

# PLEADINGS

Issue No. 322

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November-December 2017

## OVERCOMING PROCRASTINATION

We know the importance of time management. We're also familiar with the feeling of joy (or relief) that comes after finishing a daunting task. However, despite our best intentions, we're often all too willing to put off what needs to be done.

In *How to Study in College*, Walter Pauk and Ross J. Q. Owens offer suggestions for fighting off procrastination. These tips may help when you find yourself habitually working on projects and assignments until the last minute, or refer to them when you find yourself staring at a looming deadline.

- Tell others about your plans. By making others aware of what you intend to accomplish, you create accountability around your own actions, and are thus more likely to follow through on your intentions.
- Assess your progress along the way. By taking a step back, you can gain perspective on what

you've completed, as well as how much has to be done in the remaining time. Furthermore, this perspective allows you to see if you've become mired in detail -- you can then adjust the time you're spending on a given task accordingly.

- Keep the momentum going. Use your current motivation to your advantage. If you find yourself invigorated and inspired by the completion of one task, channel that energy into starting another, less-appealing task. Once you've begun, you may find yourself more willing to see that task through to completion as well.
- Rather than watching the clock, set a timer to stay on schedule. By allowing something else to keep track of passing time, you can concentrate on the task at hand - rather than the hands of the clock. Use your alarm clock, kitchen timer, a stopwatch, your smartphone... anything that will buzz or ring to let you know the allotted time is up.

- Spell out your specific goals. Naming the exact steps it will take to complete your project can make it seem more manageable, and thus less intimidating.

- Bring your excuses to light. Write them down, or tell them to a friend. Once those excuses are out in the open, you can see them for what they are.

- Create a mental picture of your accomplishment. Seeing your specific task, project, or assignment complete in your mind's eye can create a vision for success that motivates you toward reaching your goal.

### Reinforcing Productive Time Habits

We all have a list of things we need to accomplish — and often, it seems that they all need to be done at the same time. Unfortunately, no one's ever figured out how to add more hours to the day — but we can certainly find better ways to

manage the twenty-four hours we do have.

The tips above discuss some strategies for overcoming procrastination, which is certainly a major culprit when it comes to losing time.

But how can you start building positive, productive habits that lead to more effective use of your time?

- Keep a log of your activities. Once you see how you spend your time, you become more aware of which habits help you achieve your daily or weekly goals... and you can eliminate the ones that work against you.

- Set deadlines for each task that needs to be accomplished. When you complete that scheduled task, reward yourself with a refreshing break or a pleasurable activity (a walk to the coffee pot for a fresh cup might work!).

- Refuse to be tethered to your smartphone or computer. Surfing the web, checking for texts or phone calls, or writing e-mail are not in and of themselves harmful activities. However, most of us can attest to how easy it is to lose track of time while sending off "just one" more message or clicking on "one more" link. Instead, manage your time by scheduling an appropriate amount of time for e-mail or Web browsing into your day. Then — as difficult as it is — stick to that schedule!

- Take brief, regularly scheduled breaks throughout the day. These quick respites will help you restore your energy, and also serve as a small incentive as you work.

- Pay attention to your body's signals. When are you most alert? When are you the drowsiest? Take advantage of these "peaks and valleys" by planning your activities around these natural rhythms.

Pauk and Owens. *How to Study in College*, 10E Boston, MA: Wadsworth, Cengage Learning.

### **NALS OF GREATER KALAMAZOO BOARD OF DIRECTORS November 7, 2017**

The November Board Meeting was held on Tuesday, November 7, 2017, at 5:40 p.m.

The October Board meeting minutes were approved as corrected. The Treasurer's report was handed out and discussed. Committee reports were given and committee matters were discussed, including Ways & Means, Membership, Scholarship, Programs and Reservations.

Michele Guyman reported that we now have 38 members total, with Nicole Cote, our 2017 scholarship winner, joining.

Big Brothers/Big Sisters Bowl-a-thon scheduled for February 24, 2018, at 2:00 p.m.

Discussion was had on the next social event, with suggestions being a Wine and Cheese pairing event-Cheese Lady, Cooking Class at Kalamazoo Valley Culinary School, Make Studio-Gull Road, Art-b-you-Stadium Drive.

Next Board Meeting- Tuesday, December 5, 2017, at 5:30 p.m. at Plunkett Cooney.

General Membership Meeting- Tuesday, December 12, 2017, at 5:30 at Michelle's on Gull Road. We will be doing an ornament exchange during this event.



