

THE SCRIPTUM



MARCH 17, 2006

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- **THE WORLD'S GREATEST EXPERIMENT IN GOVERNMENT**

PRESIDENT'S MESSAGE

"UNLEASHED"

Ms. Dale Smith Thomas, the Welcome/Keynote speaker at the NALS Professional Development, Leadership and Education Conference held in Tulsa, Oklahoma on March 9-12 was terrific! Her topic entitled: "Unleash Your Power: Choosing Success in All Areas of Life" was uplifting, inspiring and very much needed to remind me and others in attendance that being successful is a personal choice. Should you have the opportunity to hear Ms. Thomas address this topic, I highly recommend you seize it as it will be an experience you won't soon forget. In this message, I will share the principles that Ms. Thomas stated were essential to unleashing your power.



Sadie Bispham, PP, PLS
President, NALS of Atlanta

The decisions that we make rather than our circumstances determine our destiny. Unleashing our power is not about changing our circumstances, but rather about changing our self. Ms. Thomas, by her own admission, is

(Continued on page 8)

REPORT ON REGION 4 MEETING, TULSA, OKLAHOMA

Region 4 was well represented at the Tulsa Leadership Conference and the business meeting was conducted very efficiently and effectively by Tina Boone, Region 4 Director. Prior to the beginning of the meeting, members received an Agenda; a 2005 Region 4 Financial Statement; a 2006 Regional Conference Tentative Agenda; and a page containing two samples of a proposed Region 4 pin.

Tina opened the meeting by welcoming everyone to Tulsa and going on to say that the Tulsa conference was a great jump-start to the NALS year.

Following a few questions regarding clarification of line items on the 2005 Financial Statement, the 2006 Region 4 Conference cruise was discussed. Tina reminded everyone

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SCHEDULE OF EVENTS

April 2006

- **Date:** April 1st – @ Law Magazine mailed NALS Membership
- **Date:** April 7th – Deadline to Submit Articles for the Scriptum
- **Date:** April 11th – Executive Committee Meeting Reports Due
- **Date:** April 14th – Postmark Deadline to Apply for June ALS Exams
- **Date:** April 17th Scriptum Published
- **Date:** April 18th CLE After Hours – Maritime Law the Role of the Legal Support Staff

SUN	MON	TUE	WED	THU	FRI	SAT
						1 @ Law Magazine Mailed
2	3	4	5	6	7 Articles for Scriptum	8
9	10	11 EC Meeting	12	13	14 Postmark Deadline June ALS Exams	15
16	17 Scriptum Published	18 CLE After Hours	19	20	21	22
23	24	25	26	27	28	29
30						

NALS CODE OF ETHICS

Members of the NALS are bound by the objectives of this association and the legal standards of conduct required of the legal profession.

Every member shall:

- Encourage respect for the law and the administration of justice.
- Observe rules governing privileged communications and confidential information.
- Promote and exemplify high standards of loyalty, cooperation, and courtesy.
- Perform all duties of the profession with integrity and competence.
- Pursue a high order of professional attainment.



REPORT OF NOMINATIONS CHAIRMAN MARCH 20, 2006

I am very, very pleased to present to you a slate of proposed officers for 2006-2007. As you may recall, nominations remain open until the evening of March 21st when we cast our ballots. Thank you to the following members who have stepped up to the challenge and put forth their names in nomination:

OFFICE	CANDIDATE
PRESIDENT	<u>SADIE BISPHAM, PP, PLS</u>
VICE PRESIDENT	<u>MARJORIE JONES</u>
VICE PRESIDENT	<u>MARY KATHRYN LARGENT</u>
SECRETARY	<u>BELINDA K. ELLERBY</u>
TREASURER	<u>KATHY SAINT, PP, PLS</u>

I look forward to seeing many members at the meeting exercising their right to vote. If you have any questions about procedure, do not hesitate to contact me. I look forward to seeing you on March 21st!

Nancy Mikacevich, PLS
Nominations & Elections Chair
nmikacevich@kilpatrickstockton.com
404-815-6558



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without increasing
fixed costs?
we need to improve profits

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2007 NALS OF ATLANTA BIOS SUBMITTED BY THE NOMINEES'

SADIE BISPHAM, PP, PLS:

CANDIDATE FOR THE OFFICE OF PRESIDENT



My journey with NALS began in 1998, at El Paso, Texas and continues to this very day as the incumbent President of NALS of Atlanta.

In 1998, I had been retired from the United States Army for two years and still making the transition into "civilian life." I am a retired Sergeant Major and my last assignment was that of Chief Legal Noncommissioned Officer for First Army (Fort Gillem, Georgia). When I was hired by now Judge Carlos Villa (County Court at Law #5, EL Paso, Texas) to be his office manager, I decided then and there I needed to become as familiar as possible with the local legal community and needed a way to do so. In stepped, EL Paso Legal Secretary Association, I was welcomed with open arms to the El Paso Chapter and to this very day still network with its members and am a secondary member of the Chapter.

During my NALS journey, I have not sat idle or been satisfied with just being a member. I wanted to get involved and get involve I did. I have prepared for and received certification beginning with the ALS, PLS and lastly the PP. I have had the honor of serving in various officer positions on the local level; President, President-Elect, Vice President, and Secretary. In addition, I have headed several committees to include, marketing, membership, public relations, and served as a committee member on the local, state, and national level. I have a passion for NALS and will share my experience with anyone I meet, if I can get their ear, which most of the time I do.

