



# THE BRIEFCASE

a Quarterly Publication of NALS OF MISSOURI  
a chartered state association affiliated with NALS ...the association for legal professionals  
www.nalsofmissouri.org November 2010 www.nals.org

Vol. 55

SPECIAL ISSUE

ISSUE No. 3



## MEMORIES OF THANKSGIVING by NALS of Missouri Board of Directors



Thanksgiving provides me with a time to reflect on things that are really important to me. It is so easy for me to forget how many wonderful blessings God has given me. When I stop and list what I am thankful for, I am amazed at how many things there really are - my wonderful, loving husband, our sweet daughter, a place to live, food to eat, a place to work, kind people around me, reliable transportation, good health.... and when I think about the problems that bother me, I realize that there are many more good things than bad. So why am I thinking about the bad things?!

One of my favorite Thanksgiving traditions is to get together with family. There are not as many obligations and traditions associated with Thanksgiving time so it is primarily a time to focus on the people I love instead. And one of my favorite things to do at Thanksgiving is take a family picture. This is the one time that all my brothers are together (and this is increasingly difficult to do as their families become larger and they move further away). Each year, I remember that this might be the last time everyone is together at the same time, and I try to appreciate the opportunity and memorialize it with a picture of everyone together. Some years, there are little children in the picture poking each other or making faces or looking at someone. Some years it is my grown brothers who are poking each other! And every picture reminds me of the fun we have had together!

~ Rebecca Pruett, President



Thanksgiving 1999 was the first holiday that Craig and I celebrated with our blended family - the 2 of us plus all 8 kids. We gathered around the dining room table, said grace, and watched as Craig picked up the electric knife to carve the turkey - and proceeded to "pull the cord" and make a revving noise like it was a chainsaw! Needless to say, that became an instant tradition in our house! Happy Thanksgiving to you all!

~ Karen Kubiak, President-Elect



I come from a family who was in church every time the doors were open, I think. My father was a Deacon and my mother played the organ or piano quite often. So it's only natural that when my family would get together with grandparents and cousins, aunts and uncles, the men would discuss religion and the women would putter about in the kitchen visiting while making final meal preparations. We would try to get an off-and-on-glance at the Macy's Thanksgiving Day Parade on TV.

Sometimes we would be at my grandparents' home, but the times I remember most often for a Thanksgiving meal are at my aunt and uncle's home on their dairy farm. Of course there would be a blessing on the food, thanking God for giving such bounty, and asking a blessing upon the food that it would nourish and strengthen our bodies so we could do His will.

Most likely there would be turkey, dressing, rolls, green beans or corn, mashed potatoes and gravy or sweet potatoes, pie, and all of it made from scratch, too. After the meal sometimes there would be watching of a football game on television, or game of "Spoon" or a board game. And of course, the leftovers were sent home after the dishes were done.

That's my memory of Thanksgiving Day celebrations.

~ Dee Champ, Secretary

Hi All of My NALS of Missouri Sisters-In-Law: I am thankful and very blessed for the love and support of my family and friends. I have a daughter, DeVonna (33) and a son, Jason (32). I also have two of the most fabulous grandsons in the world – Cooper (7) and Levi (5). And, of course, they are not the least bit spoiled. My children and grandsons are a tremendous joy in my life.

I also have two dogs – one is a Pit Bull and the other is a Shiba Inu. They both think they are humans and are truly devoted to me. Their wagging tails are the best medicine any doctor could possibly prescribe.

My hobbies are reading, sewing, doing counted cross-stitch, quilting, and scrapbooking. I enjoy bowling, football (Dallas Cowboys and Kansas State University Wildcats), gardening, dinner theatres, and movies.

Thanksgiving to me means an extra opportunity to thank God for my health, family, friends and to share the time with my children and grandchildren. I am very blessed to have children that I know are there for me. Probably the best gift my children have ever given me were the words "Mom, thanks for always being there for us."

~ Marcia Cottrell, Legal Education

This year, I am thankful that I still have my parents. I am thankful for members on all levels of NALS for their support when I lost my job, during the process of finding a job, and their sharing in my joy at finally finding a position.

I wish everyone a very happy Thanksgiving.

~ Joyce Bassett, Marketing Director

Hi! My name is Nancy Heavrin, and I joined NALS in 1980 (yes, I know, most of you weren't born yet!). I live in Mountain View, Missouri, with my husband, Nick, and he is one of the things I am most thankful for!

Our children and grandchildren all live nearby, and we're also thankful for that. I'm especially thankful for the new one who will be here by Thanksgiving! God is good!

I'm also thankful for a job I love, a good employer, and my wonderful friends in NALS of Missouri.

Happy Thanksgiving to all of you!

