

PARA-PHRASES

Greater Lexington Paralegal Association

SEPTEMBER 2007

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FALL EDITION



REMINDER: NEWSLETTER
DEADLINE FOR THE WINTER ISSUE
IS **NOVEMBER 30, 2007**. PLEASE
E-MAIL ALL ARTICLES AND
SUBMISSIONS TO
ATHOMPSON@WYATTFIRM.COM

PRESIDENT'S COLUMN **HELEN KELLY**

It's hard to believe it's already time to order the Fall Mums. Local fall festivals mean candy apples and elephant ears on the weekends. Football season is starting and Keeneland opens in just a few short weeks and let us not forget about heading to one of the local orchards or farms for the picking of the perfect pumpkin. Central Kentucky is a busy time in the fall and so is the GLPA.

The Board has worked very hard this year to offer more continuing legal education. Our Fall Seminar is set for Friday, September 14th at Eastern Kentucky University. Our agenda for the half-day seminar includes Paul Engle with VeBridge on avoiding electronic document discovery pitfalls; Michael Barnes on forensic animation; Bonnie Hoskins will present ethics; and Elaine Tackett and Linda Wimberly will be updating us on Kentucky and Sixth Circuit case law. Then we will offer a mini seminar on Summation in conjunction with Elizabeth Lucas and VeBridge at Sullivan University on October 5th. This will be hands on training of this software. If your firm uses this software or is looking into switching to this software this would be a great seminar with a basic overview and more intermediate applications.

I also want to encourage all of you to attend the 2007 KPA Conference in Northern Kentucky. It is scheduled for November 9th at the Holiday Inn Airport in Erlanger. Watch for the registration form.

We are also staying busy on the community calendar. We took up school supplies in August, are helping with the Light the Night Walk and having a yard sale to raise money for philanthropy events in September. We are putting the final touches on the planning of our Career Development and Clothing Bank at Virginia Place in November.

Renewals for membership will be coming out soon, please remember to put down what committees you are interested in working with next year. You could be a greeter at a monthly meeting, help secure door prizes for our luncheons, review scholarship applications, write a short article for the newsletter, and find new community activities that the GLPA can become involved in. If you are not sure what you can help with contact us and let us know what you like to do. Remember: This is your association, so ask yourself if you are an active member or rather do you "Just Belong?"

There is so much more that we are doing, just peek inside and see. Have a Happy Fun Fall and enjoy the beautiful colors of our community.

MESSAGE FROM THE VICE PRESIDENT

NICHOLE M. TALBERT

The GLPA's membership continues to increase; we now have a grand total of 97 members. We would like to welcome all new members and hope all can join us at the next GLPA Monthly Meeting/Luncheon.

Also, this is just a reminder that October 15, 2007 is the last day that the organization can accept membership fees for the 2007 year. If you know of a paralegal that has not yet made that step of becoming a member, encourage them to get on board! There are still forthcoming events and opportunities all can benefit from.

BOARD AT LARGE UPDATE

*SHANNA NANNEY AND LIBBY HERRON,
BOARD AT LARGE*

**The Fall Flower Sale was a success.
The GLPA would like to thank
everyone who purchased mums.**

THANK YOU



FALL SOCIAL

SPONSORED BY LYNN IMAGING

NOVEMBER 1ST

5:00 P.M.—7:00 P.M.

PORTOFINO'S

APPETIZERS PROVIDED

RSVP TO HELEN KELLY HKELLY@BHTRIALLAW.COM





**GREATER LEXINGTON PARALEGAL
ASSOCIATION**

PRESENTS A

**CT SUMMATION
SEMINAR**

Friday, October 5, 2007

Sullivan University, Lexington Kentucky
Guest Speaker: Elizabeth Lucas, VeBridge

Beginners Session 9:00 a.m. -- 10:15 a.m.
Intermediate Session 10:30 a.m. -- 11:45 a.m.

Those only attending the intermediate should have a basic understanding of CT Summation.

There is a 25 person limit on each session.

NAME: _____ E-MAIL: _____
PHONE: _____

Mark which sessions you will be attending:

BEGINNER SESSION: _____ INTERMEDIATE SESSION: _____

\$15.00 per session or \$20.00 for both sessions for GLPA Members and students

\$20.00 per session or \$30.00 for both sessions for Non Members

Make check payable to: GLPA

Mail check & registration to: GLPA

P.O. Box 574

Lexington, KY 40586

If you have questions, please contact Helen Kelly 519-1756 or hkelly@bhtrialaw.com

KPA LIASON REPORT

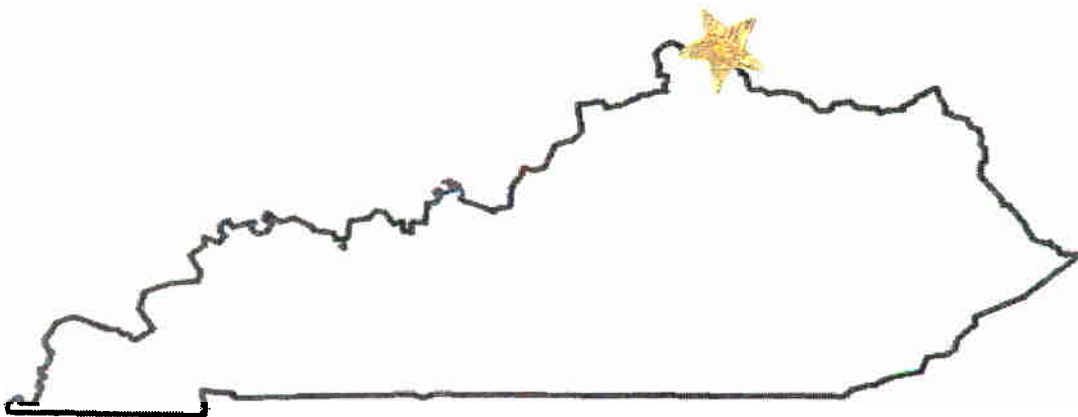
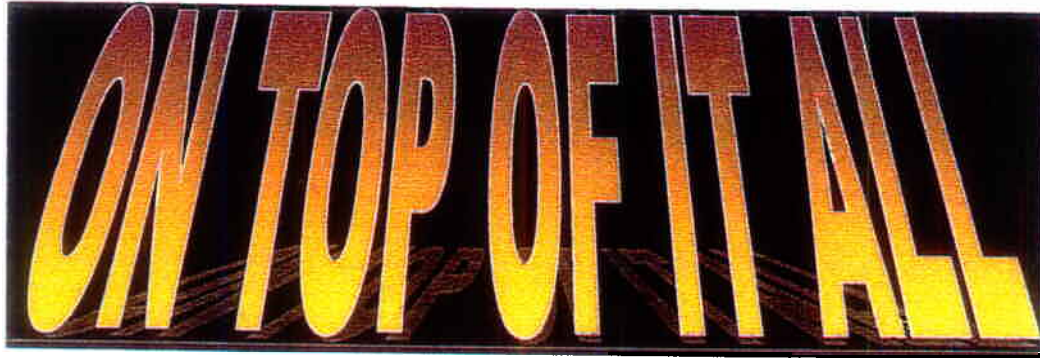
VICKI HOWARD, KPA LIASON

This is an exciting time for change! Not only in the season, our local GLPA, but also for the KPA! The Kentucky Paralegal Association's website was recently updated by the Interim President, Janet Fiandaca. The site is a work in progress and will host conference information, Job Bank postings, CKPP updates, KPA merchandise, as well as local association affiliate and Board contact information. Ballots are available online for the 2008 KPA Board of Directors, and will also be mailed to current members. Nominations are due back to the KPA Nominations Chair by September 15, 2007.

