



The Legal Easel

Volume 49, Issue 13

May 2010

PRESIDENT'S MESSAGE, by Lori Everhart, PP, PLS



Spring is a time for new beginnings, as we are beginning our new year! Thank you to all those who were gracious enough to volunteer their time and efforts by either accepting a Board position, or chairing a Committee. Without you, we would not exist!

This should be an exciting year with the NALS National meeting in Branson and our association hosting the NALS of Missouri Winter Meeting. I look forward to all the good things to come and hope to see you all at our Installation Banquet May 11th.

MONTHLY MEETING NOTICE

Tuesday, May 11 @ 6:00 p.m.

Join us at:

Houlihan's

for Installation Banquet of Officers

(see invitation on Page 6)

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SALSP
Board of Directors

President

Lori Everhart, PP, PLS
(417) 869-9999
lori.everhart@hkrlawoffice.com

Vice President/Membership

Lorie Rugar, PP, PLS
(417) 883-8200
lrugar@pfjmlaw.com

Secretary

Kristen Monrotus, PLS
(417) 883-8200
kmonrotus@pfjmlaw.com

Treasurer

Jennifer Martin, PLS
(417) 863-6400
jennifer@frvlaw.com

Governor

Amy Owens, PLS
(417) 883-8200
aowens@pfjmlaw.com

Parliamentarian

Janet Higdon, PLS
(417) 883-2102
jhigdon@tmannwalterlawcom

CALENDAR OF EVENTS

May

11 **SALSP Installation Banquet**



COMMUNITY SERVICE

Please contact President Lori
For additional information.

To chair this committee, please contact
President Lori.

MEMBERSHIP REPORT

By Lorie Rugar, PP, PLS

First, congratulations are in order! Help me in congratulating Amy Owens, PLS, for receiving the Springfield Area Legal Support Professionals Outstanding New Member Award. Recently at the NALS of Missouri Annual Meeting in West Plains, Amy was the recipient of the NALS of Missouri Outstanding New Member Award! Amy, you are very deserving of both awards and we thank you for your hard work and dedication to our association.

Our current membership count is 29. I am very excited about a new program introduced by the NALS Membership Committee. In an effort to assist state and local membership chairs, the membership committee is e-mailing a *Membership Tip of the Week*. This will help to assist SMCs and LMCs with new ideas and suggestions for retaining and recruiting members. We are also receiving a monthly SMC/LMC Newsletter, which I have found to contain beneficial information. I will be sharing some of the membership tips of the week in the coming months.

The **Think Big** campaign has been extended. The region with the highest percentage of increase as of January 31, 2011 wins the competition and will be awarded \$1,000 to be used in any manner at their 2011 regional meeting. **Go Region 6 (Big Red)!**

As the economy continues to pressure our efforts with recruiting, the newsletter is a valuable resource to me and other local membership chairs. I truly appreciate your support this past year as I served as your membership chairman and I look forward to serving again next year.

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

SALSP Committee Chairs

2009-2010

Bar Liaison

Melissa Sharples, PP, PLS

863-6400

Lori Everhart, PP, PLS

869-9999

Bosses' Night

Kristen Monrotus, PLS

Janna Dampier, PP, PLS

883-8200

Boss of the Year

Lorie Rugar, PP, PLS

883-8200

Certification

Nancy Ketron, PP, PLS

Community Service

Court Observance

Jennifer Martin, PLS

863-6400

Courtesy

Georganne Hallemeier, PP

883-8200

Finance

Christy Wittmaier

863-6400

Job Bank

Georganne Hallemeier, PP

883-8200

Legal Easel Editor

Melissa Sharples, PP, PLS

863-6400

Legal Secretary of the Year

Amy Owens, PLS

883-8200

Legal Training Course

Janna Dampier, PP, PLS

Nancy Ketron, PP, PLS

Kristen Monrotus, PLS

Mary Lou Haueter, ALS

883-8200

Membership

Lorie Rugar, PP, PLS

883-8200

Nominations/Elections

Christy Wittmaier

Program

Nancy Ketron, PP, PLS

881-0332

Sonya Collins

887-1155

Public Relations

GOVERNOR'S REPORT By Amy Owens, PLS

ANNUAL MEETING 2010

Several members from SALSP attended the NALS of Missouri Annual Meeting in West Plains, Missouri in April. The Friday Night welcome included some intense games of Bingo. We enjoyed pulled pork sandwiches, potato salad and dessert. Members graciously donated various items for Christos House.

