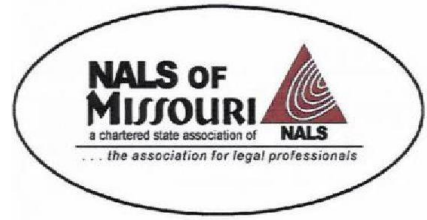


THE BRIEFCASE

Volume 59, Issue 5—Spring 2016



NALS of Missouri, a chartered state association affiliated with NALS ... the association for legal professionals

PRESIDENT'S MESSAGE

By Christy Wittmaier

A man found a cocoon of a butterfly. One day a small opening appeared, he sat and watched the butterfly for several hours as it struggled to force its body through that little hole.

Then it seemed to stop making any progress. It appeared as if it had gotten as far as it could and it could go no farther. Then the man decided to help the butterfly, so he took a pair of scissors and snipped off the remaining bit of the cocoon. The butterfly then emerged easily.



But it had a swollen body and small, shriveled wings. The man continued to watch the butterfly because he expected that, at any moment, the wings would enlarge and expand to be able to support the body, which would contract in time.

Neither happened!

In fact, the butterfly spent the rest of its life crawling around with a swollen body and shriveled wings.

It never was able to fly.

What the man in his kindness and haste did not understand was that the restricting cocoon and the struggle required for the butterfly to get through the tiny opening were God's way of forcing fluid from the body of the butterfly into its wings so that it would be ready for flight once it achieved its freedom from the cocoon.

Sometimes struggles are exactly what we need in our life. If God allowed us to go through our life without any obstacles, it would cripple us. We would not be as strong as what we could have been.

And we could never fly.

~Author Unknown~

Christy A. Wittmaier
President, NALS of Missouri

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NALS CODE OF ETHICS

Members of NALS are bound by the objectives of this association and the standards of conduct required of the legal profession.

Every member shall:

- Encourage respect for the law and administration of justice.
- Observe rules governing privileged communications and confidential information.
- Promote and exemplify high standards of loyalty, cooperation, and courtesy.
- Perform all duties of the Profession with integrity and competence.
- Pursue a high order of professional attainment.

MISSION STATEMENT

NALS is dedicated to enhancing the competencies and contributions of members in the legal service profession. It accomplishes its mission and supports the public interest through:

- Continuing legal education and resource materials;
- Networking opportunities at the local, state, and national levels;
- Commitment to a Code of Ethics & Professional Responsibility; and
- Professional certification programs and designations.

NALS of Missouri local chapters usually host monthly meetings, providing opportunities for continuing legal education, leadership, networking, and local community service. The following is the contact information for each chapter in order to obtain the dates for the local chapter meetings:

- East Central Missouri Legal Professionals-3rd Tuesday of the Month (f/k/a Franklin County Association of Legal Support Professionals) Contact: Sherri Krawitz, PP, PLS (sherri.krawitz@yahoo.com)
- Heart of America Legal Professionals Association-3rd Thursday of the Month Contact: Cheryl D. Neeley (cneeley@shb.com)
- KCLSA...the association for legal professionals-2nd Wednesday of the Month Contact: Marcia L. Gathright, Treasurer (marciag@mcdowellrice.com)
- Lakes Area Legal Support Association-3rd Monday of the Month Contact: Cindy Combs, PLS (combspls@aol.com)
- NALS of Greater St. Louis-3rd Tuesday of the Month Contact: Brandi Brown Ingram, PLS (bmb@herzogrebs.com)
- Springfield Area Legal Support Professionals-2nd Tuesday of the Month Contact: Kelly Angle-Markley, President (kelly@frvlaw.com)

SCHOLARSHIP

Joyce Bassett, PP, PLS, Chair

This is a reminder that **the deadline to submit scholarship applications is March 31, 2016 (postmarked no later than March 31, 2016)**. Please contact me if you need an application form and one can be emailed to you. Please mail an original application with supporting documentation and three sets of copies (marked “**Personal**”) to me at my work address:

Blake & Uhlig, P.A.
753 State Avenue, Suite 475
Kansas City, Kansas 66101

The three judges submitted to select the winner of the competition were approved at the Winter Membership Meeting.

