



**Minutes from the
Executive Committee Meeting of the
Asheville Area Paralegal Association
Friday, March 28, 2008**

The meeting was called to order at 12:45 p.m. by president, Melanie Miller, at The Mediterranean Restaurant. Present were Kitty Brendell, Carolyn Timmons, Linda Johnson, Joan Vogt, Dawn Fieler and Melanie Miller. A quorum was present.

The Treasurer's report of the main Checking account shows a beginning balance of \$679.22; total disbursements of \$1,975.08; deposits of \$3,094.00 [which includes a transfer of \$2,500.00 from the Scholarship Fund (savings account) to the Checking account]; and, an ending balance of \$1,798.14, as of March 26, 2008.

Additionally, the Scholarship Fund shows a beginning balance of \$8,147.03; a single disbursement of \$2,500.00 (being the transfer of funds to the Checking account); interest earned of \$25.34; and, an ending balance of \$5,672.37, as of March 26, 2008.

Total combined funds in the two BB&T accounts are \$7,470.51.

The Membership Committee report was made by chairperson, Dawn Fieler. By the time of this meeting, we have 61 members, including 4 students. Kitty passed out an updated membership roster.

No report was presented by the **Programs Committee**.

No report was presented by the **Publicity Committee**.

No report was presented by the **Fundraising Committee**. However, Melanie announced that new member, Victoria Townley, has volunteered to work on the Fundraising Committee.

The Scholarship Committee report was made in person by Carolyn Timmons, who raised the question of how best AAPA might reach out for more applicants for the scholarship funds that are available. It was suggested that the Committee make a presentation to directors of college programs; and, to e-mail Judy Rudolph to remind her about the availability of the scholarships.

The next topic of discussion was the upcoming elections of officers at the Annual Meeting in April and what will be needed for that meeting:

- Ballots – to be made by Melanie;
- A current roster of the membership;
- The proposed budget for approval by the membership; and,
- The Treasurer's financial reports

The topic of officer elections was followed by an update on the seminar AAPA is sponsoring on April 17: expenses will include travel and overnight accommodations for at least one of the speakers, as well as refreshments for attendees. The conference room at the VanWinkle law firm is being made available free of charge. The seminar has been approved for 3 hours of general CPE credit by the NC State Bar.

Our upcoming community service project is Women Build, in conjunction with Habitat for Humanity, on Saturday, April 19, from 8:00 a.m. until 3:00 p.m. Melanie will send out an e-mail with details at a later date.

The question was raised regarding the status of the salary survey. Linda Johnson offered that she has sent the results to Christel, who has compiled the results and should have them available for viewing on the AAPA website. Beth Stallings is preparing and will be sending out via e-mail a membership survey to help us determine what direction the membership would like to see AAPA take, what topics are of interest for future meetings, etc.

There being no further business to be discussed at this time, the meeting was adjourned at 1:30 p.m.

Respectfully submitted,

Joan

Joan Vogt, Secretary