The Saturday seminars were very informative. I enjoyed the seminar presented by Judge Evans and his ōwarö stories. There was tremendous interest in all of the finance items. Karen Kubiak, PLS, put together fantastic finance items to go to the scholarship fund.

Of course, members were looking forward the annual banquet on Saturday night. We enjoyed a dinner of pork with a sweet sauce, rice pilaf, steamed vegetables, salad and dessert. The new NALS of Missouri Board of Directors were sworn in. The following are the newly installed officers:

Rebecca Pruettt, PP, PLS-President
Karen Kubiak, PLS- President-Elect
Delores Champ, PP, PLS -Secretary
Christy Wittmaier -Treasurer
Marcia Cottrell, ALS-Education Director
Joyce Bassett, PP, PLS-Marketing Director
Lori Everhart, PP, PLS -Membership Director

Congratulations to the new board! I want to send out a special congratulations to Christy Wittmaier and Lori Everhart, PP, PLS for being on the board. We are proud of you!

During the banquet, the winner of the Award of Excellence was announced. Congratulations to Debbie Jackson, PP, PLS from Franklin County.

At the Sunday brunch, the winners of the scholarship, local membership chair, outstanding new member and chapter achievement were announced.

SCHOLARSHIP

Winner- Central Ozarks LSA-Elizabeth Lake

1ST runner-up from KCLSA

2nd runner up Franklin County

LOCAL MEMBERSHIP CHAIR

Karen Kubiak, PLS

OUTSTANDING NEW

MEMBER

Amy Owens, PLS

CHAPTER ACHIEVEMENT

3rd place-Central Ozarks LSA

2nd place-Franklin County

1st place-KCLSA



GOVERNOR'S REPORT By Amy Owens, PLS

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

September 10-11, 2010

The 2010 Fall Meeting will be hosted by Heart of America Legal Professionals Association on September 10-11, 2010. The meeting will be held in Kansas City at the Plaza Marriott, room rates are \$115 per night and you can contact the Marriott at (816) 531-3000. Room reservation deadline is August 20, 2010. Registration deadline is August 20, 2010 and registration cost is \$60. Items will be donated to benefit Motherø Refuge which is a program for homeless pregnant teens and new mothers.

July 15-18, 2010

2010 NALS Region 6 Annual Meeting and Educational Conference will be held in Pearl, Mississippi at the Hilton Garden Inns. Room rates are \$99 per night and you can call for reservations at (601) 933-1174, cut off for the room block is July 5, 2010. Registration is \$125.

October 2010

NALS Annual Education Conference and National Forum will be held in Branson, Missouri at the Chateau on the Lake on October 21-24, 2010. Registration is \$269 and deadline is August 1, 2010.

SCHOLARSHIP

by Melissa Sharples, PP, PLS

Our scholarship recipient was Holly Plunkett, member of SALSP.

Congratulations, Holly!



You Are Cordially Invited to the
Annual Installation of Officers Banquet
of the
Springfield Area Legal Support Professionals

Houlihan's
Glenstone & Kearney
Springfield, Missouri

May 11, 2010
6:00 p.m.

Spouses and Employers are welcome

Come share in this special evening which honors both
those who have served us so well during the past
and those who have been chosen to lead us in the coming year.

Please RSVP to Melissa or Christy
melissa@frvlaw.com or christy@frvlaw.com

HELP WANTED....

Litigation Paralegal

Lowther Johnson Attorneys At Law, LLC located in down town Springfield Missouri has an immediate opening for a Litigation Paralegal. The ideal candidate will have a minimum of 3 years experience in both personal injury and family law.

