

PLEADINGS

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WORKAHOLICS

The never-ending emails and phone calls. The unrelenting deadlines. The pile-on of projects and deadlines.

Having a workaholic as a boss often means working long hours and sacrificing personal time to meet all the demands. Forget about having any work-life balance — for workaholics, work is life.

But working under this kind of pressure can quickly lead to burnout.

"The key for employees is to coexist," said Harris Kern, author of "On Being a Workaholic: Using Balance and Discipline to Live a Better and More Efficient Life."

"You can't change your boss. They thrive on it. They live for the adrenaline rush ... but as an employee, you might have a family and other priorities and can't work 24-7."

Avoid notorious workplaces

Some bosses, companies, or even entire industries have reputations for long work weeks and relentless demands. Try to avoid the problem and do your research before accepting a job offer that will suck you into a work black hole.

"Find an organization that is in line with your views on work-life balance," recommended Dana Brownlee, founder of Professionalism Matters, a professional development training company. "You don't want to find yourself swimming upstream from day one. You probably aren't going to go in there and change the entire organizational structure."

Set your own boundaries . . .

Don't be afraid to share your work philosophy with your boss to help establish boundaries.

If you just started a job or are feeling overworked at your current position, request a

meeting with your manager to talk about your schedule.

Avoid being aggressive — that can create more problems for you, advised Bryan Robinson, author of "#Chill: Turn Off Your Job and Turn on Your Life."

He suggested a sandwich approach to raising the issue: Start the conversation with something positive, then bring up the issue of being overworked with specific recent examples, and then end on another positive note.

"Workaholics don't see the water they are swimming in and don't realize it's taking a toll on people and themselves," he said. "They are totally focused on the task and getting it done."

Bosses can forget how much work they've already assigned, so if you're feeling overburdened, ask your manager to review your to-do list and set priorities.

"It is incumbent on you to point out that you were working on six

things, and you can increase it to eight, but it might impact the timing of when you can provide some of these deliverables or add a lot of extra hours," said Brownlee.

... and stick to them

There are going to be times when long hours and weekend work are necessary to get a job done. That's expected, and it's important to be flexible.

If you decide to work on the weekend, make sure your boss knows this is an exception, not an expectation.

"Tell your boss that you are fiercely protective of your weekend time, but that this project is important, and you want to make sure it gets out," Brownlee said. "But acknowledge this is an exemption."

If you don't want it to become a habit, stick to your work-life boundaries.

"You can't expect other people to respect your boundaries if you aren't respecting your boundaries," she said.

Acknowledge, then negotiate

If an assignment comes in late Friday afternoon that requires weekend work to hit the Monday morning deadline, acknowledge the request and then work to find a compromise.

Say something like: I understand the importance of the project, but I have other obligations. Can I get it done by end of day Monday?

Find the right balance

If weekend work is unavoidable, make it part of your schedule so it doesn't disrupt your personal and family time too much.

Kern checks his emails on the weekends before his wife wakes up. "Work around your family."

Show your sacrifice

If you have to skip out on family or personal time for work, it's okay to let the boss know.

"Say something like, 'You might not be aware, but when you called, I was at my son's game and I want to figure out how I can be productive and meet your expectations but also protect my personal time with my kids and spouse,'" said Robinson.

A response like this is invitational, showing you want to work with your boss to find a middle ground.

"You are brainstorming together," he said. "You aren't being passive and allowing yourself to be run over, but not aggressive either."

By Kathryn Vasel, CNN Business Writer



NALS OF GREATER KALAMAZOO BOARD OF DIRECTORS

November 5, 2019

The November Board Meeting was held on Tuesday, November 5, 2019, at Goidosik Morse Law Offices. Minutes of the October Board meeting were approved. The Treasurer's report was tabled. Committee reports were given and discussed, including Membership, Ways and Means, Holiday Charity, and Programs and Reservations.

Treasurer Shawn Brew has resigned, and Paula Steffey will assume those duties through the end of the fiscal year.

Paula Steffey reported she had obtained information on adopting a foster family for Christmas. More information will appear in the *Pleadings*.

The Board voted to donate \$200 to our Christmas charity, Gryphon Place.

Nancy Thomas reported that Koeze Nut sales information was distributed in October.

Paula Steffey reported that NALS of Lansing cancelled their November 9 seminar for lack of registrants. Our chapter has been approached about possibly hosting a NALS of Michigan CLE event in January/February.

The next board meeting is scheduled for Tuesday, December 3, 2019, at 5:30 at Goidosik Morse. All members are welcome to attend.

A CHRISTMAS CAROL

Join us for a social event --

We have reserved several tickets to the New Vic Theatre's *A Christmas Carol*, starring our very own Deb Koppers! This is the 40th anniversary of Ted Kistler's adaptation of Charles Dickens's classic.

The show is **Wednesday, December 18, 2019** and starts at **8:00 p.m.** The doors open at 7:30 p.m. and Christmas carols will be sung prior to the show. The New Vic is located at 134 E. Vine Street. Parking is on the road by the theatre or in the Bronson ramp across the street.

Let Tami Carl know ASAP and no later than **Thursday, November 14**, if you would like to attend and how many tickets you will want. Tickets are \$28 each. This production has become an annual tradition for many, and the tickets go fast.

NALS of Michigan President Sue Acklin joined us for our October guest night/membership drive meeting.

Vice President Kathleen Hutchins brought a delicious cake to share at our October guest night/membership drive meeting.





NALS of Greater Kalamazoo

has adopted two foster children for the holidays!