Currently, I am employed as the legal assistant to William G. Quinn, III, who has been in practice for over 30 years and whose practice areas are: business litigation, state and federal criminal defense, psychiatric malpractice and sexual harassment. My boss, who prefers to be called "Gere" has been a speaker at our CLE After Hours, and asks me periodically when he will receive another invitation to speak again. Needless to say, Gere is becoming a sponsor and believer in NALS. I work in beautiful downtown Decatur, Georgia.

I have a beautiful daughter, Chermaine, age 32, and two beautiful grandchildren, Johnathan, age 11, and Tamera, age 6 (but thinks she is at least 13). When not involved with a NALS function, I enjoy spending time with my family, attending and participating in "spin class," listening to reggae music (ya man), shopping at discount stores, reading, walking, and traveling.

I appreciate the support you have shown to me during the year and asked for your continued support to serve again as President, NALS of Atlanta.

2007 NALS OF ATLANTA BIOS SUBMITTED BY THE NOMINEES'

MARJORIE JONES:

[CANDIDATE FOR THE OFFICE OF VICE PRESIDENT](#)



I have been a member of NALS of Atlanta for a year, but have been coming to the meetings for about 2 years. I am employed by Epstein, Becker & Green, and have been with one of my bosses for almost 7 years, and a new associate since Christmas. A few of the things we do are insurance defense, real estate litigation, bankruptcy, and HUD registrations. With NALS, I continually am learning new and interesting things, about the law and about me, in that I want to obtain my PLS certification. I am the last of an endangered species being born and raised in Wyoming. I have 3 grown children and 6 grandsons. I enjoy as knitting, cross stitch, and plaster painting. They are my stress relievers. I belong to a singles running club and have run the Peachtree Road Race for the last 3 years, last year with my daughter from Canada, and hopefully this year with my daughter

and my son from South Dakota.

MARYKATHRYN LARGENT:

[CANDIDATE FOR THE OFFICE OF VICE PRESIDENT](#)

I have worked in the legal profession for over 25 years where I enjoy the diversity and challenges that being a legal assistant offers, to include establishing and maintaining dual war-rooms to simply being a right hand to the attorneys that I support. Along with the day-to-day routine, my duties consist of mentoring an at-risk pre-teen, counseling women affected by domestic violence and assisting with two worthwhile causes, breast cancer research and the March of Dimes. A former Russian interpreter for the Navy, I am a sieve for knowledge and thoroughly enjoy learning, be it sign language or studies in English literature and Early American History.

I am an accomplished dancer; enjoy the elderly and children alike; have seen much of our land and abroad, but would like to see more; and truly appreciate and cherish each person for the time and conversations spent with them. As an eternal optimist, I believe that there is a silver lining in every cloud. I credit my eternal optimism to a strong faith, very loving family, zest for living life and all of its many blessings. In my "free" time, I am spending time with my grandson, browsing through antique stores for special treasures, gardening and reading.

I have been a member of NALS since 2003 and have served as the Chair of the Observance Day in Court for 2 years and also served as Co-Chair of the Ways and Means Committee for NALS Atlanta. I bring to NALS Atlanta an energy for new ideas and a desire to welcome all new legal secretaries into our *fold* and to keep them coming back for more. With my organizational skills, I feel I would be an asset to our NALS Atlanta board as Vice President. Thank you.

2007 NALS OF ATLANTA BIOS SUBMITTED BY THE NOMINEES'

BELINDA ELLERBY

CANDIDATE FOR THE OFFICE OF SECRETARY



Belinda has been a legal secretary for Duane Morris LLP since June 2002, where she works in the intellectual property litigation area. Her previous employment includes a ten-year stint with King & Spalding, five years with Paul Hastings Janofsky & Walker, and seven years with Troutman Sanders. Belinda began working in the intellectual property litigation area during her early days at King & Spalding and migrated to Duane Morris along with the K&S intellectual property litigators with whom she was working at the time.

She was born and raised in Brownsville, Tennessee and attended the University of Tennessee in Knoxville, where she received extensive training in business.

Belinda is a faithful member of Mount Calvary Baptist Church in southwest Atlanta, where she is an active member of the Trustees, the Finance Committee, and an Ushers Ministry. She also designs bulletins for special programs for her church and is a delegate to the Progressive National Baptist Convention, where she proudly represents her church each year. Belinda is a divorcee, with one son and a delightful daughter-in-law, who, lucky for Belinda, happens to be a masseuse. Those free massages are really nice, but what is really nice for Belinda is looking forward to one day in the future when her son and daughter-in-law will promote her to that great institution of "grandmotherhood." She spends her spare time traveling, cooking, reading and working in her flower garden.

Belinda joined the NALS organization a little under a year ago and is absolutely thrilled to be a member. She is patiently (and sometimes impatiently) waiting for the results of the PLS certification exam, which she bravely took a couple of weeks ago. Belinda feels it is important for her to be a positive role model for her peers and will continue to work hard and encourage her coworkers to never stop learning and to always challenge themselves to be the best they can be.

2007 NALS OF ATLANTA BIOS SUBMITTED BY THE NOMINEES'

KATHY SAINT, PP, PLS:

CANDIDATE FOR THE OFFICE OF TREASURER



I have been an “official” member of NALS since January 2003, although I did attend several meetings before that time. I have worked for two partners in the litigation section of Burr & Forman LLP for the last six years, but have worked in the legal field since 1981.