Members were able to purchase tickets for a chance to win a basket at the meeting. A big “thank you” to everyone who contributed to the scholarship fund by purchasing tickets at the meeting or by sending in a donation with your registration form. A total of \$77.00 was raised from the purchase of tickets and \$30.00 through donations sent in with registration forms. The winner of the basket was Amber Galindo.





CERTIFICATION REPORT

By Georganne Hallemeier, PP



Kelly Angle-Markley, ALP
(SALSP)

Julie Bahrie, ALP
(SALSP)

Gabrielle Crisp, ALP
(SALSP)

Lisa Loftis, ALP
(SALSP)



Anyone interested in sitting for the ALP certification exam in May will need to have the application **post marked by April 10, 2016**. The exam will be administered on the third Saturday in May.

If you plan to sit for the exam you can obtain the study materials by going to the certification section of the www.nals.org website or you may contact me.

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Legal Education Article
Submitted by Lori Muetzel, PP, PLS
Legal Education Director

Missouri Judiciary Pilots Case.net “Track This Case” Feature

JEFFERSON CITY, Mo. – Following court cases through Case.net – Missouri’s online access to information in the statewide case management system – is now easier thanks to a feature called “Track This Case.” The new feature allows parties and the public to be notified by e-mail about docket activity in a particular case. It is available for all public cases on Case.net, except those handled through the Fine Collection Center.

The “Track This Case” feature can be found under the “Case Header” tab of each case. The link – identifiable by an icon with blue footprints – is located at the bottom of the page. To begin tracking cases, a user must enter a valid e-mail address. A confirmation e-mail will be sent to that address with a link that must be followed to enable tracking. There also is a “Tracking Reports” option that provides the user a list of all cases he or she is currently tracking.

“Track This Case” e-mail notices are sent once a day, typically early in the morning, and include docket entries made in the tracked case the preceding day. These e-mail notices are provided as a convenience and are not official court records. If a case becomes confidential, then notifications cease.

The new feature was rolled out without fanfare this past November to evaluate in a controlled manner any impacts to Case.net as tracking numbers grew. As of today, approximately 20,000 cases are being tracked by more than 15,000 users. Piloting sustainability of the new feature will continue through the end of 2016.

To learn more about how to use the “Track This Case” feature, please visit <https://www.courts.mo.gov/page.jsp?id=87154>.

www.mobar.org/esq Posted February 26, 2016





CERTIFICATION REPORT

By Georganne Hallemeier, PP

BREAKING NEWS!



“Alternate Certification Designation Meets Industry Changes

Monday, March 14, 2016

Tulsa, OK – March 2016 – NALS ... the association for legal professionals (NALS®), provides continuing legal education programs and professional certifications to assist legal professionals in setting themselves apart in the workplace and job market. NALS has announced that its current Professional Legal Secretary (PLS) certification program will now offer an optional alternative designation for examinees and currently certified PLSs: the Certified Legal Professional (CLP).†

In today’s legal industry, and with the changing of the roles of legal industry staff, the CLP designation characterizes and describes the work of many legal professionals, and for some, better matches their current professional roles or their local industry. With this alternative option, all NALS certifications will align and continue to serve all levels of legal professionals.

Upon successful completion of an exam, legal professionals can become an ALP (Accredited Legal Professional), and/or a PLS (Professional Legal Secretary) -or- CLP (Certified Legal Professional), and/or a PP (Professional Paralegal). Future examinees who elect to take the PLS/CLP exam will be given the choice as to which designation they prefer. A PLS or CLP certification can be obtained after successful completion of a one-day, four-part exam, which is designed to show that an examinee demonstrates not only dedication to professionalism, but acceptance of the challenge to be exceptional. Personal motivation is necessary to attain such a goal.

