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Volume 51, Issue 4

The Legal Easel

Serving Springfield, Missouri legal support professionals for over 50 years!

Autumn Begins September 23, 2011 and ends December 22, 2011



SALSP

AFFILIATED WITH
NALS



SINCE 1948

SALSP is an Affiliate
Member of NALS and
NALS of Missouri



"I pledge allegiance to the flag of the United States of America,
and to the Republic for which it stands, one Nation under God,
indivisible, with liberty and justice for all."

IN THIS ISSUE . . .

- **Community Service Feedback**
- **Knowledge...Project Safe Childhood**
- **SALSP SALAD SUPPER**
- **Getting to Know YOU**

The SALSP Legal Easel

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Submissions: To submit articles for publication, please send to cheryl@swvaluation.com by the 20th day of each month.

Advertising: For advertising and rate information for *The Legal Easel* and the SALSP website, see this issue or log on to www.salsp.org and visit the Newsletter link.

Editorial Policy: Opinions expressed in articles and features herein are those of the author, and do not necessarily reflect the views of SALSP. The Editor encourages the submission of materials for publication. The Editor reserves the right to edit material.

Publication Policy: *The Legal Easel* is a publication of the Springfield Area Legal Support Professionals, an affiliate of NALS of Missouri and of NALS...*the association for legal professionals*. The materials contained herein are provided for general education purposes; they are not intended to, and do not constitute, legal advice.

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NALS Mission

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

- **Continuing legal education and resource materials**
- **Networking opportunities at the local, state, regional and national levels**
- **Commitment to a Code of Ethics and professional standards**
- **Professional certification programs and designations**

Moving?

Complete the following and forward to SALSP Membership Chair, Georganne Hallemeier, PP, at ghallemeier@pfjmlaw.com

Name _____
 Employer _____
 Mailing Address _____
 City _____ State _____ Zip _____
 Telephone _____ Fax _____
 Email _____

*Springfield Area Legal Support Professionals
Monthly Membership Meeting*

**ANNUAL SALAD SUPPER
AUCTION – UNIQUE KITCHEN ITEMS**

When: Tuesday, September 13, 2011 @ 6 p.m.

Where: Chesterfield Park Pavilion
(Behind Chesterfield Family Center @ Republic Road & Scenic)

**Don't forget to let Melissa know you are coming and
what you plan to bring...863-6400**



September

- 2—Kim Newberry
- 3—Meagan Cheong
- 3—Christy Wittmaier
- 7—Kristen Monrotus, PLS
- 11—Kelly Domeracki
- 21—Rebecca Bellue

Have a Wonderful Day

Calendar of Events

September

9-10 NALS of Missouri – Fall
Membership Meeting at The
Resort at Port Arrowhead, Osage
Beach, MO

13 6:00 p.m. Monthly Meeting Salad
Supper at Chesterfield Park
Pavilion

24 Finance Fundraiser –
Neighborhood Garage Sale

October

13-26 NALS 60th Annual Education
Conference & National Forum –
Cincinnati, Ohio

2011-2012 SALSP Officers

President

Lorie Rupar, PP, PLS
 c/o Pratt, Fossard & Jensen, LLC
 3432 S. Culpepper Ct., Suite A
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 (O) 417-883-8200
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Mary Lou Haueter, PP, PLS
 P.O. Box 763
 Phillipsburg, MO 65722
 (O) 887-4141
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2011-2012 SALSP Appointed Officers and Committee Chairmen

Bar Liaison: Georganne Hallemeier, PP
ghallemeier@pfjmlaw.com

Bosses' Night: Christy Wittmaier
Christy@frvlaw.com
 Lori Everhart, PP, PLS
Lori.everhart@hklawoffice.com

Boss of the Year: Nancy Ketron, PP, PLS
nancy@willworsham.com

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ghallemeier@pfjmlaw.com

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 Meagan Cheong
mcheong@sims-law.com

Court Observance: Jennifer Martin, PLS
Jennifer@frvlaw.com

Courtesy: Kristen Monrotus, PLC
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The Legal Easel: Cheryl Sutton
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Legal Secretary Of the Year Jennifer Martin, PLS
Jennifer@frvlaw.com

