

PLEADINGS

Issue No. 324

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February 2018

USE BODY LANGUAGE TO BUILD CONFIDENCE

The most powerful people in a group are not always the smartest or most knowledgeable. So, why are they the leaders? Often times, it is because of subtle body language that draws people to them. Here are six secrets that you can use today to exude confidence and feel powerful:

1) Eye Contact Conveys Confidence

You know the feeling. When a person makes eye contact with you, especially when you are talking, you feel important to that person, and your confidence in that person grows. People who meet your gaze seem sincere and trustworthy, while those who don't seem either dishonest or lacking in confidence. However, too much eye contact can be uncomfortable. It can feel like an intrusion or an act of aggression. Powerful leaders instinctively know how long to look at you and how long to look away, and do it naturally. Studies suggest the proper

amount of eye contact in the U.S. and many other countries should be between 50 and 60 percent of the conversation, mostly when listening.

2) Smile: It's Good for You!

Many studies have been done on the benefits of smiling, but common sense also tells us that when we smile, we feel better inside, and others smile back. But why is that? It has to do with the chemicals that are released in the brain when we smile or see other people smile. Smiling triggers the "feel good" hormones like serotonin, dopamine, and endorphins. These powerful chemicals relax your body, reduce your heart rate and blood pressure, and help you fight off stress. This makes you feel healthier and appear more confident. What's more, your smile triggers other people's brains to respond in kind—in other words, a smile is contagious. Powerful leaders smile enough to convey confidence and good will, while creating bonds of respect.

3) The Firm Handshake

The perfect handshake is brief, firm but not tight, and uses the whole hand, not just the fingertips. It conveys that the person is confident, extroverted, and positive. This can't be emphasized enough. A handshake creates an immediate impression, and you only get one chance to create that first impression. Powerful leaders shake hands in a way that says, "I am strong and in control." Often, people that have a poor handshake have no idea. Try it out on a trusted friend or colleague and ask for honest feedback.

4) Take a Powerful Pose

Strong leaders convey their self-confidence and strength subtly but clearly through their posture. An outstretched, open posture projects an image of power and confidence. Legs slightly apart, hands on hips (think wonder woman), or making wide gestures make you look like you are in charge. But

it not only makes others think that, it makes you think that, too! By practicing power poses before presentations or meetings, you boost your confidence and subconsciously tell the audience you're in control, confident about the future, and able to set goals and act.

5) Voice Tone

We all know that animals can hear undertones outside of human range, but the fact is that we unconsciously hear them, too—and make decisions based on them. You know how a high, nasal, or thin voice can be irritating (think Fran Drescher), but a broad, resonant voice (think Don LaFontaine) is soothing and attractive. That's because of the undertones. Incredibly, studies have shown that hearing those low tones actually makes people more efficient, while removing the low tones makes people less efficient. Leaders have the best undertones, and people around them subconsciously match their tones to those of the leader. Have you ever heard the saying, "We're on the same wavelength"? Whoever made up that saying was right. That's exactly what happens.

6) Appropriate Gestures

Random or nervous gestures are distracting, but "speech-associated gestures" complement the words spoken and enhance their meaning. This does not mean a thumbs-up or sign language. These symbols convey meaning without words. The best gestures, used by great speakers

and leaders, naturally support the words and make them easier to remember and understand. Leaders use gesture to get their point across effectively.

Are These Leadership Secrets Innate or Learned?

Though many leaders do not study to develop these traits, anyone can learn to use them and harness them. If you'd like to exude more power and confidence, develop these subtle secrets of body language.

By Lisa B. Marshall, of "The Public Speaker."

NALS OF GREATER KALAMAZOO BOARD OF DIRECTORS February 6, 2018

The February Board Meeting was held on Tuesday, February 6, 2018, at Levine & Levine.

The January 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. Big Brothers Big Sisters Bowl-a-thon scheduled for Saturday February 24, 2018 at 2:00 p.m. At the time of the board meeting there were five people signed up to bowl. The board approved a donation to the Big Brothers Big Sisters Bowling event of \$100.

Upcoming Social Event(s)
March 17, 2018 - St. Patrick's Day Hockey game sponsored by the Kalamazoo County Bar Association.

Scholarship- Pam Wilcox reached out to all of those who volunteered for the Scholarship Committee. April 13, 2018, is the scholarship application deadline.