~ Nancy Heavrin, Parliamentarian

### A KENNEDY THANKSGIVING

The Kennedys love holidays, but, really, Thanksgiving has not been a big one in our family. Oh, sure, we celebrate, and eat too much, but without extended family around, with the exception that we have turkey rather than tuna casserole, the day is much like any other—with a few exceptions. Growing up, it was the one day of the year we used good china. With six kids, you didn't want china out a lot! My mom has a set of turkey salt and pepper shakers that we have all loved and covet. My job on Thanksgiving was to toast the bread for the stuffing. Although Mom still makes the stuffing, that job has now been passed down to the grandchildren and great grandchildren. I take great delight each year in tormenting whichever child does it that she has taken away my job. My favorite food was fruit cocktail with whipped cream on top. Many Thanksgiving dinners were interrupted by one or more of us getting sent away from the table for misbehaving—I was usually one of them. My dad loved the Detroit Lions so football was on TV after the Macy's Day Parade...followed usually by the Sound of Music that evening. Today, Thanksgiving is at one my sister's house—either Belton or St. Joseph. The only homes large enough to hold all 25 of us. Some years are more crowded than others as my niece and nephew rotate years with in-laws. It is more fun when the little kids are with us. I always enjoy bringing feathers to make Indian headbands...and I still bring fruit cocktail with whipped cream. No one eats it anymore except me, but it's a tradition that must continue. There is much to be grateful for in the Kennedy household this year—a new baby born in July, Russell, and another expected in early December (although I hope he is a Thanksgiving baby!). Happy Thanksgiving to you all.

~ Diane Kennedy, Executive Advisor

*As we head into the Holiday Season,  
the NALS of Missouri Board  
would like to give a big  
"THANK YOU!"  
to the members of NALS of Missouri  
for all your work to make  
NALS of Missouri a successful organization!*

*Rebecca Pruett  
NALS of Missouri President*



**Central Ozarks  
Legal Support Association (COLSA)**  
President: Christy Walters, PLS [mvlawcw@centurytel.net](mailto:mvlawcw@centurytel.net)

**East Central Missouri  
Legal Professionals (ECMLP)**  
President: Karen Kubiak, PLS [karenkubiak@hotmail.com](mailto:karenkubiak@hotmail.com)

**Heart of America  
Legal Professionals Association (HALPA)**  
President: Marcia Cottrell, ALS [mcottrell@shb.com](mailto:mcottrell@shb.com)

**Kansas City  
Legal Secretaries Association (KCLSA)**  
President: Michelle Haughey, PP PLS  
[mhaughey@sirosmithdickson.com](mailto:mhaughey@sirosmithdickson.com)

**Lakes Area  
Legal Support Association (LALSA)**  
President: Pat Fagan [chavezmanager@yahoo.com](mailto:chavezmanager@yahoo.com)

**NALS of Greater St. Louis**  
President: Sandy Gros, PP PLS [gros@thomsoncoburn.com](mailto:gros@thomsoncoburn.com)

**Springfield Area  
Legal Support Professionals (SALSP)**  
Chapter President: Lori Everhart, PP PLS  
[Lori.Everhart@hkrlawoffice.com](mailto:Lori.Everhart@hkrlawoffice.com)

**Missouri Members-at-Large**

TABLE OF CONTENTS	PAGE
<b>"SPECIAL MEMORIES OF THANKSGIVING" FROM NALS OF MISSOURI EXECUTIVE BOARD</b>	<b>COVER - 2</b>
<hr/>	
<b>MESSAGE FROM NALS OF MISSOURI PRESIDENT</b>	<b>3</b>
<b>NALS OF MISSOURI CHAPTERS</b>	<b>3</b>
<hr/>	
<b>CENTRAL OZARKS LEGAL SUPPORT ASSOCIATION</b>	<b>4</b>
<b>EAST CENTRAL MISSOURI LEGAL PROFESSIONALS</b>	<b>6</b>
<b>HEART OF AMERICA LEGAL PROFESSIONALS ASSOCIATION</b>	<b>8</b>
<b>KANSAS CITY LEGAL SECRETARIES ASSOCIATION</b>	<b>10</b>
<b>LAKES AREA LEGAL SUPPORT ASSOCIATION</b>	<b>12</b>
<b>NALS OF GREATER ST. LOUIS</b>	<b>13</b>
<b>SPRINGFIELD AREA LEGAL SUPPORT PROFESSIONALS</b>	<b>15</b>
<b>MISSOURI MEMBERS-AT-LARGE</b>	<b>16</b>
<hr/>	
<b>NALS OF MISSOURI CHAIRMEN</b>	<b>17</b>
<b>NALS OF MISSOURI BOARD OF DIRECTORS</b>	<b>17</b>



# Central Ozarks Legal Support Association

Happy Thanksgiving to each and every member of NALS of Missouri, from Central Ozarks LSA. We are thankful for you!