The 19th Annual Kentucky Paralegal Conference will be held Friday, November 9th, 2007 at the Holiday Inn Airport in Erlanger, Kentucky. Attendees are invited to come Thursday evening for networking and activities. Details of the Conference follow on pages 6-14 of this edition of *ParaPhrases*. The registration form is on page 10 and is also available on the KPA Website. There are already wonderful gift items and services such as massage chairs, manicures, facials and entertainment. Further details will be announced once all aspects are confirmed. Please check the website for updates at www.kypa.org. Donations for goodie bag items from local firms are greatly appreciated and also provide a great venue for name recognition. If anyone is interested in further conference information or how to become a vendor, please feel free to contact either Dianne Kuhnell at Dianne.kuhnell@cinergy.com or you may reach me at vhoward03@hotmail.com. This year's conference will be perfect for paralegals of varied experience and expertise!

The next KPA Board of Directors meeting will be held in Louisville on October 13, 2007.

19th Annual
Kentucky Paralegal Conference
November 9, 2007



Holiday Inn Airport
Erlanger, Kentucky 41018

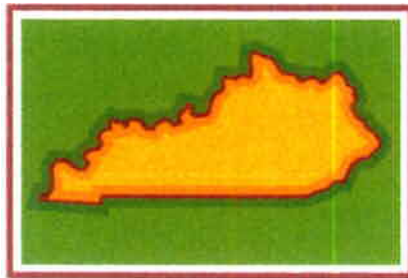
ARRIVE THURSDAY EVENING AND JOIN US FOR A



EVENING OF PAMPERING

COURTESY OF DILLARD'S SALON & SPA!!!!!!

Paralegals are Always "On Top Of It All"
 In their Professional daily activities ...



Update, Celebrate and Commiserate with us here in the "North";
 Geographically "On Top Of It All"
 In the great Commonwealth of Kentucky

Join us for the 19th Annual Kentucky Paralegal Conference presented by the Kentucky Paralegal Association and the Northern Kentucky Association of Paralegals. The Conference will be held at the Holiday Inn Airport in Erlanger, Kentucky on Friday, November 9, 2007.

Early Bird Hospitality Event!!

Meet us at the hotel on Thursday, November 8th and shift into relaxation mode as aestheticians from Dillard's Spa & Salon pamper you with an array of complimentary spa services. You will be ready to float into your hotel room for a relaxing evening or be ready to rock out into a night on the town!

Accommodations:

Holiday Inn Cincinnati Airport:

1717 Airport Exchange Blvd.
 Erlanger, Kentucky 41018
 (859) 371-2233 or (800) 465-4329
 Special Rate: \$89.00

(Please mention you are attending the Kentucky Paralegal Conference to obtain the special rate. Reservations received after October 19, 2007 will be provided on a space available basis at prevailing rates and may not qualify for our group rate.)

Make a Weekend of It! The Hotel is conveniently located near many area attractions:

Newport on the Levee	6 mi.	Aronoff Center for the Arts	8 mi.
Argosy Casino	17 mi	Crestview Town Center (shopping)	4.5 mi.
Turfway Park Race Course	2 mi	Florence Mall (shopping)	2 mi

19th Annual KPA Conference
November 9, 2007
Agenda

8:00 a.m. - 8:30 a.m. Registration/Vendors, Continental Breakfast
8:30 a.m. - 8:45 a.m. Welcome - KPA 2007 Interim President Janet Fiandaca

Session I

8:45 a.m. - 9:45 a.m. ***Deter! Detect! Defend! Against Identity Theft!*** – Mary Hurlburt –
Learn the latest techniques to:
Deter identity thieves by safeguarding your information.
Detect suspicious behavior through monitoring.
Defend against ID theft as soon as you suspect it.

9:45 a.m. - 9:55 a.m. Break/Vendor

Session II

9:55 a.m. - 10:55 a.m. ***Strategic Outsourcing in the Corporate World-*** Rick Beach, Esq.
Strategy to take back to your firms or companies for outsourcing and contracting with external consultants or companies to perform work historically performed by in-house employees.

9:55 a.m. - 10:55 a.m. ***Chiropractic Code/Red Flags-*** Dr. Kenneth Jenkins, DC - Learn to navigate on the map of chiropractic codes and recognize “red flags” from a medical perspective.

10:55 a.m.- 11:15 a.m. Break/Vendors

11:15 a.m. - 12:30 p.m. Luncheon/Keynote Speaker- **Professor Mark Stavsky**
Carol Risk, Esq.
Salmon P. Chase College of Law
The Innocence Project