Next Board Meeting- Tuesday, March 6, 2018 at 5:30 p.m. at Miller Johnson.

General Membership meeting- February 27, 2018, speaker David Buday "Me too"- Miller Johnson.

NALS STUDY HALL LIVE!

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Study with learners
just like you!



NALS is offering online study hall! Whether you are looking for Continuing Legal Education or you are studying for the Accredited Legal Professional (ALP), Professional Legal Secretary (PLS)/Certified Legal Professional (CLP), or Professional Paralegal (PP) Exam(s), go online to www.NALS.org/events and sign up for one of the many online study hall sessions being offered.

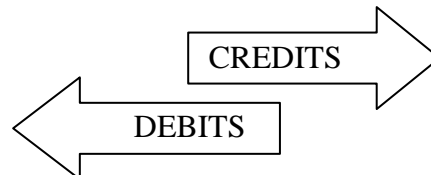
Price: Free to Exam Registrants
| \$15.00 for Non-Members + Members

CLE: 1 Hour

Certification Corner

by Paula Steffey, PP, CLP-SC, CWCP

Fill in the blank, 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 February 28th at 5:00 p.m. and the drawing will be held on March 1st. 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 winter surprise. Good luck and have fun!



Office Accounting

1. A _____ endorsement consists of only the signature of the payee.
2. A lawyer must keep all funds of a client in a _____ account.
3. The fundamental accounting equation: liabilities + equity = _____
4. An outstanding _____ check is listed separately from the other outstanding checks because it has already been charged to the account by the bank and deducted as a payment.
5. Any time a client pays a _____ that money needs to be deposited into the firm's trust account.
6. There is absolutely no margin for error in _____ accounting.
7. Three factors that must be considered when computing interest are: (1) time period, (2) interest rate, and (3) _____.
8. A string of related activities for the same client and on the same matter is referred to as _____ billing.
9. The difference between the total debits and total credits posted to an account is called the _____.
10. A _____ fee is a fee that is a percentage of the amount obtained in negotiation or litigation with another party.

MEMBERSHIP NEWS

by Vice President Michele Guyman

FEBRUARY/MARCH BIRTHDAYS:

Susan Connolly	February 11
Kathleen Hutchins, PLS	February 18
Julie Cosgrove	February 19
Kim Somers	March 3
Christine English, PLS	March 9
Jennifer Bayer	March 14
Pamela Wilcox	March 14
Diane Berry, PLS	March 20
Colleen VanSickle	March 21
Deborah Koppers	March 22



HAPPY BIRTHDAY!

FEBRUARY/MARCH NALS ANNIVERSARIES:



Lubna Oulmane	February 1 (1 year)
Kim Somers	February 22 (6 years)
Jennifer Bayer	March 6 (6 years)
Peggy Boucher	March 6 (6 years)
Jennifer Antisdale	March 8 (1 year)
Tami Carl, CLP	March 11 (10 years)
Diane Berry, PLS	March 12 (17 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. Thank you in advance!



Paula Steffey, PP, CLP-SC, CWCP

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



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.

info@morettigroup.net

www.morettigroup.net



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**Our conference rooms are located in
Kalamazoo, Grand Rapids, St. Joseph, Battle Creek,
Brighton, Ann Arbor, Mt. Clemens & Troy
269.343.0118 800.536.0804**

2019 ANNUAL MEETING REMINDER

We have almost filled all committee spots for the 2019 Annual Meeting. We only have one more spot to fill: Annual Meeting Publicity Chair. The responsibilities for this position include:

- a. Working with the NALS of Michigan Marketing Committee Chair to arrange for advance publicity for the Annual Meeting.
- b. Contacting law firms and companies to sponsor breaks, morning treats, coffee, etc.

Sounds pretty easy, right?! Please contact Michele Guyman (mightymm@sbglobal.net) or Cathy Zackery (czackery@levine-levine.com) if you would like to help with this position. Many hands make light work!!



Terri Sobolewski
Director of Business Development
tsobolewski@officestaffing.com

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NALS of Greater Kalamazoo invites you to get involved!