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Christy@frvlaw.com
 Lori Everhart, PP, PLS
Lori.everhart@hklawoffice.com

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Melissa@frvlaw.com

Scholarship: Janna Dampier, PP, PLS
jdampier@pfjmlaw.com

Seminar: Janet Higdon, PLS
lhigdon@mannwalterlaw.com
 Mary Lou Haueter, PP, PLS
marylouhaueter@yahoo.com

Website: Lisa Tanner, PP, PLS
Lisa.tanner@cityutilities.net



President's Message

*There's Always
Tomorrow...but why not
make the most of today!*

By Lorie Rupar, PP, PLS

As many of you are getting the little ones ready for back to school, I'm still wondering where the summer went. I'm looking forward to fall, cooler temperatures and of course the NALS of Missouri Fall Membership Meeting. I'm hopeful that some of our new members will make it to this meeting in Osage Beach.

We have a lot of exciting events happening in the next few months. I'm looking forward to our annual salad supper and auction. I must confess that I'm still on the hunt for the perfect auction item! I hope to see many of you there!

The legal training course flyers are in the mail and hopefully they will generate enough interest so we can hold the course. I appreciate Melissa and Cheryl heading up the committee this year. They are still filling speaker openings, so be sure to volunteer your boss (or yourself).

Also, remember that we are collecting items for the annual garage sale in my neighborhood. It will be held on the last Saturday of September. If you have donations feel free to contact me and I'll arrange to pick them up. You can also bring your donations to the salad supper on September 13th.

Lastly, the certification exams will be held the last Saturday of September. We have nine ladies sitting for the various exams. I wish each of you good luck and happy studying! If I can help you in any way please let me know.

Certification Report

By Georganne Hallemeier, PP &
Lori Rupar, PP, PLS

The certification exams are scheduled to be taken on Saturday, September 24, 2011, from 8:00 a.m. to 4:00 p.m. Janet Higdon has graciously agreed to administer the exam. Thank you Janet for your support! The exams will be administered at the offices of Pratt, Fossard & Jensen, LLC., 3432 Culpepper Ct., Ste. A, Springfield, Missouri 65804. Good luck to all of those taking an exam!!!!

For more information about certification, please contact Georganne Hallemeier, PP at ghallemeier@pfjmlaw.com or 417-883-8200 or Lorie Rupar, PP, PLS at lrupar@pfjmlaw.com or 417-883-8200.

Membership Report

By Georganne Hallemeier, PP

Our current membership count is 42. I have sent a membership packet to Sarah Montalvo.

Please take a moment to log on to NALS.org <http://services.nals.org/portaltools/login.cfm> and check your profile information is accurate. **Electronic voting** will be commencing this year and will require a valid email address. Paper ballots will no longer be sent out. So let us all check that the personal information on our individual profiles is the most current information available to NALS.

For more information about membership, please contact me at ghallemeier@pfjmlaw.com or 417-883-8200.

Governor's Report

By Mary Lou Haueter, PP, PLS

The following is updated information regarding upcoming state, regional and national conferences:

September 9-10, 2011

NALS of Missouri Fall Membership Meeting at The Resort at Port Arrowhead, Osage Beach, Missouri, Further information will be provided at a later date.

October 13-26, 2011

NALS 60TH Annual Education Conference & National Forum will be held at the Hyatt Regency in Cincinnati, Ohio. Registration prior to August 1st is \$299.

February 10-11, 2012

Winter Membership Meeting, hosted by Kansas City Legal Secretaries Association, will be held at the Holiday Inn Express & Suites in Kansas City, Missouri. More information will be provided at a later date.

March 1-3, 2012

NALS Professional Development and Education Conference will be held at the Double Tree Warren Place in Tulsa, Ok.

April 27-29, 2012

Annual Membership Meeting to be hosted by Heart of America Legal Professionals Association. More information to be provided at a later date.