### **KOEZE NUT REMINDER**

Time is running out for Koeze Nut sales. **The deadline for orders is Tuesday, December 12.** If you have a specific item you need in a rush, please send an e-mail to Nancy Thomas and she will try to expedite your order. If you have any questions about the products or pricing, please contact Nancy:

thomasn@millercanfield.com  
or phone (269) 383-5826



## **HOLIDAY OPEN HOUSE**

**SATURDAY, DECEMBER 16, 2017**

**1:00 p.m. to 4:00 p.m.**

### **Featuring Crafters:**

Kathleen Hutchins – crocheted and sewn kitchen items

Bertha Denemy – baby gifts

Paula Steffey – crocheted hats, afghans and much more

### **Location:**

Paula Steffey's house, 3240 Pondview Drive, Kalamazoo, MI 49009

(Directions: West Main or Stadium to Van Kal to M Avenue to Pondview Drive)

**Enjoy a relaxing afternoon shopping for last minute  
handcrafted Christmas gifts.**

**Refreshments will be served.**

**10% of the proceeds will be donated to NALS of Greater Kalamazoo Scholarship Fund**



Date and time: Thursday, December 7, 2017, from 5:00-7:00 p.m.

Location: Webster's Prime at the Radisson, Kalamazoo, MI

Complimentary hors d'oeuvres and cash bar will be available.

This event is open to all members of: NALS of GK, Young Lawyers, Trial Lawyers, Kalamazoo Lawyers Alliance, Charles A. Pratt Bar Association, Kalamazoo County Family Lawyers Association and all KCBA Members.

Our 2017 Charity for this event is: KC Mock Trial Team. Please make checks payable to: KCBA - KC Mock Trial Team.

Donations may be brought to the event, and include: new/gently used briefcases, legal pads, post-it notes, highlighters, and/or donations, at our website at: [www.kalamazooobar.org](http://www.kalamazooobar.org) with debit/credit, for those who can not attend the party.





## Certification Corner

by Paula Steffey, PP, CLP-SC, CWCP

Congratulations to Jen Robinson for winning the spelling bee prize!

Circle the correct answer, sign your name, and email it to me for a chance to win a prize. All submissions that are complete and accurate will be included in the drawing. **The deadline for submission will be December 14 at 5:00 p.m. and the drawing will be held on December 15.** The winner will be contacted by email and it will be posted on the NALS of Greater Kalamazoo's Facebook page. The prize will be a holiday surprise. Good luck and have fun!

### Number Usage:

Select the sentence in each group that is correct in number usage.

1.
  - a. All of the candy bars cost 50 cents.
  - b. All of the candy bars cost \$0.50
  - c. All of the candy bars cost 50¢
2.
  - a. I gained five pounds over the holidays.
  - b. I gained 5 pounds over the holidays.
  - c. I gained 5 lbs. of over the holidays.
3.
  - a. The recipe calls for two cups of sugar.
  - b. The recipe calls for two-cups of sugar.
  - c. The recipe calls for 2 cups of sugar.
4.
  - a. There were thirty-eight students in the classroom.
  - b. There were 38 students in the classroom.
  - c. There were thirty eight students in the classroom.
5.
  - a. The settlement amount was Twenty-five Dollars (\$25.00).
  - b. The settlement amount was Twenty-five Dollars (\$25).
  - c. The settlement amount was Twenty-five and No/100 Dollars (\$25.00).

### Capitalization:

Choose the sentence that is correct in its use of capitalization.

1.
  - a. Memorial Day
  - b. Labor day
2.
  - a. Our Senator will be at the meeting.
  - b. Our senator will be at the meeting.
3.
  - a. The new regulation was issued by the Federal Government.
  - b. The new regulation was issued by the federal government.
4.
  - a. Please get me a box of Kleenex.
  - b. Please get me a box of kleenex.
5.
  - a. She recently received her Juris Doctor degree.
  - b. She recently received her juris doctor degree.



# Answer Key

## Certification Corner

by Paula Steffey, PP, CLP-SC, CWCP

Are you a spelling bee champion? Circle the word that is spelled correctly (no cheating with a dictionary or the internet), sign your name, and email it to me for a chance to win a prize. All spelling bee submissions that are complete and accurate will be included in the drawing. The deadline for submission will be October 31<sup>st</sup> at 5:00 p.m. and the drawing will be held on November 1<sup>st</sup>. The winner will be contacted by email and it will be posted on the NALS of Greater Kalamazoo's Facebook page. The prize will be a \$5.00 gift card to Starbucks. Good luck and have fun!