Like any organization, the lifeblood of NALS is the people who get involved. From the Board of Directors, to the officers, to the fundraisers and education coordinators, to the volunteers who run chapters and help plan conventions, every person has a role. Without them, NALS could not accomplish its goal of enhancing the competencies and contributions of members in the legal services profession.

As you know, our Chapter is currently looking for individuals interested in holding an office during the next fiscal year (May 1, 2018 – April 30, 2019). We are an organization of volunteers, so please consider helping out with your time and talent. It's a great way to develop your leadership and critical thinking skills while making new friends. Take an active role in leadership. Participation on a NALS committee will enhance your personal goals and professional growth, give you a clearer understanding of the inner workings of NALS, and empower you to shape the future of NALS through your volunteerism. It looks awesome on your resume too!

Please also consider nominating someone who you think would be a good addition to the executive committee.

Pursuant to our chapter's bylaws, the nominating committee is to receive nominations, secure acceptance of nominees, and prepare a ballot of all nominees for each office. The nominations will be published in the *Pleadings* prior to the March membership meeting. Nominations for any office may also be made from the floor at the time during the March meeting.

Elected chapter officers include:

<ul style="list-style-type: none">● President● Vice President / Membership Chair● Treasurer● Recording Secretary	<ul style="list-style-type: none">● Corresponding Secretary● Director● Parliamentarian
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The new officers will be elected at our March membership meeting, and installations will take place at our April membership meeting.

For information on the duties of any of the above positions, or if you have any questions, please feel free to contact a member of this year's Nominating Committee (see below).

Jen Bayer: jbayer@levine-levine.com

Tami Carl, CLP: carlt@millerjohnson.com

Pam Wilcox: wilcox@millercanfield.com

Thank you for your consideration!



NALS OF MICHIGAN FUNDRAISING RAFFLE

**First Prize: Premium
Detroit Tigers Home
Game Tickets (4) plus
parking pass
(\$400 value).**



**Second Prize:
Specialized Stained
Glass Window by
Hart of Glass
(\$150 value).**



**Third Prize: Cash in the
amount of \$100.**

**Costs: \$5 each or
5 tickets for \$20**

**DRAWING WILL BE HELD
AT NALS OF MICHIGAN'S
47TH ANNUAL MEETING
AT SHANTY CREEK
RESORT, BELLAIRE, MI**



**You do not need to be
present to win.**

*The Mission of NALS of Michigan is to empower legal support professionals to
succeed through education, certification, and networking.*

NALS OF MICHIGAN 57th Annual Meeting and Educational Conference

April 26-29, 2018—Shanty Creek Resorts, Bellaire

REGISTRATION INFORMATION

Please add a \$20 late fee for any registration postmarked after March 24, 2018 | Full Registration includes all educational seminars and events

Name _____

Local Chapter _____

Certification(s): _____

Badge Name/Nickname _____

Address _____

City _____ State/ZIP _____

Work _____ Home _____

Email _____

*Guest(s) _____

Please describe any accommodation (mobility, dietary restrictions, etc.) you will need: _____

(Please check all that apply.)

- ☐ Member
☐ Past State President
☐ First Time Attendee

☐ Student Member
☐ State Officer

☐ I will be attending the First Timer's Reception on Friday Afternoon
 (Those attending the Conference for the first time are strongly encouraged to attend)

CHECK PAYABLE TO: NALS of Michigan 2018 Annual Meeting Fund
 Amount of check enclosed \$ _____

MAIL REGISTRATION FORM TO:

Kathy Ann Blunck
 Thompson O'Neil
 309 East Front Street
 Traverse City, MI 49684
 Email: kblunck@thompsononeillaw.com

SCHEDULE OF EVENTS (Check all events that you plan to attend.)

Please check only one: ☐ Full Registrant
☐ Partial Registrant (go to next column)

Full Registration Fee Schedule:

- ☐ Postmarked on OR BEFORE March 24, 2018
☐ Member \$145 ☐ Future Member \$195
- ☐ Postmarked AFTER March 24, 2018
☐ Member \$165 ☐ Future Member \$225

GUEST

- ☐ Friday Exhibitor/Candidate Lunch (\$28)
☐ Saturday Certification Lunch (\$28)
☐ Saturday Banquet (\$48)

NOTE: If more than one guest will be accompanying you, please attach a separate sheet with information. If your guest is attending meal functions, please refer to the partial registration fee schedule.

