



IN BRIEF

Nebraska Association of Legal Assistants
An Affiliate of the National Association of Legal Assistants

September 2007

2007 MID-YEAR SEMINAR

On Friday, April 20, 2007, almost 50 paralegals and students gathered at the Holiday Inn Central in Omaha for the 2007 Mid-Year Meeting and Seminar. On the seminar agenda were five knowledgeable women who volunteered their time and experience to increase our professionalism.

The first speaker of the day was Colleen Quinn Harper, Systems Applications Trainer for Baird Holm LLP. She coordinates the Case Management/Electronic Court Filing program for the firm. The novice electronic filer and the pro found much of value in her presentation. Quinn Harper reviewed the development of the system by the federal district court, beginning in Nebraska as one of the pilot states in 2002. The bankruptcy court requires filers to complete its training program. The district courts offer training, but it is not mandatory. An attorney must be licensed to practice before the specific court before he or she may file electronically with it.

Although all courts use the same program, each court is allowed to modify it to some degree, which most of them have. It is important to know the idiosyncrasies of each court with whom you will be filing. A court's Web page is an excellent source of information for specifics on file size restrictions, document format requirements, the hours the system is down, and event lists, to name a few.

Other helpful tips Quinn Harper shared were:

- The court's clock, not yours, determines the filing time!
- Check the file size in PDF, not just the word processing program -- the size will vary!
- Review the document on paper before filing it and have your attorney review and approve it!
- Do not attach anything to a motion!
- Link documents when appropriate!
- Avoid scanning when possible -- most scanned documents are not searchable and are larger in size than converted PDFs!

Check and recheck the document before hitting the filing button!

Next on the agenda was PDF Technology – Adobe Acrobat, presented by Angie Okamoto, Director of Training for Tech Ed Solutions in Lincoln. Little-known features of Acrobat astounded seminar participants. Few, if any, had ever heard of Section 508 of the

Americans with Disabilities Act, which requires PDF documents produced by the federal government be accessible to impaired individuals. This means they must have "read flow capability" and be capable of conversion to a vocal format.

Okamoto contrasted Acrobat 8 with earlier versions. She demonstrated capturing a Web site and refreshing it at a later date, Bates numbering, redacting, and form building. One handy trick was using Ctrl-A to highlight searchable text in a scanned document converted to OCR. Form building could be used to create replacements for the Word/PDF membership applications on NeALA's Web site. Word versions could even be converted to PDF forms! Because of our increased use of PDF and Acrobat's expanding capabilities, Okamoto's presentation was heartily applauded. (Continued on page 3.)

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A Message from the President

The old cliché, time flies, very appropriately describes my tenure as NeALA's President. While it seems like I took office only a few months ago, it's actually been a year. Even though we have not attained all our goals and aspirations for NeALA this year, I am pleased with what we have accomplished, and I look forward to working with our next President, Kay Benak, as we complete current goals and adopt new ones.

Our primary on-going goal is to serve NeALA members. To me, one of our most important services is providing first-rate, economical continuing legal education. We are all indebted to our seminar committee who has done an outstanding job this year. They worked throughout the year and unselfishly invested their time and talents for us. There are many behind-the-scenes details involved in organizing a seminar. Our committee's dedication, attention to detail and teamwork produced excellent seminars.

In addition to the great seminars, we unveiled our new website design, which has been in the works for some time. We are grateful to Jodie Gardner-Grandberry for all her efforts and computer expertise. The new design enables us to add enhancements to the website with little or no cost. Jodie serves as our primary web administrator and is looking for some members whom she can train to assist with the technical administrative duties. We plan to continue updating and upgrading the website and encourage you to visit the website frequently to see what's new and give us suggestions for additional enhancements.

Last December some of our members participated in the Adopt-A-Family program. Being a good community citizen is important for any organization. The Board feels giving back to the community is important and is looking into ways to encourage members to participate in local charitable events. Assisting others as a group reaps benefits for the recipient and develops team spirit within the group. We hope to have several groups of members take part in various activities. We welcome your suggestions.