accommodate

acheive

accross

agressive

beginning

bizarre

calendar

Caribbean

chauffer

committee

concious

definitely

embarass

enviroment

Farenheit

foreign

foreseeable

fourty

freind

goverment

humourous

immediatly

independant

liason

neccessary

occasion

ocured

occurrence

posession

publically

successful

truly

weird

whereever

accomodate

achieve

across

aggressive

begining

bizzare

calender

Carribean

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wherever



**MEMBERSHIP NEWS**  
by Vice President Michele Guyman

***NOVEMBER/DECEMBER BIRTHDAYS:***

Tami Carl, CLP  
Nicole Cote  
Diane Austin  
Peggy Boucher  
Kelly Baird

November 14  
November 26  
November 29  
December 9  
December 12



**HAPPY BIRTHDAY!**

***NOVEMBER/DECEMBER NALS ANNIVERSARIES:***



Cathy Zackery, CLP	November 5 (4 years)
Samantha Wilder	November 19 (5 years)
Michele Guyman	December 15 (3 years)

**THANK YOU FOR YOUR SERVICE TO NALS!**

***REMINDER TO INVITE A FRIEND!*** Copy the meeting invitation from this month's *Pleadings* newsletter and send it to colleagues or students in the legal field, encouraging them to attend a NALS meeting with you!

**Wanted: @Law Magazines:** If you have any old @Law magazines you no longer want to keep, please bring them with you to a meeting, as Michele can use them in new member packets. Thanks!

**ATTORNEY DIRECTORY NEWS**

The Attorney Directory will get a facelift for the new edition. It will be called the "Attorney's Companion." This new directory will not have the individual attorneys listed, but instead, we will be adding additional information to the remaining sections, such as featuring more county information and expanded court information just to name a couple of things. To make this a success, and a useful tool for both the experienced legal assistant and the newcomers to this field of work, I would love to get a copy of everyone's notes. This information can be emailed to me at [westernmom40@gmail.com](mailto:westernmom40@gmail.com). Thank you in advance!



Paula Steffey, PP, CLP-SC, CWCP

## CHARITY EVENTS!!

When: Saturday, February 24, 2018  
What: Big Brothers Big Sisters  
Time: 2:00 p.m.  
Address: Revel & Roll West  
4500 Stadium Drive  
Kalamazoo, MI 49008  
Cost: BBBS suggests a fundraising goal of \$60 per person



NALS of Greater Kalamazoo is creating teams for this year's BBBS Bowl for Kids' Sake. Bowl for Kids' Sake is a fun and easy way for you and your colleagues to support the life-changing work of Big Brothers Big Sisters. If you care about kids and can spare a little time to have fun with your colleagues, then Bowl for Kids' Sake is for you! - No special skills are needed. Join us at the bowling lanes to have fun and celebrate your fundraising success!!

**Sign up info coming soon.** If the current team fills up, email Michele Guyman: [mightymmo@sbcglobal.net](mailto:mightymmo@sbcglobal.net) and she will be happy to create another team!! The more the merrier!! ☺

## WREATHS ACROSS AMERICA

When: Saturday, December 16, 2017  
What: Wreaths Across America  
Time: 12:00 p.m.  
Address: Fort Custer National Cemetery  
15501 Dickman Rd.  
Augusta, MI 49012



REMEMBER our fallen U.S. veterans. HONOR those who serve. TEACH your children the value of freedom. NALS of Greater Kalamazoo is proud to be volunteering to place wreaths on veteran gravestones at Fort Custer National Cemetery. If you would like to help volunteer for this event, please sign up at: [https://wreaths.fastport.com/donate\\_location.html?page=16192](https://wreaths.fastport.com/donate_location.html?page=16192). Also, email Michele Guyman: [mightymmo@sbcglobal.net](mailto:mightymmo@sbcglobal.net) that you have signed up to volunteer. The more the merrier!! ☺



# NALS OF GREATER KALAMAZOO *KOEZE NUTS FUNDRAISER*

Again this year, we will be selling Koeze Nuts as our fundraiser for the  
Jo Spaulding Memorial Scholarship Fund.

Last year, we made over \$4,000 for the scholarship fund.

We want to fund as many scholarships as possible,

*So we need to sell, sell, sell Koeze Nuts!*



**REMEMBER: THESE MAKE GREAT CLIENT GIFTS!**

*We will be ordering again from the Koeze catalog.*

The preprinted items shown on the order form are those for which  
we see the most demand: cashews, mixed nuts, and puddles.

We will have a small quantity of these preprinted items “in stock”  
for last-minute order requests. All other items in the catalog  
we will order separately from Koeze.

Item pricing is as shown in the catalog. **However, we will offer a discount  
based on order totals.** For orders from \$25 to \$50, you can deduct 10% from  
the order total; for orders over \$50, deduct 15%. See the order form.

We will be picking up an order for delivery prior to Thanksgiving.

We will need this order **confirmed and paid by 5:00 on  
Tuesday, November 14, 2017, for delivery prior to Thanksgiving.**

*The final deadline for orders is 5:00 p.m., Tuesday, December 12,*  
in order to have everything delivered by Christmas.