Partial Registration Fee Schedule--Please Check all that Apply

Member

Future Member

- | | | | |
|--------------------------|---|--------------------------|--|
| <input type="checkbox"/> | Friday <u>Only</u> (includes all meals and breaks) (\$75.00) | <input type="checkbox"/> | Friday <u>Only</u> (includes all meals and breaks) (\$100) |
| <input type="checkbox"/> | Saturday <u>Only</u> (includes all meals and breaks) (\$100.00) | <input type="checkbox"/> | Saturday <u>Only</u> (includes all meals and breaks) (\$150) |

HOTEL INFORMATION

Reservations can be made directly through the hotel.

<http://reserve.shantycreek.com/?g=445905>

Guest Room \$89/Studio Parlor \$109 per night. A deposit equal to one night's stay is required to hold each individual's reservation.

QUOTED ROOM RATES ARE AVAILABLE UNTIL MARCH 26, 2018.

REFUND POLICY: Fifty percent (50%) refund if received before April 1, 2018. **No refund after April 1, 2018.** No exceptions.

NO SMOKING POLICY: In consideration of attendees, please find designated outdoor smoking areas.



ADVERTISEMENT ONLY:

(Includes web link and logo placement on NALS of Michigan conference page)

Chapter and Member Special: 50% off below pricing

_____	Outside Back Cover (color)	\$300
_____	Inside Back Cover	\$250
_____	Full Page (7 ½" x 10")	\$200
_____	Half Page (7 ½" x 5")	\$125
_____	Quarter Page (3 ½" x 5")	\$80
_____	Business Card (3 ½" x 2 ¼")	\$50

Donations of items such as tickets to sporting or theater events, gift baskets, gift cards, etc. are welcome for use in door prize drawings.

☐ Check here if you will have items to include in the conference bags.

Business Name: _____
 Contact Name: _____
 Contact Phone: _____
 Email Address: _____
 Mailing Address: _____

Please make check payable to: NALS of Michigan 2018 Annual Meeting Fund

Return this form and payment to: Jodi Velez, CLP
 10248 Coster Road SW
 Fife Lake, MI 49633

Please email ads in .jpg format no later than March 2, 2018, to: Jodi Velez at: jlvelezii@yahoo.com

NALS of Michigan
57th Annual Meeting and Educational Conference
April 26th-29th
Shanty Creek Resort, Bellaire, Michigan

Exhibitors: Friday, April 27th 8-5

_____ Exhibitor - \$250

Includes exhibit table, one ticket for Exhibitor's luncheon(Friday April 27th), business card size ad in event program, logo and link posted on the NALS of Michigan website for 90 days starting February 26, 2018.

Vendors:

_____ Vendor- \$40 and 10% of sales

Includes exhibit table and business card size ad in event program

Business Name: _____

Contact Name: _____

Email Address: _____

Mailing Address: _____

Please make checks payable to: NALS of Michigan Annual Meeting Fund

Return this form and payment by March 2, 2018 to: Jennifer Fauble

Rysso & Wingfield, PLC

807 West Front Street, Suite A

Traverse City, MI 49684

Email: admin@rysoandwingfield.com

Phone: 231-933-5207

Donations of items to include in our conference bags are welcomed and encouraged - This is a great way to advertise!

NALS of Michigan
Finance Committee Quarterly Report
February, 2018

NALS of Lansing has continued to sell merchandise for the NALS of Michigan Finance Committee. We have sold out of power banks, but still have plenty of merchandise available. A price list for all available items can be found below. If members would like to purchase materials and have them mailed to them, please email Jessica Garber (JGarber@fosterswift.com). Please note that all orders that require mail delivery will be mailed USPS flat rate at an additional cost of \$7.15 (price set by post office). Remember there will be a 50/50 raffle at each quarterly NALS of Michigan meeting. Tickets will be \$1/ticket or \$5/6 tickets.

We are also happy to announce the prizes for the Annual Meeting Raffle as follows: 1st Prize - 4 premium tickets and a parking pass to a home Detroit Tigers baseball game, 2nd Prize - a one of a kind, floral design stained glass wall hanging from Lansing local artisan, Heather Hart of Hart of Glass valued at \$150, and 3rd Prize - \$150 cash. Raffle Tickets and pricing will soon be available. For more information about the Annual Meeting Raffle, please contact Heidi Hopper or Jessica Garber.

