



TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS

MARCH, 2018 NEWSLETTER

President's Message

Ann Kuhn

Dear TAALP Members:

What a welcome site the sun is! I don't know about ya'll, but I am ready for some warm, dry weather for a change. It's been wet way too long. Daylight Savings Time begins March 11th so remember to set your clocks. That means I can finally get home before dark.

I hope some of you are thinking about holding an office on the Board. Remember that in order to be nominated for an office and for active voting members, your active membership status must be in good standing. To remain in good standing, you cannot miss attendance at one meeting (either regular or board) per month for three (3) consecutive months during any fiscal year. Make sure you don't miss 3 meetings in a row.

Half-price membership for new members for the remainder of our 2017-18 year (Jan. 1 – June 30). Mock Trials are coming up. If you haven't already volunteered, please think about it and let Helen Koch know. It's a lot of fun. This year's script is Jack and the Bean Stalk.

I want to point out ahead of time that our meeting in April will be the **1st Thursday of the month rather than the 2nd Thursday** due to scheduling. **We will be meeting at The Hub, April 5, 2018**, at noon. Our June Elections meeting will be held at the Chamber of Commerce rather than Coyote Sam's this year.

Join us for our monthly meeting **Thursday, March 8, 2018, at noon** at the **CHAMBER OF COMMERCE**. Ron Schoenbrun is our speaker this month and will be speaking to us about "Business Organizations".

Lunch is \$15.00, which covers lunch, a beverage and 1 hour of CLE approved by NALA and TBLS. We want to say **THANK You** to **Lexitas** for sponsoring our meeting this month.

Hope you all enjoy some sunshine this weekend!

See you Thursday!

Ann

TAALP can help get your name out to our members.

Just email me at:
helenk@brownbaumansmith.com for more information.

**Transcript Ad Rates:
(Per Month)**

Business Card -	\$10.00
Quarter Page -	\$20.00
Half Page -	\$30.00
Full Page -	\$50.00

NOTICES:

1. The price of lunch is \$15.00 which covers an hour of CLE and a full course meal; salad, entrée, drink and dessert. Feel free to bring your own lunch with you should you chose not to eat the catered meal. When responding to your evite, please note whether you will attend and whether or not you will eat so an accurate count can be provided to the caterer. If a RSVP is made with a notation that a meal will be paid for and you do not attend the meeting, you will still be responsible for the cost of that meal. Those with extenuating circumstances will be taken under advisement. Thank you.

½ PRICE MEMBERSHIP

We are beginning our half price membership for the remainder of our 2017-2018 year (Jan. 1 – June 30). If you or a friend are interested in joining TAALP, please send in the attached Application.

Sunshine Notices:

Do you know of some news about our members that should be shared with our members?

Please send any submissions to Cindy Kirby

at cindy@sscfirm.com.

SPECIAL NOTICE

The April membership meeting will be held on April 5th at the Hub and NOT on the 2nd Thursday. We are letting everyone know this far ahead of time so you don't miss the April meeting.

Due to the Election using the Hub, we were unable to reserve the 2nd Thursday.

Sorry for any inconvenience.