**Note:** For a minimum order of 12 units, Koeze will ship direct for you!

You can even furnish cards, and Koeze will insert them into the box!

We would be happy to forward your cards and mailing list for you.

*The Christmas shipping/mailling list deadline is November 22.*

See the insert in the catalog for more details.

Specialized logo nut decanters are also available for order; minimum 48 of one size.

*Deadline is November 17.* See the insert in the catalog for more details.

***Order forms and catalogs will be distributed at the October 25  
meeting and by mail to those not attending.***

Call Nancy Thomas at 381-7030 with any questions.

Needed by (date): \_\_\_\_\_

<b>Product</b>	<b>Item No.</b>	<b>Page No.</b>	<b>Price</b>	<b>Quantity</b>	<b>Total</b>
<b>Cashews:</b>					
Large Decanter, 30 oz	32955	3	46.95		
Medium Decanter, 20 oz	32954	3	32.95		
Gift Tin, 14 oz	31262	2	23.95		
<b>Classic Mixed Nuts:</b>					
Large Decanter, 30 oz	32953	15	44.95		
Medium Decanter, 20 oz	32952	15	31.25		
Gift Tin, 14 oz	31263	15	22.25		
<b>Pecan Turtles (Milk Chocolate)</b>					
Decanter, 19.5 oz	44049	7	41.95		
Gold Box, 8 oz	32860	7	17.95		
<b>Special Offers for 2017:</b>					
Only the Best Basket (save \$20 + discount)	32874	24	113.95		
Dark Chocolate Sea Salt Cashews (save \$7 + discount)	46083	22	39.95		
<b>Other Products:</b>					
<b>ORDER TOTAL:</b>					<b>\$</b>
<b>DISCOUNTS FOR ORDER TOTALS:</b>					
<b>\$25.00 to \$50.00</b>	<b>Deduct 10%</b>				-
<b>Over \$50.01</b>	<b>Deduct 15%</b>				-
<b>FINAL ORDER TOTAL:</b>					<b>\$</b>

**REMEMBER: FINAL ORDER DEADLINE IS 5:00 P.M. ON DECEMBER 12, 2017.**

## **BENEFIT PAYS WITH PURPOSE – NALS OF MICHIGAN**

Benefit is a digital gift card platform that funds the things that matter most through everyday transactions. Cards are purchased and delivered within seconds to the mobile app for immediate in-store redemption. Each purchase earns up to a 20% rebate that is sent to a school, non-profit organization or a personal life expense of the users choice.

Consumers Shop. Benefit Gives. Everyone wins.

Finance Committee Benefit fundraising program: [www.benefit-mobile.com](http://www.benefit-mobile.com)



All you need to do is download the App (for I-phone or Android), select “NALS of Michigan” as the beneficiary, purchase a gift card and a portion of the proceeds goes to NALS of Michigan.

You don't need to purchase gift cards just to give as gifts – you can purchase a gift card for yourself prior to going shopping or out to dinner. You'll be spending that same amount of money anyway so why not help our organization at the same time. A few examples are participating retailers are Applebee's, Bath & Body Works, Bed Bath & Beyond, Best Buy, Burger King, K-Mart, Lowe's, Old Navy, Panera, Petco, Starbuck's, Target, Staple's, Walmart, Home Depot, Whole Foods, Zappo's and many more.

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### **2019 ANNUAL MEETING REMINDER**

We still need volunteers to add to our list for the 2019 NALS of Michigan Annual Meeting, to be held in Kalamazoo, 4/25/19 – 4/28/19.

Any role you can play would be greatly appreciated.

Contact President Cathy Zackery or Vice President Michele Guyman:

czackery@levine-levine.com  
mightymmo@sbcglobal.net



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## NALS 66<sup>th</sup> Annual Education & Networking Conference *notes from Diane Berry, PLS*

The Keynote Speaker, Cheryl Wood, was awesome! Inspirational, motivating, and lively. She would address questions to the group, invite members to come forward to the mike with their concerns, and then offer great insights on options to deal with the matter. Thought provoking and insightful!

### Did you know?

- That anyone can purchase a wireless “sniffer tool” on Amazon that can hack anyone anywhere!
- That any connection that does not have a password IS NOT SAFE!
- Passwords saved locally are harder to steal.
- That there are “password managers” that create secure passwords for you, keep track of those passwords, and are much better against a *Reinforced Dictionary Attack* than creating them on your own. (dishlane; LastPass; KeePass; and RoboForm to name a few)

### Death and Digital Assets – are *your* on-line assets safe?

What are your digital assets?

- + Facebook
- + Linked-In
- + Google “Drive” Account (if you are on Facebook you have one)
- + Digital Music Account
- + Tax Preparation Account
- + iCloud Accounts
- + On-line Photos

“Getting information off the internet is like taking a drink from a fire hydrant -- nearly impossible!” You should make a list of your passwords and give it to your children, or add it to your Power of Attorney. Also obtain a list from your family members—while we don’t like to consider it, no age is exempt from tragedy.