Our organization has been matched with two foster children through Family & Children Services. Each foster family has provided a “wish list” for their foster child. Between November 10th and December 10th we will be collecting **brand new** gifts for these children. You may bring your gifts to our November 19th and December 10th meetings, or make special arrangements with Paula Steffey to drop off your gifts on a different day.

We must deliver our gifts to Family & Children Services on December 19th in the morning, and the foster families will be picking them up that afternoon.

Meet our Adopted Foster Children

Elijah (age 9) Gender: Male Ethnicity: Multi-racial	Angelique (age 4) Gender: Female Ethnicity: Hispanic
Clothing sizes: Shirt: Medium; size 8 Pants: Medium; size 8 Shoe/Boot: Size 4 Jacket: Medium; size 8	Clothing sizes: Shirt: 5T Pants: 5T Shoe/Boot: 11 Jacket: 5T
Wish List: Athletic wear (UofM, MSU) Winter coat, boots ** Legos Pokemon Marvel Heroes	Wish List: Light jacket ** Winter pants and shirt Hat and mittens Puzzles Baby dolls and accessories Doc McStuffins
**If you are interested in purchasing one of the larger items (such as a winter coat), please contact Paula Steffey. She will be keeping a list of who is donating these items to avoid duplication of these larger gifts.	

If you have any questions, please contact Paula Steffey (westernmom40@gmail.com).

A special message from Family & Children Services:
THANK YOU FOR YOUR GENEROSITY THIS HOLIDAY SEASON!
You are truly bringing joy into the lives of families and children in need.



WELCOME TO ONE OF OUR NEWEST MEMBERS ... Chianté Lymon!!!!

Chianté works at the Kalamazoo Defender's Office in indigent criminal defense work. She is originally from Detroit.

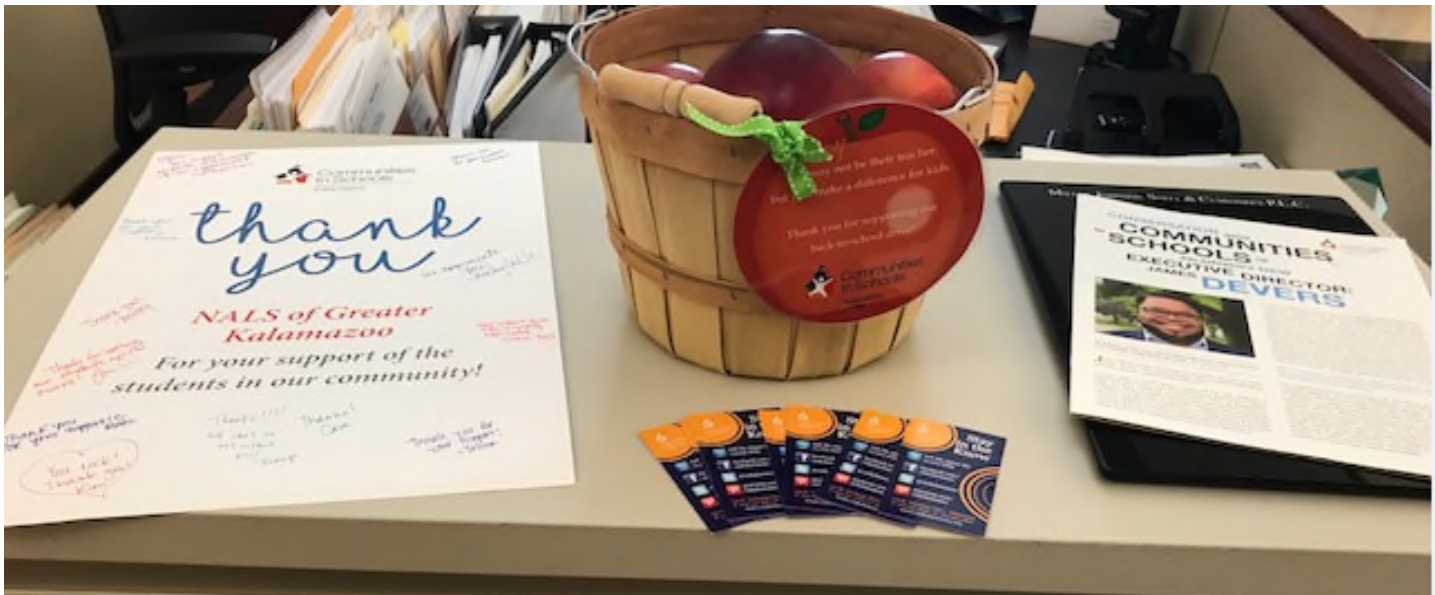
Chianté received her BA in Criminal Justice and Sociology from WMU and she also took a Criminology Course at Utrecht University in Europe.

Chianté grew up watching many judge television shows and it sparked her interest at a young age. At the age of 8, she decided she wanted to be an Attorney General. She has been inspired by many people such as Loretta Lynch, who served as the 83rd Attorney General of the United States from 2015-2017.

One short-term business goal is to get the Kalamazoo Defender more involved with WMU. One short-term personal goal is to apply for and be accepted into law school.

Her favorite food is crab legs! And one fun fact is that she has not eaten chicken in 14 years!

Welcome to NALS, Chianté! We look forward to getting to know you better.



Kalamazoo Communities in Schools delivered a nice "Thank You" packet to Miller Johnson. Our chapter collected school supplies for them at our August meeting.

