



Minutes  
Board of Directors Meeting  
Asheville Area Paralegal Association  
January 31, 2011

Law Office of David Gantt

The meeting was called to order by President Lawrel Banks at approximately 12:30 p.m. Those present in addition to President Banks were:

Terri Blackburn, President-Elect  
Candice Blakeslee, Vice-President  
Barbara McDaniel-Bowker, Secretary  
Sandy Carter, Asst Secretary  
Melanie Miller, Chair, Membership Committee  
Aundry Freeman, Treasurer  
Tianna Kampka, Asst Treasurer  
Carolyn Timmons, Scholarship Committee Chair  
Jenny Iaquinto, Website Committee Chair

Chair Miller moved the minutes of the November meeting to be approved. President-Elect Blackburn seconded the motion. A vote was taken and the motion was unanimously approved.

**Treasurer's Report:**

Treasurer Freeman submitted Reports for December and January. President Banks thanked President-Elect Blackburn for helping to re-cover over-draft fees charged to the checking account in December. Treasurer Freeman and President-Elect Blackburn now have the checking account for the AAPA set up for overdraft protection. President Banks asked what the "X's" next to certain items on the Treasurers Report were for. Treasurer Freeman stated that those were the ones that BB&T charged overdraft fees for in December. Chair Miller inquired as to why Chrystal is still charging us for the web-site. Chair Iaquinto stated that Chrystal will still be hosting the web-site and will charge an annual fee for this action. Richter is a Designer not a Host. A few members inquired about the \$30 charge from Constant Contact. There is an annual fee for this service. Treasurer Freeman will keep an eye on February's Invoices to make sure we are not billed on a monthly basis for this service instead of annually. Asst. Treasurer Kampka asked what to do in regards to the no-shows that ordered lunch for the January

monthly meeting and didn't show or pay. After minor discussion it was agreed to send those persons an email informing them they owe for this charge. Treasurer's report was entered into the record.

**Programs Committee:**

Chair Blakeslee asked for recommendations for up-coming speakers at round table events. President Banks suggested an AAPA Member lead event. Chair Blakeslee requested from the Board "what does the Programs Committee need to do to prepare for the Annual Membership meeting". The new location, Fiore's, worked great and everyone seemed to enjoy the food and the presentation. AAPA's Spring Seminar will be held April 29, 2011. It will be a full-day event. Chair Blakeslee suggested that the gap in the member and non-member charges for this event be widened somewhat. This would help to entice people to become members. Also, the people who attended the Fall Seminar will be allowed a discount to the Spring Seminar. Programs Committee report entered into the record.

**Fundraising Committee:**

The Van Winkle Law Firm renewed its sponsorship. The Fundraising Committee has not been able to meet due to weather conditions. Fundraising Committee Report was entered into the record.

**Scholarship Committee:**

No new business.

**Website Committee:**

Chair laquinto presented different logos for the up-coming web-site. A vote was held and it was decided to use the logo that has the mountains. This logo is clean and simple. President Banks suggested that the promo items be handed out at the Spring Seminar. A Website Report was entered into the record.

**Membership Committee:**

Chair Miller announced we have over 40 member and 3 new members as of today. The membership report was entered into the record.

**Publicity Committee:**

No report was submitted.

**Governance Committee:**

Chair Blackburn received a check from Treasurer Freeman for the application fee for Bele Chere. The first preference is a beverage station, trailer, and last, the satellite station. Chair Blackburn announced she will NOT be in town the weekend of Bele Chere. A Governance Report was entered into the record.

**Old Business:**

There was no December Board meeting due to weather conditions.

**New Business:**

Chair Timmons has been approached by the NC Bar for an AAPA sponsorship CPE. This event is to be held on June 24<sup>th</sup> & June 25<sup>th</sup>. Chair Timmons first concern was it could not conflict with the AAPA Spring Seminar. The sponsorship cost for this event will be \$100.00. It was unanimously voted to participate in this event. It was agreed that it is a great networking experience.

Chair Miller was approached by Robert Deutsch's office for a link to the AAPA web-site for Mr. Deutsch's web-site. It was discussed as a group and unanimously voted to allow all sponsors to have an AAPA link on their web-sites.

President Banks requested volunteers for the Nominating Committee from the Board. Chair Miller will head the Committee. President Banks, Asst. Treasurer Kampka, and Asst. Secretary Carter will be committee members.

Next meeting will be held February 25, 2011 at 1:00 pm at The Law office of David Gantt.

Meeting adjourned by President Banks at 1:30 pm.

*Respectfully Submitted by:*  
Barbara McDaniel-Bowker, NCCP