And finally, in the event you do need to access records off someone’s computer, NEVER turn off the computer – you could lose all the data.



# CALENDAR

## **December 2, 2017**

***NALS ALP Certification Exam***

## **December 7, 2017**

***KCBA Holiday Party***

Venue: Webster's Prime, Radisson Hotel,  
Kalamazoo, MI  
5:00-7:00p.m.

## **December 7, 2017**

***NALS of Lansing Holiday Social***

Venue: Painting With A Twist, 580 Frandor Ave.,  
Lansing, MI 48912  
7:00-9:00 p.m.  
RSVP online:  
[www.paintingwithatwist.com/studio/lansing](http://www.paintingwithatwist.com/studio/lansing)

## **December 12, 2017**

***NALS of Greater Kalamazoo Holiday  
Membership Meeting & Ornament Exchange***

Venue: Main Street Pub – Gull Road  
5:30 p.m. Networking; 6:00 p.m. Dinner  
Speaker: Cathy Brown  
Topic: YWCA  
E-mail your reservation to Monica Kim at  
[monpkim@gmail.com](mailto:monpkim@gmail.com)

## **December 16, 2017**

***NALS of Greater Kalamazoo Holiday Craft  
Sale***

Venue: Paula Steffey's house, 3240 Pondview Dr.,  
Kalamazoo, MI 49009  
1:00 to 4:00 p.m.

## **December 16, 2017**

***NALS of Greater Kalamazoo Charity Event –  
Wreaths Across America***

Venue: Fort Custer National Cemetery, 15501  
Dickman Rd., Augusta, MI 49012  
12:00 p.m.  
sign up at:  
<https://wreaths.fastport.com/donateLocation.html?page=16192>

## **January 23, 2018**

***NALS of Greater Kalamazoo General  
Membership Meeting***

Venue: TBD  
5:30 p.m. Networking; 6:00 p.m. Dinner  
Speaker: John Koryto  
Topic: Immigration after Trump  
E-mail your reservation to Monica Kim at  
[monpkim@gmail.com](mailto:monpkim@gmail.com)

## **February 10, 2018**

***NALS of Michigan Membership Meeting***

Venue: Foster Swift Collins & Smith PC, 313 South  
Washington Square, Lansing, MI 48933  
9:00 a.m. Speaker; 12:00 p.m. Membership Meeting  
More info coming later

## **February 24, 2018**

***Big Brothers Big Sisters Bowl for Kids' Sake***

Venue: Revel & Roll West, 4500 Stadium Dr.,  
Kalamazoo, MI 49008  
2:00 p.m.  
More info coming later

## **February 27, 2018**

***NALS of Greater Kalamazoo General  
Membership Meeting***

Venue: Miller Johnson, 100 W. Michigan Ave., Suite  
200, Kalamazoo, MI 49007  
5:30 p.m. Networking; 6:00 p.m. Dinner  
Speaker: Jeff Haywood  
Topic: Security Awareness  
E-mail your reservation to Monica Kim at  
[monpkim@gmail.com](mailto:monpkim@gmail.com)

## **April 6-7, 2018**

***Adventure Tulsa 2018***

Venue: Hyatt Regency Tulsa, 100 East Second Street,  
Tulsa, Oklahoma 74103  
Online registration is available until: 03/01/2018 at  
<http://www.nals.org/events>

## **April 27-28, 2018**

***NALS of Michigan 57th Annual Meeting***

Venue: Shanty Creek Resorts, 5780 Shanty Creek  
Rd., Bellaire, MI  
More info coming later

## **May 1, 2018**

***Law Day***

More info coming later

## **July 5, 2018**

***Leadership Appreciation Day***

More info coming later

## **September 20-22, 2018**

***67th Annual Education and Networking  
Conference***

Venue: Mesa, Arizona  
More info coming later

<b>2018 COURT HOLIDAYS</b>	
<b>Holiday</b>	<b>Date Observed by Court</b>
New Year's Day*	Monday, January 1
Martin Luther King, Jr. Day	Monday, January 15
Presidents' Day	Monday, February 19
Memorial Day*	Monday, May 28
Independence Day*	Wednesday, July 4
Labor Day*	Monday, September 3
Veterans' Day	Monday, November 12
Thanksgiving Day*	Thursday, November 22
Day After Thanksgiving	Friday, November 23
Christmas Eve*	Monday, December 24
Christmas Day*	Tuesday, December 25
New Year's Eve	Monday, December 31

\*Holidays are also observed by the county. All other holidays are observed by the courts only.