Left to right:  
Connie Henthorne,  
Nancy Heavrin  
Rebecca Pruet  
Christy Walters  
and Althea Kittrell.

(Not pictured:  
Marci Mosley)

I attended and graduated Thayer School System, Thayer, Missouri, South Central Missouri on the Arkansas border. I have worked in law offices in Louisiana, Kansas and Missouri since 1981, with a seven year sabbatical as a stay at home mom. 29-7= 22 years in the legal profession. Wow, am I old!

I returned to South Central Missouri in 1995 to West Plains. Received PLS certification in 2002 and PP certification in 2005. I am a wife, mother of three, and grandmother of five. Now working in a solo practice office and couldn't be happier with employment. Stay extremely busy with work, family, church and friends.

I'm a very blessed individual with a loving husband and extensive family, good health, great job and merciful God. I will never be rich in dollars and cents, but I am very rich in every other way, and I am very thankful.

~Althea Kittrell

I have been a Legal Assistant to John N. Wiles for the past 6 years. I am a Mother of 5, who range in ages from 21 to 5. I am Wife to my childhood sweetheart.

I am most thankful for God's grace, my family and the many blessing he has bestowed upon us.

~ Connie Henthorne

**Marci Mosley, Central Ozark Legal Support Association's newest member, was recently elected the Texas County, Missouri Circuit Clerk. Marci can tell you about herself, just follow this link:**

**<http://vimeo.com/13676458>**

Happy Thanksgiving! I work at Cantrell & Oberzalek Law Office, and have now for over 13 years. I am married to Jerry, my husband of 26 years. We have 4 sons, one daughter-in-law, and two grandchildren. I enjoy reading, walking, cooking, and working with preschool children at church.

I am thankful to God for family, friends, job, home, health and life.

~ Christy Walters

Nancy Heavrin is featured on the second page of this special issue, with fellow NALS of Missouri Executive Board members.

The Central Ozarks Legal Support Association has chosen to feature chapter member Rebecca Pruitt, -- new wife, mother, President of NALS of Missouri, and a new job ... she has experienced so much in such a short time.

Turn the page to learn more!



I work for South Central Ozark Council of Governments as an Administrative Assistant.

I love to dance (ballroom, swing, square, clog), knit, and read. But my time is primarily taken with enjoying my husband John and our new daughter, Katie.

As many of you know, I lost my mother to cancer several years ago. Since that time, things have not been the same. With my marriage and our baby, life is much better.

I am most thankful for John and Katie and would not trade them for anything!

~ Rebecca Pruitt



# East Central Missouri Legal Professionals



## Martha "Marty" Schiff



I would like to tell you about a very special lady ... Martha (Marty) Schiff.

Marty graduated from Miss Hickey Secretarial School and began a fascinating career in the legal field. She didn't settle into working for a couple lawyers in a St. Louis firm. Marty worked for Congressmen in Washington, D.C.

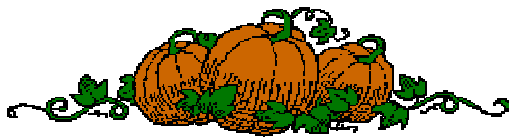
She worked for Congressman John B. Sullivan until he passed away and then worked for Congressman Thomas Curtis. She also worked for Mr. Curtis in his St. Louis law firm during the time that Congress was not in session. When Mr. Curtis ran for Senate and lost, Marty worked in various positions with the State of Missouri and County of St. Louis, including ten years as Assistant to the Director of Administration for the County. During this time, she also was in charge of getting the Traffic Bureau online. Marty finished her exciting career working for U.S. Senator John Danforth, both in Washington and in his St. Louis office.

Marty's career with our tri-level association is just as impressive.

It all began because she wanted to attend Bosses' Night in Greater St. Louis. At that time, Bosses' Night was for members only. Therefore, Marty joined. That was in 1954. During that same year, four members of Greater St. Louis who resided in St. Louis County formed St. Louis County LSA. Marty served as Vice President and President (1957) of St. Louis County LSA. During this time, MALS was formed with three chapters, Greater St. Louis LSA, St. Louis County LSA and Kansas City LSA.

Marty remembers when dues for NALS were \$3.00! She attended her first National Convention in 1963 in Chattanooga. She has attended at least 16 National Conventions. Marty served NALS as Corresponding Secretary, Recording Secretary, 3<sup>rd</sup> Vice President, 1<sup>st</sup> Vice President and President from 1968-1970. She also served as Docket Editor for 7 years. She remembers that the first National headquarters opened in Chicago with one secretary and one director in 1968.