Additionally, individuals who currently hold a valid PLS certification, or will be re-certifying, will now have the option to use either the PLS designation or the new CLP designation. Current PLS-certified individuals who wish to change their preference on PLS/CLP usage, will need to update their certificate by submitting a simple online form, and paying a nominal processing fee, at: <https://www.nals.org/store/ViewProduct.aspx?ID=3348627>. At NALS our primary goal is for each member’s profile to be accurate. After you follow the process, you will receive your CLP certificate and your member profile will switch within our system so that items like, certificate reprints and conference name badges, are printed with each member’s proper designation. For those who request a change in designation, certificates will begin mailing by June 1, 2016.”

Legal Education Article
Submitted by Lori Muetzel, PP, PLS
Legal Education Director

The Cloud Has Landed: 10 Legal Tech Innovations and What They Mean
by Robert Ambrogi

Innovations and advances in technology over the last five years have brought dramatic and irreversible changes to the practice of law. From cloud computing to mobile lawyering, from social media to big data, technology has both simplified and complicated lawyers' lives.

What have been the critical changes in recent years and what do they tell us about where the profession is headed? What follows are my thoughts about the 10 most significant developments in recent years and what they mean for law practice looking forward.

1. Competence in Technology is No Longer Optional

In August 2012, the American Bar Association voted to amend the Model Rules of Professional Conduct to make clear that lawyers have a duty to be competent in technology. Specifically, the ABA voted to amend the comment to Model Rule 1.1, governing lawyer competence, to say that, in addition to keeping abreast of changes in the law and its practice, a lawyer should keep abreast of "the benefits and risks associated with relevant technology."

What This Means Going Forward. The duty of competence in technology will become engrained in ethics law and expanded in its scope. Already, we have seen several states follow up on the ABA's action. Delaware became the first state to formally adopt a duty of technology competence. It even created a Commission on Law and Technology to help lawyers comply. Pennsylvania was another to amend its professional conduct rules to comport with the ABA model rule. Other states are actively considering adoption of the rule.

California may take the duty a step further. A proposed ethics opinion there would hold that attorneys who represent clients in litigation must either become competent in electronic discovery or associate with others who are competent in that area. Regardless of whether this proposed opinion is adopted, it is a harbinger. The duty of technology competence will continue to expand and the Luddites among us will increasingly be at risk.

2. Lawyers' Use of Social Media is No Longer a Novelty

Yes, lawyers blog. They use Facebook. They are on Tumblr and Instagram and Twitter. Get over it. We are past the point of talking about it as if it is a novelty. That is not to say that social media is not important. The point, however, is that it is no longer stop-the-presses news. Participation in social media is now part of the mainstream of law practice and part of the fabric of lawyers' day-to-day lives.

What This Means Going Forward. More significant than lawyers using social media is that our clients are. Combine this fact with the duty of competence in technology discussed above, and we reach one very clear conclusion: If you are one of the many lawyers who continue to resist social media, you had better get with the agenda. If you have never used Facebook and Twitter, then you cannot really understand them. And if you do not understand them, then you cannot competently represent clients who have matters that implicate social media. As one obvious example, you cannot competently practice family law these days without a good grasp of social media. There is no more holding out.

3. The Cloud Has Come Down to Earth

No doubt, there are still many lawyers who remain wary about cloud computing. For the most part, however, cloud-based platforms have become essential tools in our law practices and even in our daily lives. And as they have, ethics opinions

from at least 19 jurisdictions have unanimously agreed that it is ethical for lawyers to use cloud-computing platforms and to keep client documents in the cloud.

What This Means Going Forward. Cloud-based applications will become ubiquitous among legal practitioners. In doing so, they will largely replace locally installed software and systems. Whether for document management, practice management, accounting, time and billing, or any of a host of other functions, cloud systems are more economical, more practical, and more convenient.