Lastly, it is with great sadness that I must report that I am resigning from NALS of Michigan and NALS of Lansing due to unavoidable complications in my personal life. As some of you may know, I am working on finishing my Bachelor's Degree and in my final semester and facing a significant increase in the volume of course work I need to complete in the coming months. In order to maintain as much balance in my life as possible, I am forced to sacrifice a few recreational activities in order to make more time to focus on my education. I apologize for the inconvenience and abrupt resignation and hope to return to enjoy the company of each of you in the future. I ask that you please continue supporting NALS of Michigan and NALS of Lansing by purchasing items from the Finance Committee and participating in the Annual Meeting Raffle. I thank each of you for your support and friendship.

Best wishes,

Chelsea F. Bouchard

Flash Drives	\$10.00 Ea.
Tote Bags	\$8.00 Ea.
T-Shirts	\$10.00 Ea.
List Pads	\$1.00 Ea.
Bluetooth Speakers	\$25.00 Ea.
Greeting Cards	\$1.00 Ea.



Mentors/Mentees WANTED!

- ❖ If you feel you would make a good mentor, we encourage you to fill out the application.
- ❖ If you feel you would benefit from being a mentee, please fill out the application. We will match you with the mentor who will best fit your needs.
- ❖ If you are interested please email Cathy at CZackery@levine-levine.com



NALS OF GREATER KALAMAZOO
Minutes Tuesday, January 23, 2018

NALS of Greater Kalamazoo met on Tuesday, January 23, 2018 at Michelle's on Gull Road; notice of the meeting having been duly given to all members. Seventeen members were present, and eight guests, including our speaker John Koryto. A brief meeting was held after our speaker presented.

1. Call to Order: President Cathy Zackery, CLP called the meeting to order at 7:07 p.m.
2. Minutes (General Membership): It was moved by Diane Berry, PLS and seconded by Brenda Knapp to approve the Minutes of the December General Membership meeting. Motion passed.
3. Treasurer's Report: Jen Robinson - The Treasurer's report was published in the January Pleadings. Approval of the Treasurer's report was motioned by Diane Berry, PLS and Paula Steffey, PP, CLP-SC, CWCP, seconded; motion passed.
4. Corresponding Secretary's Report: Brenda Knapp - we are all caught up on cards and a thank you card will be sent out to our speaker this evening.
5. Director's Report: Nancy Thomas, PLS, absent but sent report: reported that the next State Legal Education Meeting will be held on Saturday, February 10, 2018 at Foster Swift in Lansing.
6. Committee Reports: The following committee reports were given:

A. Membership: Michele Guyman- It was reported that our current membership stands at 38 members.

- Big Brothers Big Sisters Bowlathon- February 24, 2018- the link to sign up will be in the Pleadings.
- March 17, 2018- St. Patrick's Day- KCBA Green Ice Event.

Further discussion on social events- Cooking at KVCC Culinary Event- (Pam Wilcox to find out)-May-ish. There was discussion about the \$65.00 cost.

Potential event- Candle Making event at the Kalamazoo Candle Company.

March Meeting- location- Miller Johnson

April Meeting- location- Jack Cekola's Pizza.

NALS of Michigan Annual Meeting Raffle: 1st prize- 4 premium tickets to a Detroit Tigers home game along with a parking pass; 2nd Prize- floral design stained glass wall hanging from Lansing local artisan, Heather Hart of Hart of Glass valued at \$150; and 3rd Prize - \$100 cash.

B. Programs/Reservations:

- i. February 27, 2018, David Buday "Me Too" -Miller Johnson
- ii. March 27, 2018, Jeff Haywood "Security Awareness" -Miller Johnson
- iii. April 24, 2018, Kevin McCarthy- Jack Cekola's Pizza
- iv. May 22, 2018- Becket J. Jones- Criminal Sexual Conduct, Main Street (Gull Road)
- v. June 26, 2018, Ian Kennedy, TBD

C. Ways & Means:

- i. Diane Berry, PLS- Schwan's Campaign made \$20.13- new campaign started January 2, 2018- 20% discount ends February 22, 2018.
- ii. Koeze Nuts- Profit total of \$4,770.72

D. Employment: Pam Wilcox reported that there were four employment opportunities recently.

E. Education: Paula Steffey, PP, CLP-SC, CWCP: There will be a cram session after the February 10, 2018, NALS of Michigan meeting.