68th Annual Education & Networking Conference Chapter Clinics

By: Paula Steffey, PP, CLP-SC, CWCP
NALS of Greater Kalamazoo, 2019-2020 President

Due to the generosity of my chapter, NALS of Greater Kalamazoo, I was able to participate in the Chapter Clinics that were held on Tuesday afternoon and Wednesday morning of the conference. Even though I have been involved at the local, state, and national level in some capacity for the past couple of years, the fact that I have only been a member of NALS for five years means I have a lot to learn. I have attended four of the past five national conferences that were held in the fall, but I never had an opportunity to attend one of the leadership conferences that were held in the spring.

In my opinion, these Chapter Clinics were top notch. The attendees were all different ages, from all different states, and had a wide range of experience at the local, state and/or national levels. Michigan, I believe, had the most representation at these clinics.

Not one of the presenters came in and said “this is how you need to do it”. Instead they brought ideas to share with all of us. They shared what worked in their respective chapters and/or state associations. They collaborated with all of us in attendance. They learned from the attendees just like we learned from them. What works for one chapter and/or state association may not work for another. We were able to share ideas and take home bits and pieces of cool ideas from other members in attendance.

There were sessions on recruiting, reclaiming and retaining membership; how to fundraise; developing a realistic budget; the importance of financial review; how to review contracts for events; certification; career center; and how to bring the fun back in membership and events.

It is inevitable that everyone will take away something different. Some people are not into numbers so the budgeting and financial review was not of interest to them, but they may have been interested in the membership aspect. The same goes for those of us who love certification, but may not be interested in fundraising. What might seem like it should be common sense to one person might not be to another which is why the collaboration was great. And yes I probably asked some questions that made some people roll their eyes ☺

I could probably write a small book, but will just highlight a few things that I took away from the sessions—in no certain order ☺

Every year there is a transition to some degree with the board. Some of the newer members may not be so sure they want to step up for a board position because they don't know what the positions entail. Amylynn said that every three years they have a six-hour session regarding expectations of each position. This is a great way to let members know what is entailed so they can decide if it would be a good fit with their interests, schedule, etc. They charge \$20 and it

covers the cost of breakfast and lunch, and there is usually somewhere around 30 attendees. Several members from other states mentioned that they have a Manual of Policy and Procedures that is very detailed and explains the tasks and expectations of each board and committee position. After seeing one of the manuals I soon realized that is quite similar to our chapter's Standing Rules. Apparently our chapter had a Manual of Policy and Procedures at one point, but what we have now works better. For a chapter who doesn't have anything in place, this aspect of the clinic was probably very helpful.

At least one state association offers grants for the local chapters within their state. In my eyes, this is a great idea. I personally believe that one of the goals of a state association is to provide as much support as possible to the local chapters. NALS of Washington provided us with a copy of their grant application as a sample (copy attached).

A very unique fundraising idea was brought up, but unfortunately it wouldn't be beneficial in Michigan. Some state associations offer last minute "CLE Credit" fundraisers and target the attorneys who need to get their CLE in before they have to renew. In Michigan, the attorneys are not required to have CLE so this wouldn't work for us. But it gave many states an idea of what they might be able to do for a fundraiser. Other fundraising ideas included: Let's Dine Out; a car wash fundraiser; and even a mystery suitcase at the local and/or state level.

Developing a realistic budget for fundraising or for the general budget is very important. An idea may sound great, but you want to make sure you don't lose money. Being extremely detail oriented is definitely important to being successful. NALS of Pierce County and NALS of Washington each provided us with a copy of their budget worksheet. One is a lot more detailed than the other, but each chapter and/or state association needs to decide what is right for them. Having a comparison of the prior year or two of proposed budgets versus actual expenses can be very beneficial when trying to put together a proposed budget for the upcoming year. After your fiscal year is complete it is also very important to have a financial review of your books.

Membership is critical for the success of the organization. Laleise had us do a brainstorming session on how to "Recruit", "Reclaim", and "Retain" members. There were dozens of ideas that were shared. Making membership fun is also important. Brandy gave us each a goodie bag with samples of fun stuff. We started this session with a Stress Buster. Just picture a room full of adults playing with bubble wrap for a minute. Yep, that's what we did! We busted our stress with this Stress Buster. The cost to do this with your chapter is minimal and what fun it can be. Be creative and have fun was the theme and that can be accomplished in many ways.

The session on how to review contracts was very informative. How many state associations plan an annual meeting? How many realize at the last minute they really should have had something included in the contract, but now have to pay for it—like AV equipment? What happens when the hotel you have contracted with is now under new ownership? So many things can happen from the time you start planning to the time of the event. The more you understand what your obligations are the better. No one wants to write that final check and realize you are in the red for the event.

Did you know that NALS has a Career Center? And did you know that you can have your resume reviewed by professionals in human resources for FREE! Yes, I said FREE! Go to the Career Center tab on the nals.org website and upload your resume. You will be provided with invaluable feedback that could help you obtain your dream job. The Career Center also has job postings. Maybe you are moving to another town or state and want to start looking now. This is a great place to start. The Job Search Resource Center has other invaluable information for members of any age and experience level. Have you been in the field for a very long time but now find yourself trying to find another job? Do you have your social profile up to date such as LinkedIn? Maybe you aren't sure how to use it. This could be true for those fresh out of college too. This is a great place to learn. Preparing for an interview is also important. Not just what to say while you are on the interview, but what you are saying by how you are dressed. And the follow-up after the interview is equally as important. I realize there is a lot of controversy over how to dress for an interview, but I can't tell you how many times I have seen the younger generation come into the office where I have worked looking like they are going clubbing. Unfortunately there are many people who did not have a parent or mentor in their life to help them with this simple task. This Career Center is a great resource for everyone no matter what their age or experience to help them get on the path to success.