4. Mobile Has Become the Driving Force in Technology Development

Mobile technology has dramatically changed the face of law practice. We are connected 24/7, able to work from anywhere, expected to respond immediately. Surveys tell us that more than 90 percent of lawyers use smartphones and increasing numbers use tablets. The vast majority of us are constantly plugged in, checking work email from wherever we are and throughout the day. This is driving legal vendors to create new products and adapt old ones so that they work equally well across platforms, no matter the device.

What This Means Going Forward. Mobility will continue to drive major changes in the way we practice law. As we are increasingly able to carry our work environments with us wherever we go, our physical offices will become less the center of our work lives. Firms will reduce their physical footprints and make greater use of shared and virtual offices. This is enormously empowering for lawyers, but it could also be oppressive. Part of the trick of mastering mobile technology will be learning to disconnect. Even lawyers need downtime now and then.

5. Practice Management Has Gone Mainstream

The start of 2015 marked the seventh anniversaries of Clio and Rocket Matter, the first two cloud-based practice management platforms. Now, there are a variety of vendors who have entered this increasingly crowded field, including MyCase, Thomson Reuters Firm Central, and LexisNexis's Firm Manager, to name a few. While there have been desktop practice-management applications for years, these cloud platforms continue to get better and better. More important, they have spurred greater use of practice-management software among lawyers and greater understanding of why it is important to do so.

What This Means Going Forward. We will continue to see significant growth in the use of practice-management applications among legal professionals. At the same time, we are already seeing these applications changing the trajectory of their development. From a narrow focus on core practice management, some are looking to go wider – to provide an array of integrated tools and services. They aim to serve as a hub not just for practice management, but for all functions within a law practice.

The clearest example of this was Clio's announcement in late 2014 of integrations with Fastcase, QuickBooks Online, and other products. As Clio cofounder Jack Newton told me then, "We want Clio to be an all-encompassing solution for a law practice. We want it to be the hub of a multi-spoked wheel that is providing a very complete and comprehensive solution to law offices."

6. Innovation and Disruption Have Become the Norm

Early in 2014, I wrote an essay in which I posited that we had reached a moment in legal technology of unprecedented innovation and creativity. A year later, I believe that even more strongly. We have transformed from a time when legal technology and legal information were products driven by large corporations to one when anyone with an idea to make things simpler and smarter can launch a product and succeed.

I've covered legal technology for more than two decades. There have been times when I've struggled to find interesting products to write about. These days, I can't keep up with all the new products and websites coming out. Sure, some will fail.

A few are just dumb. But many are good and some are really good, and both we as practitioners and our clients reap the benefits.

What This Means Going Forward. Just as lawyers have come to accept technology as a given, many now also see the potential for innovation as a given. One of the most telling examples of this is the increasing popularity of hacking within the legal profession.

By “hacking,” I do not mean breaking into computer systems. Rather, I am referring to people who are skilled in computer coding and who use that skill to develop innovative solutions to problems. The last year has seen a number of legal hackathons take place and legal-hacker groups become active.

These legal hackers are developing innovative computer programs, mobile apps, and Web tools for purposes that range from streamlining legal practice to bridging the access-to-justice gap. They are representative of a broader trend toward innovation across all sectors of the legal industry.

7. The Justice Gap Has Become a Key Driver of Innovation

The United States faces a crisis in the delivery of legal services. Study after study has documented that our justice system is addressing only a small fraction of the legal needs of low- and moderate-income people. Year upon years of cutbacks in IOLTA and other sources of funding have only exacerbated the problem. There is growing recognition of the fact that lawyers, alone, will never bridge the gap. We can't just hope for more pro bono hours or greater funding – and they wouldn't be enough in any event.

