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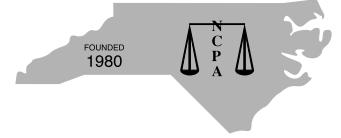
SINCE 1981

The NCPA is an
Affiliate Member
of the
National Association
of Legal Assistants, Inc.

Spring 2010

North Carolina Paralegal Association, Inc.

Forum



noun [C]; *för-əm*
an occasion or a place for talking about a matter of public interest



IDENTITY THEFT: Protect Yourself

IN THIS ISSUE...

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- 📌 Top 10 Tips for Brand New Paralegals
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Moving? Be sure to let us know!

Send both your old and new address information to:

The North Carolina Paralegal Association, Inc.
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President's Message

Patricia F. Clapper, ACP, NCCP



Well, I don't know about you but I have had it with the weather this winter. I hope Mother Nature pulls the cold on out of here and brings us some warmer temperatures soon. Speaking of warm weather, if you haven't already, be sure to check our website for registration information for NCPA's 30th Annual Seminar and Meeting which is going to be held at the Holiday Inn Resort in Wrightsville Beach March 18-20, 2010. This marks NCPA's 30th anniversary and we have some special things in store, including some really neat NCPA beach totes!

NCPA recently kicked off a mentoring program. If you are a student member or are new to the profession and are interested in being paired up with a more seasoned NCPA member, visit our website and click on the Mentoring link. I hope this will turn into a great member benefit and I am glad we are able to offer something like this to our members. Our mentoring committee, Beverly Johnston and Eunice Wilkerson-Evans have done a great job getting this off the ground.

Be sure to get your registration and hotel reservation in soon for the Annual Seminar - seminars at the beach always fill up quickly! I look forward to seeing all of you in March.

Patricia F. Clapper, ACP, NCCP

Chairman's Message

Diane N. Morgan, CP, NCCP



I am constantly amazed at how fast time flies. This last year as your Chairman has been no exception. John F. Kennedy once said, "For time and the world do not stand still. Change is the law of life. And those who look only to the past or the present are certain to miss the future." As we look to our future, remaining engaged in professional organizations like NCPA will only enhance our professional objectives in this ever changing, fast-paced world.

Serving as Chairman this last year has been an honor and a privilege. NCPA is an invaluable professional organization providing networking and cost-effective continuing education - among many other benefits. There is truly something for everyone with NCPA. Your continued support of and commitment to NCPA is what makes the organization work!

I have enjoyed working with all the District Directors this past year. The District Directors are dedicated volunteers who are charged with bringing your concerns to the Board and Executive Committee and providing each member within their district with opportunities to network socially and professionally. Please contact your Director with your suggestions and comments or plan to attend area meet and greets. Each Director has contact information on the NCPA website.

I wish you all continued success!

All the best,

Diane N. Morgan, CP, NCCP



ATTENTION ALL CLAs AND CPs

2010 ANNUAL MEETING AND SEMINAR

PRESENTED BY THE

NORTH CAROLINA PARALEGAL ASSOCIATION, INC.



MAKE PLANS TO ATTEND THE CLA/CP BREAKFAST

SATURDAY, MARCH 22, 2010

8:30 A.M. TO 9:30 A.M.

LINDA WOLF, ACP, NALA PRESIDENT

WILL BE OUR GUEST SPEAKER

COST IS \$20 AND INCLUDES A BREAKFAST BUFFET.
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Second Vice President's Report Membership

Yolanda N. Smith, ACP, NCCP

The current membership breakdown as of January 25, 2010 is as follows:

General members:	367
Associate members:	45
Student members:	111
Sustaining Members:	9
Affiliate members:	4
Educational Program members:	3
Total	539

We would like to acknowledge our newest (G)eneral, (A)ssociate, and (S)tudent members joining from October 27, 2009 – January 25, 2010:

Jennifer Eason, Durham, NC (S)	Darryl Hammill, Raleigh, NC (G)	Mary B. Glannigan, Mooresville, NC (S)
Rebecca Nichols, Greensboro, NC (S)	Jill B. Clark, Mooresville, NC (S)	Grady Spoonamore, Durham, NC (S)
Patsy Portis, High Point, NC (G)	Stephanie Jo Smith, Waxhaw, NC (G)	Suzanne Magin, Raleigh, NC (S)
Uju Nnenna Ezeigbo, Winston-Salem, NC (A)	David Greway, Raleigh, NC (S)	Charles R. Sykes, Graham, NC (S)
Kathryn Crouse, Wendell, NC (S)	Elizabeth Eglers, Raleigh, NC (S)	