As for my participation in NALS, I was co-chair of the Education/Certification Committee during 2004-05 and contributed a number of “Test Your Knowledge” articles to *The Scriptum*. This past year, I was the Treasurer and chaired both the Member of the Year and Technology Committees. I am also beginning the second of a two-year term on the NALS Certifying Board. During the course of my membership, I came to realize that NALS has a wonderful member-

ship. That has never been more evident than during this past year while I served as Treasurer. If I needed help or answers to questions, both present and past officers and members were more than willing to help me. I’ve also had the privilege of attending several NALS conferences over the past two years and have thoroughly enjoyed the enthusiasm and knowledge of those attending the conferences. I look forward to working with NALS in the future.

As for personally, I have a younger sister and brother and two nephews—a high school sophomore and a high school senior. I love to read and freely admit that I prefer fiction over non-fiction.



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PRESIDENT'S MESSAGE (CONT'D)

“UNLEASHED”

“Change your mind set to a positive one. A positive attitude is a decision”

(Continued from page 1)

from a “dirt poor” (a step above poor) background and grew up with many self-esteem issues. However, Ms. Thomas has not let her circumstance control her destiny. She is a former beauty queen, a much sought after speaker, successful business woman, mother, hostess to Paris Hilton and has a wonderful marriage with her “keeper husband.” Ms. Thomas contributes her success to knowing what she wants and setting goals to achieve them.

The principles to unleashing your power are as follows:

Change your mind set to a positive one. A positive attitude is a decision. We need to choose the emotions we

are going to embrace. Ms. Thomas suggests turning our vehicle into a “rolling university” by listening to positive and motivational recordings during our daily commute to work. Ms. Thomas warns that we need to change our “self talk” as words have power and can change our world for the good or the bad. Choose a language of victory. For example: I am not angry, but rather “disenchanted”, not nervous, but “energized,” not stressed out, but “blessed and highly favored, and not overwhelmed, but in “demand.” Choose what we put into our mind because by doing so will determine our productivity,

We don't have to let the actions of

(Continued on page 9)

PRESIDENT'S MESSAGE (CONT'D)

“UNLEASHED”

(Continued from page 8)

others affect our attitude. Ms. Thomas offers that we can't complain about what we permit to happen." "Don't ride the "whiny train" with others, Ms. Thomas advises.

Knowledge of self; who am I. We need to focus on our assets. Ms. Thomas suggests writing a 30 second commercial that describes your best self. The purpose in all of this is to "get happy in your own skin." Have knowledge of where we are going. Ms. Thomas espouses that everything in this world was created twice. It was created first in the mind of the creator and again when it was physically created. Begin with the end in mind. We can't hit a target we can't see. "If you can conceive it, you will achieve it." This simply means to have a vision, set goals (write them down) and determine what you need to do to accomplish them. When Ms. Thomas asked how many of us had written our goals down, not many hands were raised. It's not too late to identify your goals, write them down and begin to accomplish them.

Commitment. "The longest distance to walk is the 18 inches between our head and heart." Be committed and except no excuses or alibis. Maintain hope, this is: H – helping; O – other; P – people; E – excel. When we reach out and help others to excel we excel.

Courage. Ms. Thomas advises that we need to feel the fear, but do it anyway. To overcome fear, we need to A.S.K.

A – ask

S – seek and you shall find

K – knock and the door will open.

We can all take a lesson from kids when it comes to asking. Kids ask confidently, clearly, consistently and creatively. Don't settle with a "no" answer; find a new way to ask. Someone said, "It is not how many times you get knocked down, but how many times you get up." "If you can look up, you can get up."

We need to quit looking outside our self and look within. We have all the strength we need. No one can make the journey for us. We have to make the journey for our self.

Winning is about choices. Ms. Thomas' presentation to us on March 10 was recorded live and will be available for purchase on CD and DVD in the near future.



Kathy Saint, Nancy Mikacevich and Tammy Mullins

"Ms. Thomas advises that we need to feel the fear, but do it anyway.

To overcome fear, we need to A.S.K.

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MARCH SUNSHINE REPORT

If we had no winter, the spring would not be so pleasant. If we did not sometimes taste of adversity, prosperity would not be so welcome.

Anne Bradstreet -- **Poet**



Rays of Sunshine showered
upon:

Brad Wilson (The Norcross Group)
– Baby Congratulations

Spring Cleaning

March bustles in on windy feet
And sweeps my doorstep and my street.
She washes and cleans with pounding rains,
Scrubbing the earth of winter stains.
She shakes the grime from carpet green
Till naught but fresh new blades are seen.
Then, house in order, all neat as a pin,
She ushers gentle springtime in.

Author: Susan Reiner



March Birthdays:

Virginia L. Kane	March 2
Deborah A. Edgar	March 6

REPORT ON REGION 4 MEETING; TULSA, OKLAHOMA

(Continued from page 1)

that the ship departs from Mobile, Alabama at 4:00 p.m. CT on Thursday, August 10 and returns to Mobile on Monday, August 14 at 8:00 a.m. CT. Tina also informed members that there were still spaces available if anyone hadn't yet made a reservation; however, the full \$150 deposit must be paid at the time the reservation is made. Other information regarding the cruise included:

- (a) Tina is trying to negotiate parking during the cruise along with the hotel if you stay the night before and/or the night after the cruise. She will keep us informed.
- (b) Please remember the ship leaves at 4:00 p.m.--you must be aboard earlier.
- (c) For members flying into Mobile, if your flight reservations are made through Carnival, they will hold the ship if the plane is late. That is not the case if you make your own reservations.
- (d) Conference registration and payment should be mailed to Tina Boone. Although late registration is indicated as being mailed July 1, 2006 and after, Tina would prefer that all registrations and payments be received by her prior to June 30, 2006.
- (e) June 1, 2006 is the deadline for paying the balance due on the cruise.