❖ MARK YOUR CALENDARS ❖

March 8, 2018

TAALP Membership Meeting

Chamber of Commerce

March 28, 2018

TAALP Board Meeting; Jack Ryans

THANK YOU NOTE RECEIVED FROM ERIN BLAIR

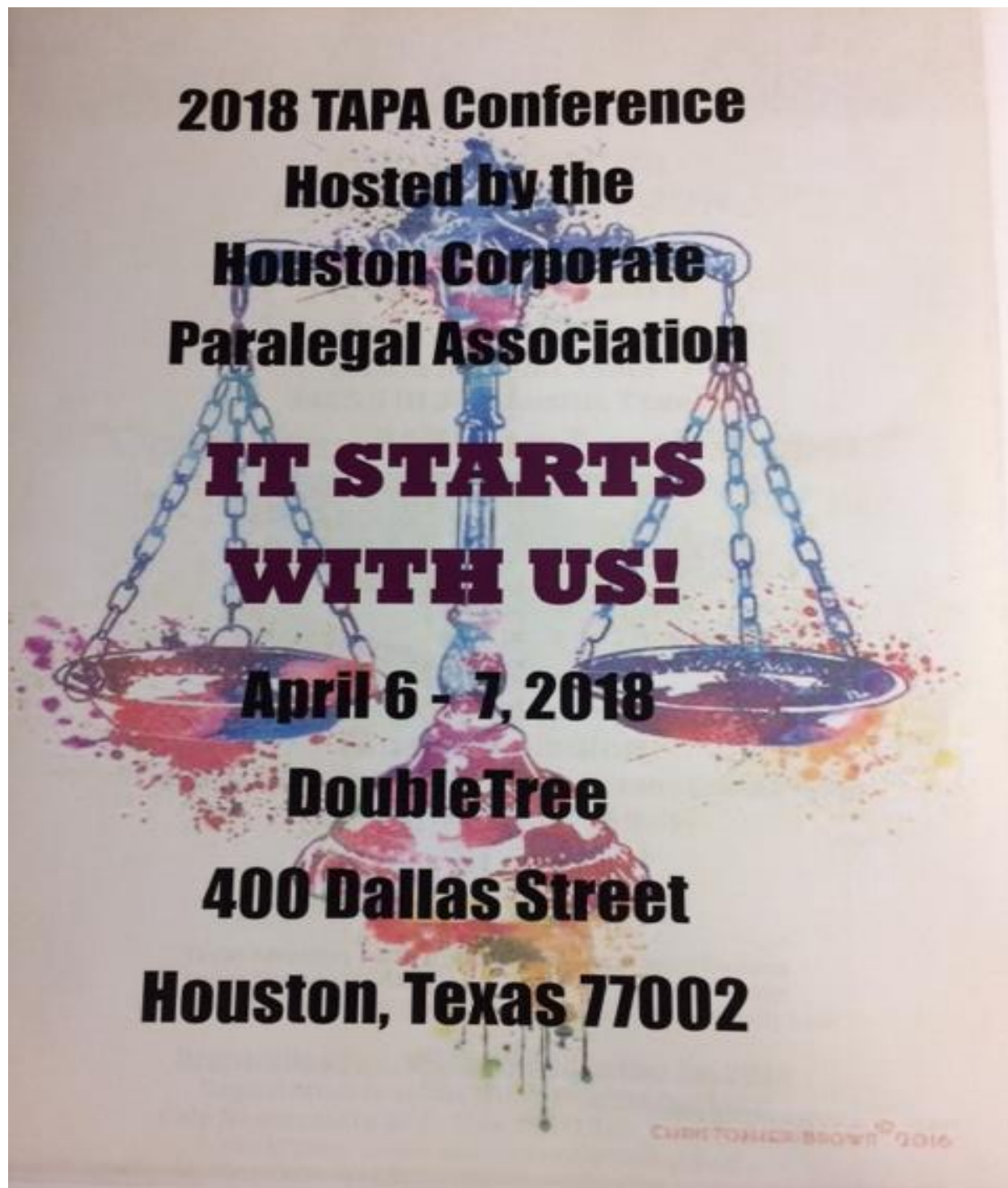
*The family of
Henny Asher Blair (Jordan, Erin & Judah)
gratefully acknowledges your kind
expression of sympathy*

Thank you so much for the plant you
sent for our Asher's funeral. It was beautiful.

Sincerely,

Jordan, Erin & Judah Blair

ANYONE INTERESTED IN RECEIVING A REGISTRATION PACKET FOR THIS CONFERENCE, PLEASE CONTACT HELEN KOCH AT HELENK@BROWNBAUMANSMITH.COM OR REGISTER THROUGH THE WEBSITE <https://hcpa.starchapter.com/meet-reg1.php?id=36>. THE LINK TO THE DOUBLE TREE ROOM RESERVATIONS IS <https://aws.passkey.com/event/49573762/owner/3113/home>.



The Executive Board of TAALP would like to thank all following new/renewing members:

Mallory Lewis

Susan Miller

Connie Shreder

Anderson, Katrina Assunto, Kimberly Austin, Sara Barron, Jennifer Beasterfield, Elizabeth Beck, Karen Betts, Lisa Blair, Erin Blubonnet Process Server Brooks, Bonnie Brotherton-Pyatt, Margaret Brownlow, Laura Buchanan, Ann Burgess, Ginny Calton, Sonya Chavez, Karina Clark, Deborah Clarkston, Penny Collins Investigations Conners, Samantha Connor, Sarah Coplan, Patricia Cox, Kristin Railsback Crawford, Melani Crim, Nancy Deck, Mary Lexitas f/k/a Depo Texas	Deposition Resources Dickey, Lisa Dieringer, Mary Dillon, Candice Discovery Records Dixon, Renee Dodds, Janet Doffer, Teresa Earls, Kristen Elite Deposition Technologies Evans, Karen S. Fields, Twyla Flowers, Marilyn Forbey, Lauren Foster, Codi Franklin, Katrina Fulkerson, Chris Garcia, Maria Godwin, Carol Goley, Carol Hall, Carrie Hancock, Jo Ruth Harris, Melissa Harvey, Terri Hays, Sarah Hemphill, Carla Henry, Donna Hesse, Wendy	Hudson, Christine Jackson, Laura Jobe, Haley Johnson, Sandy Keahey, Regina King, Carrie Kirby, Cindy Kirby, Hailey Knighton, Tina Koch, Helen Kopech, Leatha Kuester, Cheryl Kuhn, Ann Lennon, Molly Liska, Rhonda Liston, Lisa Lollar, Melinda Marshall, Tracy Martin, Kara Martin, Melissa May, Tamara Mayfield, Tammye McDonald, Laurie Morris, Mechele Murphy, Julie Neel, Lesley Newman, Kristen	Parker, Nancy Phillips, Samantha Power, Kerri Pratt, Lindsey Rex, Renda Robbins, Marie Robison, Rhonda Seal, Jan Sepmoree, Tina Sherrill, Sharon Shults, Cayce Skeen, Barbara Smith, Jennifer Sparks, Rhonda Starcher, Darcy Stewart, Clothilda Stines, Pamela Stone, Meredith Stracener, Melinda Thedford, Kimberly Toon, Kristine Turchi, Brandi Wallace, Melissa White, April Wimberley, Suzanne Zillmer, Alice
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TAALP
MINUTES OF FEBRUARY 28, 2018 BOARD MEETING
By: Ann Kuhn on behalf of Brandi Turchi, Recording Secretary

ATTENDANCE:

<u> X </u> ANN KUHN, President	<u> X </u> JO RUTH HANCOCK, President-Elect
<u> X </u> LISA BETTS, 1 st Vice President	<u> </u> CODI FOSTER, 2 nd Vice President
<u> </u> BRANDI TURCHI Recording Secretary	<u> X </u> HELEN KOCH, Corresponding Secretary
<u> X </u> CARRIE KING, Treasurer	<u> X </u> SARAH CONNOR, Executive Advisor
<u> X </u> SARAH CONNOR, Parliamentarian	

Ann Kuhn called the meeting together at 12:13 p.m.

ANN KUHN, President:

Old Business:

- 2017-2018 Final Membership Total 139
- 2017-2018 Renewal Membership total to date 106

New Business:

- Half-price membership continues
- Who wants to serve on the board again next year and in what capacity?
- Brandi Turchi membership status
- Nominations solicitation - May
- Elections in June

Motion was made by Carrie King to waive the membership status of Brandi Turchi due to her leave of absence for pregnancy to allow her to remain in office the remainder of her term in a non-voting capacity. Helen Koch seconded the motion.

JO RUTH HANCOCK - President-Elect:

- Lunch to be catered by Clear Springs

LISA BETTS, 1st Vice President:

- Evite will be sent Thursday March 1, 2018 – Reminder to be sent March 5, 2018 to everyone regardless of their RSVP status.

CODI FOSTER, 2nd Vice President: ABSENT

- March 8th Speaker: Ron Schoenbrun, speaking on Business Organizations

BRANDI TURCHI, Recording Secretary: ABSENT

- Lisa Betts moved that the Minutes of the January 31, 2018 board meeting be approved, as reported in the Transcript. The motion was seconded by Helen Koch and it carried.

HELEN KOCH, Corresponding Secretary:

- Publish the newsletter on March 5, 2018. Deadline to get your information in is Friday March 2, 2018, by 5:00 pm.
- March spotlight member: April White
- April spotlight member: Hailey Kirby
- May spotlight member: Alice Zillmer

CARRIE KING, Treasurer:

- Treasurer's Report.
- Carrie King moved that the Treasurer's Report for February be filed for audit. Helen Koch seconded the motion and it carried.

SARAH CONNOR, Executive Advisor:

SARAH CONNOR, Parliamentarian:

The meeting was adjourned at 12:35 p.m.