NCPA is proud to recognize the following Sustaining members:

4NC Records, Carolina Paralegal News, Case-Closed Investigations, Case Works, Envision Discovery, Huseby, Inc., Kay McGovern & Associates, Lawyers Mutual Liability Insurance of NC, National Digital Forensics, Inc. and NC Academy of Superior Court Mediators



NCPA would also like to recognize our Affiliate and Educational Program members:

Alamance County Paralegal Association, Caldwell Community College and Technical Institute, Carteret Community College, Miller-Motte College, Cumberland County Paralegal Association, Guilford Paralegal Association, Guilford Technical Community College, and Research Triangle Paralegal Association

Feel free to contact me at any time if you have questions about membership in NCPA.

Yolanda N. Smith, ACP, NCCP
Second Vice President, Membership Chair



Editor's Court

Brandon L. Ruth, NCSB/CP

I would like to thank everyone at the North Carolina Paralegal Association for all the help and support they have shown me during my transition period into the position of Senior Editor of the FORUM. I would also like to extend a very special thank you to outgoing Senior Editor Melissa Rutledge, NCCP, who has been a tremendous help in getting me set up with the tools I need to do the job, and a saint for answering all my e-mails and telephone calls when I wasn't quite certain I had a handle on what I was doing. Melissa has done a fantastic job in overseeing the FORUM and its transition to a paperless format, and I only hope I can continue to maintain the high quality of the FORUM going forward.

In Melissa's final "Editor's Court" column in the Winter issue, she discussed the changing of the guard in the Senior Editor position. In keeping with the theme of "Change", this first issue of 2010 will take a look at some of the exciting new changes taking place in our profession. Part of what keeps our jobs interesting is that there is never room to get complacent, because regardless of the area of law you are involved in, something is always changing. Hopefully some of the changes discussed in this issue will be helpful to you, and if there has been a new innovation or evolution in your specific area of law that has not been covered in the following pages, please write to us and let us know – we will be sure to discuss it in an upcoming issue!

As always, please ensure that you check out the Calendar of Events, and don't forget to register for our 30th Annual Meeting and Seminar, coming up on March 18-20 at the Holiday Inn Resort in Wrightsville Beach. The schedule of events is posted on our web site, and it should be a great weekend. I hope to see everyone there!

Regards, *Brandon L. Ruth, NCSB/CP*



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Top 10 Tips for BRAND NEW PARALEGALS



Even though I've only been blogging since October 2008, I hoard ideas for posts like a magpie hoards food and shiny items. Come to think of it, I also hoard food and shiny items...

But in regard to blog posts which might interest other paralegals, I'm starting to look like a bag lady, with several large piles of legal articles, magazines, pamphlets, newspaper

clippings and written notes. And let's not talk about all the quick emails I send myself with ideas, which is where I found a January 2009 email reminding myself to talk about how to be successful on that first paralegal job.

Here's my "Top 10 List for Brand New Paralegals":

1. **Listen more than you talk.** Pay close attention - many things become clear through keen observation.
2. After listening carefully, **ask thoughtful questions** and get clear instructions. If the people you need to question are not easily accessible, try well-drafted email inquiries.
3. **Save samples or go-by documents** in a notebook and/or word processing directory. If you've worked with a document once, know where to find it the next time you need it.
4. **Carefully review existing firm documents** and immediately learn how to thoroughly search the firm's word processing directory. Search it before asking co-workers for help.

5. Always have a pad available to **take excellent notes**. If someone is giving you instructions, make sure that you are writing them down – legibly and accurately.
6. Use the firm's calendaring/to do system to **enter deadlines and reminders for all tasks**. If the firm doesn't have a system, create one that works for you.
7. **Prioritize your daily tasks**. Don't be afraid to ask for guidance if you are not sure what to do first.
8. **Obtain a basic CLE education** in your specialty area(s) by attending courses for beginners (paralegals and attorneys), reviewing CLE manuals available in the firm's library and reading recommended publications.
9. **Seek mentors** by joining at least one active paralegal association, reviewing paralegal listservs (even once a week via digest is better than not at all), personally networking with other legal professionals at CLE seminars, and virtually networking with other legal professionals on LinkedIn, Twitter and Facebook.
10. **Stay up-to-date in your field** by reviewing relevant magazines, ezines and websites, and by following reputable legal bloggers.