Increasingly, the response to this justice gap is innovation in the delivery of legal services. We see this in the legal services sector, where the Legal Services Corporation and others are encouraging development of creative ways to use technology. We see it in the private sector, where companies such as LegalZoom and Rocket Matter are using technology to more efficiently deliver services. And we see it within the organized bar, through experimental programs such as Washington state's limited-license legal technicians. There is a vacuum in the delivery of legal services, and innovators are coming forward to fill it

What This Means Going Forward. The justice gap will continue to drive innovation, spawning new tools and methods to help meet unmet legal needs in the delivery of legal services. At the same time, we will see companies such as LegalZoom and Rocket Lawyer expand the range of services they offer. We will see increasing experimentation with using nonlawyers to deliver legal help. And we will see increasing acceptance of the idea of allowing nonlawyers and private companies to have ownership in legal services entities. As all of these things happen, the delivery of legal services will become more like the delivery of health services, provided by professionals along a spectrum of skills and abilities.

8. In Legal Research, Small is the New Big

For as long as most of us can remember, two 800-pound gorillas, Westlaw and LexisNexis, have dominated the legal research market. Other players include Bloomberg BNA and Wolters Kluwer. But recent years have brought the rise of two other segments of legal-research providers, which are becoming increasingly significant in driving innovation.

One segment consists of the start-ups – “rebel” companies that are introducing new approaches to legal research. In this group, I would include companies such as Casetext and Ravel Law. The other segment I describe as the “value” providers – most notably Fastcase and Casemaker. These companies were once rebels themselves, bringing primary legal research to the legal market at a cost far more affordable than the gorillas offered, but they are becoming increasingly accepted by lawyers across a wide range of practice types as viable legal research platforms.

What This Means Going Forward. The growing use of value research services such as Fastcase and Casemaker and the emergence of innovative startups such as Casetext and Ravel Law will affect the legal market in two significant ways. One, it will drive cost reductions among all legal research providers – even those 800-pound gorillas. Two, it will drive broader

adoption by providers of more innovative features, similar to Ravel Law's visualization tools and Casetext's crowdsourced annotations. For lawyers, that will mean more powerful research tools at lower cost.

9. Data Security and Encryption Have Become Essential

Surveys continue to show that lawyers fall woefully short in their use of encryption and other data security measures to protect privileged client communications. Encryption avoiders long found comfort in ethics opinions that said that encryption was not necessary. The most prominent of these was ABA Formal Opinion 99-413, which concluded that a lawyer's sending of confidential client information by unencrypted email does not violate the model rules.

Well, that was 1999. We know a lot more now than we did then about the state of digital security. Law firms are being hacked. Email is being intercepted. This isn't a "maybe" anymore. In 2015, encryption is a must-have tool for lawyers and data security is a top priority for law firms and legal organizations.

What This Means Going Forward. Law firms need to pay close attention to data security. If there is one lesson we have learned from years of news stories about data breaches, hacking, and government snooping, it is that we are not being paranoid to think someone is watching us – or at least trying to. At the same time, ethics decisions require us only to take reasonable steps to protect client confidences and documents; they do not require us to be guarantors of confidentiality. Here again, we must invoke the duty of competence. You must know what you don't know and know when to get professional help. Perhaps it can be said that a lawyer who handles his own IT has a fool for a client.

10. Lawyers Have Realized That Computer Analytics Are Allies, Not Enemies

The alarm was sounded with the 2011 *New York Times* article, "Armies of Expensive Lawyers, Replaced by Cheaper Software." Some lawyers started to believe that advances in artificial intelligence and computer analytics were a bad thing, threatening to displace them from their hard-earned jobs. Some still believe that, but the past year marked a turning point, from lawyers seeing "smart" algorithms as their enemies to understanding them as their allies. Computers cannot and will not replace lawyers. But they can make lawyers' lives much easier and help reduce the time and the cost of performing legal tasks.