Next Regular Meeting: March 8, 2018 – Chamber of Commerce

Next Board Meeting: March 28, 2018 – Jack Ryans (unless notified otherwise)

ANN KUHN, President

BRANDI TURCHI, Recording Secretary

TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS



2017-2018 APPLICATION FOR MEMBERSHIP AND/OR RENEWAL

Please see attached Membership Definitions for further details

TYPE OF MEMBERSHIP (Check One):

- ☐ RENEWAL
☐ NEW MEMBER

CHECK HERE IF APPLICABLE:

- ☐ NAME/EMAIL/ADDRESS CHANGE

MEMBERSHIP RATES (Check One):

- ☐ \$50.00 ACTIVE
☐ \$40.00 ASSOCIATE
☐ \$25.00 GOVERNMENT / COURTHOUSE
(☐ ACTIVE/ ☐ ASSOCIATE)
☐ \$25.00 STUDENT (ASSOCIATE)
☐ SUSTAINING/VENDOR

NAME: _____

SPECIALTY AREA (if any): _____

EMPLOYER: _____

POSITION: _____ HOW LONG: _____

BUSINESS ADDRESS: _____ CITY & ZIP CODE: _____

BUSINESS PHONE: _____ FAX: _____

HOME ADDRESS: _____ CITY & ZIP CODE: _____

HOME/CELL PHONE: _____

DATE OF BIRTH: _____ (Month/Day) EMAIL ADDRESS: _____

I PREFER TO RECEIVE MAIL AT: ☐ HOME ☐ WORK

LEGAL TRAINING: _____

PROFESSIONAL DESIGNATION(S): _____

(i.e., CLA, CP, CLAS, PLS, CPS, TBLS)

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT I MEET THE REQUIREMENTS FOR THE CATEGORY OF MEMBERSHIP FOR WHICH I AM APPLYING (see Bylaws). I AGREE TO BE BOUND BY THE BYLAWS AND CODE OF ETHICS AS ADOPTED BY THE TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS (TAALP).

DATE: _____ SIGNATURE: _____

COMMITTEES

THE REAL WORK OF THE ASSOCIATION IS PERFORMED THROUGH ITS COMMITTEES.

ON WHICH COMMITTEES WOULD YOU BE WILLING TO SERVE?

- | | |
|---|---|
| <input type="checkbox"/> MEMBERSHIP | <input type="checkbox"/> SCHOLARSHIP |
| <input type="checkbox"/> NEWSLETTER | <input type="checkbox"/> COMMUNITY SERVICES |
| <input type="checkbox"/> EMPLOYMENT | <input type="checkbox"/> LAW DAY |
| <input type="checkbox"/> JOINT LUNCHEON | <input type="checkbox"/> FINANCE |
| <input type="checkbox"/> WAYS & MEANS | <input type="checkbox"/> AUDIT |
| <input type="checkbox"/> HANDBOOK | <input type="checkbox"/> PROCEDURES MANUAL |
| <input type="checkbox"/> NOMINATIONS | <input type="checkbox"/> HISTORY |
| <input type="checkbox"/> PROFESSIONAL ETHICS | |
| <input type="checkbox"/> LONG RANGE PLANNING/ BYLAWS & STANDING RULES | |
| <input type="checkbox"/> LEGAL PROFESSIONAL OF THE YEAR | |
| <input type="checkbox"/> PROFESSIONAL DEVELOPMENT & CLE | |

PLEASE MAIL YOUR APPLICATION WITH PAYMENT OF ANNUAL DUES TO:

(PLEASE MAKE YOUR CHECK PAYABLE TO TAALP)

TAALP 1ST VICE PRESIDENT

LISA BETTS

110 N. COLLEGE AVE., SUITE 1700

TYLER TEXAS 75702

****The membership period runs from July 1, 2017 to June 30, 2018. ****

MEMBERSHIP

Membership levels are as follows:

➤ **Active Membership**

- (1) Any individual who has been engaged as a legal secretary, law office administrator, legal assistant, stenographer, typist or clerk in any law office or any person employed in the Court, the trust department of banks or trust companies, or in any public or private institution or office directly engaged in work of a legal nature, including, the public offices of the US Government, states, cities, counties or municipalities for a period of more than 1 year;
- (2) Any individual who has successfully completed a curriculum or full course of studies from an ABA approved or institutionally accredited school or a curriculum or full course of studies specifically prescribed for training as a legal professional from a non-ABA approved non-institutionally accredited school; or
- (3) Any individual who has successfully completed the voluntary certification examination given by NALA, who shall prove that certification or certification renewal by providing documentation of the same to the membership committee and is entitled to the use of the designation “CLA” or “CP”; or
- (4) Any individual who has successfully completed the voluntary certification examination given by the Professional Legal Secretary Association who shall prove that certification or certification renewal by providing documentation of the same to the membership committee and is entitled to the use of the designation “PLS”; or
- (5) Any individual who has been a member in good standing of any organized legal professional association for a period of one (1) year or more.