CONNECTIONS

Associations – To Be Familiar With

- SALSP... www.salsp.org
- [NALS...the association for legal professionals www.nals.org](http://www.nals.org)
- [NALS Region 6 – www.nalsregion6.org](http://www.nalsregion6.org)
- [NALS of Missouri - www.nalsoftmissouri.org](http://www.nalsoftmissouri.org)

History Book

By Janna Dampier, PP, PLS

If anyone has pictures taken of chapter events, members etc, they have not already provided to me, please do so as soon as possible. Janna Dampier, PP, PLS, Historian, jdampier@pfjmlaw.com

SALSP August

Community Service Project

By Kelly Markley and Meagan Cheong, Co-Chair



Hello Members! This month we are asking members who will be attending our annual Salad Supper to bring a **unique kitchen** item to be auctioned off with proceeds to benefit our scholarship fund. Your

unique kitchen item may be **practical, functional or just decorative!** If you are unable to attend the supper, but would like to donate a kitchen item, please contact Kelly Markley or me and we will arrange for your kitchen item to be included in the auction. We look forward to seeing everyone at the supper!

Help us help others with Scholarship Funds.

Thank You Members!

Community Service Project in July



Our Volunteers preparing and serving a meal to the families at the Ronald McDonald House.



*Your
Awesome!*



Community Service Project in August

The Salvation Army wrote...

Dear Friends:

Thank you so much for your gift of school supplies to The Salvation Army Ozark Area Coordination's Back to School Drive. The needs of the community continue to be great in our current economic situation. We see new families every week, coming to a food pantry for the first time to help make ends meet.

It is, without a doubt, the thoughtfulness and generosity of many that keep our non-profit organization able to assist the needy of our community. May God richly bless you for your desire to help the less fortunate in our community.

Christ's Ambassador

Norman Grainger, Major
Ozark Area Coordinator

A big "Thank You" to all who contributed in this Back to School Drive!

Kelly Markley and Meagan Cheong

Knowledge - August 2011, SALSP Meeting

Assistant U.S. Attorney Mike Oliver

Thank you Mr. Oliver... Speaker for August 2011.

If you were unable to attend the August meeting, you missed an outstanding presentation by Attorney Mike Oliver. His presentation and discussion was on:

Project Safe Childhood / Federal Child Exploitation Laws

The following two pages are one of two handouts we received at the meeting. The second handout is a nine-page document, which is a Quick Reference to Federal Child Exploitation Laws. For anyone wanting this handout, please contact me at Cheryl@swvaluation.com and I would be happy to send you a PDF file.

If you suspect someone of Child Pornography... Contact www.projectsafefchildhood.gov or www.inobtr.or or www.ncmec.org

“Child pornography is the visual depiction of a person under the age of 18 engaged in sexually explicit conduct.”



Friendships - SALSP Meeting

If you have not attended a monthly meeting for a while, join us. You will make new friends and hear excellent speakers in the field you are working.

Linda Cowan and Marilyn Huffman
Beautiful picture...don't you agree!



Meagan Cheong and Cheryl Sutton looking intently at Kristen Monrotus pictures of the bedrooms she decorated for her children.



Nancy Ketron and Amy Owens
Happy friends.