There was also a session on the new Member Portal. If you haven't checked it out, it is a definite must. Once you click on the member portal and sign in you will have everything at your fingertips from your invoices, to your online journal, to your groups, your profile, information on the certification exams, governing documents, national committees, foundation blog, and Social Link, just to name a few things. The Social Link is where you will find important information about upcoming events, online membership meetings, certification quizzes, and so much more.

Another great way to get ideas is to join a local chapter or state association in another state. You can do this by becoming a secondary member. I have a secondary member of NALS of Phoenix for the last couple of years and I just joined NALS of Washington as a secondary member while I was in Arkansas. All you need to do is contact the chapter or state that you are interested in joining, complete their membership form, and pay their chapter or state dues. You will be amazed at how much you will learn and how many new ideas you will get.

And lastly my favorite topic...Certification! All of the NALS certification exams are online and available to take EVERY month—not just twice a year. There is a NALS Certification Exams Resource Manual under the Member Portal. This e-book gives you all of the information you will need to get started on your certification journey.

As I said at the beginning I could write a small book. This was an excellent opportunity to collaborate with other NALS leaders and I hope they offer these clinics again next year.

NALS of Washington Grant Application

Fall Conference 2019 – Pasco, WA

DEADLINE TO APPLY is September 9, 2019

Name: _____

Address: _____

Phone: _____ Email: _____

NALS Member Number: _____

First NALS of Washington Conference: ____ Yes ____ No

I _____ understand that if I am awarded one of the three (3) grants, that the grant funds will *only* cover my registration fee as a NALS of Washington member for the Fall Conference.

The grant does NOT apply to the following: (1) a room reservation at the Red Lion Hotel and Conference Center, (2) a quest for the Saturday recognition luncheon, (3) a quest for the Saturday wine tasting, or (4) any transportation to/from the conference.

Signature

Print Name

To submit your application, email it to

Michelle F. King, PP, PLS-SC, RLA @ michelleking@dwt.com

NALS OF PIERCE COUNTY
[FINAL] 2018-2019 BUDGET WORKSHEET

No.	Category	Budget Income 2017-2018	Budget Expense 2017-2018	Actual Income 2017-2018	Actual Expense 2017-2018	Proposed Income 2018-2019	Proposed Expense 2018-2019
NALS OF PIERCE COUNTY							
1	Bosses Night						
	a) Dinner						
	b) Silent Auction						
	c) Awards						
	d) Entertainment						
	e) Preparation Expenses						
2	Certification						
	a) ALS/PLS						
	b) Professional Paralegal						
3	Charity/Donations						
	a) NALS Foundation						
4	Corporation Annual Fee						
5	Dishonesty Bond						
6	Dues						
7	Education Director						
	a) CLE's						
8	Gifts						
	a) NALS of WA President						
	b) NALS of Pierce County President						
9	Historian (Scrapbook)						
10	Installation						
	a) Dinner						
	b) Chapter Awards						
	c) Preparation Expenses						
11	Marketing Director						
	a) Advertising						
	b) Exchange - Ad for Services						
	c) Sponsorships						
	d) Fundraising						
	i.) Old Spaghetti Factory						
	ii) Brown Bear Car Wash						
12	Membership						
	a) Game/No Pin						
13	Holiday Party						
14	NALS Seminars						
15	Officers						
	a) Badges						
16	Planning Session						
17	PO Box Rental						
18	Programs/Reservations						
19	Scholarships						
20	Sunshine & Condolences						
21	Ways & Means						
22	Miscellaneous						
NALS OF WASHINGTON							
23	NALS OF WA Annual Meeting						
	a) President/Past President						
	b) Members						
24	NALS OF WA Fall Board						
	a) President/Past President						
	b) Members						
25	NALS OF WA Super Saturday						
	a) President/Past President						
	b) Members						
NALS NATIONAL							
26	NALS Ann Ed & Conf/Nat Form-Members						
	TOTALS						

NALS OF WASHINGTON					
2019-2020 PROPOSED BUDGET			2018-2019 ACTUAL FIGURES		
Category	Income	Expense		Income	Expense
2019 Annual Conference					
Registrations					
Sponsors					
Vendors					
Donations					
Subtotal					
Certification					
NALS Foundation Grant					
Cram Camp					
Subtotal					
Charitable Donations					
Fall Conference					
Registrations					
Sponsors					
Vendors					
Donations					
Subtotal					
Grant Program					
Interest Income					
Checking					
Savings					
Subtotal					
Marketing					
Advertising					
Sponsors					
Subtotal					
Membership					
Renewals/new members					
Secondary					
Subtotal					
Miscellaneous/Unallocated					
Non-Dues					
Raffles					
Retail Sales					
Sales Tax Collected					
Subtotal					

Super Saturday CLE					
Registration					
Sponsors					
Subtotal					
TOTAL INCOME					
Annual Report Fee					
2019 Annual Conference					
Expenses					
Hotel					
Subtotal					
Board Meetings					
Annual					
Fall					
Winter					
Summer					
Subtotal					
Bond-Surety					
Certification Director					
Cram Camp lodging & food					
Expenses					
Grants					
Subtotal					
Education Director					
General Expenses					
WSBA CLE/Reporting fees					
Subtotal					
Equipment Supplies					
Fall Conference					
Expenses					
Hotel					
Subtotal					
Grant Program					
Historian					
Insurance-Liability					
Marketing					