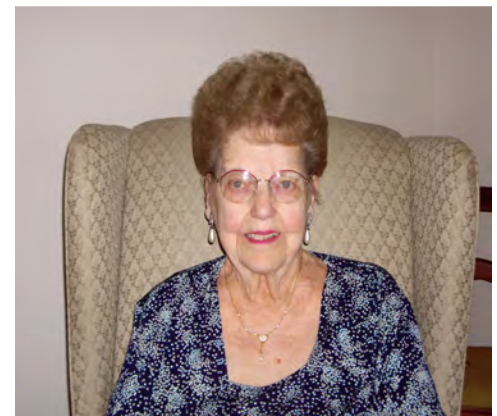
Also important to mention is that Marty served as delegate to the National Republican Convention in 1980, Committee Woman for Gravois Township for 15 years, Secretary to the Republican Central Committee for 15 years and was an original member of the Board of Directors of St. Louis Community College in 1970. Told you she was special! ~ Written by Pat Tuerke



## Helen Jones

Helen Virginia (Matthew) Bauche Jones was born March 5, 1925, in Washington, Missouri (but *not* in a hospital, Helen says), which makes Helen 85 years young. Helen pestered her mother to go to school, so her mother sent her, when she was 5 years old, to a one-room schoolhouse just north of Beaufort, Missouri. Helen made 2 grades in one year (from 1<sup>st</sup> to 3<sup>rd</sup> grade), and graduated high school at age 16. Helen's mother, a teacher, wanted Helen to teach as well, but Helen says she took typewriting and shorthand in high school because she wanted to be a secretary. Helen did take and pass the teacher's exam, but nobody would hire a young 16 year old as a teacher.

Helen's first secretarial job was at Bourbeuse Shoe Company (later Brown's Shoe Company) where she worked for 13 years. Her first legal job was for Franklin County Prosecuting Attorney, Jim Cole, in 1954-55. When Helen started having children, she stayed

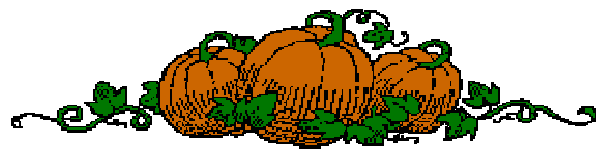


home for the most part, working from home intermittently for John Mittendorf. In 1962, when Jim Cole's current secretary was temporarily out of the office, Helen "filled in" - and remained until his passing in 1981. Helen's next adventure began when local attorney John Loveless asked Helen to work for him temporarily. This, too, turned into 4 years of full-time employment. Out of the blue, our local college, East Central College, called Helen and asked her to teach the Legal Procedures course at the college. Helen agreed, and taught the class for 9 years. After Helen married Ralph Jones, owner of Mid-American Coaches, she retired from the legal field, and helped Ralph with the business until his somewhat recent passing.

Helen is a charter member of East Central Missouri Legal Professionals, f/k/a Franklin County Association of Legal Secretaries, and remembers working with Louise Gresham, Marlene Tappe, Sandy Yenser, Violet Peters, Valeria Julius, Gerry King, and Helen Wright to form the chapter in 1974. Helen always enjoyed going to NALS of Missouri meetings, where she is sure attendance ran right at 400! She remembers fondly her friendships with other members she would see there, especially Shirley McPherson and Pinky Damke. Helen would like to say thank you to the state and the chapters for continuing the association.

Helen's health has been a challenge of late, but she is doing much better. She uses a walker (which *seriously* frustrates her) but she knows she must use it or face the potential of falling. She still reads a lot, including *The Briefcase*, and watches TV just because the walker limits her mobility.

Helen's words of wisdom to our association: 1) Being a legal professional can be a very rewarding experience. Every day was unique and it felt good to be able to assist the attorney and clients. 2) Dress appropriately. If you want to be considered a professional, then look the part. 3) There is a lot to be learned as a member of our tri-level organization.   
~ Written by Wendy Latham



## Violet Peters



Violet May (Miller) Peters was born in the Washington, Missouri, area on May 31, 1922, and is 88 years young. Take note that Violet's mother named her "May" rather than "Mae" in deference to her birth month. Violet also is a charter member of the East Central Missouri Legal Professionals, f/k/a Franklin County Association of Legal Secretaries, which was formed in 1974. Violet, fortunate to have good health, says she remains as active as her body will allow her, but that she does tire rather easily these days. She now spends her days doing a little housework, preparing her meals, and getting her few groceries. She says she likes to watch TV and to read newspapers, newsletters, and *The Briefcase* in order to stay informed of what is going on in the world, in her community, and in NALS of Missouri.

Violet began her career in Jefferson City working as a secretary for 4 years to the Chair of the Appropriations Committee for the State of Missouri. She remembers taking shorthand and slamming those manual typewriters, using multiple sheets of carbon paper. Violet's parents were passionate about political involvement, instilling in her an interest in the legislature and politics. Her brother, Wes Miller, became a Missouri State Representative.