The legal field is always changing, and the most talented legal professionals are always learning. A successful paralegal is alert, curious and, like a magpie, is a seeker and hoarder of shiny new information.

"Reprinted with permission of Lynne J. DeVenny, Author/Blogger at Practical Paralegalism, <http://www.practicalparalegalism.com/>".

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Classes for Spring 2010 include:

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- Legal Research
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Phone: (919) 681-1025
Email: jmt25@duke.edu

http://www.learnmore.duke.edu/certificates/paralegal_cpeclasses



NALA Liaison's Report

Congratulations!

The following NCPA members recently passed the NALA Certification Exam:

Martha L. Blackman-Hughes, CP

Jennifer G. Henson, CP

Diane Norris Morgan, CP

The next CLA/CP Exam: March 19-20
July 23-24 (Deadline to apply May 15, 2010)

Jacqueline M. Thurman, CP, NCCP
NALA Liaison



MEET THE CANDIDATES

The Slate of NCPA Officer Candidates for the 2010-2011 year is presented for your consideration. Nominations were received for the following officer positions:

Beverly K. Moore, NCCP
for the Office of Parliamentarian

Jacqueline M. Thurman, CP, NCCP
for the Office of NALA Liaison

Ballots will be cast at the Annual Membership Meeting on March 19, 2009 at 3:15 p.m.
at the Holiday Inn Resort, Wrightsville Beach, North Carolina.

Declaration of Candidacy for the Office of Parliamentarian

Mrs. Moore currently works for Tissue Law Offices, PLLC, in Charlotte, North Carolina, dealing with commercial real estate and business organizations. She received her Paralegal Certificate from King's College in December 1995, and her NCCP designation in December 2005. March 2010 marks her seventh year of working for Mr. Tissue.

Mrs. Moore currently serves NCPA as Parliamentarian and District IX Director. Aside from her membership and positions in NCPA, she has been an active member of the Metrolina Paralegal Association (MPA) where she has held such offices as Third Vice-President, NALA Liaison, Patron Membership Chair and Social Committee Chair. She is also a member of the Catawba Valley Paralegal Association where she is currently serving on the Fundraising Committee. Coming in February 2010, she is taking on the role of Site Coordinator for the Wade Edwards High School Mock Trial regional competition in Charlotte.

Declaration of Candidacy for the Office of NALA Liaison

Ms. Thurman has been a paralegal for over 13 years and is currently employed with the law firm of Robinson, Elliott & Smith. She received her certification in paralegal studies from the National Center for Paralegal Training in 1993. She earned the Certified Paralegal Designation from NALA in 2009 and her North Carolina Certified Paralegal Designation in 2007. She received her BA from the University of South Carolina and she graduated with honors from the University of Phoenix with an MBA. She is a member of the North Carolina Paralegal Association and currently serves as NCPA's NALA Liaison. She is also a member of the National Association of Legal Assistants (NALA). In her spare time, she enjoys reading, playing tennis, cooking and spending time with family and friends.

OVERVIEW OF CHANGES IN LAWS FOR 2009

Patricia F. Clapper, ACP, NCCP

Our legislature was hard at work last session enacting new laws and changing old ones. In addition to the ban on texting while driving and the ban on smoking in bars and restaurants, here are a few notable changes over the last half of 2009:

- An attorney who drafts a will or codicil must now have his or her name and business address affixed to the instrument and indicate that he or she is the drafter.
- The spousal allowance for estates has been increased from \$10,000.00 to \$20,000.00.
- Estates valued at less than \$20,000.00 can be probated as small estates. This is an increase from \$10,000.00.
- Deeds must now include the address of the Grantor AND Grantee, state whether the property being conveyed was the primary residence of the Grantor, and state that the excise taxes were paid and how much was paid. This

change was made so appraisers can better track the sale prices of homes.