Membership					
General					
Meeting Gifts					
Subtotal					
Miscellaneous/Unallocated					
NALS National Conf - AR (2)					
Airfare/Baggage/Mileage					
Ground transportation					
Hotel					
Per Diem					
Registration					
Subtotal					
Charitable Donations					
NALS Foundation (30/360)					
Subtotal					
NALS National Officer					
Travel (air, bags, transp, hotel)					
Per Diem					
Subtotal					
Nominations & Elections					
Non-Dues					
Inventory					
Sales Tax paid on inventory					
Subtotal					
Planning Session 2018					
Lodging					
Food					
Subtotal					
President					
President-Elect					
Publication					
Recognition					
Secretary					
State Meetings Coordinator					
Sunshine Fund					
Super Saturday CLE Expenses					
Food					
General expenses					
Subtotal					

Technology					
Computer Software					
Computer Hardware					
Website Development					
Website Maintenance					
Website-Domain Name Fee					
Subtotal					
State B&O taxes					
Treasurer					
TOTAL EXPENSES					



NALS OF MICHIGAN DIRECTOR'S REPORT

By Nancy Thomas, PLS

On October 19, 2019, I attended the NALS of Michigan Quarterly Membership Meeting held in Lansing at the State Bar Building. Tami Carl, CLP; Cathy Zackery, CLP; Jen Robinson; Pam Wilcox; Beonka Weems-Hines; Katelin Johnson; and Chianti Lymon from our chapter also attended—a great turnout, indeed, from Kalamazoo!

The day started with two seminars: Gerrymandering Issues by Professor Michael Lawrence (MSU College of Law); and National Registry of Exonerations by Professor Barbara O'Brien (MSU College of Law). These two seminars were recorded and will be available for purchase.

After the seminars, we walked over to the State Capitol (two blocks from the State Bar Building) and took a tour of this historic building. It has been many years since I have been in the Capitol, and I can recommend that the tour is very interesting and well worth the time. Thanks to Michelle Spiker (Education Chair) for arranging the speakers and the tour.

After the tour, we returned to the State Bar Building, and President Sue Acklin presided at the business meeting. Officer and committee reports were presented. There will be no official winter quarterly membership meeting, although the Board will meet. The Education Committee is working on scheduling additional CLE opportunities after the first of the year.

The Membership Committee reported that NALS of Michigan has 196 members as of September 26, 2019. This figure includes student members, retired members, life members, etc.

Report on the 2020 Annual Meeting: The 2020 NALS of Michigan Annual Meeting will be held at the Bavarian Inn in Frankenmuth, April 16-18, 2020. The Board approved registration fees of \$130 for full registrants. Chair Teri Garber distributed the registration form. Also approved was a drawing to pay for three members' registrations for the meeting. Watch for more information on this drawing.

The Finance Committee urged members to check out the "shop" section at www.nalsofmichigan.org to purchase finance items, including fidget spinners, coffee mugs, Blue Tooth speakers, and greeting cards. They plan a Chinese auction for the 2020 Annual Meeting, as well as a 50/50 raffle. *They are looking for donations for the Chinese auction; contact Lynn Philp at lphilp@wnj.com to donate, or speak with me.*

Speaking of the web site, Tami Carl reminded members to sign up for the member log-in page so you don't miss out on valuable information.

The Legal Professional of the Year Committee (NALS of Detroit) submitted nominations for judges to the Board, which approved them: Thomas Lynch, Senior IT Counsel at Ally Financial, Inc.; Stanley de Jongh, Business Law Professor at Wayne County Community College; and Valerie Pilot, literacy volunteer with Central Detroit Christian Center.

President Acklin reported that NALS headquarters has set up conference calls with various state association leaders in an effort to improve communications with national and share ideas. Detroit has been selected as the site of the 2020 NALS Forum. We are excited to welcome members from around the country to Motown!!

Teri Garber reported that she and our own Paula Steffey had a conference call with the director of paralegal studies at U.C. Berkley, who had reached out to NALS for guidance on their program. We hope this develops into a valuable opportunity for NALS with the academic community.

The Scholarship Fund Trustees meeting followed the regular business meeting. Three scholarship award judges have been approved: Attorney Jeff Wingfield; Kevin Mannor, financial advisor; and attorney Deborah Rysso, head of the ACLU action group and former president of the Grand Traverse Bar Association. One scholarship in the amount of \$1000 will be awarded in 2020. We were reminded that you can make donations to the fund through your office's United Way campaign.

Finally, President Acklin recognized Cathy Zackery, NALS Volunteer of the Year (who received her award several weeks ago), and Teri Garber, who was a finalist for the NALS Award of Excellence presented in Little Rock.

The next NALS of Michigan membership meeting will be held in conjunction with the 2020 Annual Meeting in Frankenmuth. As always, if anyone has questions, please contact me.

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 12, 2019, for delivery prior to Thanksgiving.**

The final deadline for orders is 5:00 p.m., Tuesday, December 10,
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/mailing list deadline is November 18.

See the catalog for more details.

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

Deadline is November 22. See the catalog for more details.

***Order forms and catalogs will be distributed at the October 29
meeting and by mail to those not attending.***

Call Nancy Thomas at 381-7030 with any questions.