After this period, Violet married Edward D. Peters and moved back to Washington, Missouri. After her children were enrolled in school, Violet worked for a short spell in the private sector. After that she began working in the Franklin County Circuit Court where she remained for the next 30 years. Violet says that she worked with the happiest group of people she has ever known, and that is what made her employment so enjoyable. Violet fondly remembers working for Judge Lawrence Davis and Judge John Brackmann, who still contact her each year on Secretary's/Administrative Professional's Day.

Violet was named NALS of Missouri's Legal Secretary of the Year in 1994. Violet believes that being a member of our tri-level association made her a better person. Violet says she has made wonderful friends over the years in the organization, and that some continue to this day, for which she is grateful. Violet would like to share a few words of wisdom: Be honest, be kind, and be understanding to the best of your ability in both your personal and professional lives.   
~ Written by Wendy Latham



# Heart of America Legal Professionals Association

## 2010-2011 Board of Directors

Front row left to right: Karen Donaldson (Secretary), Rebecca Broz (Education Director), Linda Caldwell (Vice President), Shelly Kunz (President-Elect).  
Back row left to right: Cheryl Neeley (Treasurer), Marcia Cottrell (President), Sandy Sutton (Reservations), Gloria Condé (Parliamentarian).



I have worked in the Tobacco Division at Shook, Hardy & Bacon, L.L.P. for 10 years but have been in the legal profession for 16 years. I enjoy frequenting the multitude of antique shops in and around Kansas City. I usually do this on my own since most people get very frustrated with my *lack* of speed while shopping. I don't know why they think 2-3 hours in one store is too much!

I have one daughter and two great grandkids. And, can't forget my other babies, I have two cats—one of whom thinks my lap is her personal property. ~ Gloria Condé

My name is Rebecca Broz and I have been working in the legal field for 12 years. These past two years as a Legal Administrative Assistant with Shook Hardy & Bacon (one year as an intern). I am currently working in the Intellectual Property section and love every minute of it.

I am working on finishing my Associates degree as well as the PLS Certificate and 2<sup>nd</sup> level assessments internal to Shook Hardy & Bacon. In my spare time (what little there is left) I enjoy reading, watching TV and spending time with my family. I have been married twenty years to Shawn who is the most wonderful man on the planet, and have 2 daughters Samantha 19 years old and Sarah 15 years old.

~ Rebecca Broz

## Thanksgiving Means...

Giving thanks to our Almighty for all of His blessings and sharing a meal with family and friends.

~ Sharon Peterson

I was born in Nancy, Lorraine, France and the oldest of five children. My greatest passion is aviation and volunteered for a time at the Airline History Museum in downtown Kansas City. I love reading, writing, and have two adorable long-haired Chihuahuas, Sydney and Bandit. I also derive passion maintaining an attitude of service in personal growth and healing for mankind. My greatest Thanksgiving memory is any opportunity to visit family – such as November 2009. I grew up with a strong, close knit family and going home (which I'll miss this year). But we had guests over like we always did growing up and often times put on theatrical performances for entertainment. It was a day long affair receiving numerous compliments about the "Hongerloot's" passion for providing entertainment. I am also thankful for my HALPA sisters who have gently welcomed me back.

~ Sarah Hongerloot

I remember growing up as a kid in Oklahoma looking forward to Thanksgiving at my grandmother's house in Muskogee, OK. Everyone always looked forward to Thanksgiving to see all the aunts, uncles and cousins come together from different States. And I can't forget, we all loved grandma's Sweet Potato pie. Now that I am grown and have my own family, I still try to keep as much tradition as possible with family coming together. I'm just glad I was able to experience the true meaning of family to pass on to my kids.

~ Shelley Jackson

I have been working for lawyers for over 20 years, and I feel as if I've come in a big circle, because I have recently gone back to work for the first lawyer who hired me. There's a lot of responsibility, a lot of difficulty, I'm now a paralegal for real, and I'm working with people I really like. I've been active in NALS national for several years, and have been chairing the Text Development Committee for a couple of years now. I'll be taking over management of an unfinished publication project that relates to the job duties of legal secretaries for NALS national next year. I have also been active on the NALS of Missouri Board in recent years and hope to continue that into the future. My biggest goal is to quit my part-time job and work only one job—allowing myself FINALLY to be more active locally in HALPA.

~ Marsha Smitherman

## Heart of America Legal Professionals Association

I am Linda Caldwell, Vice President and LMC for Heart of America Legal Professionals Association (HALPA). I am also servicing as Court Observance Chair for NALS of Missouri. I became a member of NALS in 2003. I have been a Legal Administrative Assistant for 12 years at Shook, Hardy & Bacon, in the Pharmaceutical Division.