- Changes were made to the NC Limited Liability Company Act.
- A license plate frame on your car can no longer cover the state's name, or the year and month stickers.
- Several AOC forms have been updated, including the subpoena form. It's a good idea, at least once a year, to update your forms database by checking www.nccourts.org and see if forms your firm uses have been updated. The updated dates are in the bottom left hand corner.

For a complete list of laws from 2009, visit

<http://www.ncleg.net/documentsites/legislativepublications/2009%20Effective%20Dates/2009%20Effective%20Dates.pdf>

Please join us...



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For Seminar & Registration Information please visit
www.guilfordparalegalassociation.org

Mortgage-RESPA Changes

Cathy Jones

Home Affordable Mortgage Refinance offered by Fannie Mae (FNMA).

If you are familiar with the application process you know that when application is made, the lending institution, whether a Bank, a Mortgage Company outside a Bank or a Broker, they have three (3) business days to give you three (3) primary disclosures. These included:

1. Good Faith Estimate (GFE)
2. Truth-in-Lending Disclosure (TIL)
3. Servicing Disclosure

RESPA is changing as of January 2010 the following:

- The initial GFE become the binding GFE -the fees entered on this form are becoming more binding then they have previously been. There are certain tolerances but those are only rare instances and minimal % adjustments.
- All fees typically charged to borrowers regardless of who pays must be listed on the GFE.
- Fees disclosed, but paid by others are still bound by tolerances.
- Each numbered block explains the fees on the GFE and you will be able to ask questions about all fees to determine why a fee is what it is.
- The first block will contain all charges to you from the lender, broker, processing fee, underwriting fee etc.
- The second block will contain any Discount Fee. You may have a credit or charge for the interest rate you have chosen and it will be included in block one. You may receive a credit of a certain amount for higher interest rate, which will reduce your settlement charges (or) you may have to pay a charge to get a lower interest rate which will increase your settlement charges. This second block is about your interest rate only and the fees will be included, if any in the first block.

This is a brief explanation of the fees charged specifically by the lender. The other fees, most of them are charges you will pay for settlement charges which are incurred from the closing agent, the title company for title insurance, attorney fees, recording fees, transfer taxes, accrued interest and any fee that is designated as a part of closing. Please note that is report is not conclusive but it is relating to important mortgage information that you need to know.

The main purpose of this article is for you to know that once you receive the initial GFE, your fees will not be significantly different on the HUD1 at closing, than they are on the initial GFE. Previously this was part of some serious problems by getting to the closing table without sufficient funds to close or the closing cost being much more than initially stated. Especially on the Broker side. As you know the Broker does not close your loan in their name, they must close through an approved lender and now the approved lender will be responsible for all fees from the Broker as well and there will be State and Federal guidelines to follow and some State limits are different than others previously and this may be changing. There are many other areas of news about what has happened in our mortgage meltdown process and should be of interest to all who want to stay abreast of important decision made upon our behalf.

Please note that this is something in your favor. A lot has happened in the Mortgage World and it seems like it is taking forever to recover. The States Regulators and Federal Regulations dictate certain charges you pay. The individual Bank or Broker has no control over the fees that are set at maximums but they should maintain integrity and moderation per their code of ethics to be reasonable with the entire process.

Article Source:

<http://www.articlesbase.com/mortgage-articles/mortgagerespa-changes-1600006.html>

Has your

Email

address changed?

Please be sure to let us know so we can keep you informed of what's happening in our profession.

Send your old and new email addresses to:

info@ncparalegal.org

OR you may update this and other personal information on your own by logging onto the NCPA website and modifying your profile.

STATEWIDE NEWS

DISTRICT IV NEWS

On December 1, 2009, GPA held its annual Holiday Dinner at Centennial Station in High Point. Members have adopted a family who will be moving into a home being built by the Greensboro Bar Association Habitat for Humanity project and members collected household items and cash donations to be used to buy furniture and other household items once the home is completed and ready for the family to move in sometime in January. Members also bought and delivered Christmas toys for the family's children.

Details about these meetings and all of GPA's events are available on the website. <http://www.guilfordparalegalassociation.org>.

Alamance County Paralegal Association (ACPA), an NCPA affiliate, had a food drive for their local Loaves and Fishes and also made a cash donation of \$250.00. Members felt that with all they have to be thankful for they wanted to share with those who are in need. For information on ACPA please contact Hattie Sheets at hss@vernonlaw.com or Teresa Stacey at tas@vernonlaw.com.