Regardless of our goals, we cannot accomplish them without member participation. An organization loses momentum quickly if only a few members carry the load. I am pleased to report we had numerous members who stepped up this year and invested their time and talents. However, we have not maximized our potential. With your participation we can. There are many opportunities to serve. We are very interested in sponsoring activities in Districts 2, 3, 4 and 5. If you are from one of those areas, please contact us and give us some suggestions on ways we can better serve you and your area. We need mentors, we need committee members, and we need members who can help as little as one or two hours on special projects. Your contribution is important. Investing in NeLA is an investment in your personal professional development and growth.

I have enjoyed the opportunity to serve as President this year. It has been a rewarding and enriching experience. I am excited to begin serving as Past President and experiencing new opportunities that position brings. I want to thank the Board, all our committee members and every volunteer who helped with our projects this year.

I think we all agree that time flies, and I certainly can attest that time flies when you are having fun. The time did fly and it has been fun.

Thank you.

Janie M. Boswell, ACP
NeALA President

LEAPING AT THE CHALLENGE



The National Association of Legal Assistants ("NALA") saw a need for leadership training in its own organization and *leapt* to the challenge. Early this year, the NALA Board of Directors adopted the LEAP program: Leadership Enhancement and Preparation. NALA's Professional Development Committee will oversee the program.

A NALA member interested in becoming more involved with NALA and improving leadership skills to benefit the member's personal career should get the details on LEAP from nala.org or the NALA Liaison. The year-long program begins and ends at NALA's national convention. In between, members participate in monthly web-casts and discussions, read and discuss articles, and work on a presentation to be delivered to the Board of

Directors at the end of the program. Participants will be encouraged to be as creative as they like in selecting subjects for the presentations, on topics related to NALA, its programs, and service to members. There is no charge for participation in the program, but participating members will have some incidental costs and the cost of attendance at the national conventions.

There is a limit on the number of participants in each session. To qualify, LEAP participants must be active NALA members, hold a current CLA/CP credential, and have experience volunteering in local or state paralegal associations and/or community non-profit organizations. The members of the Inaugural Leap Class are AmyJo Clingan, CLA, Ruth S. Conley, CP, Susan K. Lewis, CP, Melissa M. Wickerath, CLA, Debra L. Overstreet, CP, Mona H. Chandler, CP, Kristine M. Hill, CP, Ida Farhat, ACP, Julie M. Daniels, ACP, Joan E. Wiley, ACP, Lorena A. Shingleton, ACP, Kathleen M. Rosenstock, ACP, Patricia H. Alfred ACP, Melissa M. Klimpel, ACP.

Submitted by Linda R. Hess, ACP, NALA Liaison

2007 MID-YEAR SEMINAR (continued)

The afternoon sessions moved away from technology and computers to the human side of our profession. Attorney Pamela Hogenson Govier and paralegal Patricia Kelley presented "The Attorney-Paralegal Team Approach to Family Law." Govier gave her part of the presentation the subtitle "Divorce 101." She discussed custody and property settlements, support payments, decrees, and the finality of the decree. Kelley handles the non-legal side of family law, such as client intake, calendaring, and much of the client contact. Govier praised Kelley's skills at organizing and paring down mounds of information to the essence. The paralegal's work allows the attorney to analyze the legal issues, contact opposing counsel, and determine trial strategy and appear in court. Kelley is a certified mediator, specializing in family law. Her experience and skills in mediation are invaluable in developing parenting plans, which must be approved by the court early in a divorce case, before the case can move forward. Govier said they explained to clients at the outset that Kelley would be as involved in their cases as the attorney would be; clients appreciated Kelley's accessibility and personable manner, along with her other skills. Seminar participants were given a picture of a smoothly operating team, the result of two professionals who truly respected each other's qualities.

