

**LEGAL STAFF PROFESSIONALS OF SOUTH CAROLINA
MINUTES OF THE SPRING MEMBERSHIP
MEETING FOR 2011-2012
MAY 1, 2011
GREENVILLE, SOUTH CAROLINA**

President, Tara Jean Prevatte, Certified PP, PLS called the Spring Membership Meeting of the Legal Staff Professionals of South Carolina for the year 2011-2012 to order on Sunday, May 1, 2011 at 9:30 AM.

President Tara reminded everyone to check in with Credentials Chairman. She also reminded everyone to turn off all cell phones and beepers. Each chairman or member who gives a report was asked to please come to the lectern. All members addressing the meeting should stand; give their name, certification and chapter. The Thought for the Day was given by Deborah Reynolds and Sarah Wallace sang a hymn. The Pledge of Allegiance was lead by Lois J. Belle, Certified PLS, Functional Director of Membership. The NALS Code of Ethics was presented by Robin C. Deming, Functional Director of Education. President Tara Jean Prevatte, Certified PP, PLS introduced herself, welcomed everyone to the meeting and thanked Hilton Head members for the hard work and effort in preparing for the weekend.

All of the past Presidents in attendance were acknowledged. Tara also recognized all of our first time attendees.

The officers of LSPSC for 2011-2012 were introduced: President-Elect, Stephanie A. Saporita, Certified PLS; Functional Director-Membership, Lois J. Belle, Certified PLS; Functional Director-Marketing, Frances C. Powell, Certified PP, PLS; Functional Director-Education, Robin C. Deming; Functional Director-Certification, Camilla G. Pitman, CMC, Certified PLS; Treasurer, Elisa V. Chaney, Certified PP, PLS; Secretary, Jan W. Berger, ALS; and Immediate Past President/Parliamentarian, Jamie I. Early, Certified PP, PLS.

PRESIDENT'S REMARKS

President Tara thanked everyone for their support and presented her theme for the year, "Pieces of the Puzzle," recognizing that all LSPSC members represent a piece of the overall puzzle and when one piece is missing, the puzzle is not complete. To illustrate how important each member is to the association, President Tara provided each member with a piece of a puzzle and encouraged them to place their piece on a large jigsaw puzzle outline which created the shape of South Carolina with the LSPSC state emblem in the middle of the puzzle. President Tara emphasized how members, like pieces of the puzzle, are unique in their own ways and bring to the association many different personalities and talents. President Tara closed her comments by sharing her goals for the year which include an increase in members and more membership participation in the association.

BUSINESS MEETING

President Tara reminded members that any member of LSPSC may make motions, second motions, and enter into discussions. All motions should be reduced to writing, and Jamie I. Early, Certified PP, PLS, Parliamentarian has forms for that purpose.

Sharon K. Wotherspoon, Certified PLS reported that there were 24 members present and 13 represent a quorum. Sharon declared a quorum present.

Everyone was provided with the consent agenda packet of items that were approved by the Board. The packets included the 2011-2012 Budget, the 2011-2012 Calendar and the 2011-2012 Committee List. The items in the consent agenda were approved by consent.

Tara called Jamie Early to the podium to present her with her President's Plaque and thanked Jamie for her service, her friendship and her leadership.

Tara reminded the members if they are not receiving their @Law or Spotlight to contact NALS and make sure LSPSC has their correct email address. Change of address forms can be downloaded from the NALS website through the members log in page. The Spotlight deadline is May 20, 2011 and any reports should be sent to Patti Bernier Byers.

The officer's retreat is scheduled for June 25-26, 2011. The Handbook will be updated and is scheduled to be completed by June and sent to the members. Any changes need to be sent to Deborah Brown before the deadline. All nominations for NALS Award of Excellence are due today. NALS is also still waiving dues for anyone who is in need.

The Board also discussed our charitable donations, community service and projects and Tara would also like to see our association able to make monetary donations to different organizations throughout the year and will present that to the membership in more detail at the summer meeting. Individual members will also still be able and are encouraged to make personal donations.

Report from Elected and Appointed Officers:

President-Elect: Stephanie A. Saporita, Certified PLS.

Stephanie asked the chapters to copy her on any changes to the handbook. Stephanie also noted that since Elisa had not yet been installed as Treasurer, she will continue to serve until Elisa could be installed in June.

Secretary: Jan W. Berger, ALS

Jan thanked the membership for allowing her to serve and promised to work on transferring the remaining records to the flex drives for more accessibility for the Board and members.

Treasurer: Elisa V. Chaney, Certified PP, PLS.

Absent, no report. Tara announced that the cash incentives would continue for the 2011-2012 year.

Immediate Past President: Jamie I Early, Certified PP, PLS.

No report.

Annual Meeting 2012 (Orangeburg): Mary Kay Oliver

Absent, no report.

Award of Excellence: Sharon K. Wotherspoon, Certified PLS.