<b>Holiday</b>	<b>Date</b>	<b>Falls on Saturday, Observed on:</b>	<b>Falls on Sunday, Observed on:</b>
New Year's Day	January 1	Friday	Monday
Martin Luther King, Jr. Day	Third Monday in January, in conjunction with the federal holiday	--	--
Presidents' Day	Third Monday in February	--	--
Memorial Day	Last Monday in May	--	--
Independence Day	July 4	Friday	Monday
Labor Day	First Monday in September	--	--
Veterans' Day	November 11	Friday	Monday
Thanksgiving Day	Fourth Thursday in November	--	--
Day After Thanksgiving	Friday after Thanksgiving	--	--
Christmas Eve	December 24	Friday (Thursday if falls on a Friday)	Friday
Christmas Day	December 25	Friday	Monday
New Year's Eve	December 31	Friday (Thursday if falls on a Friday)	Friday

- When New Year's Day, Independence Day, Veterans' Day, or Christmas Day falls on Saturday, the preceding Friday shall be a holiday.
- When New Year's Day, Independence Day, Veterans' Day or Christmas Day falls on Sunday, the following Monday shall be a holiday.
- When Christmas Eve or New Year's Eve falls on Friday, the preceding Thursday shall be a holiday.
- When Christmas Eve or New Year's Eve falls on Saturday or Sunday, the preceding Friday shall be a holiday.

**NALS OF GREATER KALAMAZOO**  
**Minutes of November 14, 2017 General Membership Meeting**

NALS of Greater Kalamazoo met on Tuesday, November 14, 2017 at Rugger's Up & Under; notice of the meeting having been duly given to all members. Eleven members were present and three guests, including our speakers, computer forensic expert Larry Lieb and Fortz Legal Support owner, Shaun Fitzpatrick, along with co-worker, Colin.

1. Call or Order: President Cathy Zackery, CLP called the meeting to order at 7:05 p.m.
2. Minutes: Jen Robinson made a motion to approve the October minutes as corrected, seconded by Pam Wilcox. Motion carried.
3. Treasurer's Report: Nancy Thomas, PLS made a motion to approve the Treasurer's Report, subject to audit, seconded by Pam Wilcox. Motion carried.
4. Corresponding Secretary's Report: Cathy Zackery, CLP reported that she has asked Brenda Knapp to send cards to all those in Michigan President Hopper's recent message sent to the membership.
5. Director's Report: Nancy Thomas, PLS had nothing new to report.
6. Committee Reports:
  - A. Membership: Michele Guyman reported that membership remains at 38.
    - ✚ Michele reported that she has reserved a lane for us for the Big Brothers/Big Sisters Bowl for Kids' Sake on February 24.
    - ✚ Michele asked that if anyone has suggestions for social events for next year and, if so, to please pass them along to her.
  - B. Programs and Reservations: Monica Kim
    - i. The December 12 meeting has been moved to Michelle's on Gull Road.
      - ✚ Our charity will be the YWCA Domestic Assault Program.
      - ✚ The Freedom Fighters will be selling crafts at the meeting to raise money for the YWCA's new Human Trafficking Program.
      - ✚ There will once again be an ornament exchange.
    - ii. The January meeting will be on **Wednesday**, January 24 with John Koryto discussing "Immigration after Trump."
    - iii. The February 27 meeting will be at Miller Johnson with Jeff Haywood discussing "Security Awareness." Back by popular demand, Danielle will be there to provide free chair massages!

C. Ways and Means:

- i. Schwan's – Diane Berry, PLS reported that we have raised another \$69 and have 34 days left in the current campaign (until December 19).
- ii. Koeze Nuts – Nancy Thomas, PLS reported that she will be going to Grand Rapids on Monday to pick up the first Koeze Nut order, so get your order in now for Thanksgiving.

D. Employment: Pam Wilcox reported that she recently sent out two notices of job postings.

E. Education: In Paula's absence, Cathy reported that the Mock Exams are being updated and are no longer on line. The Manuals are also being revamped, so stay tuned for the updated material for next fall's exam.

7. New/Old Business:

2019 Annual Meeting: Co-chairs Cathy and Michelle noted that we still have committees that need to be filled. They finally received materials from previous Annual Meetings, so have a better idea of what needs to be done.

8. Upcoming Meetings:

- A. The next General Membership Meeting will be on Tuesday, December 12, at 5:30 p.m. at Michelle's on Gull Road.
- B. The next Board Meeting will be Tuesday, December 5, at 5:50 p.m. at Plunkett Cooney.

