and check made payable to NALS of Pierce County to: Dara Tremblay, PLS, 4616 North 30th Street, Tacoma, WA 98407 by **Wednesday, May 25, 2011**, or email confirmations, reservations, and questions to Dara Tremblay at dwtremblay@yahoo.com or call Dara at 253-370-7337.

Name: _____

Firm Name: _____

Phone: _____

Number of guests: _____

I plan on attending but I'm not eating: _____



Hi Ho Silver!
Come to Kellogg, Idaho
(in the Silver Valley)
for the NALS Region 7 Conference

June 23-25, 2011
Silver Mountain Resort
Kellogg, ID
<http://www.silvermt.com>

THURSDAY, JUNE 23, 2011

- 5:00 pm – 7:00 pm Registration Desk Open
 6:00 pm – 9:00 pm Welcome to the Silver Valley - Wild West Reception (appetizers & no-host bar)

FRIDAY, JUNE 24, 2011

- 7:30 am – 10:00 am Registration Desk Open
 8:00 am Visit the Exhibitors
 8:30 am – 10:00 am Thar's Silver in Them Thar Hills: Unraveling the Code of the West
 10:00 am – 10:30 am Break and Visit the Exhibitors
 10:30 am – Noon Perfecting Your Claim: Revised RA9/UCC Filings (*Janis Timlick, Unisearch*)
 Noon Luncheon and Visit the Exhibitors
 1:30 pm – 3:30 pm Watch Out for a Collapse—Avoiding Disaster: Ethics (*Mark Bassingthwaighe, ALPS*)
 3:30 pm – 4:00 pm Break and Visit the Exhibitors
 4:00 pm – 5:00 pm Digging Deep for Silver: Forensic Accounting
 6:00 pm Fire on the Mountain - Family/Friend event (not included in basic registration fee)

SATURDAY, JUNE 25, 2011

- 7:30 am – 10:00 am Registration Desk Open
 8:00 am Visit the Exhibitors
 8:30 am – 10:00 am When Tunnels Meet--Who Gets What: Settlement Conferences (*Cindy Thiel, Esq., Boone Karlberg*)
 10:00 am – 10:30 am Break and Visit the Exhibitors
 10:30 am – Noon Protecting Your Claim (When the Tax Man Cometh): Nonprofit and IRS (*Kathie Amirante, PP, PLS, NALS President*)
 Noon Luncheon and Visit the Exhibitors
 1:30 pm – 3:00 pm Those New-Fangled Tools: Word (*Scott Campbell, Snapdone*)
 3:00 pm – 3:30 pm Break and Visit the Exhibitors
 3:30 pm – 5:00 pm Those New-Fangled Tools: Word, Part Deux (*Scott Campbell, Snapdone*)
 5:00 pm – 5:15 pm Strikin' it Rich! (*Raffle Drawings*)
 5:15 pm Region 7 Meeting
 Evening Free time

*The seminar topics are subject to change without notice.

Idaho State Bar MCLE Credits Applied For



REGISTRATION FORM

Name: _____
 Address: _____

 Phone: _____
 Email: _____

Check All Applicable Boxes

- Member Non Member Student
- First NALS Region 7 Meeting
- ALS PLS PP

**HOSTED BY IDALS . . . the association
for legal professionals**



A CHARTER ASSOCIATION OF



engage
inspire
enhance
promote

**PLEASE SEND COMPLETED REGISTRATION
FORM AND PAYMENT TO:**

Patty Kechter
 Cox & Wagner, PLLC
 P. O. Box 446
 Lewiston, ID 83501
 Phone: (208) 743-1234
 Fax: (208) 743-1266
patty@rbcox.com

(At this time we are unable to accept
credit card payments)

Cancellation Policy: Contact us by June 13, 2011, and we
will offer a refund, less 25% of your registration fee.
Refunds will not be given after June 13, 2011.

CONFERENCE FEES

Weekend Conference Fees

	Regular Fee	Late Fee (after 6/10/11)
Member	<input type="checkbox"/> \$165.00	<input type="checkbox"/> \$185.00
Non Member	<input type="checkbox"/> \$185.00	<input type="checkbox"/> \$205.00
Student	<input type="checkbox"/> \$125.00	<input type="checkbox"/> \$145.00

(*Students paying weekend registration will receive one year's membership to the national level of NALS upon completion of membership application. A \$19 value.)