Sharon asked that all previous recipients of this award to please email her their name and year they received such award so that she could compile a list to be published in the Handbook. This was discussed and approved at the annual meeting.

FD-Certification: Camilla G. Pitman, CMC, Certified PLS.

Camilla thanked the membership for allowing her the opportunity to serve on the Board and is looking forward to the year ahead. Camilla told the membership that her first introduction to LSPSC was a training opportunity and encouraged all of the members to consider obtaining a certification offered by NALS. Camilla also encouraged members to apply for the CLE awards as well take advantage of the online study courses.

Community Projects: Jimi L. Bullard, ALS.

Absent, no report.

Continuing Education: Robin C. Deming.

Robin announced that one of the speakers in August will speak on ethics and asked that members email her any suggestions they may have for future speakers and seminars.

Credentials: Myra Culbertson

Absent however Tara thanked Sharon Wotherspoon for filling in for today.

Employment: Tamme A. Suggs, Certified PLS

No report.

Finance: Carlene Kilgore, Certified PLS and Susan P. Olmstead, Certified PLS.

The theme for the summer meeting will be "Hot Times in the City."

Financial Review: Paula M. Taylor, Certified PLS and Chrisanne T. Porter, Certified PLS.

No report.

Handbook: Deborah League Brown, Certified PLS, and Jamie I. Early, Certified PP, PLS.

Deborah announced that the deadline for any changes or additions to the handbook is May 10, 2011 and asked that the chapters please update their information as well.

Historian: Jamie I. Early, Certified PP, PLS.

No report.

Marketing/Bar Liaison: Frances C. Powell, Certified PP, PLS.

No report.

Membership: Lois J. Belle, Certified PLS.

Lois thanked the membership for the opportunity to serve on the Board for this year. Lois also thanked the members for sending her to Tulsa and gave a brief report on the activities and membership incentives NALS is promoting this year. NALS is continuing the Think Big campaign; however, they are also would like to Build Foundations for the Future and Lois discussed each of these campaigns. Lois also reminded the members that NALS will waive your dues if you recruit five new members. You can receive a NALS store credit in lieu of paid dues to use toward the purchase of books or exam fees. Lois also announced that LSPSC received an ATM grant for membership and those funds will be applied toward a membership drive to be held at a later date. Lois also passed out packets to go to the local membership chair in each chapter.

NALS Foundation: Naomi W. Nation, Certified PP, PLS, CLA.

Naomi gave a background of the Foundation and its function so that the members would be more aware of its purpose. Naomi also announced the scholarships and awards the Foundation presented last year and gave deadlines to apply for the current available grants.

Nominations and Elections: Sharon K. Wotherspoon, Certified PLS.

No report.

Publications Editor: Patricia Bernier Byers.

Spotlight deadline is May 20, 2011.

Scholarship. Sarah Wallace.

No report.

Scrapbook: Paula M. Taylor, Certified PLS and Chrisanne T. Porter, Certified PLS.

Chrisanne asked the members to please send her pictures of the weekend and any other pictures they would like to share. Tara thanked everyone for bringing their scrapbook to share.

Standing Rules and Bylaws: Jamie I. Early, Certified PP, PLS.

No report.

Technology: Yvonne A. Fortner, Certified PP, PLS.

No report.

Tara reminded the members of the upcoming Region 4 meeting in Florida on July 22 through July 24, 2011. Tara also reminded members that all forms and information were available online. The Summer Membership Meeting will be at Nelson Mullins in Columbia on August 13, 2011.

UNFINISHED BUSINESS:

Membership Meeting Sites 2011 – 2012

NALS Region 4 Conference – July 22 – 24, 2011
Sandestin Golf and Beach Resort, Destin FL

LSPSC Summer Membership Meeting – August 13, 2011
NMRS, Columbia, SC

NALS 60th Annual Education Conference and National Forum – October 13 – 16, 2011
Cincinnati, OH

Annual Meeting Sites:

2012 – Orangeburg, SC sponsored by Legal Staff Professionals of Orangeburg

2013 – Spartanburg, SC sponsored by Spartanburg County Legal Staff Professionals

2014 – Charleston, SC sponsored by Legal Staff Professionals of the Low Country

2015 – Columbia, SC sponsored by Legal Staff Professionals of the Midlands

2016 – Greenville, SC sponsored by Legal Staff Professional of Greenville

2017 – Hilton Head, SC sponsored by Hilton Head Legal Staff Professionals

The premium prize for the summer membership meeting will be provided by Legal Staff Professionals of Orangeburg.

There being no further business to come before the membership, and no objection, the Spring Membership Meeting of LSPSC of 2011-2012 was adjourned.

Respectfully Submitted,

Frances C. Powell, Certified PP, PLS
Acting Secretary

Approved:

Tara Jean Prevatte, Certified PP, PLS
President