Cheryl Samusevich of Etiquette Solutions closed the seminar with her presentation on business etiquette. Her handout, "10 Tips to Outclass the Competition and Have Fun Doing It," was a shorthand version of topics she addressed. She demonstrated, with assistance from Loretta Phillips, the proper technique for shaking hands. Samusevich warned participants first impressions are formed in seconds. Your attire, your words, and your eye contact are all expressions of your professionalism. She stressed the importance of learning and correctly pronouncing names and suggested you ask someone to help you with his or her name if it is difficult. Return telephone calls within 24 hours. Listen and think before you speak was on her list of tips. Some of her pointers were just plain good manners; some were rules established by The Protocol School of Washington; some were individual pointers about hair and dress. Seminar participants will be talking about Samusevich's presentation for a long time to come.

Following the presentations, the seminar committee conducted drawings for door prizes, including gift cards, flower baskets, a NALA travel wallet, and an attaché case. NALA, ProCopy, and Thomson-West provided giveaway items for the seminar. A display of photos from other NeALA activities caught the attention of many.

Kaye Benak, Loretta Phillips, and Laurie Vik, the 2007 Mid-Year Seminar Committee, deserve praise and many thanks for organizing the event.



Spotlighting:

Member Profiles **Loretta Phillips**

By Janie Boswell, ACP

In the last edition of *In Brief*, we launched the first of a series of membership profiles to help us get to know our members better and to build networking opportunities. The first article spotlighted paralegals Alison Barthel and Adam Zgoda of the Gross Welch Law Firm.

Today's article spotlights Loretta Phillips, a paralegal with the City of Omaha. Not only does Loretta stay busy as the City's only paralegal, she is very active in NeALA. She served two terms as District 1 Director, and she currently serves as NeALA's parliamentarian and is a member of the seminar committee.

Within the last ten to fifteen years, governmental entities have increasingly recognized the value and benefits of employing paralegals. Most of us work in law firms or for corporations and are interested in learning more about paralegal duties in a government setting. To help us learn more about working for the government, I asked Loretta a series of questions about herself and her experiences working for the City. I know you will enjoy Loretta's comments. Don't hesitate to contact Loretta if have more questions about government employment.

How long have you been a paralegal?

I received my Associate in Applied Science in Paralegal Studies in August of 1996. However, I was performing paralegal duties for a private law firm for 7 years prior to my formal paralegal education – so 18 years total.

What interested you in becoming a paralegal?

I liked the idea of being more than a legal secretary or court bailiff and do the type of legal work where I could use my writing talents, my legal knowledge and research skills instead of typing all day! After being a District Court bailiff for 5 years, I acquired a lot of knowledge of courthouse procedure, juries and trial work, and it was a logical transition to become a paralegal. I took a job in the private sector in family law where I was called a “paralegal” and was doing paralegal duties together with secretarial duties. I decided to go to school and get my Associates Degree so I could narrow my duties to only paralegal work.

What work experiences did you having before becoming a paralegal?

My first job was in a law office in 1979 when my children all were in school – my youngest daughter was in half-day kindergarten. I was fortunate to find a nice, older collection attorney who practiced out of his home, and he would let me bring my daughter from school to nap under my desk in the afternoons. He was such a pleasant, considerate man – he loved to play tennis and would have me tell clients he was “in court” when it was his day to play tennis. It wasn't a lie . . . he was!