➤ **Associate Membership**

- (1) Any educator, judge, attorney or a university or college student in good standing who has interest in the legal profession.
- (2) Any individual who has been engaged as a legal secretary, law office administrator, legal assistant, stenographer, typist or clerk in any law office or any person employed in the Court, the trust department of banks or trust companies, or in any public or private institution or office directly engaged in work of a legal nature, including, the public offices of the US Government, states, cities, counties or municipalities for a period of less than 1 year; or
- (3) Any individual who is employed in some type of legal capacity and who is interested in supporting the profession but who may not otherwise qualify at present as an active member or may elect to join as an Associate rather than an Active member.

➤ **Sustaining Membership**

Will be granted to any individual, firm or organization who has rendered some special or distinguished service to this Association and who is not a member of this Association or who subscribes to the goals of this Association and shares the common interest of promoting the legal professional and in addition contributes annually to the Association an amount equal to or in excess of the current annual active membership dues.


EMPLOYMENT – MARCH, 2018

*Contact: Lisa Betts
TAALP Job Bank Coordinator
903.534.0200 or lisa@sscfirm.com*


Position	Practice Areas/Job Description	Location
1. Paralegal	Full-time Paralegal; prefer CP; particular knowledge of Civil Lit, Oil& Gas Lit, and Real Estate Lit, see job description emailed 8-4-17	Tyler
2. Legal Secretary	Tyler Oil & Gas Co. looking for legal secretary with exp. in managing a small office and light bookkeeping. Oil and gas exp. not necessary but plus	Tyler
3. Legal Assistant	Tyler law firm looking for office admin experience required, legal assistant exp. preferred, but not necessary. Attention to detail a must for a Trust/Estate Planning Firm	Tyler

NOTE: Job postings are for TAALP members. If you share with a friend/co-worker, please advise them that they have to be a member in order for the job bank to be shared or their resume forwarded.

PARALEGAL DIVISION NEWS OF INTEREST




State Bar of Texas
Paralegal Division



**Annual Meeting
PARALEGAL DIVISION**
State Bar of Texas
Friday, June 22, 2018
8:00 am – 2:00 pm
Austin Marriott South
4415 S IH 35 – Austin, Texas

“Operation: Military Legal Support”



Keynote Speaker:
Thomas Palladino
Executive Director of the Texas Veterans Commission
“Veteran Services in Texas”

Plus 3 hours of CLE
Speaker and Topic information:

Texas Secretary of State’s office – Webcam Notarizations
Susan Haney with the Haney Law Firm – Estate Planning
Sgt. Major Pickerin with the JAG Office at Fort Hood – Family Law

Registration Fee: \$60 on or before May 28, 2018
Registration is online ONLY @ www.txpd.org
Late Registration \$65 - May 29, 2018 - June 8, 2018
QUESTIONS? Contact Alice Lineberry, @ am@txpd.org

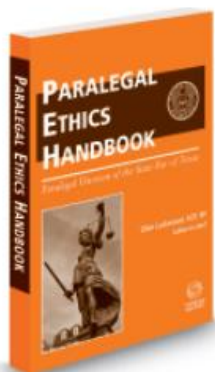
JOIN THE PARALEGAL DIVISION FOR HALF PRICE!

That's right! the Membership Pro-Rated Dues Application Period is December 1, 2017 through February 25, 2018. So from now until February 25, 2018 you can join the Paralegal Division for half price! There has never been a better time to see what the Division has to offer you!

Membership approved during this pro-rated period will expire on May 31, 2018, at the end of the Paralegal Division fiscal year. Active and Associate members will be required to obtain 6 hours of CLE prior to May 31, 2018 to renew. One hour of the required CLE must be ethics and 2 hours of self-study can be claimed.

TAPS 2018 – SAVE THE DATE – Texas Advanced Paralegal Seminar

September 26-28, 2017 in Addison, Texas is the dates for the next TAPS. The TAPS Planning Committee is getting underway to plan another great event with approximately 14 hours of CLE, socials, networking and Friday luncheon. We hope to see everyone there!!