Needed by (date):

Product	Item No.	Page No.	Price	Quantity	Total
Cashews:					
Large Decanter, 30 oz	32955	2	49.50		
Medium Decanter, 20 oz	32954	2	34.75		
Gift Tin, 14 oz	31262	2	25.75		
Classic Mixed Nuts:					
Large Decanter, 30 oz	32953	15	47.50		
Medium Decanter, 20 oz	32952	15	33.00		
Gift Tin, 14 oz	31263	15	23.75		
Pecan Turtles (Milk Chocolate)					
Decanter, 19.5 oz	44049	7	44.50		
Gold Box, 8 oz	32860	7	19.00		
Special Offers for 2019:					
Winter Windmill Gift Box (save \$7 + discount)	46038	4	44.95		
Dark Chocolate Sea Salt Cashews (save \$6 + discount)	46083	22	42.95		
Other Products:					
ORDER TOTAL:					\$
DISCOUNTS FOR ORDER TOTALS:					
\$25.00 to \$50.00	Deduct 10%				-
Over \$50.01	Deduct 15%				-
FINAL ORDER TOTAL:					\$

REMEMBER: FINAL ORDER DEADLINE IS 5:00 P.M. ON DECEMBER 10, 2019.

NLRB ADOPTS MANDATORY E-FILING POLICY

From: Office of Public Affairs / publicinfo@nrlb.gov

Washington, DC, October 22, 2019 – The Office of the General Counsel has issued Memorandum GC 20-01, announcing a new policy requiring that all affidavits, correspondence, position statements, documentary or other evidence in connection with unfair labor practice or representation cases processed in Regional offices be submitted through the Agency's electronic filing (e-filing) system.

On February 24, 2017, the National Labor Relations Board made certain procedural amendments to Part 102 of its Rules and Regulations. These changes, which became effective March 6, 2017, included a provision requiring the e-filing of documents before the Board. Today's memorandum completes the implementation of that provision.

Electronic filing provides a streamlined procedure to automatically store documents received by the Agency. Use of this automatic electronic filing system will ensure both the integrity and accuracy of Regional office case files. This system will also reduce the time and effort expended by Regional office employees in scanning or otherwise ensuring that documents were properly placed in the appropriate electronic case file. The automated filing process allows Agency employees to devote more time to substantive case-handling matters, in furtherance of the Board's strategic goals to reduce case processing time.

The new requirements do not apply to the filing of unfair labor practice charges or petitions in representation proceedings. Parties in such cases are encouraged to use the Agency's e-filing system to file charges and petitions, but may continue to use regular mail, personal delivery, and/or facsimile to file and serve the documents.

While the e-filing requirement will be effective immediately, there will be a 90-day grace period. During the grace period, these documents will continue to be accepted when filed through means other than the e-filing system, including e-mail, fax or hand delivery.

NALS OF GREATER KALAMAZOO WEB SITE



Diane Berry stepped down from her long-time position as our excellent "Web Master." Thank you, Diane, for taking on this task these last several years!! Paula Steffey has taken over that position. If you haven't checked out our web site lately, we encourage you to do so. Some updates have been made and new information added. It has been a bit of a learning curve for Paula, so let her know if there is something you see that needs changing, or if there is something you would like to see posted to our web site: www.nalsofgreaterkalamazoo.org.



In conjunction with the NALS of Michigan meeting held in Lansing on October 19, members gathered on a beautiful day at the Capitol for a tour of the building. Thanks to Michelle Spiker and her committee for arranging the tour!



NALS of West Michigan's Teri Garber shows off the plaque she received in Little Rock as a finalist for the NALS Award of Excellence. Congratulations, Teri!



Attorney Jason Colvin spoke on LEAN manufacturing in the law office setting at our October 29 membership meeting, held at LoDo Company in Portage.

'tis the season...
for an

Ugly Sweater Party

Fundraiser benefiting the CIS Kids' Closet

Thursday, Dec. 5th

5:30-8:00pm

at Bell's Brewery - Back Room

Suggested minimum donation of a new item from the
wish list or \$15

Entertainment includes:
Ugliest Sweater Competition,
light appetizers, & cash bar!

KIDS' CLOSET WISH LIST

Winter Boots
Snowpants
Winter Coat
Sweatpants
Pack of Underwear





beteiligen
begeistern
verbessern
fördern



NALS of MICHIGAN
59th Annual Meeting and Education Conference
April 17-18, 2020
Bavarian Inn; Frankenmuth, Michigan
REGISTRATION

Name _____ Local Chapter _____ Certification(s) _____ Badge Name/Nickname _____ Address _____ _____ Phone _____ Email _____ *Guest(s) _____ NOTE: If more than one guest will be accompanying you, please attach a separate sheet with information. If your guest(s) is attending meal functions, please refer to registration fee schedule below. Please describe any accommodations (mobility, dietary restrictions, etc.) you will need: _____	Check all that apply: <input type="checkbox"/> Member <input type="checkbox"/> Student Member <input type="checkbox"/> Past State President <input type="checkbox"/> State Officers <input type="checkbox"/> First Time Attendee <input type="checkbox"/> First Timers' Reception (April 17)(first timers and board of directors and guests) <input type="checkbox"/> Welcome Reception (April 16)(EVERYONE WELCOME!!) Checks payable to NALS of Michigan Annual Meeting Fund Amount enclosed \$ _____ Paying by credit card? Email Teri Garber at tgarber@silvervanessen.com Send completed registration form and payment to: Kathy Rood Dickinson Wright PLLC 215 South Washington Square, Suite 200 Lansing, MI 48933-1816 krood@dickinson-wright.com
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SCHEDULE OF EVENTS (Check all events you plan to attend.)