9. Announcements:

- A. Paula Steffey, PP, CLP-SC, CWCP and Kathleen Hutchins, PLS are hosting a *Christmas Open House Craft Sale* on Saturday, December 16, from 1-4 p.m. at the home of Paula Steffey. 10% of the proceeds of items sold will be donated to the NALS of Greater Kalamazoo Scholarship Fund. Refreshments will be served.
- B. Gather new/gently used brief cases, legal pads, post-it notes, and highlighters to donate to the KCBA - KC Mock Trial Team. Bring them to the KCBA Holiday Gathering at Webster's Prime at the Radisson on Thursday, December 7, from 5:00-7:00 p.m. All NALS of Greater Kalamazoo members are invited.

There being no further business to come before the membership, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,  
Diane Y. Berry, PLS





Choose  
from over  
300  
delicious  
foods  
delivered  
to your  
door!

We earn 5%  
cash back  
now thru  
December 19!



# 33910

# 33910

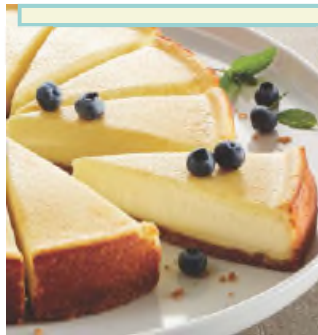
# 33910

Our Schwan's Campaign continues!



**Legal Assistants Rock!**

**Campaign ID: 33910**



<https://www.schwans-cares.com/c/33910>

NALS of Greater Kalamazoo  
**thanks you** for your support!

# FREEDOM FIGHTERS -- HELP OTHERS TO FREEDOM!

## THE PROBLEM:

### Human Trafficking:

Trafficking in persons is a serious crime and a grave violation of human rights. Every year, thousands of men, women and children fall into the hands of traffickers, in their own countries and abroad. Almost every country in the world is affected by trafficking, whether as a country of origin, transit or destination for victims.

### The Solution:

Better Way Imports partners with organizations around the world that are working to end sex trafficking. We import and sell quality, fair trade products made by our partner organizations. These organizations provide a living wage and real, meaningful, and permanent employment to former victims of sex trafficking.

## HUMAN TRAFFICKING FACTS:

(1) The numbers of slaves in today's world is around 27 million; (2) human trafficking occurs in almost every country in the world; (3) while the majority of trafficking victims are women and girls (about 80%), men and boys are also trafficked and are also victims; (4) human trafficking occurs at an alarming rate in the US – affecting people from every race and class; about 300,000 children are trafficked each year; (5) there are things YOU can do to help prevent trafficking. Many groups are working to eradicate slavery in the modern day world. Freedom Fighters is just one of those ways!

## FREEDOM FIGHTERS:

Modern-day abolitionists who help women find a better way of life. Freedom Fighters present at awareness events, share stories of hope, and sell beautiful items to others in an effort to improve the livelihood of individuals through marketing in North America unique gifts, accessory items, and durable goods purchased by companies with similar vision in developing countries. Visit: [Freedom.Fighter@BetterWayImports.com](mailto:Freedom.Fighter@BetterWayImports.com)

## BETTER WAY IMPORTS:

Working to end sex-trafficking. Better Way is a business of hope and a way of making a difference in the lives of women around the world. Headquartered in Zeeland, MI.

## SOME OF THE PRODUCTS:

**Sari Bari** women take worn, old, disregarded sari material and restore them. They are once again an object of beauty - just like these women are becoming. These women are survivors of Kolkata's red light areas, who have taken brave steps into new life, freedom and hope. Just as the saris are washed clean, these women receive new hope and joy.


**Radiant Hope Jewelry** is created in safe houses and outreach centers in the Middle East. The women there employed are now able to escape forced prostitution, gendercide, persecution and war. Trafficked and sold into prostitution, they are finally finding a way out. Each necklace, bracelet, and pair of earrings are handmade around a table where the women fellowship with and support one another. Day by day, their circle grows as they reach out to other women offering them radiant hope.

**Love Calcutta Arts** rebuilds the dignity and self-worth of young girls in Calcutta, India, by providing them the economic freedom to sell paper crafts instead of their bodies. After generations of forced prostitution, poverty, and illiteracy, these women are breaking the cycle and starting anew with freedom and opportunity. Working in the very communities in which they live, these women now have the means to provide for themselves and their families. Created with handmade paper and other local supplies, their greeting cards, journals, stationary, and gift bags are a great way to add beauty and meaning to any gift.

Visit Better Way Imports at <http://betterwayimports.com/store/online-catalog> to view some of their products.