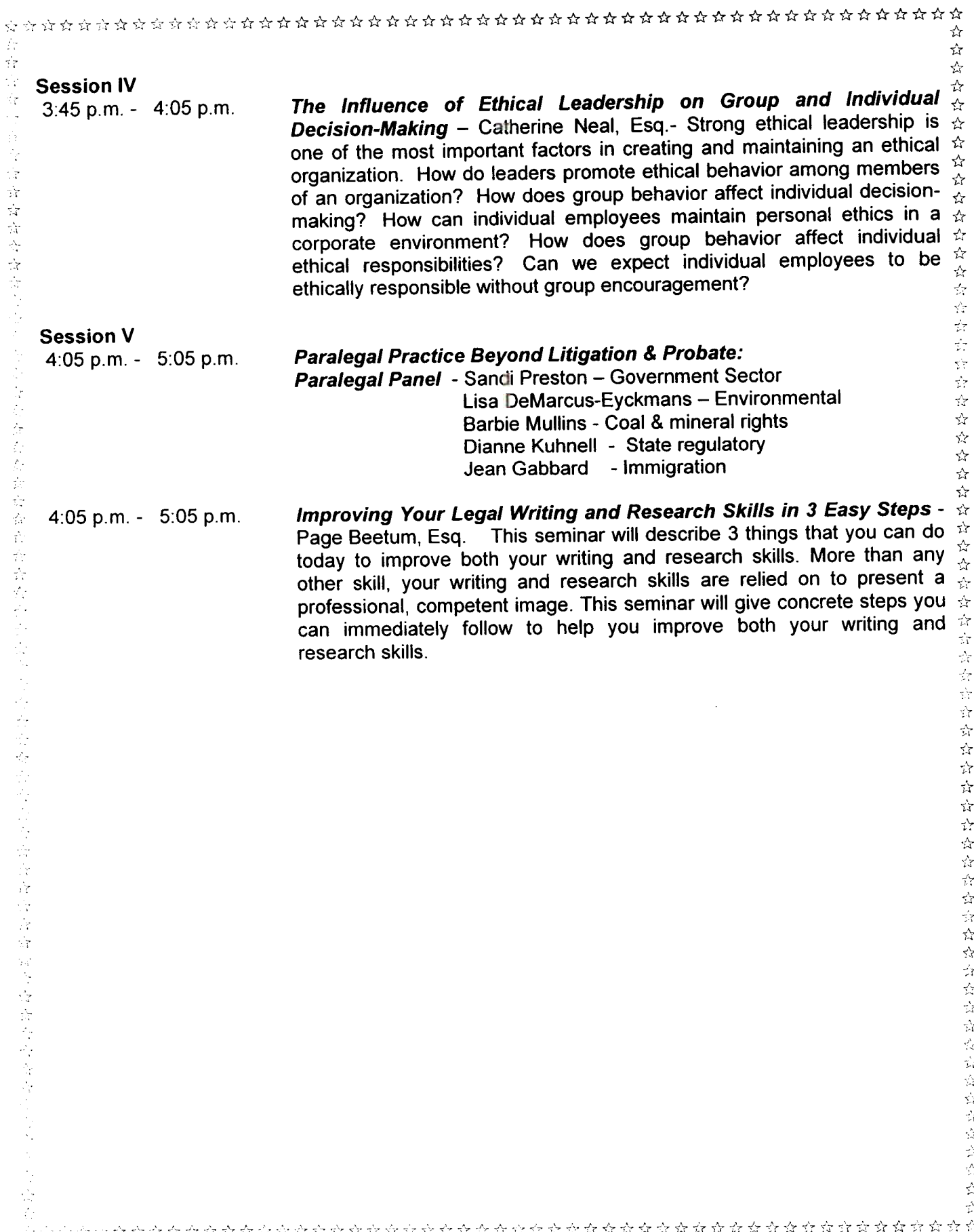
12:30 p.m. – 1:45 p.m. KPA Annual Meeting/Door Prizes

Session III

1:45 p.m. - 2:45 p.m. ***An Overview of Products Liability Law and Litigation in Kentucky-***
Carl E. Grayson, Esq./Derek Humfleet, Esq. – The nuts and bolts of litigation based practice in Kentucky highlighting the paralegal’s role.

1:45 p.m. - 2:45 p.m. ***Advanced Real Estate Issues-*** John Spainhour, Esq. - Selected deed, lender and title issues in the current lending environment including foreclosure errors and recent title litigation.

2:45 p.m. - 3:05 p.m. Break/Vendors/Final Door Prizes



Session IV

3:45 p.m. - 4:05 p.m.

The Influence of Ethical Leadership on Group and Individual Decision-Making – Catherine Neal, Esq.- Strong ethical leadership is one of the most important factors in creating and maintaining an ethical organization. How do leaders promote ethical behavior among members of an organization? How does group behavior affect individual decision-making? How can individual employees maintain personal ethics in a corporate environment? How does group behavior affect individual ethical responsibilities? Can we expect individual employees to be ethically responsible without group encouragement?

Session V

4:05 p.m. - 5:05 p.m.

Paralegal Practice Beyond Litigation & Probate:

Paralegal Panel - Sandi Preston – Government Sector

Lisa DeMarcus-Eyckmans – Environmental

Barbie Mullins - Coal & mineral rights

Dianne Kuhnell - State regulatory

Jean Gabbard - Immigration

4:05 p.m. - 5:05 p.m.

Improving Your Legal Writing and Research Skills in 3 Easy Steps - Page Beetum, Esq. This seminar will describe 3 things that you can do today to improve both your writing and research skills. More than any other skill, your writing and research skills are relied on to present a professional, competent image. This seminar will give concrete steps you can immediately follow to help you improve both your writing and research skills.

19th ANNUAL KENTUCKY PARALEGAL CONFERENCE
REGISTRATION FORM
(REGISTRATION DEADLINE OCTOBER 19, 2007)

- \$150.00 _____ KPA Members or (each) if 3 or more registrants from same firm
- \$165.00 _____ Non-Member Registration
- \$80.00 _____ KPA Board Member, Committee Chair, Conference Committee Member, or Local Association Liaison
- \$60.00 _____ Student

All registrants will receive a Conference Booklet and KPA gift. Continental Breakfast and lunch will be provided. Written notice of cancellation must be received by October 31, 2007. **No refunds will be made after October 31, 2007.**

Payment may be made with a check or money order to: 2007 Kentucky Paralegal Conference
A \$25 fee will be charged on all returned checks.

I hereby agree as part of making this application, to indemnify and hold harmless and also to release and forever discharge any obligation, liability and/or responsibility of the Kentucky Paralegal Association ("KPA"), the Northern Kentucky Association of Paralegals ("NKAP"), and their officers, directors, members, agents, and of their suppliers, or sponsors, of or from any and all claims for injury or damages which may come about during, or as a result of my attendance, presence and participation in any or all of the activities associated with the 19th Annual Kentucky Paralegal Conference.

Signature: _____

Printed Name: _____ CLA/RP/AA _____

Organization or Firm: _____

Address: _____ City/State/Zip: _____

KPA Member: _____ Non-Member _____ Student: _____

KPA Position: _____ Local Association Membership: _____

Students: Name of Paralegal School: _____

19th ANNUAL KENTUCKY PARALEGAL CONFERENCE
Friday, November 9, 2007

*Rising Stars – Students, 0-3 yrs experience** *Shining Stars – Advanced- 3+ yrs experience***
(Experience Level above is for Reference only, All are Welcome in Either Session)

Please mark session selection where indicated:

SESSION I

_____ *Deter! Detect! Defend! Against Identity Theft! -Mary Hurlbert , CCCS*

SESSION II

_____ **Chiropractic Codes/ Red Flags – Dr. Kenneth Jenkins, DC*

_____ ***Strategic Outsourcing in the Corporate World- Richard G. Beach, Esq.*

SESSION III

_____ ** An Overview of Products Liability Law and Litigation in Kentucky
-Carl E. Grayson, Esq./Derek Humfleet, Esq.*

_____ ***Advanced Real Estate Issues- John Spainhour, Esq.*

SESSION IV

_____ *The Influence of Ethical Leadership on Group and Individual Decision-Making
Catherine Neal, Esq.*

SESSION V

_____ **Paralegal Practice Beyond Litigation and Probate - Paralegal Panel*

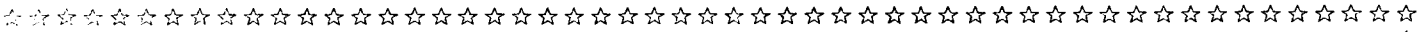
_____ ***Improving Your Legal Writing and Research Skills in 3 Easy Steps –
Page Beetum, Esq.*