Other items discussed regarding the cruise included each state obtaining a sponsor and help needed with various items regarding programs, advertisers, copies, etc. Details will be provided in the next Cognizant.

Much discussion ensued over the selection and design of a Region 4 pin. After discussing various options regarding design and costs, the membership authorized Tina to discuss the changes and costs of a region pin and to place an order for 200 pins. The pins

will be available for sale on the cruise.

Tina also discussed assistance for the Region 4 Director. She indicated that some money is available from NALS, but that fund is not enough to cover the majority of expenses the Region Director incurs. She asked if each state would be willing to provide a sum to be used by the Region 4 Director as needed. Tina had no set amount in mind, although \$150 to \$200 from each state was mentioned. An alternative suggestion was made that a set sum, possibly \$500, be withheld from conference proceeds when dividing up profits at the end of the conference. Those funds would be held for the next Director's use. It was agreed this was a good idea and the amount to withhold will be voted on during the Region 4 conference cruise.

Tina is already working on the 2007 Region Conference. She has received suggestions to hold the conference in Knoxville, Tennessee, Orlando, Florida, Charlotte, North Carolina, St. Simons, Georgia, and St. Augustine, Florida. Tina will collect information regarding hotels that can accommodate our group and will report her findings at the 2006 Region 4 Conference.

Tina also reminded everyone of the NALS Education Conference and National Forum to be held in Reno, Nevada October 26 – 29, 2006. Information regarding the conference is on the NALS web site.

Tina recognized and expressed her thanks to all Region 4 members who participated on a national committee. Mary Jo Denman, NALS Immediate Past President, also expressed her thanks to everyone for their support over the years.

Respectfully Submitted by

Kathy Saint, PP, PLS

TULSA 06 - NALS PROFESSIONAL DEVELOPMENT AND EDUCATION CONFERENCE; MARCH 9-12, 2006

It seems like it was only a few days ago that I was making final preparations to attend the NALS Professional Development and Education Conference in Tulsa, Oklahoma. Well, the Conference is over, but the memories of it will live on with me for a long time. For those of you that have yet to attend a NALS Professional Development Conference, please accept my personal invitation to do so. Why? Good question. I am hopeful that after reading this article you will find your answer.

The Conference, which is held at the same location and same timeframe each year, has many purposes. The incoming NALS President and board are installed at the Conference and the NALS new business year begins. Incoming local and state officers and committee chairs have an opportunity to attend in-depth workshops to assist them with successfully carrying out their respective responsibilities. Of course, there are many education classes offered. You receive CLE credit for attending the sessions. I received 1.5 CLE credits for professional development, 1.0 CLE credit for ethics, and 5.75 CLE credits for general education. So, in total, I received 8.5 hours of CLE credits. Then, there is the opportunity to meet members of NALS from across the nation at the networking events and on your own. The meals at the conferences are very good as well, particularly the desserts.

I arrived in Tulsa the evening of March 9. A few of the other members from NALS of Atlanta had arrived the day prior. My arrival time at Tulsa was scheduled for 6:30 p.m. After two delays at the Hartfield-Jackson Airport, some related to the 4:30 p.m. arrival of Air Force

One, I arrived in Tulsa, Oklahoma at 10 p.m. Though my plans to meet friends for dinner upon my arrival were destroyed, my spirits were still soaring. All travel weariness dissipated when I was greeted by my roommate, Aiyela Vernelle, President, NALS of Detroit. Having a great roommate is a must. You not only save money on the hotel room, but you get a chance to get caught up on what has been happening with each other. Each year, the conference is held at the Warren Doubletree Hotel. The rooms at the Doubletree are comfortable and spacious and very reasonable. Upon check-in at the Hotel, you receive a complimentary, warm, and delicious chocolate chip cookie. Loving sweets, the cookie was well received, particularly since I missed both lunch and dinner.

E-A-R-L-Y on March 10, to be specific at 7:30 a.m., the conference began. The vendors and registration table were all setup. At the registration table, I receive a very lovely black and yellow, canvas bag which contained the conference material. After receiving my registration package, I headed off to breakfast. The law firm of Bricker & Eckler Attorneys at Law sponsored the morning breakfast. NALS President Cathy Hankins, PP, PLS, works at that firm. The breakfast spread of assorted pastries, fresh fruit, coffee and other warm beverages was just what I needed to get me started. If I thought I was started after eating breakfast, the keynote speaker, Ms. Dale Thomas, whose topic was, "Unleash Your Power: Choosing Success in All Areas of Life," really got me started. In my

"Well, the Conference is over, but the memories of it will live on with me for a long time."

"There was a wide variety of educational seminars to choose from. The speakers for all the seminars I attended were excellent."

(continued on page 14)

TULSA 06 - NALS PROFESSIONAL DEVELOPMENT AND EDUCATION CONFERENCE; MARCH 9-12, 2006

(Continued from page 13)

President's Message this month, I share with you in more detail Ms. Thomas' presentation.

After the keynote speaker, we attended our respective Regional meeting, which for the NALS of Atlanta member was the Region 4 meeting. Kathy Saint, PP, PLS, will share with you the contents of Region 4 Meeting in an article located elsewhere in this edition of the *Scriptum*. After the Regional meetings, it was time for the networking lunch which was sponsored by DepoNet. As a rule, I always try to sit at a table with members from other chapters during the meals. I sat at the table with a few first timers who were all smiles.