I am married and have four wonderful children, Marisa, Joe, Stephanie and Ryan. I have been blessed through my children to have six grandchildren, Noah (10), Anthony (7), McKenzie (7), Katilynn (4), Brenden and Briana (3). Brenden and Briana are twins. I am very active in my church. I have been taking a disciple course this year. This course will continue through May 2011. I also have been doing the cooking for the Alpha Course, which runs twice a year at my church. I am very thankful for my family, church family, friends and also my sisters in our organization. I have met some wonderful people and lasting friendships through NALS, KCLSA and HALPA. I am also thankful for my health, job and the ability to still chase after the grandchildren in my life.

Thanksgiving is a very special holiday. We should embrace those around us and give thanks to those we love. Thank you, your sister in Kansas City,  
~Linda Caldwell

I am so thankful for the words of encouragement from Governor Bennett's wife during my divorce ten years ago. She had me think of 10 things I was thankful for and it made me feel so much better about myself and made me realize I did have gifts to be thankful for. Try it - you will be surprised at what you can come up with and how much better it will make you feel!  
~Deborah Kilp

I am currently Chapter President-Elect for the Heart of America Legal Professionals Association, having previously served as Chapter Vice President, and Secretary. This year I celebrated my five-year anniversary with HALPA. I have been in the legal field for 25 years. I look forward to continuing my education through NALS and our local chapter.

~ Shelly Kunz

I have been a legal secretary 44 years, a member of NALS 34 years, member of HALPA since 2007, and passed the PLS test September 1991. I have worked at Shook, Hardy & Bacon in KC for 18 years in the Intellectual Property section. I am very active in my church, St. Andrew the Apostle in Gladstone, MO. I am also Vice President of Communications in my local Serra Club, working with the diocese to promote vocations to the priesthood and consecrated religious life.

I have a 30-year old son, Dustin, and I have been married to my second husband, Kenny, for 8 years. Thanksgiving to me means something different now that I am a little older. I am thankful that I am able to actually have a meal at Thanksgiving (so many hungry in the world), that I live in a country where we are still free to be whom we want and to worship as we wish.

I no longer have the dream of having a bigger house, fancier car, or fatter paycheck...I am learning to live within my means, because why should I have all these riches when so many of my fellow human beings are striving to just find food and shelter each day. So many are cold and hungry and without hope. I cannot take what I have for granted anymore. I will give thanks this Thanksgiving for what I have, and for what I am able to do to help my fellow human beings.

~ Sandy Sutton

My fondest memories of Thanks-giving are of being at my grand-parent's country house in rural Missouri. A big, old house with pine trees lining the long, gravel driveway. The house sat on a hill not far from a lake so the view, especially at that time of year, was spectacular. All my aunts, uncles and cousins would be there to eat way too much food. These were the old days when kids thought board games and playing cards was fun! No TV or video games. After dinner I would go straight to the family room and lay down on the floor next to the wood stove and take a nap. My grand-mother passed away eight years ago and Thanksgiving has never really been the same since. I hold very dear the memories of my grand-mother's voice and the smells of her cooking. Our family still gets together every year, but the crowd is a bit smaller since we are all spread out around the country. My mom makes many of the same dishes that my grandmother made which is always nice, but sad to realize that with time things change. But Thanksgiving will always be my favorite holiday.

~ Teddi Trautner



I have worked as a legal secretary for 12 years, the last nine of which have been spent with McDowell, Rice, Smith & Buchanan, P.C. in Kansas City, Missouri. My attorneys have multiple fields of practice, so there is always something new on the horizon, plus opportunities to see the legal process at many levels. The most amazing thing I've learned in all these years is how people interact with each other. I do a great deal of writing. Because of my passion for films, I write movie reviews and discussions for my website The Movie Orphan at [www.the\\_movie\\_orphan.com](http://www.the_movie_orphan.com). I have used my office experiences (lovingly, I promise) as the inspiration for two ebooks of romantic suspense, featuring a legal secretary as the heroine: *My Boss is a Serial Killer: A Tale of Murder, Romance and Filing*, and its soon-to-be released sequel, *My Boss is a Dead Man: A Tale of Passion, Greed and Job Interviews*.

~Christina Harlin PS Welcome to November!

I am grateful for not only this being the Thanksgiving season and holiday. I am thankful all year long for just being alive and all the beautiful things that the Lord Jesus Christ has blessed me with. In 2005, I had a stroke, here at Shook, but I am thankful that I survived and was able to see my children graduate from high school and just still being able to be alive and enjoying every day life. And most of all, I am the proud mother of two beautiful and wonderful children, son Leonard (24) and daughter Brittany (21). Leonard is currently working as an Associate at Home Depot, and Brittany has just finished her first year at Longview Community College. I attended an 8-week course to become a Court Appointed Special Advocate, better known as CASA, and sworn-in to be a volunteer to work with the Jackson County Family Court Division with abused and neglected children, to be their voice in Court. Also something very dear to my heart is the Ministry, which I am a licensed Evangelist/Missionary. Thankful is wonderful, but being Grateful is priceless.