The Paralegal Ethics Handbook, 2017 ed.

By Ellen Lockwood, Laurie L. Borski, Rhonda J. Brashears, Debra Crosby, Javan Johnson, Lisa Sprinkle

This handbook is an essential resource for experienced paralegals, those new to the profession, and the attorneys working with them.

The Paralegal Ethics Handbook is a resource for all paralegals that addresses ethical considerations for 17 practice areas, as well as considerations for in-house, corporate, freelance, administrative, governmental, and regulatory law paralegals. This title:

- Examines topics such as defining ethics, ethical obligations, and remaining ethical
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- Contains rules and regulations for all 50 states and Washington, D.C
- Explains how to determine whether an action may be an ethical violation

Features & Benefits:

Format: Book - softbound

Components: Print 1

Pages: 324

Print Product Number: 40638127

Print Price: \$110.00

SAVE 10%

Order online at legalsolutions.com and at checkout, enter promo code 10ETHICS and the discount will be applied.

Or order by phone at 1-800-344-5009

10% discount applies to this book only.

Expires: 12.31.2017

Price subject to change without notice.

12/31/2017



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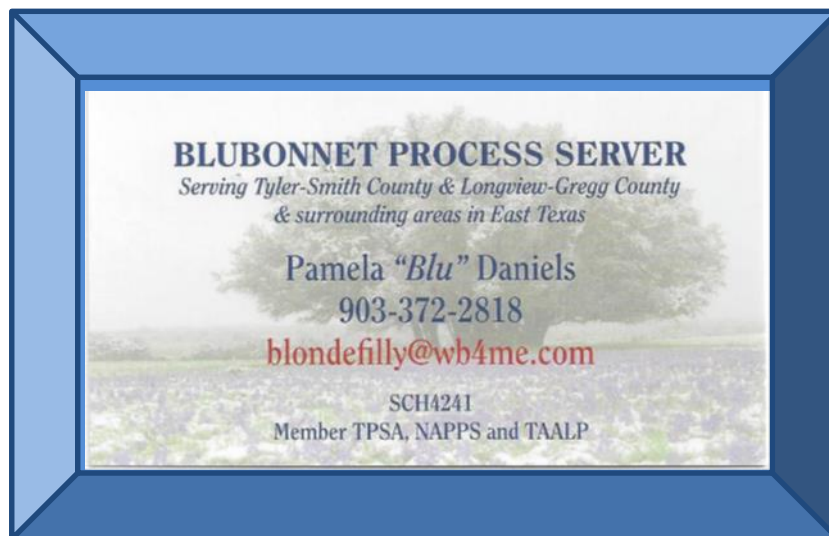
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mikecollins@sprintmail.com

Background Searches

Jury Research

Interviews

mikecollins@sprintmail.com



MARCH BIRTHDAYS	APRIL BIRTHDAYS
Erin Blair 4	Lisa Betts 12
Samantha Conner 4	Hailey Kirby 18
Carol Godwin 4	Ann Kuhn 25
Chris Fulkerson 6	Twyla Fields 27
Julie Murphy 19	
Cayce Shults 21	
Sonya Calton 23	
Tina Knighton 26	
Darcy Starcher 28	



*Happy
St. Patrick's
Day*

TAALP
would like to extend a

BIG "THANK YOU"

to DAIRY QUEEN and
BRIAN KELLY,
General Manager,

for donating the nice TREATS
members are finding in their
birthday cards!!

Be Sure To Frequent Your Local
DAIRY QUEEN!

SPOTLIGHT MEMBER

APRIL WHITE



I was raised in Houston and have lived in Washington DC, Austin, and Abilene before settling down in East Texas. I've been employed at the Sinclair Law office as an assistant since 2011 and plan to take the paralegal board certification exam this November.

When I'm not working I'm spending time with my husband and three children, two dogs and two cats. I enjoy traveling, reading and yoga.

TAALP EXECUTIVE BOARD OF DIRECTORS 2016-2017



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Calendar listings and seminars should not be considered an endorsement of any such program or seminar.

TYLER AREA ASSOCIATION OF LEGAL PROFESSIONALS

P.O. Box 8613, Tyler, TX 75711

TAALP EXECUTIVE BOARD OF DIRECTORS

2017-2018