Project Safe Childhood

United States Attorney's Office, Western District of Missouri



Federal Online Child Exploitation Crimes

I. Child Pornography Offenses

<p>1. Production (18 U.S.C. § 2251(a))</p> <p>A. <u>Elements</u>:</p> <ol style="list-style-type: none"> Used, persuaded, induced, or enticed a minor to engage in sexually explicit conduct; For the purpose of producing visual depictions of such conduct; & Depictions produced using materials that had been mailed, shipped or transported in interstate or foreign commerce. (Camera, cell phone, etc. manufactured outside the state) 	<p>B. <u>Penalties</u>: (18 U.S.C. § 2251(e))</p> <ol style="list-style-type: none"> Statutorily: <ol style="list-style-type: none"> First Offense: Mandatory Min.-15 yrs; Max.- 30 yrs Prior Sex Offense: Mandatory Min.-25 yrs; Max.-50 yrs Advisory Guidelines: (U.S.S.G. §2G2.1)* <ol style="list-style-type: none"> 32- Base level +2- Minor between ages of 12 and 16 (+4 if <12) +2- Sexual contact occurred +2- Offense involved distribution +4- Offense involves images depicting S & M** +2- Minor in person's care 44 - Life*
<p>2. Distribution (18 U.S.C. § 2252A(a)(1)&(2))</p> <p>A. <u>Elements</u>:</p> <ol style="list-style-type: none"> Distributed child pornography; Depicts actual minors engaged in sexually explicit conduct; Aware of the sexually explicit nature and character of the materials and that visual depictions are of minors engaged in sexually explicit conduct; & Images had been mailed, or shipped or transported in interstate or foreign commerce. 	<p>B. <u>Penalties</u>: (18 U.S.C. § 2252A(b)(1))</p> <ol style="list-style-type: none"> Statutorily: <ol style="list-style-type: none"> First Offense: Mandatory Min.-5 yrs; Max.- 20 yrs Prior Sex Offense: Mandatory Min.-15 yrs; Max.- 40 yrs Advisory Guidelines: (U.S.S.G. §2G2.2)* <ol style="list-style-type: none"> 22- Base level +2- Minor < 12 +5- Distribution in exchange for a thing of value (+2 if simple distribution) +4- Offense involves images depicting S & M** + 5Pattern of activity involving sex abuse of any minor*** +2- Use of a computer +5- More than 600 images**** 45 - Life*
<p>3. Receipt (18 U.S.C. § 2252A(a)(2))</p> <p>A. <u>Elements</u>:</p> <ol style="list-style-type: none"> Received child pornography; Depicts actual minors engaged in sexually explicit conduct; Aware of the sexually explicit nature and character of the materials and that visual depictions are of minors engaged in sexually explicit conduct; & Images had been mailed, or shipped or transported in interstate or foreign commerce. 	<p>B. <u>Penalties</u>: (18 U.S.C. § 2252A(b)(1))</p> <ol style="list-style-type: none"> Statutorily: <ol style="list-style-type: none"> First Offense: Mandatory Min.- 5 yrs; Max.- 20 yrs Prior Sex Offense: Mandatory Min.- 15 yrs; Max.- 40 yrs Advisory Guidelines: (U.S.S.G. §2G2.2)* <ol style="list-style-type: none"> 22- Base level +2- Minor < 12 +5- Distribution in exchange for a thing of value (+2 if simple distribution) +4- Offense involves images depicting S & M** +5 Pattern of activity involving sex abuse of any minor*** +2- Use of a computer +5- More than 600 images**** 45 - Life*
<p>4. Possession (18 U.S.C. § 2252A(a)(5)(B))</p> <p>A. <u>Elements</u>:</p> <ol style="list-style-type: none"> Knowingly possessed child pornography; Depicts actual minors engaged in sexually explicit conduct; Aware of the sexually explicit nature and character of the materials and that visual depictions are of minors engaged in sexually explicit conduct; & Images had been mailed, or shipped or transported in interstate or foreign commerce. 	<p>B. <u>Penalties</u>: (18 U.S.C. § 2252A(b)(2))</p> <ol style="list-style-type: none"> Statute: <ol style="list-style-type: none"> First Offense: Max.- 10 yrs Prior Sex Offense: Mandatory Min.- 10 yrs; Max.-20 Advisory Guidelines: (U.S.S.G. §2G2.2)* <ol style="list-style-type: none"> 18- Base level +2- Minor < 12 +5- Distribution in exchange for a thing of value (+2 if simple distribution) +4- Offense involves images depicting S & M** +5 Pattern of activity involving sex abuse of any minor*** +2- Use of a computer +5- More than 600 images**** 41 - 324-405 months*

II. Online Enticement Offense (Covers *Intrastate* conduct)

<p>1. Online Enticement (18 U.S.C. § 2422(b))</p> <p>A. Elements:</p> <ol style="list-style-type: none"> 1. Knowingly used a facility or means of interstate commerce (e.g. mail, telephone or AOL); 2. Used the facility or means to persuade, induce, or entice a minor to engage in a sexual activity; 3. Defendant believed the individual had not attained the age of 17 years; & 4. The sexual activity the defendant attempted to engage in with the individuals are violations of Missouri Penal Law. <p>(includes attempts and conspiracies)</p>	<p>B. Penalties: (18 U.S.C. § 2422(b))</p> <ol style="list-style-type: none"> 1. Statute: Mandatory Min. -10 yrs; Max.- Life 2. Advisory Guidelines: (U.S.S.G. §2G1.3) <ol style="list-style-type: none"> a. 24- Base level b. +2- Minor in person's care c. +2- Use of a computer to persuade, etc. d. +2- Sexual Contact 30= 97-121 months
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III. Interstate "Travel" Offenses