Daily duties will include: Drafting Pleadings, Discovery / Answers, Scheduling Depositions, Creating Exhibits, Calendaring, Motions Filing / Answering, Medical Chronologies, Deposition Transcript Summaries, Extensive Client Contact / Customer Service Skills

Requirements: Previous paralegal experience working in the areas of personal injury and family law. Should be proficient in use of Excel and Word. Should be detail oriented, highly organized and self motivated. Should have the ability to complete short term tasks and long term goals in a timely manner without the need for supervision.

Lowther Johnson Attorneys At Law, LLC

901 St. Louis St, 20th Floor

Springfield, MO 65806

Phone: (417) 866-7777

Fax: (417) 866-1752

CONTACT INFORMATION

To post a free employment listing, please contact Georganne Hallemeier, PP, at 883-8200 or ghallemeier@pfjmlaw.com

Energize

Missouri Appliance Rebate Program

Energize your savings with rebates on ENERGY STAR® qualified appliances. Starting April 19, 2010, Missouri residents are eligible to receive rebates up to \$575 on ENERGY STAR qualified appliances. ENERGY STAR qualified appliances are designed to use 10 to 50 percent less energy than standard appliances, resulting in savings for the consumer, as well as reduced emissions of greenhouse gases and pollutants.

Once you have decided which ENERGY STAR appliance you would like to buy, you may reserve your rebate amount at a participating retailer or installation contractor on or after April 19. You may also reserve your own rebate online at this site beginning April 21.

For specific products and more information, go to:

<http://missouriappliance rebate.com/>

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 on April 13, 2010, at McSalty's Pizza in Springfield, Missouri.

President Lori Everhart, PP, PLS, called the meeting to order at 6:19 p.m. There was a quorum present.

Amy Owens, PLS, led the members in the Pledge of Allegiance and read the Code of Ethics.

The minutes from the March meeting were e-mailed to membership prior to the meeting.

Correspondence from Canines and Cats Animal Shelter was presented.

The treasurer's report was not available. No bills were submitted for reimbursement.

Lorie Rugar, PP, PLS, Vice President and Membership Chairman, reported 29 current members. A roster will be forthcoming. A membership packet has been sent to the new secretary for attorney Rick Muenks.

Governor Amy Owens, PLS, reported that next weekend is the NALS of Missouri Annual meeting in West Plains, Missouri. Registration deadline has passed. The Region 6 Meeting will be in Mississippi in July. The NALS of Missouri Fall Membership Meeting will be held in Kansas City, September 10-11, 2010. The 59th Annual Education Conference and National Forum will be held in October in Branson, Missouri.

Christy Wittmaier read the nominations of the 2010/2011 SALSP Board of Directors, which are as follows: Lori Everhart, PP, PLS, President; Lorie Rugar, PP, PLS, Vice President; Nancy Ketron, PP, PLS, Secretary; Jennifer Martin, PLS, Treasurer; Mary Lou Haueter, PLS, Governor. President Lori Everhart, PP, PLS presented the 2010/2011 SALSP Board to present membership.

Bar Liaison Lori Everhart, PP, PLS discussed the monthly meeting assistance of the SMBA that have been requested of our organization. The next meeting is April 21, 2010. There was a discussion regarding the SALSP sponsoring a SMBA monthly meeting, with a cost of \$250 to the organization. Any questions regarding the SMBA Justice Project, which was discussed by SMBA President, Brian Hamburg, prior to the meeting, may be addressed to President Lori Everhart, PP, PLS. This Friday, April 16, 2010, is National Healthcare Directive Day at the Library Center from 10:00 a.m. to 6:30 p.m. Volunteers are needed to witness and notarize signatures.

Certification Chair Nancy Ketron, PP, PLS, announced that Mary Lou Haueter, PLS, and Sonya Collins will be sitting for upcoming exams.

Finance Chair Christy Wittmaier discussed the finance items for Annual Meeting.

Melissa Sharples, PP, PLS, editor of *The Legal Easel*, announced that the deadline for the May issue of *The Legal Easel* is April 30, 2010.