Please check only one: <input type="checkbox"/> Full Registrant <input type="checkbox"/> Partial Registrant Full Registration Fee Schedule (includes all events): Postmarked before March 10, 2020 <input type="checkbox"/> Member \$130 <input type="checkbox"/> Future Member \$155 <input type="checkbox"/> Students \$100 Postmarked after March 10, 2020 <input type="checkbox"/> Member \$150 <input type="checkbox"/> Future Member \$175 <input type="checkbox"/> Students \$120 GUESTS <input type="checkbox"/> Thursday Welcome Reception \$20 (children under 12 \$10) <input type="checkbox"/> Friday Luncheon \$25 <input type="checkbox"/> Saturday Luncheon \$25 <input type="checkbox"/> Saturday Banquet \$50	Partial Registration Fee Schedule (Please check all that apply. Add \$20 if postmarked after March 10, 2020.) Thursday, April 16 Welcome Reception <input type="checkbox"/> Member \$20 <input type="checkbox"/> Future Member \$25 <input type="checkbox"/> Students \$10 Friday, April 17, 2020 (includes lunch and breaks): <input type="checkbox"/> Member \$40 <input type="checkbox"/> Future Member \$55 <input type="checkbox"/> Students \$30 Saturday, April 18, 2020 (includes lunch and breaks): <input type="checkbox"/> Member \$40 <input type="checkbox"/> Future Member \$55 <input type="checkbox"/> Students \$30 Saturday Banquet: <input type="checkbox"/> Member \$40 <input type="checkbox"/> Future Member \$50 <input type="checkbox"/> Students \$30
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HOTEL INFORMATION

Reservations can be made directly through the hotel by clicking here <https://lodgeres.bavarianinn.com/> (enter Group No. 12W896). Bavarian Inn Lodge, One Covered Bridge Lane, Frankenmuth, MI 48734, (855) 652-7200
Guest rooms: \$169/night standard double; \$179/night premium double/king; \$244/night suite (single, double, triple, quad).
QUOTED ROOM RATES ARE AVAILABLE UNTIL MARCH 17, 2020.
Refund policy: Fifty percent (50%) registration refund if received before April 1, 2020. No refund after April 1, 2020; no exceptions.

SCHEDULE OF EVENTS¹

Thursday, April 16

6:00 p.m. – 8:30 p.m.	Welcome Party	Enjoy a pizza buffet and discounted mini golf at Ratskellar in the Bavarian Inn. Prizes will be awarded for the mini golf!
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Friday, April 17

7:30 a.m. – 8:30 a.m.	First Timers' Breakfast	The NALS of Michigan Board will welcome all first timers with food and fun!
8:30 a.m. – 9:00 a.m.	Willkommen!	Mary Ackerman, Mayor of Frankenmuth
9:00 a.m. – 10:15 a.m.	In-Home Care and Senior Residences	Carol Hillman, Consumer Education, Michigan Attorney General's Office
10:30 a.m. – noon	Resumes and how to promote yourself	Nicholas Romley, Special Counsel
12:15 p.m. – 1:30 p.m.	Luncheon	Time to network with other legal professionals and meet the candidates for the 2020-2021 NALS of Michigan Board of Directors
1:30 p.m. – 3:30 p.m.	Office Safety and Active Shooter Training	Dwayne Flees, KarateBuilt Martial Arts
3:30 p.m. – 4:30 p.m.	Probate Process/Hot Topics	Attorney Alex Mallory, McCurdy Wotila & Porteous, PC
4:30 p.m. – 5:30 p.m.	Employment/Other Discrimination	Attorney Julie Gafkay, Gafkay Law PC
6:30 p.m.	Past Presidents' Dinner	

Saturday, April 18

9:00 a.m. – 12:00 p.m.	First General Assembly, 59 th Annual Meeting	
9:00 a.m. – 5:00 p.m.	Chapter and State Fundraisers	
12:15 p.m. – 1:15 p.m.	Certification Luncheon	Paula Steffey, PP, CLP-SC will present on the changes for obtaining NALS certifications. Certification awards will be presented.
1:30 p.m. – 5:00 p.m.	Second General Assembly, 59 th Annual Meeting	
6:00 p.m. – 7:00 p.m.	Chapter Pictures	
7:00 p.m. – 9:00 p.m.	Third General Assembly, 59 th Annual Meeting and Awards Banquet	Installation of the 2020-2021 NALS of Michigan Board of Directors and presentation of the Clara LaGow and Legal Professional of the Year Awards.

¹ Tentative.



engage
inspire
enhance
promote

**NALS of Greater Kalamazoo
Membership Meeting and CLE**
Tuesday, November 19, 2019
Michelle's
4010 Gull Road
Kalamazoo, MI 49048
269.344.1415

SPEAKER

Stephen M. Denenfeld
Lewis Reed & Allen P.C.

TOPIC

The Mediation Process



Attorney Stephen M. Denenfeld has been associated with Lewis Reed & Allen P.C. or its predecessor since 1983. He attended the University of Michigan where he obtained a Bachelor's Degree in 1975, and was awarded his Juris Doctorate Degree from Wayne State University in 1978.

Although thirty-plus years of practice has given him experiences in several areas of law, Steve now focuses in the business and commercial arena, including commercial litigation, employment law, business torts, general civil litigation, and municipal law. Steve also frequently serves as a mediator in both State and Federal Courts and has been certified as a facilitative mediator for the United States District Court for the Western District of Michigan.

Steve is a member of the State Bar of Michigan, the American Bar Association, is a past President of the Kalamazoo County Bar Association, and a past member of the Calhoun County Bar Association Executive Committee. He is the past chair of the State Bar of Michigan Character and Fitness Committee for the Southwestern Michigan District. Steve is admitted to practice before all State and Federal Courts in Michigan.

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 presentation.