7. Old/New Business:

- a. 2019 Annual Meeting: Two committee spots to still be filled. Jen Robinson took the Photography Committee.
- b. Nomination Committee: Need 3 people- Tami Carl, PLS, Pam Wilcox and Jen Bayer were elected. Information will go out in the next Pleadings.
- c. NALS Travel Gavel: Andrea Kardatzke is the point person on this fun event.

8. Upcoming Meetings:

- A. The next Board meeting will be Tuesday, February 6, 2018 at 5:30 p.m. at Levine and Levine.
- B. The next General Membership meeting will be held on Tuesday, February 27, 2018 at 6:00 p.m. with David Buday at Miller Johnson.

9. Announcements: None.

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

Respectfully submitted,
Andrea M. Kardatzke, Recording Secretary

SEEKING GIFT CARD DONATIONS!



The NALS of Michigan Annual Meeting is right around the corner, April 27-28, 2018, at Shanty Creek. As part of our annual chapter's "finance project," we would like to put together a raffle basket of gift cards. **Therefore, we are soliciting gift card donations to include in the basket.** Ideas: gas stations, coffee houses, stores, restaurants, on-line sites. (Keep in mind the winner could be from another part of the state.) Anything from \$5 on up would be welcome! Bring your donations to the next meeting, or send to Vice President Michele Guyman.

NALS Quarterly Membership Meetings

NALS is offering Online Membership Meetings to be held from 7:30-8:30 p.m. on the following dates:

January 15, 2018

April 9, 2018

July 9, 2018

October 8, 2018

To register for any of the online membership meetings go to:

www.NALS.org/2018NOMM

You will earn one (1) hour of continuing legal education from the presentation.



CALENDAR

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

Speakers: Ven R. Johnson, Esq. and Michael D. Sanders, Esq.

Sign up with Lynn Philp at (616) 322-5124 or lynn.philp@gmail.com

February 23-25, 2018

NALS Pals Annual Chicago Trip

Venue: Embassy Suites, Downtown Chicago

Contact Michelle Spiker, PLS for more info

(michellespiker@att.net)

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.

Sign up to bowl at:

<https://amplify.netdonor.net/4041/BFKS/18423/nals-of-greater-kalamazoo>

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: David Buday

Topic: "Me Too"

E-mail your reservation to Monica Kim at monpkim@gmail.com

March 3, 2018

ALP/PLS/CLP/PP Certification Exam

March 17, 2018

KCBA K-Wings St. Patrick's Day Green Ice

Venue: Wings Event Center, 3600 Vanrick Drive, Kalamazoo, MI 49001

Doors at 6:00 p.m.; Show at 7:00 p.m.

Sign up at: <http://go.kwings.com/kcba>

March 21, 2018

NALS 2018 Online Leadership Course Release

March 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

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 9, 2018

NALS Online Membership Meeting

8:30 p.m.

Speaker: NALS Resource Center Staff Member or a NALS Board of Director

Sign up at www.NALS.org/2018NOMM

April 24, 2018

NALS of Greater Kalamazoo General Membership Meeting

Venue: 7638 S. Westnedge Ave., Portage, MI 49002

5:30 p.m. Networking; 6:00 p.m. Dinner

Speaker: Kevin McCarthy

Topic: TBD

E-mail your reservation to Monica Kim at monpkim@gmail.com

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

May 19, 2018

ALP Certification Exam



engage
inspire
enhance
promote

NALS of Greater Kalamazoo

Pamela S. Wilcox
Chairperson, Scholarship Committee
277 South Rose Street, Suite 5000
Kalamazoo, MI 49007
269-383-5842
wilcox@millercanfield.com

MEMORANDUM

TO: Area High School and College Guidance Counselors, Financial Aid Advisors,
Teachers and Interested Parties

FROM: Pamela S. Wilcox
Chairperson Scholarship Committee
NALS of Greater Kalamazoo

RE: 2018 Scholarship

DATE: February 6, 2018

NALS of Greater Kalamazoo would like to invite your students to apply for its 2018 scholarship awards. This year we will be awarding two scholarships, each for \$1,000, to two students pursuing higher education in the legal field. Examples of fields of study would include: criminal justice, paralegal studies, political science, pre-law, law enforcement, forensic science, and post-graduate legal studies.