My second job was in a larger firm in Omaha where I started part-time and worked my way up to “Office Manager” over the period of 4 years. I worked for Warren Schrempp – Omaha's equivalent of the famous Melvin Belli, and it was quite an experience into plaintiff oriented law. From there, I was hired as a District Court Bailiff for the Honorable Theodore L. Carlson. It was a really interesting job and I learned so much about the legal system – but I wasn't done climbing the legal ladder yet. After 5 years, I took a job as a “paralegal” in a private firm. Though I had no formal training, I was soon drafting pleadings, attending court with my boss and performing paralegal work. I started night classes at Metro in the Paralegal program and graduated in 1996 with honors. I was almost 50 years old by that time – time flies when you're having fun! Unfortunately, I didn't feel I was being treated as a real “paralegal” at the firm because I still did secretarial work. So I looked for that “perfect paralegal job” that I felt had to be out there for me! I found it – I have been the only paralegal in the Office of the City Attorney for almost 11 years, and I plan to retire here eventually. It's been a wonderful profession and a very gratifying experience – I feel like I reached the top of that ladder.

Education - Graduate of St. Mary High School, Wichita, Kansas - 1966

Associate of Applied Science – Metropolitan Community College, Omaha, NE - 1996

Briefly describe the legal areas in which you primarily work and give a short summary of your duties. (For example, if your area is litigation, the summary could be assist in all areas of the litigation process, attend trial, interview witnesses, draft documents, manage discovery, etc.)

I work primarily in litigation, preparing for and assisting at trial. I perform tasks associated with case progression from drafting pleadings, responding to discovery, assembly of trial notebooks and exhibit notebooks, research etc. I do all of the scanning, electronic filing and tracking of federal court cases. I also prepare discovery in work comp cases and assist with employment law cases. I file documents in State and County Court and have access to government data bases for documents and filings.

I am responsible for preparing all responses and document production connected with discrimination cases we receive from the EEOC and NEOC based on complaints from City of Omaha employees. I interview witnesses, gather data and comparitors, arrange meetings and attend depositions and on-site hearings and/or interviews.

I prepare the Law Department Annual Report each year for the Prosecution, Claims and Civil Division of the Law Department - the report is disbursed to the Mayor and all City Departments. I also work on City Ordinances, send Municipal Code changes to the Code Company and disburse Legislative Bills each year to City Departments.

What do you most enjoy about your job?

I really love the litigation involved in working for City government – we represent Police and Fire and the City departments, therefore, there is a lot of variety in the legal issues presented. Since the “City” is our client, there are many areas of the law we handle and that is very interesting and challenging.

Have you worked in a law firm? If so, how is working in a corporate/governmental entity environment different?

Yes, the government sector is totally different – in a good way. I like the government environment because of the variety of legal issues with all of the different City departments. I especially enjoy working on police pursuit cases and excess force cases – they are always interesting and unique. How could you not love a job where you are directly involved with many of the happenings seen on the news the night before – it’s always so interesting! I’ve worked on many of the high profile annexation cases, trials involving sports figures, famous politicians and police and fire officials.

Do you have flex time opportunities? What do you think are perks of working for a corporation or the City?

We have very flexible hours and excellent benefits – we have a good pension system and lots of holidays and special days off and ample sick leave – the perks are many. I feel my work is appreciated and rewarded even more so than it was in the private sector. The only down side is there are no bonuses! The civil service pay scale is good – not as high as the private sector but certainly reasonable.

What advice would you give a paralegal student or new paralegal getting into the profession?

Be patient in finding that first job – work hard and be very professional – it will follow you through your whole career. Don’t burn bridges – some of my best jobs were from referrals from former bosses! Be ethical, have fun and always dress and act professionally – you can’t lose if you can do those things. And always, always be on time! Join NeALA to network and socialize with working paralegals – you won’t regret it.

How has your membership in NeALA benefitted you?

I have met the most wonderful people in NeALA – I was slow getting started, but once I got involved in the organization, I really enjoyed working with the professional people who make up NeALA. It has helped me in so many ways to enjoy my profession – it’s not just all work! I feel a sort of “sisterhood” with my NeALA friends – it is a special respect and connection to legal peers that otherwise I would not have because there are no other paralegals in our office.

How many attorneys are in your department? How many paralegals and how many support staff?

There are 10 attorneys, one paralegal, five secretaries and a legal investigator.

Do you share a secretary with attorneys?