<p>1. Transports Minor (18 U.S.C. § 2423(a))</p> <p>A. Elements:</p> <ol style="list-style-type: none"> 1. Knowingly transported an individual in interstate commerce; 2. Individual had not attained the age of 18 years at the time so transported; 3. Defendant transported the individual with the intent to engage in sexual activity; 4. The sexual activity is one where a person could be charged with a criminal offense under Missouri law. <p>(includes attempts and conspiracies)</p>	<p>B. Penalties: (18 U.S.C. § 2423(a))</p> <ol style="list-style-type: none"> 1. Statute: Mandatory Min.-10 yrs; Max.- Life 2. Advisory Guidelines: (U.S.S.G. §2G1.3) <ol style="list-style-type: none"> a. 24- Base level b. +2- Minor in person's care c. +2- Use of a computer to persuade, etc. d. +2- Sexual Contact 30= 97-121 months
<p>2. Travels To Meet Minor (18 U.S.C. § 2423(b))</p> <p>A. Elements:</p> <ol style="list-style-type: none"> 1. Knowingly traveled in interstate commerce; 2. Purpose in traveling was to engage in a sexual act with an individual under 18; 3. The sexual act intended would be a violation of federal law if it had occurred in the special maritime or territorial jurisdiction of the United States; & 4. The Individual is less than 16 years of age. <p>(includes attempts and conspiracies)</p>	<p>B. Penalties: (18 U.S.C. § 2423(b))</p> <ol style="list-style-type: none"> 1. Statute: Max.- 30 yrs 2. Advisory Guidelines: (U.S.S.G. §2G1.3) <ol style="list-style-type: none"> a. 24- Base level b. +2- Minor in person's care c. +2- Use of a computer to persuade, etc. d. +2- Sexual Contact 30= 97-121 months

* Each of these enhancements may not apply depending on the facts of the particular case. The sentencing ranges therefore may be considerably lower.

** Sadistic or masochistic conduct involving a minor includes bondage, torture, objects being inserted into a minor's vagina or anus, anal sex, vaginal sex between an adult male and a very young minor, or any other act that is humiliating.

***A pattern of activity involving the sexual abuse of a minor means any combination of two or more separate instances of sexual abuse or exploitation of a minor by the defendant whether or not it occurred during the commission of the offense or resulted in a conviction.

**** A defendant would receive a 4 level increase for possessing 300-599 images, a 3 level increase for possessing 150-299 images, and a 2 level increase for possessing 10-149 images.

Advisory sentencing guideline ranges: Level: 18= 27-33 months; 19= 30-37 months; 20= 33-41 months; 21=37-46 months; 22= 41-51 months; 23= 46-57 months; 24= 51-63 months; 25= 57-71 months; 26= 63-78 months; 27= 70-87 months; 28= 78-97 months; 29= 87-108 months; 30= 97-121 months; 31= 108-135 months; 32= 121-151 months; 33= 135-168 months; 34= 161-189 months; 35= 168-210 months; 36= 188-235 months; 37= 210-262 months; 38= 235-293 months; 39= 262-327 months; 40= 292-365 months; 41= 324-405 months; 42=360-life; 43+ up= life.

Definitions:

1. **Minor**- individual less than 18 years of age.
2. **Child Pornography**- images of minors engaged in sexually explicit conduct, including *the lascivious exhibition of the genitals or pubic area of a minor*.

Forfeiture: (18 USC § 2253) Property used to commit or facilitate the crime, such as homes, cars, and computers.