MENU



- **D-Ave Salad** – pecans, sun dried cherries, strawberries, blueberries, feta cheese, and poppy seed dressing - \$12.50 (add chicken \$3; add salmon \$4)
- **Hamburger** – served with chips or fries - \$10.00 (add cheese \$1)
- **Mom's Meatloaf** – served with mashed potatoes & gravy, vegetable, Texas toast - \$12.50
- **Triple Decker BLT** – served with chips, fries, or cup of soup - \$10.00
- **Leeuw's Famous Lasagna** – layered with sausage, pepperoni, mozzarella and cheddar cheese - \$12.50

Tax and tip included in the price. If you would like a soft drink, please add \$2.00 to your order.

Wine will be available for a donation.

RESERVATION PROCEDURE

E-mail your reservation to Tierney Tubergen at tubergent@millerjohnson.com or call (269) 226-2972 **no later than noon on Friday, November 15th** to reserve your spot. Give your payment to Paula Steffey 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.**



engage
inspire
enhance
promote

NALS of Greater Kalamazoo
Membership Meeting and Holiday Charity
Tuesday, December 10, 2019
Main Street Pub
5462 Gull Road #5
Kalamazoo, MI 49048
269.344.7247

SPEAKERS

Brittany Cekola Hamann
&
Jennifer VanOosterhout

ORGANIZATION

Gryphon Place

This year, NALS of Greater Kalamazoo has selected **Gryphon Place** as its holiday charity. Gryphon Place is a Kalamazoo organization that offers various services and programs designed to help prevent suicide and offer support to those who have been affected by suicide. Specifically, the mission of Gryphon Place is to “connect people and organizations to resolve conflict and crisis, foster volunteerism, and meet community needs.”



Not only is Gryphon Place a leader in suicide prevention in the area – they also provide generous services such as: information and referrals for after-school programs, housing assistance, mental health services, and more; community dispute resolution for situations such as landlord-tenant disputes, child custody, etc.; and community initiatives such as the Emergency Financial Assistance Network (EFAN).

Brittany Cekola Hamann, Director of Community Engagement, and Jennifer VanOosterhout, Donor Relations and Event Coordinator, will be joining us to further explain the mission of Gryphon Place as well as the services it provides to our community.

AGENDA

5:30 p.m. – Networking

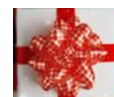
6:00 p.m. – Dinner

6:30 p.m. – Speaker Presentation (Gryphon Place)

A white elephant gift exchange game and a short chapter business meeting will follow the presentation.

WHITE ELEPHANT GIFT EXCHANGE

If you would like to participate in our holiday white elephant gift exchange, please bring a wrapped gift not to exceed a \$10 value. There will be a fun game to exchange gifts during the evening.



MENU



- **Pecan Chicken Salad** (romaine, grilled chicken, bleu cheese crumbles, pecans, sun-dried cranberries, your choice of dressing) – Full \$14.00, Half \$10.00
- **Pub Burger** (lettuce, tomato, onion, served with French fries) - \$10.00, add cheese \$1
- **Tailgate Wrap** (chicken tenders, tater tots, lettuce, bacon, shredded cheese, scallions, chipotle ranch, jalapeno-cheddar wrap, served with French fries or chips) - \$12.00
- **California BLT** (bacon, avocado, lettuce, mayo, tomato, grilled sourdough bread, served with French fries or chips) - \$11.50
- **Tex Mex Tacos** (your choice of grilled chicken, pulled pork or ground beef, lettuce, black bean salsa, shredded cheese, spicy ranch, served with chips and salsa, and cup of soup or side salad) - \$12.50

Tax and tip included in the price. If you would like a soft drink, please add \$2.00 to your order.

Alcohol available at your own cost.

RESERVATION PROCEDURE

E-mail your reservation to Tierney Tubergen at tubergent@millerjohnson.com or call (269) 226-2972 **no later than noon on Friday, December 6th** to reserve your spot. Give your payment to Paula Steffey 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.

2018 - 2019 Officers

Paula Steffey, PP-SC, CLP, CWCP, President
Phone: 377-9341; westernmom40@gmail.com

Kathleen Hutchins, PLS, Vice President
Phone: 568-5122; kehutch60@yahoo.com

Samantha Wilder, Recording Secretary
Phone: 870-5329; sgwilder22@yahoo.com

Tierney Tubergen, Corresponding Secretary
Phone: 226-2972; tubergent@millercanfield.com

Shawn Brew, Treasurer
Phone: 692-5244; shawn@woznickilaw.com

Nancy Thomas, PLS, Director
Phone: 381-7030; thomasn@millercanfield.com

Michele Guyman, Immediate Past President
Phone: 586-557-4054; mightymmo@sbcglobal.net

Nancy Thomas, PLS, Parliamentarian
Phone: 381-7030; thomasn@millercanfield.com

* * * * *

Nancy Thomas, PLS, *Pleadings* Editor
Phone: 381-7030; thomasn@millercanfield.com

CALENDAR

Next Board Meeting

Tuesday, December 3, 2019
5:30 p.m.

Location: Goidosik Morse

November General Membership Meeting

November 19, 2019

5:30 p.m.

Michelle's (Gull Road)

Program: Mediation Process

December General Membership Meeting

December 10, 2019

5:30 p.m.

Main Street Pub - Gull Road

Program: Gryphon Place

December Social Event

A Christmas Carol

December 18, 2019

New Vic Theatre, Kalamazoo

NALS of Michigan 2020 Annual Meeting

April 17-18, 2020

Bavarian Inn

Frankenmuth, Michigan



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