What This Means Going Forward. Although e-discovery has been among the most conspicuous areas of law practice to use predictive analytics, these tools will increasingly be used for a range of purposes. Already, analytics and algorithms are being used to predict case outcomes, enhance legal research, strengthen marketing efforts, and gain competitive intelligence. Increasingly, lawyers will understand that humans and technology can work together to produce results far superior to those from humans working alone.

Robert J. Ambrogi is a Massachusetts lawyer and writer. He writes the blog *Lawsites* (www.lawsitesblog.com) and covers technology for the *ABA Journal*, *Law Practice* magazine, and other publications.

Robert Ambrogi, <http://www.mobar.org/precedent/fall2015/cloud.htm>, *Precedent*, Fall 2015 Issue



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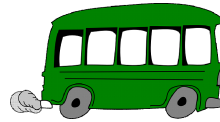
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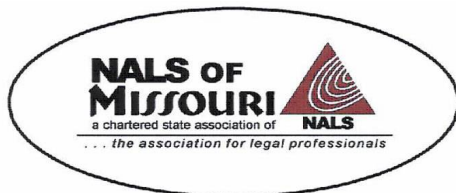
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**MINUTES OF THE
NALS OF MISSOURI 2015-16 WINTER MEMBERSHIP MEETING**

The 2015-16 NALS of Missouri Winter Membership meeting, held on Saturday, February 20, 2016, in Springfield, Missouri, was called to order by President Christy Wittmaier at 2:35 p.m.

The NALS Code of Ethics was read by Joyce Bassett, PP, PLS, winner of the free registration to the meeting.

In the absence of Secretary Karen Kubiak, PP, PLS, President Christy appointed Sherri Krawitz, PP, PLS as Secretary *pro tem*.

Roll was called by Secretary *pro tem* Sherri as follows:

President	Christy Wittmaier	Present
President-Elect	Charniece Rollie	Present
Secretary	Karen Kubiak, PP, PLS	Absent
Treasurer	Debbie Jackson, PP, PLS	Present
Marketing Director	Kelly Angle-Markley, ALP	Present
Membership Director	Jody Hoffman	Present
Education Director	Lori Muetzel, PP, PLS	Present
Parliamentarian*	Sherri Krawitz, PP, PLS	Present
Executive Advisor*	Vacant	

*non-voting

Credentials Chair Meagan Cheong reported a total of 30 members present at the meeting, 28 of whom were eligible to vote, with 15 being a majority vote, and 19 being a 2/3 vote. President Christy declared a quorum present. President Christy appointed Janet Higdon, PLS, and Wanda Morgan as tellers, and Keri Swadley as timekeeper.

The Notice of the Winter Membership Meeting was issued to the membership via *The Briefcase*, Volume 59, Issue 3, along with copies of the Rules of Procedure for Membership Meetings and the Chapter Reporting Form. President Christy emphasized that all members in good standing on or before November 22, 2015, were eligible to make motions, enter into discussions, and vote. She requested that members state their name and chapter upon being recognized by the Chair, and that all motions be presented in writing to the Chair and Secretary. Forms for motions are available from the Parliamentarian.

President Christy announced that there were 37 members registered for the meeting. President Christy acknowledged the first-timers and chapter presidents in attendance, as well as those members serving on the NALS national committees.

Secretary *pro tem* Sherri presented the *Minutes of the NALS of Missouri 2015-16 Fall Membership Meeting* held September 26, 2015 in Lake Ozark, Missouri, which were published and distributed in *The Briefcase*, Volume 59, Issue 3. The following correction was made:

Page 3, paragraph 1: Finance Chair Diane Kennedy's report announced...

The Minutes were approved as corrected.

Secretary *pro tem* Sherri presented the following recommendations of the Board of Directors from the meeting held Friday, February 19, 2016:

Recommendation No. 1: that the over-budgeted amount be approved as presented— President-Elect in the amount of \$213.96 for travel expenses incurred for attendance at the NALS National Conference in Las Vegas, NV.