- Thursday Reception Guest \$35.00 _____ (indicate how many)
 Friday Lunch Guest \$18.00 _____ (indicate how many)
 Saturday Lunch Guest \$18.00 _____ (indicate how many)

**Registration Fee Includes Thursday Reception, Lunches, Breaks,
and CD With CLE Handouts**

Fire on the Mountain – family/friends

- \$30.00 per person _____ (indicate number of tickets)
 Please indicate if you would like a vegetarian/vegan meal.
 Please describe any dietary restrictions: _____

Friday or Saturday Only Seminar Fees

(Indicate Friday or Saturday)

	Friday Only	Saturday Only
Member	<input type="checkbox"/> Regular Fee \$95.00	<input type="checkbox"/> Late Fee (after 6/10/11) \$110.00
Non Member	<input type="checkbox"/> \$115.00	<input type="checkbox"/> \$125.00
Student	<input type="checkbox"/> \$95.00	<input type="checkbox"/> \$110.00

Total Conference Registration \$ _____

Amount of Check Enclosed \$ _____

(Payable to NALS Region 7)

If you need special accommodations, please contact Natalie Holman:
natalie@risleylawoffice.com

Silver Mountain Resort
610 Bunker Avenue, Kellogg, ID 83837
Phone: 866.344.2675

Hotel reservations must be made prior to June 8, 2011.
 Reservations are subject to 72-hour cancellation.

Room	Rate
Studio King (2)	\$106
Family Studio (4)	\$114
One Bedroom Suite (4)	\$136
One Bedroom Outside Corner Suite (4)	\$138
One Bedroom Inside Corner Suite (6)	\$195
One Bedroom Loft (6)	\$204
Two Bedroom Suite (6)	\$226
Two Bedroom Ext. Suite (8)	\$239
Two Bedroom Loft Suite (8)	\$283

Be sure to indicate you are attending the
NALs Region 7 Education Conference.

***Room rate honored one week prior and after the conference.**

The Leader in You!

By Jennifer Endres, President

Once again this year I had the privilege of attending the NALS Professional Development Conference in Tulsa, Oklahoma in March. I once again had an amazing time and learned lots of new things! One of which I want to write about here.

Our opening keynote speaker was Betsy Ringer, a Speaker, Life Coach, Personality Specialist and author. She was amazing. She talked a lot about personalities and how to really thrive in life instead of just survive. Based on the idea of thriving, there is one exercise that she had us do that really stood out to me and that was to complete the wheel of life. In this exercise, there was a large circle divided up like a pie and each section was titled one of the following:

- Faith/God
- Family
- Fun/Leisure
- Physical Well-Being
- Finances
- Friendships
- Learning
- Work/Ministry/Responsibilities

In completing the wheel of life you had to go to each section of the pie and draw a curved line in the piece of the pie representing how satisfied you were in life with each section, the center being 0 and the outside being 10. Boy, after completing this chart was I quite surprised to see that there were a lot of things in life that I wanted to be doing and just wasn't, and thereby not thriving and being the happy person I know I can be.

After returning from Tulsa, I have tried to change some of those 1-2 areas to at least 4-5 areas, and I think I have been pretty successful.

So, if you are ever interested, sit down, draw a big circle, divide it up into equal pie shape pieces, label them with the above and fill it out. It may or may not surprise you. All I know is it surprised me and made me take a step back and think about what I was doing and where I was spending my time. Because after all, I would much rather thrive and be happy in life and if just making a few changes and doing some of the things I wanted to do would help accomplish that goal, then so be it, I knew I had to make some changes!

belonging



Everyone wants to belong to something valuable and be a part of an organization with respect and professionalism. No problem. NALS...the association for legal professionals has been this outlet for more than 75 years. Take advantage of NALS and all that it has to offer.

