

**Minutes from the Monthly  
Board of Directors Meeting of the  
Asheville Paralegal Association  
Thursday, April 30, 2009**

**Offices of Pisgah Legal Services**

The meeting was called to order at 12:10 p.m. by president, Linda Johnson. Present were Linda Johnson, Jenny Iaquinto, Candice Blakeslee, Kitty Brendell, Aundrey Freeman, Beth Stallings, Melanie Miller, Carol Rogers, Mary Burnette, Joan Vogt, Lawrel Banks, and Alice Hudson. A quorum was present.

The **Treasurer's reports** were reviewed and summarized by Carol:

The AAPA Main Checking Account showed a beginning balance of \$737.89, as of April 1, 2009; a single deposit of \$85.43 transferred from the Savings Account in order to pay bills; total disbursements of \$534.92; and, an ending balance of \$288.40, as of April 29, 2009.

The AAPA Savings Account showed a beginning balance of \$85.13, as of April 1, 2009; interest earned in the amount of \$.30; a single transfer of \$85.43 to the AAPA Main Checking account; and, an ending balance of \$0.00, as of April 29, 2009.

The AAPA Bele Chere Savings Account #2 showed a beginning balance of \$500.00, as of April 1, 2009; a deposit of \$.05 interest accrued for March; no disbursements; and, an ending balance of \$500.05, as of April 29, 2009.

The new Asheville Paralegal Association Main Checking Account showed a beginning balance of \$2,232.94, as of April 1, 2009; deposits totaling \$2,031.00; no disbursements; and, an ending balance of \$4,263.94, as of April 29, 2009.

With the closing of the AAPA Savings Account, the Association now has three open accounts. Kitty suggested that Carol begin transferring funds from the Bele Chere Savings Account #2 into the AAPA Main Checking Account and continue to draw it down until the funds are depleted, at which time that account may be closed and Carol can begin to write checks on the new APA Checking Account.

**Membership Committee report** was presented by Melanie Miller, Membership Committee chair. As of April 27, we have 68 members. We welcome the following new members:

Michelle Baker  
Lynn McKellar

Candice has also received several faxes from "goodie bag" recipients requesting information about APA.

**Programs Committee report** – the written report submitted by chair, Lawrel Banks, informs of the swapping of speakers between May and July Membership meetings due to scheduling conflicts: Michael Miller will be our guest speaker at the meeting on May 7; Ruth Smith will be our speaker at the meeting on July 2.

The **Publicity Committee report** was summarized by committee chair, Beth Stallings, who will be turning over the helm to Jenny Iaquinto, as of May 1, when Beth begins her duties as Secretary.

- The committee has been busy with assembling and distributing “goodie bags” to paralegals/legal assistants/legal secretaries at area law firms and offices;
- A press release will be going out to publicize the results of our officer elections;
- Jenny suggested that, for the nominal fee of \$100, APA can sponsor a booth outside of the Paralegal Division CPE program to be held on Saturday, June 27 at the NC Bar Association’s Annual Meeting being held at the Grove Park Inn.

Victoria could not be present at today’s meeting but provided the **Fundraising Committee report** in writing. The committee has a list of potential sponsors and letters will be sent out to them in the very near future. We have two new sponsors: Roberts & Stevens, P.A. and Miller, Marshall & Roth.

The **Scholarship Committee report** was submitted in writing by chair, Carolyn Timmons. The Susan Russo Scholarship was awarded to Carole Lee Shuford at the Annual Meeting of the membership held on April 2.

The committee will meet within the next few months to review and consider changes to the scholarship application. Board members are asked to submit to the committee any changes they would like to have considered. The revised application will then be submitted to the Board for its review.

The **Governance Committee report** was submitted in writing and summarized by Kitty Brendell. Association income taxes have been paid in full through tax year 2008. Form 990 will be filed by Cathy Dias. There has been no further correspondence from the IRS concerning the status of our 501(c)(6) application.

The membership **Salary Survey** has been completed and the results have been e-mailed to the members. The results have also been posted to the Association’s website.

The AAPA / APA promotional products are currently located at the offices of Broker & Hamrick. Linda inquired if other Board members might have storage space for them.

Since the Association’s non-profit status is still up in the air, so is our participation in Bele Chere this year. The deadline for submitting an application to host a booth at Bele Chere was the week prior to this meeting.

Candice raised the question of whether or not a Board member needs to get the Board's approval before incurring any expenses on behalf of the Board and/or the Association.

Next month's Charity-of-the-Month is **A Hope Center**. Aundrey will be responsible for collecting and delivering donations to the Center.

Beth asked to re-visit the topic from last month's Board meeting regarding "getting back to basics", and she suggested the possibility of having a once-a-quarter networking meeting, to give members the opportunity to network with other members working in the same practice area(s). Linda suggested that perhaps this could be done during the quarterly evening meetings, in lieu of having speakers. This idea was met with approval by the Board. The next evening meeting available for trying this out will be September's meeting.

New officers will be sworn in by outgoing president, Linda Johnson, at the next membership meeting (May 7).

There being no further business to be discussed, the meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Joan Vogt

Joan Vogt, Secretary