Recommendation No. 2: that NALS of Missouri issue one free registration to the NALS of Missouri Annual Meeting, to be awarded at Winter Membership meeting.

Recommendation No. 3: that Kelly Angle-Markley, ALP, be appointed to fill the vacant Secretary position on the NALS of Missouri Board of Directors for the 2016-17 fiscal year.

Recommendation No. 4: that Russell C. Riggan, Esq., of Riggan Law Firm LLC, Kirkwood, MO; Samantha Cerutti Wacker, Esq., Washington, MO; and the Honorable Gael D. Wood, Presiding Judge, 20th Judicial Circuit, Union, MO, be appointed as judges for the 2016-17 NALS of Missouri Award of Excellence competition.

Recommendation No. 5: that Community Leader Lana McPherson, Attorney Nathan Terry, and retired school teacher Karen Wall be approved as judges for the 2016-17 NALS of Missouri Scholarship Competition.

Secretary *pro tem* Sherri moved that Recommendations 1-5 of the Board of Directors be ratified and approved, which motion was carried.

Treasurer Debbie Jackson, PP, PLS, presented the Treasurer's report. No bills were presented for payment, and the Financial Report was filed for financial review.

Officer and Committee chairs in attendance presented their reports, which were also included in the meeting program.

President Christy asked if any chapter was bidding to host the 2017 Winter Membership Meeting. Hearing none, the meeting will be state hosted.

Education Director Lori Muetzel, PP, PLS, conducted the drawing for the free registration to the 2016-17 NALS of Missouri Annual Membership Meeting as follows:

Winner: Patricia Lenardo
Alternate: Cindy Combs, PLS
Second Alternate: Kelly Angle-Markley, ALP

President Christy made the following announcements:

- Contest deadlines:
 - Chapter Achievement – early-bird March 31; April 1, 2016
 - AOE (state) – March 31
 - AOE (NALS) – May 1
 - Scholarship – March 31
 - ONM – March 31
- *The Briefcase* deadline is March 1, 2016
- The last NALS Professional Education & Development Conference will be February 25-27, 2016 in Tulsa, OK
- 2016 NALS of Missouri Annual Membership Meeting will be May 13-15, 2016, hosted by HALPA
- 2016 NALS of Missouri Fall Membership Meeting is state hosted
- NALS Annual Education Conference & National Forum will be October 6-8, 2016 at the Embassy Suites Nashville SE, Murfreesboro, TN

There being no further business to come before the Board of Directors, the meeting was adjourned at 3:05 p.m.

Sherri Krawitz, PP, PLS, Secretary *pro tem*

Approved by:

Christy Wittmaier, President



Just for laughs....

A couple going on vacation but his wife was on a business trip so he went to the destination first and his wife would meet him the next day.

When he reached his hotel, he decided to send his wife a quick email.

Unfortunately, when typing her address, he mistyped a letter and his note was directed instead to an elderly preacher's wife whose husband had passed away only the day before.

When the grieving widow checked her email, she took one look at the monitor, let out a piercing scream, and fell to the floor in a dead faint.

At the sound, her family rushed into the room and saw this note on the screen:

Dearest Wife,
Just got checked in. Everything prepared for your arrival tomorrow.

P.S. Sure is hot down here.



DATES TO REMEMBER

Education: Important Rules for Professional Document Creation and Templates: Part 3 March 22, 2016
Application Deadline for May ALP Exams April 10, 2016
Award of Excellence Nomination Deadline May 1, 2016
Law Day May 1, 2016
ALP Certification Exam May 21, 2016
NALS Foundation Grant Deadline June 1, 2016
Application Deadline for September Certification Exams August 1, 2016
65th Annual Education Conference & National Forum October 6-8, 2016 Embassy Suites Nashville SE - Murfreesboro Murfreesboro, TN



*Deadline for Submissions for next issue of The Briefcase
TBA*

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