With online activities, conferences, education, networking, and certifications, NALS has everything you need to advance your career and become a part of a wonderful organization with history and respect. NALS does not limit its membership by titles...all members of the legal community are welcome to join and add to the vast knowledge base. Whether you are a legal secretary, paralegal, legal administrator, or legal assistant, it does not matter. NALS feels that a more diverse membership will benefit everyone and the profession.



Happy Birthday!

Meghan Allen – 5/11
Rita Bushard, PP, PLS – 6/28
Linnea Butler – 5/23
Elaine Caravelli – 5/9
Kristen Heuser – 6/26
Mary McKnight – 6/21
Kathlyn L. Mills – 6/29
Leili Moore – 5/28
Virginia Ramirez – 6/21
Chanda M. Smith – 5/11



Do your shopping on Amazon.com this holiday season! Visit the NALS of Greater Seattle website at www.nalsoftgs.org and use our Amazon.com widget to browse items on Amazon's website.

A percentage of purchases made on Amazon will come back to the Chapter; however, you must use the widget to get to Amazon.com that is posted on our website. Thank you all for your support!



Tired of the Same Stories?
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NALS...the association for legal professionals offers easy ways to network with peers both locally and nationally to give you the opportunity to develop professional relationships with others in the legal community. NALS does not restrict membership to only one segment of the legal services profession, we are open to everyone so JOIN TODAY and begin to take advantage of over 75 years of experience in serving the legal professional.

NALS offers continuing legal education through our Online Learning Center, career advancement opportunities through three certifications, and live networking through our Online Community. Visit us online at www.nals.org to see why NALS is THE association for legal professionals.

Reports from the NALS of Washington Annual Meeting

NALS of Washington Annual Meeting

By Brynne Williamson, PP, PLS, NALS Marketing Director

NALS of Washington members can always count on the state meetings to be full of great education and networking opportunities, and this year's Annual Meeting in beautiful Bellingham was no exception! In this newsletter, I'm sure you'll read about the many great education sessions, so I'm going to focus my attention on the state and national association news that was shared.

After Friday's education sessions, NALS of Washington President (and Greater Seattle member), Kathy Cusack, PLS, welcomed the members to the Town Hall meeting. The board then shared state, regional and national NALS news. One of the first announcements was that beginning with the 2012-13 election, NALS is moving to 100% electronic ballots. Everyone was really excited about this advancement. As we members of NALS of Greater Seattle have known for several years, this will greatly simplify voting! It should be noted that in order to receive a ballot, you MUST have a valid e-mail address registered with NALS. More details regarding the e-vote will be in upcoming issues of e-News, so stay tuned!

This wasn't the only exciting news from NALS, however. It was also announced that the NALS Guide to Model Competencies for Legal Secretaries has been unveiled. This new publication is designed to help you increase your value to your employer by improving your skills and performance and is available to members only. To access the guide, simply log on to the NALS Resource Library in the membership section of nals.org.

Last year NALS members asked for more substantive CLEs and NALS listened! By now I'm sure you've noticed the increased availability of webinars and Online Learning Center sessions, but NALS didn't stop there...in addition to these online CLE opportunities, NALS is also offering a chance to earn 20 hours of continuing legal education credit at the 2011 Education Conference and National Forum Cincinnati, Ohio. There will be 43 separate sessions to choose from in four major areas of law: corporate law; litigation/civil; estate planning/family law; and general practice. Early bird registration is only \$269 for NALS members, which is a big bargain compared to other associations. A quick online search will show that another association is charging \$510 for their conference that only allows for 13 hours of CLE. If you've never attended a national conference before, this should be your first!

Don't forget to mark your calendars for these upcoming conferences, too!

March 1-3, 2012 NALS Professional Development Conference, Tulsa, OK

October 18-21, 2012 NALS Education Conference & National Forum, Portland, OR

October 17-20, 2013 NALS Education Conference & National Forum, Atlanta, GA

Are you feeling lucky? Mariann Fletcher, PLS, NALS Region 7 Director, is selling \$1.00 raffle tickets for free registration to the 2011 Region 7 Conference in Kellogg, Idaho. It was also announced that the loft rooms are going fast, so be sure to make your reservations as soon as possible.