During the breaks and throughout the Conference, you are encouraged to visit the



Nancy Mikacevich, Mary Jo Denman,
Kathy Saint, Deborah Staples and Karen

various vendor booths, the NALS store, purchase raffle tickets from the NALS Foundation to have a chance at winning the wonderful gifts donated by Chapters and individual members alike and support the efforts of the Foundation. I purchased the raffle tickets, bought plenty of items from the NALS Store, to include, the new black windbreaker jacket with NALS logo, and received many of the promotional items from the vendors. The Avery vendor had

the best promotional packet, in my opinion, and I made a point to take a couple of the promotional packets so that I could give one to my co-worker.

There was a wide variety of educational seminars to choose from. The speakers for all the seminars I attended were excellent. It was a somewhat of a challenge for me to decide which educational seminars to attend, but I made my choices and attended the following seminars:

Loss Prevention – Legal Malpractice for Paralegals & Support Staff;

Court Reporters International (Corporate Sponsor Session) – Trial Presentation;

Membership Chair Leadership Training;

Who Are You Really? The Jury Selection Process;

Nuts-n-Bolts of PowerPoint Presentations; and

Minding your P's and Q's Making Introductions – Etiquette & Protocol

Later in the evening on March 10, Kathy Saint, Debbie Staples, Nancy Mikacevich (NALS of Atlanta members) and me went to dinner at McGill and had a wonder time.

Though there is nothing like actually experiencing the Conference for yourself, I hope you gleaned from this article what you missed. Tulsa 07, is scheduled for March 8-10, 2007, why not begin your preparation now to be in attendance.

Submitted by,
Sadie M. Bispham, PP, PLS
President, NALS of Atlanta

NALS OF ATLANTA: MINUTES OF “CLE AFTER HOURS” FEBRUARY 21, 2006

• Welcome

The February “CLE After Hours” was held at the Law Offices of Womble Carlyle Sandridge & Rice, PLLC, 1201 Peachtree Street, Suite 3500, Atlanta, GA 30309 and was called to order at 6:18 pm. by President, Sadie Bispham.

Present at this meeting were: Sadie Bispham, PP, PLS, President; Lovette Bennett, Immediate Past President; Kim Noble, PP, PLS, Vice President; Lynne Gehrke, Secretary; Kathy Saint, PP, PLS, Treasurer; Anita Aaron (Co-Chairman – Sunshine Committee); Mary Jo Denman, PP, PLS, 2005-2006 NALS President; Belinda Ellerby; Pat Gilbert, PLS (Chairman - Ways and Means Committee); Marge Jones; Mary Kathryn Largent; Nancy Mikacevich, PLS (Chairman – Elections Committee); Monica H. Murack; Sally Stenger, PP, PLS; Susan Weaver, PLS (Co-Chairman – Sunshine Committee); and Brad Wilson from The Norcross Group. President Bispham was pleased to welcome Lisa Mitchum, from Stites & Harbison, a new member; Sharon Nix and Mary Scarbrough, our guests, and to acknowledge and thank Womble Carlyle Sandridge & Rice for allowing us to meet in their board room and providing us with a pizza and salad supper; to Jeff Ingram from Brown Court Reporting, our Spotlight Vendor this month who also provided “goodie bags” for everyone as well as a Spa Sydell Gift Certificate as a door prize gift.

Inspiration

Pat Gilbert, PLS give the inspiration from a personal notebook that was kept by her mother and uncle.

Spotlight Vendor – Brown Court Reporting

President Sadie Bispham introduced Jeff

Ingram from Brown Court Reporting. Brown Court Report is not only known for depositions but can take courtroom presentations to a new level with electronic trial presentation technology. With a few clicks from his laptop, an attorney can show: Photos, video, documents, 2D and 3D diagrams, and other exhibits large enough for easy viewing from anywhere in the courtroom, riveting side-by-side comparisons, on-the-fly annotation tools, exhibit zoom and callout, and timelines. The new Trial Presentation Services include: expertise and support on the latest trial presentation systems; system setup and training; procurement services; electronic exhibit presentation preparation; pre-trial presentation; strategy consulting; evidence and transcript database management; and on-site technical support at trial

Introduction of Guest Speaker

Anita Aaron had the honor of introducing our guest speaker for the evening, Mr. Kirk W. Watkins, a Partner, of Womble Carlyle Sandridge & Rice. Mr. Watkins manages and tries patent, complex business litigation, and international arbitration disputes. He believes that thorough preparation and strategic theme development result in successful trials or settlements. He particularly enjoys patent suits and enjoys any opportunity to learn new technology to teach to the court and jury. He eagerly anticipates the challenge of cross-examining an opposing expert. Mr. Watkins is part of the Intellectual Property Litigation Team. He has a strong success rate at prevailing in cases and court by being thoroughly prepared providing impressive present-

“Anita Aaron had the honor of introducing our guest speaker for the evening, Mr. Kirk W. Watkins, a Partner, of Womble Carlyle Sandridge & Rice.”

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tation through technology and he has been trying cases since 1975. Mr. Watkins is a husband and father of 3 girls and 2 stepchildren. He is often busy but finds time to enjoy exotic and fun vacations to keep up his quality of life and keep his wife happy. The staff find Mr. Watkins to always be professional, even though very busy, Mr. Watkins has a sense of humor and is very observant. When the staff has professional concerns or need leadership or fair guidance, they come to Mr. Watkins for a tentative ear and to find a solution that will be amenable to all, as he has an open door policy that the staff feels comfortable enough to use but not wear out.

