



**Minutes from the
Executive Committee Meeting of the
Asheville Area Paralegal Association
Friday, June 27, 2008**

The meeting was called to order at 12:10 p.m. by president, Linda Johnson, at The Mediterranean. Present were Kitty Brendell, Carolyn Timmons, Mary Burnette, Linda Johnson, Beth Stallings, Lawrel Banks, Joan Vogt, and Melanie Miller. A quorum was present.

The Treasurer's report of the main Checking account shows a beginning balance of \$1,621.76; total disbursements of \$2,428.75; total deposits of \$4,826.00, including a transfer of \$1,500.00 from the savings account; and, an ending balance of \$4,019.01 as of June 27, 2008.

Additionally, the Savings account shows a beginning balance of \$5,716.55; a disbursement of \$1,500.00 transferred to the checking account; interest earned in the amount of \$18.53; and, an ending balance of \$4,235.08, as of June 27, 2008.

Combined funds from the two BB&T accounts total \$8,254.09.

Expenses for the Annual Banquet totaled \$2,576.71. Total amount collected at the Banquet was \$330.00.

The Membership Committee report was brief, as the committee has not met. Effective June 1, 2008, Melanie Miller will take over as Chair of the committee. The committee will be meeting on Friday, July 7.

The Programs Committee report was presented in print and summarized by Lawrel Banks. The committee met on June 6 to discuss potential programs and topics. An additional topic of discussion by the committee was scheduling all membership meetings at lunchtime due to poor attendance at the evening meetings. It was suggested during this EC meeting that we try holding an evening meeting once a quarter; Melanie made the motion to hold the evening

meeting the last month of each quarter, beginning with the September meeting. The motion was seconded by Mary Burnette. Additionally, different locations were discussed for possible meeting places: Magnolia's and Cornerhouse (old S&W Building). Magnolia's has been scheduled for the July and August meetings.

The Programs committee also finalized the agenda for the Fall seminar, to be held on September 12, 2008, at the VanWinkle Law Firm Starnes conference room. It will include presentations by a LexisNexis representative regarding online Legal Research; Rod Kight, Esq. on Corporate Bankruptcy; and, a panel discussion on ethics issues.

Scheduled speakers for the monthly membership meetings are as follows:

- August 7 @ 11:30 a.m. – Beth Brown of On Track Financial: "Making the Most of Your Financial Situation";
- September 4 @ 5:30 p.m. – Glen Edward Chapman: "Wrongful Convictions and Navigating Appeals";
- October 2 @ 11:30 a.m. – Terry Bellamy, Mayor of Asheville; and,
- December 4 @ 5:30 p.m. – Members' open discussion

The Publicity Committee report was presented in writing and was summarized by Beth Stallings. June meeting notices were posted to the MAIN on-line calendar and submitted for publication in the *Mountain Express*, the *Asheville Citizen-Times*, Waynesville's *The Mountaineer* and the *Black Mountain News*.

Announcement of Carolyn Timmons' appointment to the Council of LAD of the NC State Bar and information about the upcoming AAPA Fall Seminar were submitted for publication in appropriate media.

A summary of the results of the member interest survey was posted to the AAPA website and e-mailed to the membership.

The AAPA website has been moved to a new webhost. The Members' forum is still not available for access due to "bugs", but Christel Burris is working on it.

The Fundraising Committee report was presented by Katie Gates via e-mail. The committee is pleased to report that \$3,500.00 has been raised through sponsorship funds. Dorinda Watford and Victoria Townley are working on giving thank-you gifts to the sponsors.

The Scholarship Committee report was presented in writing and summarized by chair, Carolyn Timmons. E-mails have been sent to Financial Aid Offices of area colleges and community colleges to remind them of the availability of our scholarship. Information has been sent to two high schools following phone requests from them.

There was some discussion regarding the possibility of a link to AAPA's scholarship application being placed on schools' websites. Also, the possibility of AAPA hosting an event for students enrolled in paralegal programs was discussed briefly. There was also brief discussion regarding opening up the scholarship to persons wanting to become certified as an NCCP, a CLA, etc.

It was suggested in this EC meeting that Carolyn prepare press releases for Beth to submit to the *Carolina Paralegal News* and the Buncombe County *Bar Briefs*.

Bele Chere update –

At this point in time, AAPA's participation at Bele Chere is up in the air due to the approval of its application for a permit to sell alcoholic beverages, which hinges on its non-profit status. Also, we need more volunteers signed up.

Beth mentioned the possibility of selling sunscreen wipes as a fundraiser. The EC decided not to try it this year, but it may be an idea for next year.

Sponsorship of the North Carolina Association of Women Attorneys –

Discussion was had regarding AAPA's sponsorship of the NCAWA at its 30th Anniversary Annual Conference to be held at the Crowne Plaza Hotel in Asheville on October 2-4, 2008. For a fee of \$250 and an item to be donated for the silent auction, AAPA can host an exhibitor's booth at the conference. Kitty will check with Annika Brock to confirm it's not too late for AAPA to apply as an exhibitor. Beth made a motion to sponsor a booth; Carolyn and Melanie seconded. All were in favor; the motion carried.

The final topic for discussion was the purchasing of AAPA polo shirts. It was suggested that a small group be appointed to pick the polo shirt to be purchase. That group will consist of Beth, Melanie, Lawrel and Kitty.

Since the normal date for the July meeting will be the first day of Bele Chere, it was decided that our next EC meeting will be held the Friday before, July 18, at noon.

There being no further business to conduct, the meeting was adjourned at 1:10 p.m.

Respectfully submitted,

Joan Vogt

Joan Vogt, Secretary