Melissa Sharples, PP, PLS, announced that the local scholarship winner, Holly Plunkett, has been submitted to the state for consideration.

Melissa Sharples, PP, PLS, announced that the committee for the NALS of Missouri Winter Membership meeting will meet on June 1, 2010.

Continued on Page 9

The meeting was recessed at 6:40 p.m. and reconvened at 7:06 p.m.

Nancy Ketron, PP, PLS, proposed the idea of the membership donating items and holding a garage sale as a fundraiser.

A discussion was held regarding attending a Springfield Cardinals baseball game. It was decided that an e-mail would be sent to membership to get a head count on who would be interested in attending and how many tickets they would be able to sell before a decision would be made to commit to a game.

A sign-up sheet for 2010/2011 committee chairs was passed around to members in attendance.

There being no further business, the meeting was adjourned at 7:26 p.m.

Kristen Monrotus, PLS

Secretary

“Safe at Home” Gives Domestic Violence Survivors Tool for Protection

In just the first four months of 2010, Missourians have reported more than 7,000 cases of domestic violence. That means, on average, there are almost 65 incidents a day. Ten of those victims died. Unfortunately, far too many Missourians have first-hand knowledge about the impact of domestic violence, either in their own lives or from someone they know.

April is Sexual Assault Awareness Month, so it's especially appropriate to make sure you know about Missouri's *Safe at Home* program, which gives survivors of domestic violence, sexual assault, rape or stalking an important way to better protect themselves from future attacks. *Safe at Home* provides victims with a substitute mailing address to use when creating new records with state and local government agencies and the courts so victims can keep their home address secure and confidential. This designated mailing address is important because it stops giving abusers easy access to their victims through information found in government documents. The address also can be used to receive first class, legal and certified mail.

Today there are over 600 participants in the *Safe at Home* program, and more than 700 Missourians have been served since August 2007. Those who use this protection come from all walks of life: they could be your sister, co-worker, neighbor, or friend. And the program not only benefits survivors, it also can help parents or guardians protect children.

The feedback from Missourians we serve is a reminder about what a difference *Safe at Home* makes in people's lives. As one participant said, "The first peace I have known since my abuse was when I enrolled in your program." Another added, "I've been hiding out for years, and your program will help me just live my life."

The process for signing up for *Safe at Home* is simple and begins by meeting with an Application Assistant who will explain the program and help with the necessary paperwork. Application Assistants are located throughout the state – you can find one near you by going to the *Safe at Home* website, www.MOSafeAtHome.com or by calling my office at (866) 509-1409.

If you or someone you know has been the victim of domestic abuse, sexual assault, rape or stalking, please take a minute to learn more about this program, because everyone deserves to feel *Safe at Home*

Advertising Rates for The Legal Easel

The Legal Easel is distributed on a monthly basis to SALSP members, comprised of legal secretaries, paralegals, legal assistants, and other legal support professionals.

Advertisements will be run in 12 monthly issues of *The Legal Easel*. Advertisements should be in color, camera-ready, or available in .jpg or .pdf form. A link to advertiser's webpage from SALSP's website will be added on the SALSP "Links" page. Advertisers will receive a complementary electronic version of *The Legal Easel* for each issue the ad is published.

For an advertising contract and more information, contact Melissa Sharples, at 863-6400, or by email at

Advertising Rates	Non-member Print Rate w/ Website Link	Member Print Rate w/ Website Link
Full Page 7" w x 9.5" h	\$100.00	\$75.00
1/2 Page 7" w x 4.75" h	\$75.00	\$50.00
1/4 Page 3.5" x 4.75" h	\$50.00	\$35.00
1/8 Page 3.5" W x 2.375" h	\$35.00	\$20.00

Have You Changed Jobs, Moved.....

...or simply need to update your membership contact information?

To make sure you receive your newsletter and special announcements from SALSP, please let us know when your contact information changes. Please contact

Lorie Rupar, PP, PLS

lrupar@pfjmlaw.com

Pratt Fossard Jensen & Masters

883-8200

3432 Culpepper Court, Suite A

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