Speaker Presentation

Mr. Watkins said the key to success at trial is **preparation, preparation, preparation**. Anticipation of what is needed for a trial must take place at every level. Each member of the team not only has ownership of their own area but proactively integrates their preparation with the preparation of the other team members. A single person should be responsible for exhibits, for witnesses, for technology, for daily setup for communicating with the court staff, and for communicating with the opposition. In smaller cases, the same person may play more than one role. Check lists should be prepared before trial to make the days go more smoothly. The check list should include each exhibit to be offered by either side, with indications of was it offered, was it admitted, which witnesses should discuss the exhibit, and the grade as to its importance in the case. Before the trial starts, plan the order of witnesses and the presentation of other evidence,

such as Admissions, Interrogatories Answers, and Stipulations. After the trial starts, make sure each evening that plans are in place for the next day.

The trial team consists of people in the courtroom and people backing up the people in the courtroom -- make sure they have effective channels of communication and alternative channels of communications. Channels of communication include connections with witnesses both lay and expert, vendors, researchers, people with technology expertise. Make sure that appropriate research has been performed regarding the judge and opposing counsel. Make sure the rules of evidence and rules of the case (including the Pre-Trial Order, any Protective Order, and other related rulings) are readily available and indexed in a way to facilitate finding the relevant provisions by lead or other counsel. Have pleadings/proposed orders prepared in draft form; have front and back menu-scripts of all depositions of each witness to be presented ready before trial begins, have water at counsel's table and at the stand for each witness before testimony begins. Make sure cell phones are turned off after every break, collect and order crucial materials after every break, keep waiting witnesses advised of progress, arrange to have food available at lunch breaks, make sure someone is available at the office at all times in case emergency research is needed.

Allow for the Stress of the Trial. Immediately before and during trials, personalities transform; little problems become big issues, patience may be an infrequently observed quality, lawyers may

Check lists should be prepared before trial to make the days go more smoothly. The check list should include each exhibit to be offered by either side, with indications of was it offered, was it admitted

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not sleep well or let others sleep well, ordinarily coordinated people may become clumsy. Reduce the effect of stress by: keeping your sense of humor; refusing to take abrupt communications personally; being a salve for trouble waters, showing genuine interest in the needs of the client and attorneys despite all pressures.

Effective Trial Examinations; For Direct Examinations: Identify all exhibits to be used, order them and determine distribution procedure to court, witness, and opposing counsel beforehand; prepare a witness notebook for each witness in accordance with the questioner’s preferred system, anticipate cross and supply information for redirect, defuse negative information after witness “sold” to jury and before cross-examination, take care not to present facts in a way that seems divergent from documents without explaining documents during testimony; encourage witness to talk to the jury - indirectly/directly, rehabilitate a witness after an effective cross (what might the attorney need), identify other witnesses who may support testimony (have a list ready) avoid digging deeper holds, (counsel should not seek to redeem the unredeemable). **For Cross Examinations:** Short is often better than long, if you have five killer subjects, only expect to score on three, organize to start strong, end strong, and not appear weak at any time, sometimes the direct will suggest a whole new approach to the cross. Account for different styles which vary by lawyer and by witness. **For Motions to be Made During Trial:** Organize, know who is addressing the motions and make sure their legal and factual needs are met including extra copies of any exhibits.

Call for Nominations

Nancy Mikacevich, PLS, Nomination Chairperson said there is not a full slate of candidates. Kathy Saint has indicated her desire to run again either in the capacity of Treasurer or Secretary. However, the other members of the Executive Committee have other commitments and cannot run again. Nancy indicated that she would be calling other members to ask of their availability to fill the various officer positions.

Ways and Means Drawing

The Ways and Means drawing was a bath basket which was won by Mary Jo Denman.

New Member Initiation

Kim Noble, Vice President and New Membership Chairperson initiated new member, Lisa Mitchum, who swore to abide by the NALS Code of Ethics. Kim presented Lisa with a NALS membership pin, and new member Certificate of Membership (suitable for framing) and a NALS of Atlanta tee-shirt.

Door Prize Drawing

A Spa Sydell Gift Certificate donated by Brown Court Reporting was won by Mary Jo Denmen. Belinda Ellerby won a vase and Lovette Bennett won an assortment of baskets.

Adjournment

There being no additional items left on the Agenda, the CLE After Hours was adjourned at 8:25 p.m. by President Bispham.

Respectfully submitted,
Lynne L. Gehrke
Secretary

“Identify all exhibits to be used, order them and determine distribution procedure to court, witness, and opposing counsel beforehand; prepare a witness notebook for each witness”

**NALS OF ATLANTA
2005-2006
JANUARY- MAY 2006
ACTIVITIES AT A GLANCE
(AS OF FEBRUARY 17, 2006)**

MARCH 2006

- MARCH 03 DEADLINE TO SUBMIT ARTICLES TO SCRIPTUM
 MARCH 04 CERTIFICATION EXAM ADMINISTERED (ALS, PLS, PP)
 MARCH 09 -11 NALS PROFESSIONAL DEVELOPMENT & EDUCATION CONFERENCE - TULSA, OK
 MARCH 14 EXECUTIVE COMMITTEE BUSINESS/PLANNING MEETING
 MARCH 17 SCRIPTUM PUBLISHED
 MARCH 21 CLE AFTER HOURS & ELECTION OF OFFICERS
GUEST SPEAKER: DEBBIE HAMPTON, ESQ.
TOPIC: SECURITIES AND EXCHANGE COMMISSION
LOCATION: HASIGUCHI JR. (JAPANESE RESTAURANT)
 3400 WOODDALE DRIVE
 SUITE C-520
 ATLANTA, GEORGIA
 MARCH 22 9:00 P.M. (EASTERN TIME) ONLINE CHAT "MEET YOUR PRESIDENT CATHY HAWKINS."