Yes, I have a secretary I share with two attorneys. I have a nice private office with lots of windows which I truly enjoy and work with a really great group of people. I have always been considered as part of the “attorney team”, and I am included in attorney functions, litigation meetings, etc.

Do you keep time entries similar to what a law firm does?

No, we do not have billable hours or keep time entries.

Any other comment or interesting fact, you wish to share. Outside interest, etc.

I am married, have four children and 12 grandchildren and have a lot of outside interests. I play golf, am an avid gardener and have raised and bred Boxer dogs for over 15 years. I do rescue work, show in conformation and am President of my local breed club. I also belong to Toastmasters International and have just been elected President of a local chapter. I am the Parliamentarian of NeALA and am very active in the association, serving on the seminar committee and assisting the District 1 Director with speakers for the monthly luncheons.

As Loretta indicated, she is a dog enthusiast and shows her dogs throughout the country. Loretta and one of her dogs were caught in the severe floods in Missouri earlier this year. This photo of Loretta and her dog attests to her adventuresome spirit.



Welcome Our Newest Members!

Active Members:

- Sarah Moore (First National Bank of Omaha)
- Kari Schmidt (Nebraska State Patrol)

Student Members:

- Theresa Blakey
- Lynn Luczynski
- Jay Putman
- June Rinner
- Teresa Shafer
- Margaret Thompson



The National Association of Legal Assistants held its 32nd Annual Convention in New Orleans on July 11-14, 2007. I attended as the designated voting representative from NeALA and NeALA's NALA Liaison.

Following the opening session, "What the Senior Partner Doesn't Know and Other Evolutionary Tales," presented by Marta-Ann Schnabel, Esq., President, Louisiana State Bar Association, I attended "Disaster Recovery: Lessons from Katrina." Representatives of the Louisiana State Bar Association, two clerks of from the Louisiana Court of Appeals, and the clerk of the Louisiana Supreme Court related their personal experiences and described the chaos that reigned during and after the hurricane. The first concern was locating and establishing communications between attorneys, support personnel, and clients. Over 9,000 attorneys were severely affected; over 4,000 registered on displacement database set up by the Bar Association on its Web site. The panelists emphasized the importance of having multiple ways of reaching employees, the courts, clients, suppliers and the public. One suggested teaming with a firm in a remote location to serve as your contact base in case of a disaster. Opening alternate e-mail accounts on free services was also recommended, to be used in case local servers were inoperable. On the legal side, the panelists described the confusion in the criminal justice system – evacuation of prisoners, some of whom "changed" their identities to take advantage of lost records, evidence rooms flooded and valuable property lost, criminal trials suspended until 2006. The governor issued three proclamations extending legal deadlines before the legislature passed legislation confirming the governor's action. Legal opinions vary on the validity of the proclamations, which have yet to be tested in court. The panelists gave an insider's view of problems encountered and made many practical recommendations.

Educational sessions were offered each morning of the convention. The a la carte program included the disaster recovery session, one on elder law, another on vulnerable immigrant populations. Other offerings were the Human Resources Institute, the Appellate Procedure Institute, the Electronic Data Discovery Institute, the Essential Skills Track, and the Advanced Essential Skills Track. Essential Skills focused on CLA test sections—the American Legal System I and II, judgment and legal analysis, and legal research. The Advanced Skills sessions were on damages in personal injury cases, ADR, and real estate implications of a multi-use development. Janie Boswell, ACP, and Ann Atkinson, ACP, participated in the Human Resources Institute, which they found valuable, even though the work of neither paralegal focuses on human resources issues.