The Membership Meeting was called to order after Town Meeting. In addition to a review and discussion of the consent agendas, minutes, and financial reports, attendees were provided with the following current membership numbers totals:

- 11 Members-at-Large
- 125 NALS of Greater Seattle
- 47 NALS of Pierce County
- 19 NALS of Sno-King
- 16 NALS of Kitsap County
- 15 NALS of Spokane

We celebrated the achievements of nine newly certified NALS of Washington members, including three from Greater Seattle, who received their certification pins:

Bridget Allen, PP, PLS

Liz Fuhrmann, PLS

Michele Wilson, PLS

During the Recognition Luncheon, we also celebrated with Sharon Campbell of Snapdone, who was awarded the NALS Foundation Scales of Justice Award.

Throughout the weekend, members purchased tickets – lots of tickets – for the charity raffle. This year the board decided that all proceeds received would benefit the American Red Cross, designated for the rebuilding efforts in Japan. Obviously this was a cause close to our members' hearts, because by the end of the weekend, our small group raised \$1,000. It was a wonderful cause to be a part of!

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We managed to squeeze a lot of fun into two short days, but perhaps the most fun was had during the Installation Banquet. Kathy Cusack opened the banquet by giving awards to the following individuals:

Member of the Year

Brynne Williamson, PP, PLS

Officer of the Year

Sam Schmit, PP, PLS

President's Award

Virginia De Lay, PLS

After Kathy recognized her board, Linda Tjaden, PP, PLS, presented our own Bridget Allen, PP, PLS with the NALS of Washington Award of Excellence! Congratulations, Bridget!

Virginia De Lay, PLS, was the Installing Marshall and did a wonderful job installing the 2011-12 NALS of Washington President, Jo Yantz, PLS, and her board of directors.



Education Recap from NALS of Washington Annual Meeting

By Kathy Cusack, Certified PLS, NALS of Greater Seattle Member

My last task as Immediate Past President was to attend NALS of Washington's Annual Meeting and Installation. It was held in Bellingham at the Lakeway Inn. It was a very nice venue and the hotel staff was very accommodating.

We had two seminars on Friday afternoon. The first one was by Philip E. Cutler of Cutler Nylander & Hayton P.S. speaking on Alternative Dispute Resolutions (ADR). Mr. Cutler talked about various clauses and what was needed in a contract regarding ADR. Very interesting and informative. Below is information regarding Mr. Cutler:

Philip E. Cutler is a principal in the Seattle law firm Cutler Nylander & Hayton, P.S., where his practice emphasizes trial and appellate practice and dispute resolution, including mediation and arbitration, primarily in commercial and business matters, including antitrust and product distribution; corporate and complex commercial matters; intra-corporate disputes; employment; government relations; and licensing and protection of intellectual property. As principal outside general counsel for a major manufacturer of consumer electronics goods during the 1980s and into the 90s, Mr. Cutler was responsible for advising the client on issues relating to the national and international distribution of its products and for

drafting and annually updating the client's distributor and rep agreements as well as the sales force's employment agreements.

He has been active for many years in the ADR activities of the Federal Bar Association of the Western District of Washington, serving as chair or co-chair of the FBA's ADR Committee from 1985-1998; Mr. Cutler is a charter member of the WSBA and KCBA ADR Sections; he was 1998-99 chair of the WSBA ADR Section and 2002-2003 chair of the KCBA ADR Section; from 2003-2008 he served as Membership Chair of the ABA Dispute Resolution Section and a member of the Section's Council from 2005-2008. Mr. Cutler is a Fellow of the College of Commercial Arbitrators (www.thecca.net) and a member of the American Arbitration Association's Commercial Arbitration, Mediation and Large Complex Case panels and serves frequently as arbitrator or mediator in complex commercial cases. He has been presenter at, or authored or contributed to, a variety of seminars and publications in the field of alternative dispute resolution and authored the

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chapter on Alternative Dispute Resolution for *Doing Business in Washington State* (WSBA Int'l Practice Sec., 1996, 2003 and 2010 eds.). Mr. Cutler obtained his undergraduate degree from Georgetown University (1970) and graduated with honors from Northwestern University School of Law in 1973.