SPECIAL EVENTS:

- ELECTION OF OFFICERS (2006-2007)
 COMMUNITY CHARITABLE EVENT PARTICIPATION: MARCH 04, 2006 - OPEN HANDS ATLANTA
 COMMUNITY CHARITABLE EVENT PARTICIPATION: MARCH 12, 2006 - HUNGER WALK

APRIL 2006

- APRIL 07 DEADLINE TO SUBMIT ARTICLES FOR PUBLICATION IN SCRIPTUM
 APRIL 11 EXECUTIVE COMMITTEE BUSINESS/PLANNING MEETING – ANNUAL REPORTS DUE
 APRIL 14 POSTMARK DEADLINE TO APPLY FOR JUNE ALS EXAMS
 APRIL 17 SCRIPTUM PUBLISHED
 APRIL 18 CLE AFTER HOURS
GUEST SPEAKER: LAURIE DUGONITHS, ESQ. (FELLOWS JOHNSON & LA BRIOLA, LLP)
TOPIC: MARITIME LAW AND THE ROLE OF THE LEGAL SUPPORT STAFF
LOCATION: LAW FIRM OF BURR & FORMAN
 APRIL 26 ADMINISTRATIVE PROFESSIONALS DAY

SPECIAL EVENTS:

- ELECTION MEMBER OF THE YEAR (MOY)
 BOSS OF THE YEAR (BOY) - NOMINATIONS
 AWARD OF EXCELLENCE - NOMINATIONS
 COMMITTEES ANNUAL REPORTS DUE TO PRESIDENT AT EC MEETING ON APRIL 11, 2006

**NALS OF ATLANTA
2005-2006
JANUARY- MAY 2006
ACTIVITIES AT A GLANCE
(AS OF FEBRUARY 17, 2006)**

(Continued from page 18)

MAY 2006

- MAY 5 DEADLINE TO SUBMIT ARTICLES FOR PUBLICATION IN SCRIPTUM
- MAY 9 EXECUTIVE COMMITTEE BUSINESS/PLANNING MEETING
- MAY 15 SCRIPTUM PUBLISHED
- MAY 16 BOSSES NIGHT APPRECIATION/INSTALLATION
 OF OFFICERS - MAGGIANO'S IN BUCKHEAD
- MAY 17 2006-2007 BUSINESS YEAR BEGINS

SPECIAL EVENTS:

LAW DAY



THE AMERICAN LEGAL SYSTEM: THE WORLD'S GREATEST EXPERIMENT IN GOVERNMENT

“I don’t need to remind you of how important you are because you know that without your skills, knowledge and hard work, the lawyers that you work with and the clients that you work for would never get to the successful outcome that they hope for. Whether it is a business transaction or a major jury trial, your efforts are the biggest part of the outcome. As a lawyer I rely on my staff to arm me to go to court – I’m a trial lawyer. The secretary that I hired in 1977 is still with me Sandra Sardinha. She has performed miracles, cleaned up my mistakes and worked harder and with more dedication than anyone I know. Melissa Dodge came to work for me in 1990. Melissa is smart, efficient and lets nothing slip by. I tell my lawyer friends that I’ll put Sandy and Melissa up against 5 young lawyers any day. They are that good. I only wish that I was better at lowering their stress level and I work on doing that every day. But a lot of stress comes with being a lawyer. That is just the basic reality. So let me talk to you about why what you, and I, do for a living is so very important.

I don’t need to remind you of how important you are because you know that without your skills, knowledge and hard work, the lawyers that you work with and the clients that you work for would never get to the successful outcome that they hope for. Whether it is a business transaction or a major jury trial, your efforts are the biggest part of the outcome. As a lawyer I rely on my staff to arm me to go to court – I’m



Kim Noble, Sadie Bispham
and Susan Weaver

a trial lawyer. The secretary that I hired in 1977 is still with me Sandra Sardinha. She has performed miracles, cleaned up my mistakes and worked harder and with more dedication than anyone I know. Melissa Dodge came to work for me in 1990. Melissa is smart, efficient and lets nothing slip by. I tell my lawyer friends that I’ll put Sandy and Melissa up against 5 young lawyers any day. They are that good. I only wish that I was better at lowering their stress level and I work on doing that every day. But a lot of stress comes with being a lawyer. That is just the basic reality. So let me talk to you about why what you, and I, do for a living is so very important.

Law is inherently controversial. Aristotle observed that the three great pro-

fessions – priest’s, doctors and lawyers (or “lawgivers) – confront common ethical questions from different perspectives. Priests answer to a divine power and doctors answer to science, but lawyers answer to society. As servants of the public, lawyers may have the most difficult of the professions because society can be an arbitrary and ungrateful taskmaster. Plus, unlike a divine power that can fulfill faith, and unlike a body of scientific knowledge that can verify a medical opinion, society cannot validate the lawyer’s work by achieving perfect, harmonious justice. Rather, justice is an endless pursuit and, in a free society; the subject of an ongoing debate. And if you look around the world and back in time, justice is the most important goal of man on earth.

We have great lawyers and judges in Hawaii. And your work is as good as, or better than anywhere in the world, from London to Wall Street to Tokyo.



NALS Community Service

THE AMERICAN LEGAL SYSTEM: THE WORLD'S GREATEST EXPERIMENT IN GOVERNMENT

(Continued from page 20)

One of my great heroes is the late Teddy Koskoff from Connecticut. All of his life he was a civil trial lawyer. All of his life



NALS Community Service

he worked on behalf of the little person. He defines lawyers with power and with poetry. When I read his words I feel inspired but I also see Sandra Sardinha and Melissa Dodge by my side working for our clients in the American legal system. I hope you see yourselves in these inspiring portraits. I have added a little and subtracted a little from Teddy, but I borrow many of his words.