Please check one of each of the following for your luncheon selection:

Entrée: _____Breast of Chicken _____Roasted Top Sirloin of Beef Jardiniere

Dessert: _____ Chocolate Indulgence Cake _____Crème Brulee Cheesecake

Please return this form with payment directly to: **2007 Kentucky Paralegal Conference
Committee
c/o Northern Kentucky Association of
Paralegals
P.O. Box 1282
Covington, Kentucky 41012**



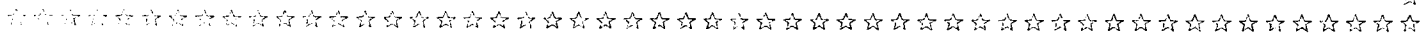
Derek Humfleet, Esq.: Mr. Humfleet is an associate with Sutton, Hicks, Lucas, Grayson & Braden, PLC. He received his Bachelor of Arts degree from Eastern Kentucky University and his Juris Doctorate with honors from the Salmon P. Chase College of Law at Northern Kentucky University. Derek's areas of practice include products liability, medical negligence, complex personal injury, business litigation, workers compensation and appeals. Mr. Humfleet's professional associations include memberships in Kentucky Academy of Trial Attorneys, the Association of Trial Lawyers of America, the Kentucky Bar Association, the Northern Kentucky Bar Association and the American Bar Association.

Derek and his wife Angie currently reside in Northern Kentucky.

John Spainhour, Esq.: John E. Spainhour is a graduate of Vanderbilt University Law School where he was Director of Student Legal Aid and is an honors graduate of the University of the South with degrees in a Bachelor of Arts in Economics and in Political Science. He has practiced law in Kentucky since 1976 and maintains offices in Shepherdsville and Louisville. He has broad experience in general practice, real estate transactions, commercial and personal injury litigation, criminal prosecution and defense and appeals. His firm has always maintained an active real estate practice in what has been the second fastest growing county in the state since 1950. Mr. Spainhour currently practices law with his father-in-law and one other partner and lives in Shepherdsville, Kentucky. His wife and law partner of 30 years, Elise, recently was elected Judge to Bullitt Circuit Court (Family Division) this past January.

Catherine Neal, Esq.: Catherine Neal is an Assistant Professor of Business Ethics and Business Law in the College of Business at Northern Kentucky University. Prior to taking the position at NKU, Ms. Neal was an Assistant Professor of Legal Studies at the University of Cincinnati – Clermont, where she taught students in the Paralegal Studies program. Before her career as an academic, Ms. Neal practiced law with the law firm of Wood & Lamping LLP in Cincinnati, Ohio. She is a graduate of the University of Cincinnati College of Law where she was a Corporate Law Fellow. Ms. Neal maintains an active license to practice law in the State of Ohio.

Page Beetem, Esq.: Page Beetem is an Assistant Professor of Paralegal Studies at the University of Cincinnati, Clermont. She holds a B.A. in Communications from Northern Kentucky University, and a J.D. from Chase College of Law where she currently serves on the Board of Governors. Page has practiced for 12 years in the areas of Social Security Disability, Workers' Compensations, Personal Injury, and Medical Malpractice. Page is deeply involved in her community including the Florence Main Street Design Review Board, Main Street District Association, Northern Kentucky Teen Court, Girls on the Run and Christian Awakening retreats. She regularly presents at the Cincinnati Bar Association, Chase College of Law, and the Northern Kentucky Bar Association.



KEEPING A POSITIVE ATTITUDE

KATHY MILTON, SECRETARY

Hello Members,

In a continued effort to provide some information that might help somebody someday, I have chosen to write a little bit about the value of keeping a positive attitude.

POSITIVE ATTITUDE

As we all know, keeping a positive attitude can be really difficult. I doubt anyone would disagree that keeping a positive attitude would benefit us all. I know I need to learn how to maintain a positive attitude at all times and especially during stressful times.

In an article on the website www.womensmedia.com, Liz Fetter, President and CEO of NorthPoint Communications, said she keeps her attitude on track by reciting inspirational quotes to herself when things are getting tough. Her favorite is: *"If you know how to swim, it doesn't matter how deep the water is."* Ms. Fetter keeps control of her mindset and attitude by not letting anyone or anything get her down. Her positive attitude has enabled her to reach an executive level that few women have been able to achieve.

There are many publications available to help develop and maintain a positive attitude. On his website, Jeff Keller, President of Attitude is Everything, Inc., says, **"SUCCESS** -- it's a matter of having a positive attitude and applying motivational principles on a daily basis." He also tells us, "[m]otivation is like a fire; unless you add fuel, it goes out."

I hope you can all take a few minutes to reflect on keeping a positive attitude. Your success depends on it.

Happy paralegaling.

NFPA NEWS TO USE

ANDREA SHINDLEBOWER, NFPA REPRESENTATIVE

Your local NFPA representatives will be traveling to Tampa in October to discuss and vote on issues relevant to all paralegals. Please remember to submit your ballots regarding agenda topics to be discussed at the conference. We will be voting on your behalf so it is important for you to respond. If you would like more clarification on any material, or if you have any questions regarding the upcoming conference, please feel free to contact me. I can be reached at ashindlebower@klc.org.

Be sure to check out the NFPA website! Go to www.paralegals.org/. To get to the Members Page use the password “Professional.”



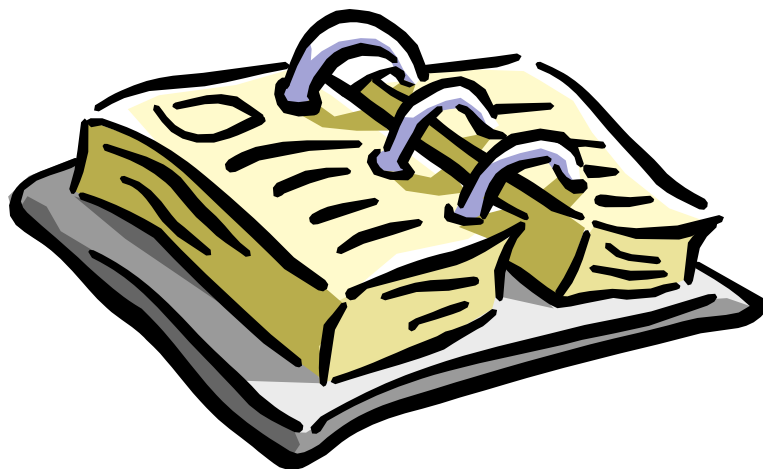
UPCOMING NFPA CALENDAR OF EVENTS AND DEADLINES

