

# Roanoke Valley Paralegal Association

## Message From The President



Welcome to Fall!  
While there is no Hallmark card for it (yet!), I'd like to wish you all a "Happy Paralegals' Week!" This year Governor Warner has recognized October 2 through 8 as Paralegals' Week in the Commonwealth of Virginia. Be sure to let your attorneys know so they can order the flowers and cut those bonus checks!

At our October 6 meeting the Nominating Committee will request nominations for 2006 Officers and Board members and 2005 RVPA Member of the Year. Think about it and be prepared to nominate. If you would like to run for an office or board member position, go ahead and nominate yourself - don't be coy! If nominated, please, **please** consider running. Serving RVPA as an Officer or Board member really is not that onerous. Elections will be held at the November meeting and installation of officers and board members, and recognition

of the 2005 RVPA Member of the Year will take place at the December holiday social.

At the September meeting I distributed a "one question survey" about whether to conduct a salary survey for 2005. The survey indicated that the majority of you who responded (17 "yes" votes, 1 "maybe" and 4 "no") would like a survey. The 2005 RVPA Salary Survey will be distributed shortly via e-mail. Copies will also be available at the October 6 membership meeting. I hope you will take a few minutes to complete the survey and return it to me. Also, please pass it on to ANY paralegals you know and ask that they fill it out. The more information we have, the better.

We will wind up 2005 with two interesting speakers and our annual holiday social. In October, Douglas Stark of Crandall & Katt will present a program on ethics. Our speaker in November will be Michaux Chopski who will discuss jewelry

appraisal. Those of you who have been able to attend our meetings will certainly agree with me when I say that our CLE Committee has arranged for interesting, educational and varied speakers this year. Once again, I remind you that our annual holiday social will be held December 1 at Hotel Roanoke. Please plan to join us for an excellent meal and lots of fun in a beautiful setting.

There are less than 100 days left in 2005. How has your year been? If you abandoned your New Year's resolutions months ago, there still may be time to accomplish them. If you have a "thirst for knowledge," there are listings in this newsletter for plenty of seminars to enhance your job skills. If you feel that you missed out on summer, there are still plenty of beautiful fall days to enjoy the many nearby sights, sounds and activities of our "Festival City" and the surrounding Roanoke Valley. Take the time to enjoy!

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## CLE Opportunities (continued to page 4)

- 10/06/2005 **Tackling Advanced Medical Malpractice Issues in Virginia.** Full day seminar at Waterford at Fair Oaks, Fairfax. Contact NBI at 1-800-930-6182
- 10/06/2005 **Employee Discharge & Documentation.** Full day seminar at Holiday Inn I-64 West End, Richmond. Contact Lorman Education Services at 1-866-352-9539
- 10/15/2005 **Fredericksburg Paralegal Association Educational Seminar.** Half day seminar at Marshall Center, Snow Library, Spotsylvania, VA. Contact Teri R. Reece, 1-540-786-4772 or 1-540-786-4211, [mellaw@midatlanticbb.com](mailto:mellaw@midatlanticbb.com)
- 10/18/2005 **Aligning Your Practice With the Bankruptcy Abuse Prevention and Consumer Protection Act of 2005.** Full day seminar at Hotel Roanoke & Conference Center. Contact NBI at 1-800-930-6182
- 10/20/2005 **The Short Course.** NALA-sponsored preparation course for the CLA and CP exams. This is the only CLA/CP short course scheduled before the December 2005 and March 2006 exams. Hyatt Charlotte at SouthPark, Charlotte, NC. Contact NALA at 1-918-587-6828
- 10/20/2005 **The Probate Process From Start to Finish in Virginia.** Full day seminar at Hotel Roanoke & Conference Center. Contact NBI at 1-800-930-6182
- 10/20/2005 **24th Annual Family Law Seminar: Anatomy of a Property Settlement Agreement plus Update on the Law and Ethics.** Full day at The Wyndham Roanoke Airport, Roanoke. Contact Virginia CLE at 1-800-979-8253
- 10/25/2005 **Understanding the Bankruptcy Reform Act of 2005.** Full day seminar at Hilton, 950 N. Stafford Street, Arlington. Contact Lorman Education Services at 1-866-352-9539
- 10/27/2005 **An Insider's Look at Gaining the Best Settlement in Auto Injury Cases in Virginia.** Full day seminar at Hotel Roanoke & Conference Center. Contact NBI at 1-800-930-6182
- 10/28/2005 **Advanced Workers' Compensation in Virginia.** Full day seminar at Hotel Roanoke & Conference Center. Contact NBI at 1-800-930-6182
- 11/09/2005 **Nursing Home Negligence.** Full day seminar at Hilton, 950 N. Stafford Street, Arlington. Contact Lorman Education Services at 1-866-352-9539
- 11/20/2005 **Basic Workers' Compensation.** Full day seminar at Holiday Inn Select Koger South Conference Center, Richmond. Contact Lorman Education Services at 1-866-352-9539
- 11/30/2005 **Discovery Skills for Legal Staff.** Full day seminar at Hilton, 950 N. Stafford Street, Arlington. Contact Lorman Education Services at 1-866-352-9539