He said, *“If you are a lawyer, you stand between the abuse of corporate power and the individual. If you are a lawyer, you stand between the abuse of governmental power and the individual. If you are a lawyer, you are the hair shirt to the smugness and the complacency of society. And if you are a lawyer, you are helping to mold the rights of individuals for generations to come.”*

If you think about those who have been

part of our professional heritage, your thoughts would, I think, turn to some of these.

A Philadelphia in New York, the first Philadelphia lawyer, who undertook the defense of John Peter Zinger to protect his right to publish what he chose free from censorship or interference. His name was *Andrew Hamilton*. And he was a lawyer.

You would see him at the trial of Captain Preston, another political trial; a trial that arose out of the Boston Massacre. His name was *John Adams*. And he was a lawyer.

You would see him at that miracle in Philadelphia, the Constitutional Convention of 1787, fighting for the bill of Rights which became the basis of American freedom. His name was *James Madison*. He was a lawyer.

You might see him exhorting the battle cry of the Republic, *“Give me liberty*



NALS Community Service

(continued on page 22)

*“If you are a lawyer, you stand between the abuse of corporate power and the individual. If you are a lawyer, you stand between the abuse of governmental power and the individual“....
“if you are a lawyer, you are helping to mold the rights of individuals for generations to come.”*

THE AMERICAN LEGAL SYSTEM: THE WORLD'S GREATEST EXPERIMENT IN GOVERNMENT

or give me death". His name was **Patrick Henry**. He was a lawyer.

I know you would see him at Gettysburg with tears in his eyes, gaunt and morose, rededicating our country to the princi-



National officers: Dee Beardsley, Kathy Siroky, Cathy Hankins, Mary Jo Denman, Tammy Hailey and Gail Wolfe

ples of equal justice for all. *"As I would not be a slave, so I would not be a slave master."* His name was **Abraham Lincoln**. And he was a lawyer.

I know we all see him, an elemental man fighting for one cause or another, and in Dayton, Tennessee, preaching the legitimacy of evolution. His name was **Clarence Darrow**. And he was a lawyer.

You would see him speaking to us from a wheelchair, lifting our spirits, making us stronger with his inspirational philosophy. *"The only thing we have to fear is fear itself."* His name was **Franklin Delano Roosevelt**. He was a lawyer.

You could see her standing before the podium in the U.S. Supreme Court chambers and insisting that her client, Gerald Gault, a 15 year old boy, had the right to due process of law, a dangerous and unpopular idea at the time. Her name is **Amelia Lewis**. And she was a lawyer.

You might also see her in the U.S. House Representatives in July of 1974 during the most serious constitutional crisis of this century, her glasses reflecting the glare of the TV lights, as she gave voice to our fear, our anguish and our hope. Her name is **Barbara Jordan**. And she was a lawyer.

Certainly, we see him, passionate and stubborn, brilliant and volatile, a product of segregated education, whose extraordinary skills ended it. *"Separate, but equal is a legal fiction. There never was and never will be any separate equality. Our constitution cannot be used to sustain ideologies and practices which we as a people abhor."* He was the ultimate



NALS Community Service, Sadie Bispham

"Separate, but equal is a legal fiction. There never was and never will be any separate equality. Our constitution cannot be used to sustain ideologies and practices which we as a people abhor."

THE AMERICAN LEGAL SYSTEM: THE WORLD'S GREATEST EXPERIMENT IN GOVERNMENT

(Continued from page 22)

long distance runner. His name is **Thur-**



NALS Community Service:
Susan Weaver

good Marshall. He was a lawyer.

We may also see him in Birmingham, Atlanta, and Portland, modest, unassuming, soft-spoken, but with the courage to face down the enemies of liberty and to march on despite threats to himself and his family -- using the civil justice system to bring the Klan, the Skinheads, and the other hate mongers to their knees. **“Remember me by my clients”.** His name is **Morris Dees**, and he is a lawyer.

We see them as part of the long history of our country's constant search for justice, walking into the courts for thousands of Japanese citizens caught in the internment camp civil rights disaster 40 years earlier after Pearl Harbor, proving a government cover-up, and adding “Korematsu” to the names of ordinary citizens like Plessy, Brown and Park that stand for millions of souls. Their names are **Dale Minami and Erik Yamamoto** and they are lawyers.

And, finally, think about what you do on those stressful days when you face a serious deadline in a serious matter, in terms of the marvelous admonition of Holmes when more than a hundred years ago he said, **“It is required that we share the action and passion of our times at the peril of being judged not to have lived.”**

This is a peril you will never face. Your lives are nothing but action and passion because you are the heart and soul of the greatest experiment in government in the history of the world: the American legal system.



NALS Community Service:
Sadie Bispham

“Your lives are nothing but action and passion because you are the heart and soul of the greatest experiment in government in the history of the world: the American legal system.”

**NALS OF ATLANTA
THE ASSOCIATION
FOR LEGAL
PROFESSIONALS**

**VIA INTERNET
EMAIL ADDRESS CORRECTION REQUESTED**

**APRIL 18, 2006
CLE AFTER HOURS**

**WILL BE HELD AT THE
LAW FIRM OF BURR & FORMAN
171 SEVENTEENTH STREET, NW
SUITE 1100
ATLANTA, GEORGIA 30363
404-815-3000**

**NEXT MONTHS GUEST SPEAKER
SPEAKER: LAURIE DUGONITHS, ESQ.
TOPIC: MARITIME LAW AND THE ROLE OF
THE LEGAL SUPPORT STAFF**