The Affiliated Associations' meeting followed the all-convention luncheon on Wednesday. After several ballots, the associations elected Sharon Robertson, ACP, North Carolina, Affiliated Associations Director and Debby Sawyer, CP, Virginia, Secretary. Nancy Mendenhall, outgoing Director, announced the winners of the Affiliated Association Awards. Members of the first LEAP (Leadership Enhancement and Preparation) class were introduced. Representatives of the Oklahoma Paralegal Association gave a presentation on how to organize a successful and stress-free seminar, Members of NeALA could have taught the seminar on seminars, but there were some valuable tips and sample forms. This was followed by Tidewater Paralegal Association's presentation on planning a free business reception to promote your association. TPA's activities are heavily supported by law firms and vendors, which allows the association to hold many events at no cost to the organization.

The featured speaker on Thursday afternoon was Mark Levin, CAE, CSP, whose topic was "Bringing Out the Leader in YOU!" His appearance was sponsored by Thomson Delmar Learning. Attendees agreed he was worth every penny paid for his appearance. First, Levin defined associations as organizations formed to give voice to those who otherwise might not be heard. He listed time, technology, and communication as obstacles to participation, not necessarily lack of interest or support of the mission of the association. Levin's examples of good and bad ways to solicit action from members had attendees groaning as they recognized some of their own methods, or rapping themselves on their foreheads as they acknowledged the common sense in many of his tips. He said a member being asked to be a leader would probably seek answers to the following questions:

- What is expected of me? (You should be specific.)
- What training will I get? (Your organization should have a plan for this.)
- How much time is involved? (Again, be specific, e.g., two hours a month.)
- How many others have volunteered? (This applies to a committee or board leader.)

NALA CONVENTION 2007 (continued)

Has anyone like me already volunteered? (Individuals like to work with others with whom they can empathize.) Levin shared suggestions for engaging older and younger members, who have different frames of reference. For example, he said "networking" to a Gen-Xer is a computer term, not sharing experience and skills to further one's career. One of the most powerful statements Levin made was: Three to five years of volunteer work can provide management experience you won't get in 20 years as an executive in a management position. Now that's a good reason to get involved and be more than a card-carrying member of your association.

Vendors' exhibits were open Wednesday and Thursday. There were representatives of litigation support and corporate service companies, the Social Security Administration, publishers, to name a few. NALA convention-goers always leave the exhibit hall with a bulging bag of goodies and promotional materials, and appreciate the door prizes the vendors provide.

NeALA's Affiliated Association display on Friday morning was a Kool-Aid stand, in honor of the 80th anniversary of the invention of Kool-Aid in Hastings, Nebraska. Give-aways were packets of Kool-Aid, each with a trivia sheet attached, and emery boards. Also on the table was a framed shot of our new Web site, with menu choices replaced with benefits of membership.

NALA's annual membership meeting was held on Friday afternoon. Elections were held, with Ann Atkinson, ACP, being reelected Treasurer. The members adopted a new Canon 8 to the Code of Ethics requiring a paralegal to disclose possible conflicts of interest to an employer or prospective employer. Winners of the NALA Founders Award, the President's Award, Affiliated Associations Outstanding Contribution Award, and Affiliated Associations National Achievement Award were announced. You can read about these outstanding people in NALA's Facts & Findings magazine or at nala.org. The installation of officers and a reception followed the meeting.

Saturday morning began with a choice of presentations by paralegals on career issues. Then Thomas E. Spahn, Esq. of McQuire Woods, a Virginia law firm, spoke on ethics, confidentiality and privilege. He called on attendees to decide the ethical obligation of an attorney in different scenarios and then revealed the differing ethical rules for different states for the same situations. He applied these rules to paralegals/legal assistants. Spahn provided citations for recent cases. It was a valuable presentation with much eye-opening information.

At the meeting of the 2007-08 Board of Directors on Saturday morning, Linda Hess, ACP, was approved as chair of the Certifying Board and joined the Board of Directors. For 2007-2008, NeALA members Ann Atkinson, ACP, Janie Boswell, ACP, and Linda Hess, ACP, hold three (3) seats on the 19-position Board.