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## Community Relations Report by Lois Sumpter

I'd like to thank all members for your generosity in donating school supplies to the West End Center for Youth. We delivered 5 large boxes to the Center and they were most appreciative. The Center has between 130-150 children enrolled in their program plus they try to accommodate families from the neighborhood who are not participants but none the less, need assistance in obtaining school supplies. You all did GOOD!!! The items donated were really cool!!!!



For October and November, we will be accepting cash donations to buy phone cards for our troops in Iraq. Our very own Keysha McNeil's husband is serving in Iraq and he

sends a message that members of his battalion have a difficult time making contact with their families as it's very expensive to call home. We are collecting cash instead of purchasing phone cards at this time because a special card has to be purchased with the international numbers. We hope to make this a special Christmas present for our troops. In January, February and March, we will be collecting supplies to send our troops. So often they are forgotten following the holidays.

In December, we will be collecting food items for the Second Harvest Food Bank. Our focus in recent weeks has been on our own national tragedy but let's not forget we still have people locally who need our assistance.

Thank you for all your contributions and generosity!

## Social Committee by Susan Albert

**PLEASE HOLD THE DATE!!**

The annual RVPA Christmas Social will be held at the Hotel Roanoke on Thursday, December 1, 2005 from 12:00 noon - 1:30 p.m.

Further information concerning menu selection(s) will be coming closer to the date!!

## CLE Opportunities (continued from page 2)

- 12/07/2005 **VTLA Annual Paralegal Seminar.** Full day seminar at Richmond Marriott West, Glen Allen. Contact VTLA at 1-800-267-8852, [www.vtla.com](http://www.vtla.com)
- 12/08/2005 **Partnerships And S Corporations Update.** Full day seminar at Clarion Hotel Roanoke. Contact Lorman Education Services at 1-866-352-9539
- 12/15/2005 **Confidentiality Of Medical Records And Risk Management Issues.** Full day seminar at Wyndham Roanoke Airport. Contact Lorman Education Services at 1-866-352-9539

### NALA LIVE - ON-LINE SEMINARS

Go to [www.nala.org](http://www.nala.org) for more information regarding these online seminars. Fees per course are \$75 for NALA members and \$100 for non-members.

10/05/2005	2:30 - 4:00 p.m.	Powerpoint for Paralegals
10/06/2005	9:30 - 11:00 a.m.	Estate Planning for Modest & Large Estates, Part 1
10/07/2005	Noon -2:00 p.m.	Written Communications
10/11/2005	Noon -2:00 p.m.	Medical Records Review
10/12/2005	2:30 a.m. - 4:30 p.m.	Power Up Your Powerpoint
10/17/2005	Noon - 2:00 p.m.	Ready, Set, Go File! Dramatic Changes in Commercial Bankruptcy Laws
11/02/2005	9:30 - 11:30 a.m.	Estate Planning for Modest & Large Estates, Part 2
11/04/2005	11:00 a.m. - 1:00 p.m.	Judgment & Legal Analysis
11/09/2005	Noon - 2:00 p.m.	Real Estate Closing Statements & HUD Settlement Statements
11/14/2005	Noon - 2:00 p.m.	Electronic Healthcare Information (EH1)

### VIRGINIA WESTERN COMMUNITY COLLEGE

Registration for Spring Semester classes will begin on November 14. Classes start January 9, 2006. As of September 26, the Spring Semester class schedule was not posted online. Contact VWCC at 857-7272 or [www.virginiawestern.edu](http://www.virginiawestern.edu).