For More Information Contact:

AUSA Mike Oliver	417-575-8110
AUSA Jim Kelleher	417-575-8168
AUSA Randy Eggert	417-575-8105
AUSA Gary Milligan	417-575-8118



www.projectsafefchildhood.gov
www.inobtr.org, www.ncmec.org

Beth Phillips, United States Attorney, Western District of Missouri
 Kathy Fincham, Project Safe Childhood Coordinator, Western District of Missouri

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE
SPRINGFIELD AREA LEGAL SUPPORT PROFESSIONALS**

The regular monthly meeting of the Springfield Area Legal Support Professionals was held August 9, 2011, at Big Whiskey's.

President Lorie Rupar, PP, PLS, called the meeting to order at 6:47 p.m. Janna Dampier, PP, PLS led the Pledge of Allegiance and read the Code of Ethics.

The minutes of the July 12, 2011, meeting were approved as printed.

Treasurer Kristen Monrotus, PLS, presented the treasurer's report.

President Lorie announced the current membership total is 42, and reported on the upcoming NALS meetings and NALS of Missouri Fall Membership Meeting.

Community Service Chairs Meagan Cheong and Kelly Markley discussed donating school supplies to the Salvation Army for the August project.

Finance Chair Melissa discussed the finance project of Sister Soups for the NALS of Missouri Fall Membership Meeting.

Legal Easel Editor Cheryl Sutton announced the deadline for the next issue of the Legal Easel is August 23, 2011.

Program Chair Melissa Sharples, PP, PLS announced the next meeting would be the annual Salad Supper to be held at the Chesterfield Park pavilion.

President Lorie called for approval of the proposed amendments to the Bylaws and Standing Rules, which had been timely submitted to the membership by email on August 1, 2011. Janna Dampier, PP, PLS made a motion to approve said amendments. The motion was seconded by Linda Cowan, PLS, and the motion carried by approval of the membership.

There being no further business, the meeting was adjourned at 7:04 p.m.

Respectfully submitted,
Melissa Sharples, PP, PLS
Secretary

President Lorie Rupar, PP, PLS

MEMBERS PRESENT:

Meagan Cheong
Linda Cowan
Janna Dampier
Marilyn Huffman
Nancy Ketron
Kristen Monrotus

Amy Owens
Lorie Rupar
Melissa Sharples
Cheryl Sutton

SALSP BOOSTER CLUB JOIN TODAY!

**UT SEMENTEM FECERIS ITA METES BOOSTER CLUB!
(AS YOU SOW SO SHALL YOU REAP)**



This space is reserved for the names of anyone who shows his or her support of the Springfield Area Legal Support Professionals by forwarding \$5.00 to SALSP Treasurer, Kristen Monrotus, PLS, 1929 S. St. Charles Avenue, Springfield, Missouri 65804! It is never too late to get your name on the list!

Melissa Sharples, PP, PLS
Georganne Hallemeier, PP
Janna Dampier, PP, PLS
Cheryl Sutton
Lisa Tanner, PP, PLS
Sharon Huff

Meagan Cheong
Mary Lou Haueter, PP, PLS
Lorie Rupar, PP, PLS
Kristen Monrotus, PLS
Jennifer Martin, PLS
Nancy Ketron, PP, PLS

Christy Wittmaier
Marilyn Huffman
Janet Higdon
Kelly Markley

Thank you for your support!

September 24, 2011
SALSP Fundraiser
Opportunities to
DONATE, WORK, or PURCHASE



Annual garage sale at the home of President Lorie Rupar on Saturday, September 24th. This is a neighborhood garage sale day, which is extremely popular every year.



If you have items to donate (no clothing), please contact Melissa Sharples or Lorie Rupar.

Your participation is appreciated!

Please join the

Springfield Area Legal Support Professionals

for its annual
Salad Supper

September 13, 2011
6:00 p.m.

at the
Chesterfield Park Pavilion
(behind Chesterfield Family Center @ Republic Road & Scenic)

Bring friends, family, lawn chairs, potluck dish,
auction item and money to bid!

Unique Kitchen Items is the auction theme - whether they are practical, functional or just decorative!

Please contact Melissa Sharples at 863-6400 or melissa@frvlaw.com
to confirm attendance and advise the type of dish you plan to bring.