FINANCIAL REPORTS

TREASURER'S REPORT

October 1, 2006 - September 10, 2007

NeALA BUDGET 2006-2007	
Income	
Active Dues	\$12,415.00
Associate Dues	845.00
Initiation Fees	400.00
Interest Income	510.00
Reinstatement Fees	60.00
Seminar Income	4,100.00
Student Dues	<u>690.00</u>
Total Income	<u>\$19,020.00</u>
Expenses	
Board of Directors	\$200.00
CLE Seminar	4,000.00
Corporation Exp.	20.00
District 1 Director	625.00
District 2 Director	50.00
District 4 Director	75.00
In Brief Publication	500.00
Internet Website	6,000.00
Membership	1,500.00
NALA Dues	225.00
NALA Liaison	2,000.00
Nominations and Elections	150.00
Parliamentarian	20.00
Postal	250.00
President	100.00
President-Elect	75.00
Public Relations	500.00
Records Storage	130.00
Secretary Expenses	200.00
Scholarship	1,700.00
Stationery & Printing	200.00
Student Services	300.00
Treasurer Exp.	100.00
Treasurer Bond	75.00
Vice President	<u>25.00</u>
Total Expenses	<u>\$19,020.00</u>

Checking Beginning Balance:	\$ 21,200.50
Income	
Active Dues	\$ 7,345.00
Associate Dues	585.00
Initiation Fees	310.00
Interest Income	
Checking	6.70
CD xxx2394 Interest	185.85
Reinstatement Fees	0.00
Seminar Income	2,480.00
Student Dues	420.00
Total Income	11,332.55
Expenses	
Board of Directors Expenses	121.49
CLE Seminar Expenses	2,944.75
Corporation Expenses	30.00
District 1 Director	161.85
In Brief Publication Expenses	142.03
Internet Web Site	6,912.11
Membership Expenses	534.19
NALA Dues	225.00
NALA Liaison	1,845.22
Postal Expenses	61.92
Public Relations	60.74
Treasurer Expenses	79.25
Treasurer's Bond	75.00
Vice President Expenses	<u>2.13</u>
Total Expenses	<u>(13,195.68)</u>
	\$ 19,337.37
Purchase of additional certificate of deposit (May 2007)	<u>(5,000.00)</u>
Checking Ending Balance:	\$ 14,337.37
Plus Certificates of Deposit:	<u>\$ 15,000.00</u>
Total Assets:	<u>\$ 29,337.37</u>



CONGRATULATIONS, NEW CLA/CPs!!

Nebraskans successfully completing the Certified Legal Assistant examination given in March 2007 are:

Teresa L. Barnes, CLA
Donna L. Belcher, CLA
Joyce M. Buller, CLA
Brian Hirschman, CLA
Tanya L. Kuenning, CLA
A. Rose Lulla, CLA
Robert J. Wacker, CLA

Congratulations to all of you on your accomplishment!

A thought for the day...

Success is not the key to happiness.

Happiness is the key to success.

If you love what you are doing, you will be successful.

ALBERT SHWEITZER

NALA CONVENTION



NeALA members Ann Atkinson, Janie Boswell and Linda Hess at reception for installation of officers.



NALA Treasurer Ann Atkinson, ACP, giving report at NALA annual meeting.



NeALA display at Affiliated Associations Exhibit.



Cindy Houston, CP, Jacksonville, FL, winner of the \$100 Omaha Steak gift certificate.

Calendar of Events

September 20	Recognition Breakfast
September 20 and 21	2007 Fall Seminar/ Membership Meeting

Editorial Policy

In Brief, the official publication of the Nebraska Association of Legal Assistants ("NeALA"), is a newsletter published at least quarterly by and for NeALA members. It is an attempt to be an independent and thoughtful presentation, to best serve the needs and interests of NeALA members. Publishing and editorial decisions are based on the editor's judgment of timeliness, writing, and potential interest to the NeALA membership. Articles included within this publication contain views of individual authors and may not reflect those of NeALA or the editor of *In Brief*.

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