## NALS of Greater Kalamazoo

 **December 2017 Holiday and Annual Charity Event**

**Tuesday, December 12, 2017 (Note *Earlier Date*)** 

**Main Street Pub**

**(5462 Gull Road, Kalamazoo, MI 49048; Phone 269.344.7249)**

***Please feel free to invite a guest!***



engage  
inspire  
enhance  
promote

### **SPEAKER:**

**Cathy Brown MS,  
Director of  
Victim Services,  
YWCA-  
Kalamazoo**



Cathy Brown oversees all victim service programs which include domestic and sexual assault and human trafficking. She has worked at the YWCA-Kalamazoo for over 5 years and worked for 12 years at DASAS in Three Rivers where she began her work with survivors. Ms. Brown has extensive experience in providing family support and advocacy in past positions including shelter coordinator, client advocate, personal care aid and mediator. She obtained her Master's Degree in Psychology from the University of Phoenix, a Master's Degree in Mediation from Abilene Christian University, and a Bachelor of Arts from Spring Arbor University.

### **HOLIDAY CHARITY YWCA-Kalamazoo**

Since the mid-1970s, YWCA-Kalamazoo has provided confidential, non-judgmental crisis intervention, counseling, and advocacy to support abused women, men and survivors of sexual assault. YWCA-Kalamazoo supports these survivors through its Victim Services Department. Victim Services houses the Domestic Assault Program, Sexual Assault Program, Anti-Trafficking Program and its Transitional / Permanent Housing Program. Victim Service programs are free to the community and available to anyone who seeks assistance. The Kalamazoo YWCA is located at 353 E. Michigan Avenue in Kalamazoo.

### **YWCA "Wish" List: Top Ten Most Needed Items**

1. Diapers/Unscented Baby Wipes
  2. African American Hair Care Products
  3. Similac Formula or Baby Food
  4. Kitchen Items (skillets, cups, silverware, etc.)
  5. Towels (dish, hand, bath towels)
  6. New Women's Underwear and Bras (all sizes)
  7. New Boys and Girls Underwear (ages 2 to 5 years)
  8. Feminine Hygiene Products (sanitary napkins/tampons, all varieties)
  9. Facial Tissues
  10. Adhesive Bandages/Thermometers
- Please plan to bring your donations to the meeting--and thank you in advance for your generosity!**

### **AGENDA**

5:30 p.m. – Networking

6:00 p.m. – Dinner Buffet / **Freedom Fighters Presentation\*\***

6:30 p.m. – Holiday Charity Program / YWCA Speaker Presentation

7:15 p.m. – Ornament Exchange\* and Shopping \*\*

A very short chapter business meeting will conclude the evening.

### **HOLIDAY BUFFET**

Cost: \$16.50 per person. Tax and gratuity are included in the price.

Add an additional \$2.30 for non-alcoholic drinks and let us know when you place your order.

*Alcoholic drinks available at your cost.*

### **RESERVATION PROCEDURE**

E-mail your reservation to Monica Kim at [monpkim@gmail.com](mailto:monpkim@gmail.com) or call 269-697.3515 **no later than 5:00 p.m. on Friday, December 8, 2017 (note earlier date!)** to reserve your spot. Give your payment to Jen Robinson, NALS Treasurer, at the meeting. Checks are welcome. If you pay in cash, please bring the exact amount. SORRY, BUT ONCE THE RESERVATIONS HAVE BEEN CALLED IN, YOU WILL BE RESPONSIBLE FOR PAYMENT FOR YOUR ORDER IF YOU HAVE TO CANCEL AND DO NOT FIND A REPLACEMENT.

**\*HOLIDAY ORNAMENT EXCHANGE:** If you would like to participate in our traditional holiday ornament exchange, please bring a wrapped holiday ornament with you.

**\*\*FREEDOM FIGHTERS:** Also on-site will be a representative from "Freedom Fighters" of Zeeland, MI, with some of their handmade items for sale. Freedom Fighters sell Better Way products which provide a living wage and real, meaningful, and permanent employment to former victims of sex trafficking. The products are quality, fair trade products made by partner organizations around the world. Please see the separate flyer for more information about how you can make a difference in the life of a woman struggling to make ends meet. In addition to some of the products being on site, you can visit the following website to access their catalog:

<http://betterwayimports.com/store/online-catalog> 

## ***2017 - 2018 Officers***

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\* \* \* \* \*

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## ***CALENDAR***

### **Next Board Meeting**

Tuesday, January 9, 2018

5:30 p.m.

Location: Miller Canfield

### **December General Membership Meeting:**

Tuesday, December 12, 2017

5:30 p.m.

Main Street Pub - Gull Road

Program: YWCA/Freedom Fighters

### **Holiday Craft Open House:**

Saturday, December 16, 2017

1:00 - 4:00 p.m.

Paula Steffey's Home

### **January General Membership Meeting:**

Tuesday, January 23, 2018

5:30 p.m.

Michelle's - Gull Road

Program: Immigration After Trump



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**NALS of Greater Kalamazoo  
P.O. Box 50221  
Kalamazoo MI 49005**