NALS Foundation

Traditionally, Labor Day is a federal holiday and is often regarded as a day of rest and parties celebrated by most Americans as the symbolic end of the summer. In high society, Labor Day was considered the last day of the year when it is fashionable for women to wear white. Forms of celebration include picnics, barbecues, fireworks displays, water sports and public art events. Families with school-age children take it as the last chance to travel before the end of summer recess. Some teenagers and young adults view it as the last weekend for parties before returning to school. In the United States, Labor Day marks the beginning of the NFL and college football seasons. No matter what you are doing this Labor Day, have a Happy Labor Day and enjoy it with your family and friends.



NALS ... the association for legal professionals
New from NALS...

Education Committee

Karen McElroy, PP, PLS, NALS Education Director

In the next few weeks, many of you will be preparing to take certification exams on Saturday, September 24th. On Monday night I moderated the Nuts & Bolts webinar while Karen Jackson, PLS (VA) presented the session covering sentence structure, word usage, spelling and punctuation. As always, it was a helpful session that addressed an important area of the exams (the Gregg Reference Manual, 11th Ed.). The last Nuts & Bolts webinar session is set for Monday, September 12 with Joanne Patterson, PP, PLS, CLA (AZ) to present and discuss numbers, abbreviations and style. [Sign up now](#) so that you can do a little more cramming for the exam.

It's been a while since I sat for my certification exams, but I can remember each of them vividly. I can also remember how I studied every week and attended many, if not all, of the Online Study Group ("OLSG") sessions. There are four more OLSG review sessions that you won't want to miss---it's crunch time! Check out the [OLSG schedule](#) now because it's not only fun, but it gives you valuable assistance and reassurance so that you are prepared and able to walk into the exam room with confidence. All of your hard work and studying will pay off and then you can remember all the moments fondly and vividly when you've achieved your goal to obtain a NALS certification. See you in the study sessions and Good Luck to All of You!

September 9-10, 2011

An Indian Summer PowWow

NALS of Missouri Fall Membership Meeting at *The Resort at Port Arrowhead*, Osage Beach, Missouri.

Have a great meeting!

More CLE in the Areas that Matter.

engage
inspire
enhance
promote

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NALS

60TH ANNUAL EDUCATION CONFERENCE & NATIONAL FORUM
CINCINNATI, OHIO

REGISTRATION FEES

Early Bird (postmarked before July 1, 2011)
- Member: \$269
- Nonmember: \$369
- Educator: \$314

HOTEL INFORMATION

Hyatt Regency Cincinnati
151 West 5th Street, Cincinnati, OH 45202

Rate: - Single/Double: \$115
- Triple: \$140
- Quad: \$165

Reservations 1-800-233-1234 Group: NALS Education Conference and National Forum

Cut off date for rate: September 18, 2011

REGISTER TODAY!

www.nals.org/conferences





Getting to Know YOU!

Kristen Monrotus

Kristen was born and raised in Springfield, Missouri. *A Springfieldian!*

Kristen has been working at Courtney and Mills, LLC for one and half years. Her favorite job duty is the client interaction, which goes hand in hand with her favorite type of law being Family Law.

Her favorite saying, *“Live, Laugh, Love”*.

Kristen is married to an “awesome” man, Steve Monrotus. Together they have two children, son Riley is 12, “smart”, and daughter Emily is 10 “beautiful”. This family of four rescued two doggies, Bart and Neptune, and we do not want to forget their two fish. She also mentioned a partridge in a pear tree...

When Kristen has time off, she enjoys time with her children, relaxing and watching movies. Don’t you want to know what kind of movies...me too! Ask her next time you see her.

Kristen has been a member of SALSP and NALS since Mid 2006. She has held the positions on the SALSP Officers Board of Directors -- Secretary (2009-2010), Treasurer (2011-2012), and with the Committee Chairs --Court Observance, Bosses Night, Program, Historian, and Courtesy. Her advice to new members, “Get involved, join a committee and ask questions.” I would say that Kristen walks the talk.