## Calendar of Events

- October 6, 2005** **RVPA Membership Meeting**  
*Douglas Stark, Esquire*  
*Crandall & Katt Law Firm*  
*Topic: Ethics*
- November 3, 2005** **RVPA Membership Meeting & 2006 RVPA Elections**  
*Michaux Chopski, Jewelry Appraiser*  
*Topic: Appraisal of your fine trinkets and baubles!*
- December 1, 2005** **RVPA Christmas Social**  
*Hotel Roanoke & Conference Center*



## CLE Committee by Sharon Hupp



Please join us for our next monthly meeting on October 6, 2005, in the Red/Green Rooms on the 4th floor of the SunTrust Plaza. Our speaker will be Douglas Stark, Esq. of the Crandall & Katt Law Firm. Mr. Stark will be speaking on the topic of ethics.

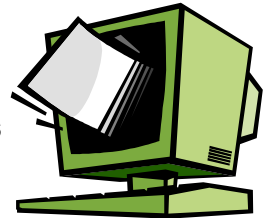
At our meeting on November 3, 2005, our featured speaker will be Michaux Chopski, a Jewelry Appraiser with extensive experience in determining the worth of various valuables. This may be especially interesting and useful to those of you who work with wills and estates. In addition, please note that we will not be having a speaker in December, but will hold our annual Christmas Social on December 1, 2005, at the Hotel Roanoke. Hope to see you there!

## NALA Report by Kathy Ward

The Annual NALA convention, held on July 13-16, 2005, was inspiring and exciting and there were extra festivities this year to celebrate NALA's 30th anniversary.

The education programs were excellent as usual and mornings were spent attending sessions. The most interesting speaker I heard was Bruce Jacobi, CEO of National Corporate Research Ltd. who spoke on creative thinking. Education is the primary component of NALA's mission. The afternoons were devoted to NALA business and a meeting of the affiliates.

NALA's web based program NALA Campus LIVE! has been a big hit and 1,400 people "attended" the programs offered in the past year. NALA will be offering new Advanced Paralegal Certification in Contracts Administration & Management, Discovery, Business Organizations, and Real Property/Land Use. There was an interesting discussion on the NALA budget which was an eye opener for me. NALA's net assets increased from \$353,930 to \$368,037 in the fiscal year ending April 30, 2005. Revenues were \$1,322,374 and expenses \$1,307,113 for this fiscal year! Membership dues, revenue from the certification programs and educational programs are the main sources of revenue for NALA. Program development, website, publications, promotional literature, travel and headquarters staffing are some of the expenses. This is a big budget and the paid staff is very small!



NALA's 31st convention will be held July 26-29, 2006 in Tampa, Florida.



## Membership Committee by Marilyn Hubbard

The Committee welcomes the following new members:



**Elizabeth Angell** (student member)

**Pat Ford** (student member)

**Richard Harwood** (student member)

**Amie Thuy Nguyen** (general member)

Membership renewal forms for 2006 will be passed out at the November meeting.

## Board of Directors Report (June - August)

Each month the Board first reviews, revises and approves minutes from the prior month's meeting. The Board then receives the Treasurer's report. Next, current RVPA business is addressed. Following is a summary of our June, July and August Board meetings.

In June all Board members gave their opinions of the three versions of RVPA's new website designed by Dean Browell of Ferrum College. With a few changes a new website design was approved. Be sure to check it out at [www.rvpa.org](http://www.rvpa.org).

Revisions and updates to the RVPA membership directory were discussed as well as speakers for upcoming meetings.

Vicki Shrewsbury requested committee reports and articles for the June 30 newsletter.

Plans for the July 16 social at a Salem Avalanche game were finalized.

Lois Sumpter reported that RVPA donated \$92.00 to St. Francis Service Dog Foundation. In August and September the membership will be asked to donate school supplies for West End Center for Youth. There was discussion of other organizations to support through the end of 2005.



Marilyn Hubbard reported on the VAPA meeting held in May. Plans for the 2006 VAPA conference are well underway. The conference will be held in Richmond October 5 - 7, 2006.