SEPTEMBER 2007

- September 18 Commencement of Submission of Coordinator Letters of Interest
- September 19 Deadline to Make Hotel Reservations for 2007 NFPA Annual Meeting at the Hyatt Regency, Tampa. See NFPA website for details

OCTOBER 2007

- October 10-13 IPMA Annual Meeting
Denver, Colorado
- October 18-22 NFPA 2007 Annual Meeting
Tampa, Florida
- October 24-27 AAFPE Annual Meeting
Baltimore, Maryland
- October 29 Deadline for Submission of Coordinator Letters of Interest





Press Release

***Legal Assistant Today* Announces its 2007 Paralegal of the Year Award Winner and Two Runners-Up**

August 27, 2007 (Costa Mesa, Calif.) — The editors and staff of *Legal Assistant Today* are proud to announce that **Mary McKay** has been awarded *LAT*'s 2007 Paralegal of the Year Award, sponsored by LAW 5.0 PreDiscovery, a new member of the LexisNexis Discovery Services Group. McKay, who has more than 20 years of paralegal experience and works for the Tampa, Fla., office of Glenn Rasmussen Fogarty & Hooker, was selected by the magazine's editorial advisory board as this year's winner for her outstanding work and professional, educational and civic contributions.

As this year's winner, McKay will receive a \$1,000 check and a commemorative plaque. She also will receive a one-year subscription to *LAT* — the only independent magazine covering the paralegal profession.

LAT also congratulates the two runners-up for the Paralegal of the Year Award — **Mary Jane Leon** and **Michael Misenheimer**. For more than 30 years, Leon has worked as both a legal secretary and a paralegal, currently for Lammers & Barkley in Tucson, Ariz., while Misenheimer is a litigation paralegal for Sicay-Perrow, Knighten & Bohan in Atlanta. Both Leon and Misenheimer will receive commemorative plaques in recognition of their distinct contributions to the continued growth of the profession and free one-year subscriptions to *LAT*.

To learn more about McKay, Leon and Misenheimer, check out *LAT*'s September/October 2007 issue. Inside, you will find feature stories such as "Outward Bound?," which explores the impacts of legal outsourcing on the paralegal profession, as well as a profile of one law firm that is continuing a legacy in paralegal utilization. This issue also offers a look at paralegals working in war-torn Sudan, military paralegals serving in Iraq, and news briefs featuring the latest paralegal trends. Also, don't miss some of *LAT*'s most popular columns, including Career Advice and Litigation Corner.

LAT subscribers receive this annual issue in their subscription package. For subscription information, call (800) 394-2626, visit www.legalassistanttoday.com or e-mail customer-service@jamespublishing.com. To purchase only the September/October 2007 issue, contact Robin Mechem at (714) 755-5457.

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Legal Assistant Today strives to offer unbiased news, practical tips, career advice and substantive how-to, analysis and personality feature stories pertinent to the paralegal community. The *LAT* editorial advisory board is an independent group of talented and established paralegals and educators from throughout the United States and Canada who regularly provide input to the editors on the magazine's content, and vote annually for the Paralegal of the Year Award. For more information, visit www.legalassistanttoday.com.

LAW 5.0 PreDiscovery(tm), a new member of the LexisNexis Discovery Group, is a full-featured, production-level imaging and electronic discovery solution for law firms and service bureaus that allows users to process everything from paper to electronic documents and mail stores. Discovery Services from LexisNexis offers the broadest choice of discovery solutions, giving law firms, corporations and government agencies the control and confidence they need to litigate successfully in the face of overwhelming data volumes and rapidly changing technology.

Contact: Rebecca Garcia
Publisher
(714) 755-5463

**NEWSLETTERS,
WHY ARE THEY SO IMPORTANT?
PATRICIA C. GAGNON, RP,
NFPA ASSOCIATION MANAGEMENT COORDINATOR**

The Association Newsletter is the one contact your association has with all of its members. The Newsletter may be the only contact some members will have with their association. Some members choose not to participate in association activities, but they will read the association newsletter.

The Newsletter should always include information about upcoming Association programs, pro bono opportunities, networking information and, hopefully, original articles by your members about any changes in the laws or practice areas. Whenever you hear about changes in the law, ask for an article about the changes from one of your members who is experienced in that area of law.

Newsletters also serve as a marketing tool. Whenever any Board members are discussing the association with nonmembers, they should bring along some recent newsletters, membership applications and any other materials which tout the benefits of membership in your association.

If you want to solicit original articles for your newsletters - ask local recruitment firms for articles about interviewing tips, resume writing, what's hot in your local market, etc. Vendors are another good source of articles. Vendors love to have their products/services in the spotlight. You could even consider doing a "vendor spotlight" article on one of your faithful vendors.

Many associations do "member spotlights". Interview and write an article about one of your members. Do you have a member who works as a "non-traditional" paralegal? Your members would be interested to hear about her/his job. Board members and association committees should be asked to contribute articles about their activities.

You can view other association newsletters at NFPA's website, www.paralegals.org for more ideas for articles. If you want to reprint an article from another association's newsletter, always request reprint permission from the association before reprinting an article.

Newsletters act as your goodwill ambassador and your association will be judged by your newsletter. Make them interesting and relevant.

Newsletters should showcase all the good things about your association so that your members are proud to be members of your association. Your newsletter should be an aid to help retain and recruit members.

PARALEGAL SPOTLIGHT: TONJA ARNOLD

ANGIE THOMPSON, NEWSLETTER CHAIR

Tonja Arnold became interested in a career in the legal field in 1988, when she began working as a runner for Johnson, VanOver & Hall in her hometown of Pikeville, Kentucky. She ultimately became a billing specialist and file clerk at Johnson VanOver & Hall where she worked until her transition to the Pike County Attorney's office where she worked in child support enforcement and criminal law.

After moving to Lexington in 1990 to pursue an opportunity with the Fayette County Attorney's office, Tonja made the decision to pursue her Bachelor's Degree in Paralegal Science at Eastern Kentucky University full time. While attending school at Eastern, she completed an internship with the late James Early where she learned about various areas of the law including probate, personal injury and family law. This was one of the first paid internships in Eastern's paralegal program.

Upon graduation from Eastern in 1993, Tonja began working as a temp in the Worker's Compensation department at Stoll, Keenon & Park. In June 1995, she left Stoll, Keenon & Park to take a position in the business litigation department at Bowles, Rice, McDavid, Graff, Love & Getty.

In October 1997, Tonja was employed at the Becker Law Office doing solely auto accident litigation. When attorney Shelia Hiestand joined the Becker Law Office, Tonja began working with Ms. Hiestand in medical malpractice litigation, an area which Tonja loves. A few years ago when Ms. Hiestand branched from the Becker Law Office to join Bubalo, Hiestand & Rotman, PLC, Tonja moved as well, losing none of her seniority in the transition. She continues to work with Ms. Hiestand who has taught her a great deal over the years.