She wanted you to know, “I truly appreciate each and every member of this organization. I have really found that over the past five years, my life has become filled with much love and happiness and I know that has come from the knowledge, confidence and friendships of this group. Thank you all for everything.”

What has she gotten out of her membership with SALSP ...
“Friendships, Knowledge, Connections, and Confidence.”

Sounds like categories for The Legal Easel to me...hummmm.

Springfield Area Legal Support Professionals - Windows Internet Explorer

http://www.salsp.org/

Check us out on the [www.salsp.org!](http://www.salsp.org/)

Springfield Area Legal Support Professionals

Over 50 years of service to the Springfield, Missouri legal community!

Welcome to SALSP!

The **Springfield Area Legal Support Professionals (SALSP)** joins together legal secretaries, paralegals, legal assistants, court clerks, law office administrators, and court personnel to provide continuing legal knowledge, professional and career development, and networking for those employed in work of a legal nature in the Springfield, Greene County, Missouri area.

SALSP was incorporated in 1958 as a local chapter of *NALS...the association for legal professionals* and an affiliate of *NALS of Missouri*. As a chapter of a multi-level association, SALSP members enjoy numerous opportunities for continuing legal education, professional certification, and enhancing job skills, while observing a high standards of ethics.

The focus of the association is to raise and maintain high standards of performance by members through seminars, legal training courses, and monthly membership meetings.

- Home
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- Certifications
- Newsletters
- Affiliations
- Scholarship

pro • mote | prə' mōt |

- 1 further the progress of (something, esp. a cause, venture, or aim) ; support or actively encourage : *Speciality area education helps promote advancement.*
 - give publicity to (a product, organization, or venture) so as to increase sales or public awareness : *The NALS docket is used to promote NALS members and their accomplishments.*
 - chemistry act as a promoter of (a catalyst).
- 2 (often be promoted) advance or raise (someone) to a higher position or rank : *She was promoted to senior paralegal after she was certified by NALS.*

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Suffix:

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 CLA CLAS other _____

NALS title for name badge (indicate national, state, or local)

This will be my first NALS National Conference

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City _____ State _____ Zip _____

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E-Mail Address _____

GUEST REGISTRATION

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 Nonmember \$369
 Educator \$314
 Regular (postmarked before August 1, 2011)
 Member \$299
 Nonmember \$399
 Educator \$344
 Late (postmarked on or after August 1, 2011)
 Member \$325
 Nonmember \$425
 Educator \$370
 Daily Registration \$225
 Guest* \$99
 *includes Welcome Party and Exhibit Hall

PLEASE INDICATE BELOW ANY SPECIAL TICKETED EVENTS YOU WILL BE ATTENDING

SPECIAL TICKETED EVENTS

- River Boat Cruise \$60
 (event, transportation, & gratuities included)
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 *Guest will be attending River Boat Cruise \$60
 *Guest will be attending the Recognition Lunch \$50
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(payment is due with registration)

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 Tulsa, OK 74145
 or fax with credit card payment to 918-582-5907

Please notify the NALS Resource Center (918-582-5188 or info@nals.org) of any dietary or physical restrictions you may have so that special arrangements may be made.

Payment must accompany registration form. Please do not mail the original form if faxing or registering online with credit card payment. A \$20 handling charge will be assessed for returned checks. NALS reserves the right to change speakers or modify program content. Refunds (minus \$50 processing fee) will be given for Regular and Late registrations through August 1, 2011.

**NO REFUNDS WILL BE GIVEN
AFTER AUGUST 1, 2011.**



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If you are looking for an economical way to market your company, advertise in the monthly newsletter of the Springfield Area Legal Support Professionals. Advertisers also receive a complimentary link on the SALSP website! Just complete the Advertising Agreement below, create your advertisement, and forward with the appropriate fee to the Editor. A **NALS member** or **NALS member's employer** can qualify for the NALS' Member Discount!

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<u>Size</u>	<u>Print Rate w/Website Link</u>	<u>NALS' Member or Member's Employer Discount**</u>
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† SALSP reserves the right to reduce the number of issues published in unforeseen circumstances or technical difficulties.

****For NALS' Member or NALS Member's Employer Discount, list NALS Member Name and Member Number below:**

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