The second presenter was Chris Illover from LexisNexis speaking about the various new additions to LexisNexis and how to find a defendant, witness, expert witness or just about anyone you might need for a case. It was very interesting and a bit scary on how easy it is to get full information on people. Chris showed us how easy it is to navigate around LexisNexis and how time saving this program is if your attorney needs someone found.

Saturday morning Jeanne Barrans, Certified PP, PLS presented a seminar on Ethics and the Non-Lawyer Assistant. Jeanne had given this talk to the Snohomish Bar Association and she said the lawyers were reminded of how they are ultimately responsible for non-lawyer assistants. The definition of Ethics: *The study of principles relating to right and wrong conduct; Morality; the standards that govern the conduct of a person.* With respect to a nonlawyer employed or retained by or associated with a lawyer:

- (a) a partner, and a lawyer who individually or together with other lawyers possess comparable managerial authority in a law firm shall make reasonable efforts to ensure that the firm has in effect measures giving reasonable assurance that the person's conduct is compatible with the professional obligations of the lawyers;
- (b) a lawyer having direct supervisory authority over the nonlawyer shall make reasonable efforts to ensure that the person's conduct is compatible with the professional obligations to the lawyer. RPC. 5.3

Jeanne then went over the Canons and the NALS code of Ethics which governs our professional responsibility. A few reminders are: recognizing and addressing

conflicts of interest; unauthorized practice of law; maintaining the integrity of the profession; and know who has been sanctioned. Jeanne read to us numerous ethical violations of lawyers in connection with their nonlawyer assistant. There are many and we just need to be very careful that we are professionally ethical in all our dealings inside and outside the law office.

After the ethics presentation we had an excellent seminar on Collaborative Law in Divorces. This was so interesting and new way of looking at divorce. Essentially, both parties have to agree to this type of divorce and they meet with all parties, including a financial advisor and/or counselor as well as both attorneys. This should be a collaboration on how everything is handled. The lawyer presenting said that it is not for everyone and she screens her client to make sure this is what they want. If collaboration fails, then they have to start all over again with new lawyers and the court room. This could be very expensive. Collaborative Law in divorces is not necessarily less expensive because there are other professionals involved but it should be less contentious. This is a fairly new area of law and not everyone recognizes this way of conducting a divorce. Extremely well presented and very interesting.

Next session was Dr. Jonathan Lytle of Prolumina speaking on "The Domino-Effect of Juror Decision Making. Dr. Lytle has researched this topic and did his dissertation on how jurors think. He showed us videos of deliberations and what affects a juror's decision. As we would expect, it has a lot to do with our background, various prejudices (even if they are subconscious ones) environment and especially dealing with the police or the nature of the trial. We might not realize what makes us think the way we do so it is Dr. Lytle's job to figure out why a jury came to their conclusions.

All of the education was informative and interesting and remember if you learn just "one" new thing it is worth your time to attend.

NALS Region 7

NALS Foundation Premium Prize Raffle!

\$5



Win this beautiful
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Contact Mariann for
raffle tickets!

Raffle Drawing:
06/25/11

Silver Mountain Resort
610 Bunker Avenue, Kellogg, ID 83837
June 23-25, 2011

Contact: Mariann Fletcher, Certified PLS, Region 7 Director

c/o Scott Candoo, 2115 N. 30th St, Suite 201, Tacoma, WA 98403
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***Note: 10% Discount will apply for the companies who sponsor any part of two or more meetings and/or provide goods or services to NALS of Greater Seattle, which reduces expenses. Contact Andrea Maxand, Marketing Director for more information.**

DEADLINE FOR SUBMISSIONS FOR THE July/August ISSUE OF THE INFORMER

If you have anything you would like to submit for the July/August Issue of *The Informer*, please Email your submission to the Publication Chair, Meghan J. Allen at mallen@lesourd.com, by June 24, 2011.



The Official NALS Blog is Now Online!

Enjoy information from the President and President-Elect as well as from the Resource Center Staff...use insideNALS to keep up to date on what is going on with NALS!

Our 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.

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