One of our scholarship forms, which includes rules for application, is enclosed. Please distribute the forms to any students who wish to apply, and to any other faculty or staff with your school who may have contact with students who may be interested in applying for this scholarship. We would also request that you post notice of our scholarship on your school's website.

If you have any questions regarding the scholarship or the application process, please feel free to call me. I may be reached weekdays at (269) 383-5842. We look forward to receiving applications from your students.

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www.nals.org
www.nalsofmichigan.org
www.nalsofgreaterkalamazoo.org

Dedicated to enhancing the competencies and contributions of members in the legal services profession.

NALS OF GREATER KALAMAZOO

SCHOLARSHIP AWARD RULES

February 06, 2018

In the 2018 fiscal year, NALS of Greater Kalamazoo will present two scholarships, each for \$1,000. The scholarships will be awarded on the basis of scholastic or legal career achievement, future career goals, demonstration of financial need, and leadership ability. The scholarship award may be granted to any qualified applicant enrolled in a Michigan school of advanced education in the legal field.

The candidate must

- A. Be a high school senior; or
- B. Be enrolled in, or able to enroll in, a school of advanced education commencing with the ensuing school term.
- C. Be in need of financial assistance.

Non-winning candidates from prior years who meet current qualifications are eligible for renomination. Prior winning candidates who meet current qualifications are eligible for renomination two years (2) after winning the award.

The application and all required attachments must be submitted and postmarked no later than **Friday, April 13, 2018**. Any application postmarked after that date will be disqualified.

In the event a selected recipient does not accept the scholarship award, the scholarship will be awarded to the next highest candidate in order. The scholarship recipient must notify NALS of Greater Kalamazoo of his/her final decision regarding enrollment in a school of higher education no later than June 1, 2018. Should a selected recipient not enroll in the ensuing term of school, thereby forfeiting the award, it shall be presented to the first runner-up.

Periodic reports on the progress of the scholarship recipients shall be given to NALS of Greater Kalamazoo when possible. It is recommended that the Association maintain personal contact with the winner of the award and that they make a progress report from time to time. The Association would like to mentor and assist the scholarship recipients through their ensuing school year.

The scholarship monetary awards shall be paid directly to the school of the selected recipient's choice for enrollment in the ensuing term of school.

Any scholarship award is to be used in full within one year from the date of the written notification to the selected recipients of his or her selection. Any unused scholarship award, or portion thereof, shall be refunded by the school to NALS of Greater Kalamazoo by August 31, 2019.

**INSTRUCTIONS FOR APPLICATION FOR
NALS OF GREATER KALAMAZOO SCHOLARSHIP**

This application must be fully completed with the exact required instruments attached to the application submitted to NALS of Greater Kalamazoo.

1. Attach an official transcript of grades.
2. Attach a one-page letter of recommendation addressed to NALS of Greater Kalamazoo from the student's current major teacher or counselor stating:
 - A. Applicant's activity and leadership record.
 - B. A description of applicant's personal traits, character, personality, drive and home background.
 - C. Reasons this applicant should be awarded this scholarship.
3. One additional letter of recommendation from someone other than a member of the applicant's family, such as an employer, teacher, pastor, or friend may be submitted if applicant so desires but is not required.
4. Attach a typed autobiographical statement no longer than three pages including information about schools attended, employment experience, school activities (honors, clubs, choir, band, sports, etc.), outside activities (church, civic, community service), accomplishments (awards, languages, etc.), family background, hobbies, and describing briefly applicant's career goals and desires. Also include information in this statement indicating how you intend to pay for your college education.

APPLICATION FOR NALS OF GREATER KALAMAZOO SCHOLARSHIP

NAME: _____

ADDRESS: _____

TELEPHONE:(____)_____

EMAIL: _____

SCHOOL: _____

SCHOOL

ADDRESS: _____

EXPECTED DATE OF GRADUATION: _____

GRADE POINT AVERAGE: _____

RANK OF APPLICANT IN CLASS _____

DESCRIPTION OF IMMEDIATE FAMILY: _____

HOW DO YOU INTEND TO PAY FOR COLLEGE: _____

DATE: _____

SIGNED: _____

(Signature of Applicant)

Return completed application form to the following person via email or first-class mail, to be postmarked or received no later than April 13, 2018.