Tonja currently provides assistance and support for two partners in all phases of the litigation process. Her case load consists of 30 or more cases at any given time. She has experience with the programs Express Dictate, Merlin Research, LiveNote, Concordance, Case Map, Needles, Microsoft Office, Lexis Nexis and describes herself as "freakishly organized."

One aspect of her job that Tonja finds frustrating is when she schedules a deposition with multiple attorneys only to have one person cancel on the eve of deposition—something many of us can relate to. She offers the following advice for new paralegals: "Asking for help doesn't mean you can't do the job."

Aside from Tonja's career as a paralegal, she has been an active member of the GLPA since 1993, and has held the board positions of President, Past President, Vice President, Newsletter Chair, KPA Liaison and Special Events Co-Chair as well as serving on various committees. She also co-chaired a KPA Conference with Lisa Quammen.

Tonja lives with her wonderful husband, Scott, and their five beautiful daughters, Gentry, Sydney, Savanna, Quinn and Riley. Much of her free time is spent doing hobbies such as calligraphy, scrapbooking and gardening.

**GLPA'S TREASURER REPORT
MAY 2007**

CENTRAL BANK ACCOUNT

Balance as of April 30, 2007

\$2,180.24

DEPOSITS

05/02/07 Transfers from Paypal Account	
Membership Dues	\$28.83
Spring Flower Sale Proceeds	\$86.79
05/07/07 Membership Dues	\$200.00
Legal Man Donation	\$100.00
Spring Flower Sale Proceeds	\$75.00
05/12/07 Spring Flower Sale Proceeds	\$990.25
05/12/07 Membership Dues	\$200.00
Anniversary Lunch Donations	\$200.00
Reimbursement of unused petty cash: NFPA Leadership Conf.	\$19.51
05/15/07 Proceeds from sale of 203.666 shs. Dupree Gov Bd Fd	\$2,000.00
05/15/07 Spring Seminar Registration Fees	\$1,195.00
05/30/07 Membership Dues	\$70.00

TOTAL DEPOSITS

\$5,165.38

DISBURSEMENTS

05/03/2007 Helen Kelly (Executive Committee)	\$300.00
<i>Petty cash for gas, meals in attending NFPA Leadership Conf.</i>	
05/03/2007 Nichole Talbert (Executive Committee)	\$292.53
<i>Reimb. for van rental for NFPA Leadership Conf.</i>	
05/04/2007 NFPA (Executive Committee)	\$133.05
<i>Dinner for 3 attendees - NFPA Leadership Conf.</i>	
05/06/2007 Helen Kelly (Executive Committee)	\$341.97
<i>Reimb for 3 nights hotel - NFPA Leadership Conf.</i>	
05/07/2007 Jessica Mullins (Philanthropy Committee)	\$40.40
<i>Reimb. Postage for Legal Man Mailings</i>	
05/09/2007 Daynabrook Greenhouse (Fundraising Committee)	\$859.75
<i>Purchase of flowers for Spring Flower Sale</i>	
05/10/2007 Joseph Beth (Seminar Committee)	\$75.00
<i>Gifts for 5 speakers at Spring Seminar</i>	
05/11/2007 Linda Farthing (Special Events Committee)	\$36.04
<i>Reimb for Spring Social Gifts</i>	
05/14/2007 Voltaic Commerce (Executive Committee)	\$43.95
<i>Domain name renewal</i>	
05/14/2007 Memphis Paralegal Association (NFPA Committee)	\$25.00
<i>Donation for Food Expenses - NFPA Region 3 Meeting</i>	
05/15/2007 Lisa Stout (CLE Committee)	
<i>Reimb. - speaker gift & door prize for May meeting</i>	\$20.00
<i>Reimb. - beverages for May meeting (lunch donated)</i>	\$15.65

05/15/2007 Helen Kelly (Seminar Committee) Reimb for nametags, drinks & candy for Spring Seminar	\$85.81
05/17/2007 Radisson Plaza (Special Events Committee) Spring Social Venue/Appetizers	\$180.00
05/16/2007 Emily Drake (Scholarship Committee) 2007 High School Scholarship Recipient	\$250.00
05/30/2007 Lynn Imaging (Seminar Committee) Manuals & note pads for Spring Seminar	\$113.42
05/30/2007 Voltaic Commerce (Fundraising Committee) Creation & Posting of Spring Flower Sale Order Form for Website	\$196.78

TOTAL DISBURSEMENTS **(\$3,009.35)**

BALANCE AS OF MAY 31, 2007 **\$4,336.27**

RESERVE FUNDS

830.597 shares of Dupree Int. Gov't Bond Fund	\$8,081.71
\$10,000.00 initial purchase (1,020.408 shs.)	
\$16.33 reinvested dividends on 2/28/07 (1.658 shs.)	
\$40.70 reinvested dividends on 3/30/07 (4.145 shs.)	
\$42.09 reinvested dividends on 4/30/07 (4.277 shs.)	
(\$1,995.87) liquidation of 203.666 shares on 5/11/07 [\$4.13 capital gain on sale]	
\$36.73 reinvested dividends on 5/31/07 (3.775 shs)	
<u>\$8,139.98 total cost basis</u>	

\$4,336.27	Central Bank Account
\$8,081.71	Dupree Fund
\$12,417.98	TOTAL ASSETS

NOTES:

1,152.04 Spring Flower Sale Proceeds
(859.75) Flowers Purchased
(196.78) Website Order Form Costs

95.51 Profit from Spring Flower Sale

300.00 Gas/ Meals paid using Petty Cash
341.97 Hotel
292.53 Van Rental
133.05 Dinner
(19.51) Return of Unused Petty Cash

1,048.04 Total Cost for Sending 3 Attendees to NFPA Leadership Conference in Atlanta

1,195.00 Spring Seminar Registration Fees
(75.00) Speaker Gifts
(85.81) Name tags, beverages & candy
(113.42) Manuals & notepads
? Payment to Sullivan University for Brunch Cost

920.77 Tentative Profit from Spring Seminar

Submitted by:

Jennifer Daum, Treasurer
June 6, 2007

**GLPA'S TREASURER REPORT
JUNE 2007**

CENTRAL BANK ACCOUNT

Balance as of May 31, 2007 \$4,336.27

DEPOSITS

06/26/07 Non-member attendees at monthly meeting	\$40.00
Anniversary Lunch Donations	\$250.00
Voltaic - Refund of work done on spring flower sale order form	\$196.78