Kathy Ward confirmed that plans for her attendance at the NALA conference in Kansas City had been finalized.

July's Board meeting covered some old business - status of updated membership directory, a switch of speakers for August and September, and ideas for speakers for November.

The July social at the Salem Avalanche game was a success.

Kathy Ward found the NALA conference in Kansas City to be very worthwhile and educational. She plans to make available a list of the materials she received. The 2006 NALA conference will be held in Tampa, FL.

After updates on the membership directory, speakers for upcoming meetings, the September newsletter, and the VAPA meeting scheduled for September 24, the August Board meeting focused on Community Relations projects to support through the end of 2005. It was decided that in October and November RVPA would seek donations for telephone cards for our military forces in Iraq and Afghanistan. In December we will collect food and cash donations for Second Harvest Food Bank. RVPA will not participate in the Angel Tree gifts this year.

Each Board meeting concludes with the scheduling of the next Board meeting and set-up for the upcoming membership meeting.

**All RVPA members are welcome to attend any Board meeting. If you are interested in attending or have a concern you would like addressed by the Board, please contact any RVPA Officer or Board member for information on the date, time and location of the next meeting.**



### How many lawyers does it take to change a light bulb?

Fifty four. Eight to argue, one to get a continuance, one to object, one to demur, two to research precedents, one to dictate a letter, one to stipulate, five to turn in their time sheets, two to depose, one to write interrogatories, two to settle, one to order a secretary to change the bulb, and twenty-eight to bill for professional services.

Courtesy [www.lawlaughs.com](http://www.lawlaughs.com)



## CERTIFICATE of RECOGNITION

*By virtue of the authority vested by the Constitution in the Governor of the Commonwealth of Virginia, there is hereby officially recognized:*

### PARALEGALS' WEEK

**WHEREAS**, legal assistants and paralegals provide skilled and essential professional services to licensed attorneys throughout Virginia; and

**WHEREAS**, legal assistants and paralegals receive formal education and training and gain valuable experience working under the supervision of licensed attorneys; and

**WHEREAS**, the Virginia Alliance of Paralegal Associations (VAPA) issues educational standards and professional guidelines to ensure that legal assistants are competent and knowledgeable about their field; and

**WHEREAS**, the research and administrative duties performed by legal assistants and paralegals are essential to the ability of attorneys to provide their clients with quality legal services and representation; and

**WHEREAS**, VAPA member organizations sponsor educational programs, seminars and forums designed to bring legal assistants together to exchange ideas and methods used in their occupation; and

**WHEREAS**, the VAPA encourages legal assistants and paralegals to adhere to a high degree of ethical and professional conduct and proficiency by issuing a code of ethics for legal assistants and paralegals to practice;

**NOW, THEREFORE**, I, Mark R. Warner, do hereby recognize October 2-8, 2005, as **PARALEGALS' WEEK** in the **COMMONWEALTH OF VIRGINIA**, and I call this observance to the attention of all our citizens.



*Mark R. Warner*  
Governor

*Anita A. Rinker*  
Secretary of the Commonwealth

## VAPA Report by Marilyn Hubbard

Members are urged to start thinking about attending the state-wide paralegal seminar in Richmond, VA on October 5-7, 2006.



The seminar will be held at the Marriott at Innsbrook and is being held in conjunction with the Local Government Paralegal Association's Annual meeting. The seminar starts on Thursday evening, October 5, however, at this seminar, attendees will be able to choose to come for one day, two days or all three days. We have a number of interesting speakers and topics and a trip to the state crime lab planned.

The seminar is always enjoyable and enlightening, so I urge you to start making plans to attend now.

### Changes, Announcements, etc.

If you have any changes, announcements or suggestions regarding the Newsletter, please contact Vicki Shrewsbury at Woods Rogers PLC at 540.983.7695 (Phone) or 540.983.7711 (Fax) or by e-mail at [shrewsbu@woodsrogers.com](mailto:shrewsbu@woodsrogers.com)

### Disclaimer

The opinions expressed in this newsletter are those of the writers and are not necessarily those of the Editor or of the Roanoke Valley Paralegal Association (RVPA). Information published is based solely on materials submitted in writing. RVPA assumes no responsibility for verification of the information submitted.