~ Judy Diamond

# Kansas City Legal Secretaries Association



## CONGRATULATIONS, LINDA!

Linda Hoffman is retiring after working at South & Associates for 12 years. KCLSA helped Linda celebrate by presenting her with a gift from the chapter, and sharing a cake.

### Comments from Linda's employers:

Mrs. Hoffman is among the most dependable, tireless, organized, and reliable professionals with whom we've been fortunate to work. Linda has contributed to thousands of cases, enabling the attorneys to accomplish an otherwise impossible volume of work product. Linda's firm will greatly miss her, but wishes her all the best for the future.



Joyce Bassett is featured on page 2 of this special issue, along with fellow NALS of Missouri Executive Board members.

KCLSA would like to give a big kudos to its own Peggy Sullivan, PP, PLS. Peggy was a runner up for the NALS Award of Excellence this year. She has tirelessly taught the Legal Training Course for KCLSA and has also participated in the training for the Online Study Groups for NALS. She is an exam administrator for the PLS, ALS, PP, and the Legal Training Course.

Peggy attends almost all of the NALS educational seminars to further her education in the legal field, and she also attends many leadership seminars. She has been a mentor to many who want to further their education through the certification programs.

Peggy holds the positions of Treasurer for KCLSA, Co-Legal Training Course Chair for KCLSA, and Education Chair for NALS. She has been a past President of NALS of Missouri and KCLSA.

Peggy ...

Our chapter appreciates all of your efforts and hard work!

My daughter manages a group home (which name will be anonymous) for children, teens, and adults who have disabilities, whether they be learning or physical. Each year, we have opened up our home to clients at a group home who do not have anywhere to go for Thanksgiving. Each year she asks if it will be okay for her to bring the individuals whose families either don't want to take them for Thanksgiving, or who have no families to go home to. Each year, I have told her that our home is always open. I never know how many or the names of the individuals who may show up. This makes every Thanksgiving at our house special.

We all sit down to Thanksgiving dinner together and enjoy each other's company. Some of the clients have even helped in the kitchen (which is more than some of my own children do). I remember one year when one of the clients sat down to a bowl of black olives and ate the entire bowl before dinner was even served. One year, one boy decided he was going to go hunting in the woods. He made a bow and arrow out of tree limbs and string and said he was going to bring back a deer for Thanksgiving (never happened), but he had fun thinking he could do it.

This has also been a tradition at Christmas. Guess who's coming to dinner?  
~ Micki Warnecker

**Kansas City Legal Secretaries Association**

***FIRST ANNUAL LAW DAY - MAY 6, 2010***

KCLSA members participated in the First Annual Law Day hosted by the Johnson County, Kansas Bar Association at the Johnson County Courthouse in Olathe, Kansas.



Vice President Diane Kennedy presents a new member packet to KCLSA's newest member, Tamara Perron, who works at the Denise Henning Law Firm.

**WELCOME, TAMARA!**



Linda Hoffman and Michelle Haughey



(Left to right) Jorja Hasbrouck, Joyce Bassett and Marcia Gathright

***KCLSA LEGAL EDUCATION BOOT CAMP SEMINAR - OCTOBER 2, 2010***

KCLSA held an all day seminar at Commerce Tower, 911 Main Street, 12th Floor, Kansas City, Missouri. Micki Warnecker, PP, PLS and Peggy Sullivan, PP, PLS made presentations. More than 20 people attended the event.



Presenter Peggy Sullivan



Presenter Micki Warnerker



# Lakes Area Legal Support Association

SANDRA BERRY

PATRICIA FAGAN

CINDY COMBS

THERESA SAINATO

RACHEL McNAMARA



NALS of Greater St. Louis

IS THANKFUL FOR A DIVERSE MEMBERSHIP WITH TALENTS AS UNIQUE AS THE COLORS AND FONTS DISPLAYED TO ACKNOWLEDGE THEM.

Brenda Garcia

Michelle C. Greubel, PLS

Shirley McPherson



Julie Pointer, PLS

Susan Langsdorf, PLS

Brandi Brown Ingram, PLS

Sandy Naro

Sarah Krueger, ESQ

Sandy Gros, PP, PLS

Sandy Compton

Linda Alexander, PLS

Martha Burris, PLS

V. Cheryl Hartman, PLS

Kathy DiPrimo

SHELLEY BAILEY

*Candish Grant*



NALS of Greater St. Louis

JoAnn Reitenbach, PLS

Cindy Stephens Miller, PLS

Phyllis Zimmerman, PLS

Charmaine DuBach Robison

Glenda Washington

DENISE AUSTIN



# Springfield Area Legal Support Professionals





**Missouri Members-at-Large**



**JANE BASLER**  
FARMINGTON, MO

**PAMELA BRYSON**  
COSBY, MO

**MAUREEN LAXTON**  
ELLINGTON, MO

**PATRICIA LONARDO**  
JOPLIN, MO

**BRENDA PARKER**  
PIEDMONT, MO

**KRISTI ROSENOW**  
CARTHAGE, MO

## Appointed Chairman and Committee Members

### Award of Excellence

Debbie Jackson PP PLS [djackson@insituform.com](mailto:djackson@insituform.com)