TOTAL DEPOSITS **\$486.78**

DISBURSEMENTS

06/04/2007 <i>Glenna Fugazzi (NFPA Committee)</i> Reimb. Costs of attending NFPA Region 3 meeting (Memphis)	\$1,007.12
06/11/2007 <i>Sullivan University Culinary Arts (Seminar Committee)</i> Brunch costs for Spring Seminar	\$375.00
06/11/2007 <i>Lynn Imaging (Special Events Committee)</i> Drymount sign for Spring Social	\$62.33
06/15/2007 <i>Helen Kelly (CLE Committee)</i> Reimb. - nametags for monthly meetings	\$33.91
06/19/2007 <i>Lisa Stout (CLE Committee)</i> Reimb. - speaker gift & door prize at June meeting (Lunch was donated)	\$20.00

TOTAL DISBURSEMENTS **(\$1,498.36)**

BALANCE AS OF JUNE 30, 2007 **\$3,324.69**

RESERVE FUNDS AS OF MAY 31, 2007, JUNE 30, 2007 DATA NOT YET AVAILABLE

830.597 shares of Dupree Int. Gov't Bond Fund	\$8,081.71
\$10,000.00 initial purchase (1,020.408 shs.)	
\$16.33 reinvested dividends on 2/28/07 (1.658 shs.)	
\$40.70 reinvested dividends on 3/30/07 (4.145 shs.)	
\$42.09 reinvested dividends on 4/30/07 (4.277 shs.)	
(\$1,995.87) liquidation of 203.666 shares on 5/11/07 [\$4.13 capital gain on sale]	
\$36.73 reinvested dividends on 5/31/07 (3.775 shs)	
\$8,139.98 total cost basis	

\$3,324.69 Central Bank Account	
\$8,081.71 Dupree Fund (AS OF 5/31/07)	
\$11,406.40 TOTAL ASSETS	

NOTES:

1,152.04 Spring Flower Sale Proceeds
(859.75) Flowers Purchased
0.00 Website Order Form Costs (refunded by Voltaic)

292.29 Revised Profit from Spring Flower Sale

1,195.00 Spring Seminar Registration Fees
(75.00) Speaker Gifts
(85.81) Name tags, beverages & candy
(113.42) Manuals & notepads
(375.00) Payment to Sullivan University for Brunch Cost

545.77 Actual Profit from Spring Seminar

132.26 Gas
450.71 Hotel
384.16 Car Rental
39.99 Meals

1,007.12 Total Cost for Sending 2 Attendees to NFPA Region 3 Meeting in Memphis

Submitted by:

Jennifer Daum, Treasurer
June 29, 2007

**GLPA'S TREASURER REPORT
JULY 2007**

CENTRAL BANK ACCOUNT

Balance as of June 30, 2007 \$3,324.69

DEPOSITS

07/12/07 Transfer from PayPal - Membership Dues	\$67.67
07/13/07 Anniversary Lunch Attendees	\$1,725.00
Proceeds from Suit Raffle	\$200.00
07/23/07 Membership Dues	\$30.00

TOTAL DEPOSITS **\$2,022.67**

DISBURSEMENTS

07/10/2007 Jessica Mullins (Philanthropy Committee) Reimb. - Legalman purchases/postage & clothes racks	\$39.86
07/12/2007 Susan Miller (Special Events Committee) Final payment - speaker for anniversary lunch (downpayment of \$750.00 was paid on 3/1/07)	\$750.00
07/12/2007 Malones (Special Events Committee) Food/beverages at Anniversary Lunch	\$1,770.70
07/13/2007 Applebees (Board-at-Large) Gift card for logo contest winner	\$25.00
07/23/2007 Linda Farthing (Special Events Committee) Reimb. - Cake for Anniversary Lunch	\$30.87
07/23/2007 Lynn Imaging (Special Events Committee) Programs for Anniversary Lunch	\$77.01
07/31/07 NFPA Dues for 2nd Quarter 2007	\$270.00

TOTAL DISBURSEMENTS **(\$2,963.44)**

BALANCE AS OF July 31, 2007 **\$2,383.92**

RESERVE FUNDS

837.563 shares of Dupree Int. Gov't Bond Fund \$8,141.11

\$10,000.00	initial purchase (1,020.408 shs.)
\$16.33	reinvested dividends on 2/28/07 (1.658 shs.)
\$40.70	reinvested dividends on 3/30/07 (4.145 shs.)
\$42.09	reinvested dividends on 4/30/07 (4.277 shs.)
(\$1,995.87)	liquidation of 203.666 shares on 5/11/07 [\$4.13 capital gain on sale]
\$36.73	reinvested dividends on 5/31/07 (3.775 shs)
\$31.96	reinvested dividends on 6/29/07 (3.308 shs)
\$35.56	reinvested dividends on 7/31/07 (3.658 shs)
\$8,207.50	total cost basis

\$2,383.92	Central Bank Account
\$8,141.11	Dupree Fund
\$10,525.03	TOTAL ASSETS

NOTES:

450.00	Anniversary Lunch Sponsorships
1,725.00	Anniversary Lunch Attendees
200.00	Proceeds from Suit Raffle
(1,770.70)	Malones - Food/Beverages*
(30.87)	Cake
(77.01)	Lynn Imaging - Programs
<u>(1,500.00)</u>	ReEnergizing Communications/Susan Miller - Speaker
<u>(1,003.58)</u>	Net Cost of Anniversary Lunch

*\$200.00 to be reimbursed via gift cards

Submitted by:

Jennifer Daum, Treasurer
August 3, 2007

MEMBERSHIP APPLICATION
GREATER LEXINGTON PARALEGAL ASSOCIATION, INC.
Member of the National Federation of Paralegal Associations (NFPA)

Please type or print clearly. All information must be completed exactly as you wish it to appear in our membership files and directory. An incomplete application will be returned. Please make checks payable to GLPA.

_____ **Renewal** (Please complete all information) _____ **New Membership** (Please complete all information)

Name _____ Title _____

Home Address _____

City _____ State _____ Zip _____ Birthday _____

Home Phone _____ Work Phone _____ Work Fax No _____

Employer _____ Business Address _____

City _____ State _____ Zip _____ Email Address _____

PREFERRED MAILING ADDRESS: _____ Home _____ Office

Type of Membership: (Check One)

1. **ACTIVE \$ 70.00 Annual Fee** Areas of Specialization _____
 Full-Time RP Certified ____ Yes ____ No
 Part-Time
 Temporary
2. **ASSOCIATE \$ 30.00 Annual Fee**
 Student (Non-voting)
 Attending Paralegal Program Offered at _____
 Expected Date of Completion _____
 Paralegal not employed as a Paralegal
3. **OTHER**
 Sustaining Member **\$ 75.00 Annual Fee**
 Adjunct Member **\$ 40.00 Annual Fee**

WORK EXPERIENCE: (Begin with Current Employer)

Employer	Address	Title	Dates of Employmen
_____	_____	_____	_____
_____	_____	_____	_____

Post High School Education:

Institution	Degree/Certification	Major	Date of Graduation
_____	_____	_____	_____
_____	_____	_____	_____

Other Associations which you hold membership:

BE AN ACTIVE GLPA MEMBER

Interested in being on a Committee? Please check below. (Note: You will be called upon to serve)

_____ Continuing Legal Education _____ Philanthropy _____ Newsletter _____
Student
_____ Special Events _____ Fund-raising Activities _____ PACE _____ NFPA

- Have you ever been convicted of a felony? _____ No _____ Yes
■ Have you ever been disbarred from the practice of law? _____ No _____ Yes

If yes, please explain _____

The Purposes of GLPA are:

- Encourage fundamental educational programs and training to promote continuing legal education;
- Cooperate with the Kentucky Bar Association, the local Bar Associations, the Kentucky Paralegal Association, as well as the National Federation of Paralegal Associations to promote high standards of professionalism;
- Promote ethics and comply with the ethical code of responsibility adopted by the Association;
- Inform paralegals of developments in the paralegal profession and act as a forum for exchanging ideas and disseminating information;
- Encourage the expanded utilization of paralegals in all aspects of the legal profession;
- Further promote the working relationship between paralegals and attorneys in law offices, government agencies, corporations, and other institutions; and
- Increase the awareness of the public, the Judiciary, and the legal community of the scope of paralegal responsibilities.

§ 20.00 of your membership fee goes to NFPA. All GLPA members receive the *National Paralegal Reporter* and the NFPA Newsletter.

Important GLPA By-Laws

1) Criteria for Membership: All membership applications must be reviewed according to the Association's Bylaws and § 3.5 (C) of the Bylaws of NFPA. Pursuant to our Association's Bylaws, as of the date of the application: the Association has the authority to investigate any questionable membership application submitted to the Board; Attorneys not eligible to practice law in any state, whether by suspension or disbarment, are not eligible for membership in this Association; and any individual convicted of a felony is not eligible for membership in the Association. In addition, **Active Member**, as of the date of the application, is any person who is currently employed as a paralegal and has: a. A bachelor's degree in paralegal studies from a traditional college or ABA accredited institution; or b. An associate's degree in paralegal studies from a traditional college or ABA accredited institution; or c. A bachelor's degree and/or an associate's degree in any field, plus a minimum nine-month certification in paralegal studies or a certificate from an ABA accredited institution in paralegal studies. As of the approval date of the Seventh Amended and Restated Bylaws, any applicant who has previously been a member of the GLPA under the minimum 5 years' continuous work experience requirement shall be grandfathered into the association and become an active member of same. An **Associate Member** is any student enrolled full-time or part-time in a paralegal training program, or anyone who meets Active Membership requirements but not currently employed as a paralegal. Associate members do not have voting privileges and are not eligible to serve as officers or directors of the Association. An **Adjunct Member** is any person who is a member of another paralegal association, excluding college related

student associations. Adjunct members will receive the GLPA newsletter, but will not be permitted voting privileges nor be eligible to serve as officers or directors of the Association. **Sustaining Members** include any law firm, corporation, law-related business, institution or paralegal educator interested in supporting the Association. Sustaining members will receive the GLPA newsletter, but will not be permitted voting privileges nor be eligible to serve as officers or directors of the Association.

2) **Membership Dues:** The renewal of annual dues shall be payable on December 1 and shall be received no later than February 1 of the following calendar year. No dues will be accepted after October 15 for the current year but will be applied to the following year. Members who join the Association during the calendar year and prior to October 15 shall pay the entire amount of the annual dues.

Signature: _____ Date: _____

**MAIL COMPLETED APPLICATION TO: GLPA, P.O. Box 574, Lexington,
KY 40589**



2007 GLPA BOARD MEMBERS

<p><u>President</u> Helen K. Kelly Bubalo, Hiestand & Rotman, PSC 1344 South Broadway Lexington, KY 40504 (859) 519-1756 hkelly@bhtriallaw.com</p>	<p><u>Treasurer</u> Jennifer Daum Stidham & Associates 401 Lewis Hargett Circle, Ste. 250 Lexington, KY 40503 (859) 219-2255 Jennifer@stidhamlaw.com</p>	<p><u>Job Bank Chairperson</u> Melanie Sennett Wyatt, Tarrant & Combs, LLP 250 W. Main Street, Ste. 1600 Lexington, KY 40507 (859) 288-7626 msennett@wyattfirm.com</p>	<p><u>KPA Liaison</u> Vicki Howard (859) 246-3521 vhoward03@hotmail.com</p>
<p><u>Past President</u> Susan Baker U.S. District Court, E. Div. 101 Barr Street Lexington, KY 40507 (859) 514-2251 susan_t_baker@kyed.uscourts.gov</p>	<p><u>Secretary</u> Kathy Milton Fowler Measle & Bell 300 W. Vine Street, Ste. 600 Lexington, KY 40507 (859) 252-6700 kmilton@fmblaw.com</p>	<p><u>Newsletter Chairperson</u> Angela Thompson Wyatt, Tarrant & Combs, LLP 250 W. Main Street, Ste. 1600 Lexington, KY 40507-1746 (859) 288-7475 athompson@wyattfirm.com</p>	<p><u>Student Relations</u> Lee Williams Woodward, Hobson & Fulton, LLP 200 W. Vine St., 5th Floor Lexington, KY 40588-1720 (859) 244-7108 lwilliams@whf-law.com</p>
<p><u>Vice President</u> Nichole M. Talbert McBrayer McGinnis Leslie & Kirkland 201 E. Main Street, Ste. 1000 Lexington, KY 40507 (859) 231-8780 ntalbert@mmlk.com</p>	<p><u>CLE Chairperson</u> Lisa Stout Fowler Measle & Bell 300 W. Vine Street, Ste. 600 Lexington, KY 40507 (859) 252-6700 lstout@fmblaw.com</p>	<p><u>Philanthropy Chairperson</u> Jessica Mullins Clark & Ward 333 W. Vine Street, Ste. 1100 Lexington, KY 40507 (859) 422-6000 jmullins@clarkward.com</p>	<p><u>NFPA Representative</u> Andrea Shindlebower Kentucky League of Cities 100 E. Vine St., Ste. 800 Lexington, KY 40507 859-977-3012 ashindlebower@klc.org</p>
<p><u>Board-at-Large and PACE Ambassador</u> Shana Nanney, RP Frost Brown Todd 250 W. Main Street, Ste. 2700 Lexington, KY 40507 (859) 244-7558 snanney@fbtlaw.com</p>	<p><u>Board-at-Large</u> Libby Herron Wyatt, Tarrant & Combs, LLP 250 W. Main Street, Ste. 1600 Lexington, KY 40507 (859) 288-7426 eherron@wyattfirm.com</p>	<p><u>Special Events Chair</u> VACANT</p>	