Mrs. Pamela S. Wilcox
Miller, Canfield, Paddock and Stone
277 South Rose Street, Suite 5000
Kalamazoo, MI 49007
wilcox@millercanfield.com



Choose
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NALS of Greater Kalamazoo
thanks you for your support!

NALS of Greater Kalamazoo
February 2018 Monthly Membership Meeting and CLE

Tuesday, February 27, 2018

Miller Johnson Law Office
100 W. Michigan Avenue, Suite 200
Kalamazoo, MI 49007
269.226.2950

SPEAKER

Attorney David Buday
Miller Johnson

TOPIC

The “Me Too” Movement
From an Employment
Attorney’s Perspective



In 2006, Tarana Burke coined the phrase “Me Too” as a way to help women who had survived sexual violence. Fast-forward more than 10 years, and the phrase has been reignited as the slogan of the anti-sexual harassment movement; a movement that has rocked some of the most powerful men in entertainment and politics. A movement whose timeline continues to rapidly build.
Quote from Chicago Tribune

David Buday is a Member of Miller Johnson and has been practicing law since 1989. His practice is focused on representing employers and management in a wide range of labor and employment matters. While his labor and employment practice covers a wide range of industries, David is chair of Miller Johnson’s Employment – Health Care Practice Group. He also serves on the firm’s management committee. David provides day-to-day counsel to company owners, corporate executives and human resource professionals on a wide variety of employment issues.

He received his J.D. from Wayne State University Law School, 1989, *cum laude*, and
a B.S. Degree from Aquinas College, 1986, *cum laude*.

AGENDA

5:30 p.m. – Networking

6:00 p.m. – Dinner

6:30 p.m. – Speaker Presentation (CLE)

A short chapter business meeting will follow the continuing legal education.

DINNER

Dinner will be a buffet from Kelvin & Co., including Pork and Chicken Sliders, a variety of Kelvin’s homemade sauces, Coleslaw, Baked Macaroni & Cheese, Baked Beans, homemade pickles, and non-alcoholic drinks.

Cost: \$14.00 per person.

A variety of beer and wines will be available for a donation.

SPECIAL BONUS – CHAIR MASSAGES!

Cathy Zackery's friend, Danielle Adams, of Identities Salon, will attend our February meeting. She is a massage therapist and will be giving each member and guest a free 10-minute chair massage! Be sure to sign up for your time slot as soon as you arrive at the meeting!

RESERVATION PROCEDURE

E-mail your reservation to Monica Kim at monpkim@gmail.com or call 269.697.3515 **no later than 5:00 p.m. on Friday, February 23, 2017** 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.

2017 - 2018 Officers

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Phone: 382-0444; czackery@levine-levine.com

Michele Guyman, Vice President

Phone: 586-557-4054; mightymmo@sbcglobal.net

Andrea Kardatzke, Recording Secretary

Phone: 599-7197; andreanixonparalegal@gmail.com

Brenda Knapp, Corresponding Secretary

brendank5@hotmail.com

Jennifer Robinson, Treasurer

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Phone: 381-7030; thomasn@millercanfield.com

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Phone: 337-7812; lbroecker@honigman.com

Diane Y. Berry, PLS, Parliamentarian

Phone: 226-8860; diberry@plunkettcooney.com

* * * * *

Nancy Thomas, PLS, *Pleadings* Editor

Phone: 381-7030; thomasn@millercanfield.com

CALENDAR

Next Board Meeting

Tuesday, March 6, 2018

5:30 p.m.

Location: Miller Johnson

February General Membership Meeting:

Tuesday, February 27, 2018

5:30 p.m.

Miller Johnson

Program: "Me Too" by David Buday

March General Membership Meeting:

Tuesday, March 27, 2018

5:30 p.m.

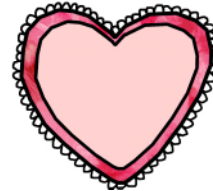
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Program: "Security Awareness"

NALS of Michigan Annual Meeting

April 27 - 28, 2018

Shanty Creek Resorts, Bellaire



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