### Briefcase Editor

Cheryl Neeley [cneeley@shb.com](mailto:cneeley@shb.com)

### Briefcase Advertising

Peggy Sullivan PP PLS [psullivan@shb.com](mailto:psullivan@shb.com)

### Fall Membership Meeting

Shelly Kunz [shelly.kunz@ogletreedeakins.com](mailto:shelly.kunz@ogletreedeakins.com)

### Winter Membership Meeting

Melissa Sharples PP PLS [Melissa@frvlaw.com](mailto:Melissa@frvlaw.com)

### 2011 Annual Meeting

Debbie Jackson PP PLS [djackson@insituform.com](mailto:djackson@insituform.com)

### Certification

Marsha Smitherman PP PLS [msmitherman@millerco.com](mailto:msmitherman@millerco.com)

### Chapter Achievement

Cindy Combs PLS [combspls@aol.com](mailto:combspls@aol.com)

### Court Observance

Linda Caldwell [lcaldwell@shb.com](mailto:lcaldwell@shb.com)

### Credentials

Christy Walters PLS [mvlawcw@centurytel.net](mailto:mvlawcw@centurytel.net)

### Finance

Debbie Jackson PP PLS [djackson@insituform.com](mailto:djackson@insituform.com)

### Financial Review

Karen Kubiak PLS [karenkubiak@hotmail.com](mailto:karenkubiak@hotmail.com)  
Wendy Latham PP PLS [wlatham@yhti.net](mailto:wlatham@yhti.net)  
Sherri Krawitz PP PLS [sherri.krawitz@yahoo.com](mailto:sherri.krawitz@yahoo.com)

### Legal Training Course

Micki Warnecker PP PLS [mwarnecker@shb.com](mailto:mwarnecker@shb.com)

### Missouri Bar Liaison

Springfield Area Legal Support Professionals (SALSP)

### Missouri Legal Directories

Michelle Haughey PP PLS [mhaughey@sirosmithdickson.com](mailto:mhaughey@sirosmithdickson.com)

### Nominations and Elections

Nancy Ketron PP PLS [nketron1@att.net](mailto:nketron1@att.net)

### Past Presidents' Committee

Lisa Tanner PP PLS [lisa.tanner@cityutilities.net](mailto:lisa.tanner@cityutilities.net)

### Strategic Planning and NALS of Missouri Website

Karen Kubiak PLS [karenkubiak@hotmail.com](mailto:karenkubiak@hotmail.com)



**2010-2011**

## Elected Officers and Directors

### PRESIDENT

REBECCA PRUETT, PP, PLS  
[rebeccapruett@gmail.com](mailto:rebeccapruett@gmail.com) 417.257.8684

### PRESIDENT ELECT

KAREN KUBIAK, PLS  
[karenkubiak@hotmail.com](mailto:karenkubiak@hotmail.com) 636.239.3696

### SECRETARY

DELORES CHAMP, PP, PLS  
[deloreschampcla@hotmail.com](mailto:deloreschampcla@hotmail.com) 816.690.7970

### TREASURER

CHRISTY WITTMAYER  
[Christy@frvlaw.com](mailto:Christy@frvlaw.com) 417.864.6684

### EDUCATION DIRECTOR

MARCIA COTTRELL, ALS  
[marsh6719@hotmail.com](mailto:marsh6719@hotmail.com) 785.863.2029

### MARKETING DIRECTOR

JOYCE BASSETT, PP, PLS  
[jbassett@kc.rr.com](mailto:jbassett@kc.rr.com) 913.585.1262

### MEMBERSHIP DIRECTOR

LORI EVERHART, PP, PLS  
[Lori.Everhart@hkrlawoffice.com](mailto:Lori.Everhart@hkrlawoffice.com) 417.872.8687

**2010-2011**

## Appointed Officers

### PARLIAMENTARIAN

NANCY HEAVRIN, PLS  
[mvlawnh@centuretel.net](mailto:mvlawnh@centuretel.net) 417.277.5832

### EXECUTIVE ADVISOR

DIANE KENNEDY, PP, PLS  
[dkennedy@gh-kc.com](mailto:dkennedy@gh-kc.com) 816.444.4260

[www.nalsoftmissouri.org](http://www.nalsoftmissouri.org)