MENTORING PROGRAM

Our Mentoring Program is now in place. The purpose of the NCPA Mentoring Program is to develop and promote the career development and professionalism of future paralegals. It is vitally important that seasoned paralegals help foster the growth of its newer members as a means to meet the needs of our ever growing profession and to set the standard for our future. The program is designed to be a 12-month commitment beginning in March and ending in March each year.

We need mentors! Please consider volunteering a few hours of your time to this program. It cannot succeed without you. Thanks!

Beverly Johnston, Chair

DISTRICT DIRECTOR OPPORTUNITY

District VI - Alexander, Allegheny, Davie, Forsyth, Iredell, Rowan, Stokes, Surry, Wilkes and Yadkin Counties

Please contact Patti Clapper or Diane Morgan for more details

*NCPA would like to congratulate
our members who passed the
October 3, 2009 NCCP exam*

Betty T. York
Vicki Sara Helm
Paulette Wilkes
Andrea Kennicott
Jenny R. Reed
Renee Xiomara Francis
Paula Roberts Shacklock
Harry S. Pearsall, III
Frank S. Meldau
Annmarie Spiegel
Eva A. Rae
Denise Martin

Report of Historian: 2009 NCPA History

By Karen F. England, NCCP

The 2009 Annual Meeting and Seminar was held in Wilmington, North Carolina. Patricia F. Clapper, ACP, NCCP, was elected as President, and Diane N. Morgan, NCCP, was appointed Chairman of the Board of Directors.

The NCPA Student Scholarship winners were Stacy Finch Davis, Patricia A. Zingozian, Lindsey Costello and Shawndria McCoy.

Kaye H. Summers, CLA, NCCP, Jacqueline N. Thurman, CP, NCCP, NALA Liaison, and Debby J. Sawyer, CP, attended the NALA annual meeting in San Diego July 8-July 11, 2009. NCPA's table was very busy and received many compliments. Thanks to Kaye, Jackie and Debby for representing NCPA on the national front.

2009 also marked a first for NCPA – a group from District II participated in the Susan G. Komen Race for the Cure on June 13. Way to go to lend a hand to help such a worthwhile cause.

In September the Mid-Year Seminar was held in at the Embassy Suites, Winston-Salem and was well attended by NCPA members. The weekend began with a meeting of the Long Range Planning Committee, headed by its chair, Beverly N. Johnston, NCCP. She led the group in brainstorming ideas and projects to help grow and retain the membership of NCPA. The committee discussed several exciting new long range goals for the future of NCPA, one of which was the formation of a new committee to implement a mentoring program pairing members who wish to participate as a mentor with members who are new paralegals or students. The Board and Executive Committee meeting followed. The CLA and NCCP Review Courses were held on Friday and Saturday, concurrent with the Mid-Year Seminar in Winston-Salem.

Respectfully Submitted,

Karen F. England, NCCP

Mark your calendar now for the North Carolina Paralegal Association, Inc.'s 30th Annual Meeting and Seminar March 18 – 20, 2010

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NORTH CAROLINA PARALEGAL ASSOCIATION, INC. 30th ANNUAL MEETING & SEMINAR

MARCH 18, 2010 - MARCH 20, 2010

Holiday Inn Resort
Wrightsville Beach, North Carolina

SCHEDULE OF EVENTS

Thursday, March 18, 2010

6:00 - 8:00 p.m. **Early Registration & Exhibitor Exposition**

*Join us in welcoming our Exhibitors with light hors d'oeuvres and a cash bar.
ID will be required for purchase of alcoholic beverages.*

Friday, March 19, 2010

7:30 - 8:15 a.m. **Registration & Continental Breakfast**

8:15 - 8:30 a.m. **Welcome Remarks** - President, Patti F. Clapper, CLA, NCCP

8:30 - 9:30 a.m. **GENERAL SESSION**

*Erik Mazzone, The North Carolina State Bar
Lee Rosen, The Rosen Law Firm
"60 Technology Tips in 60 Minutes"*

9:30 - 9:45 a.m. **Break - Visit with Exhibitors**

9:45 - 10:45 a.m. **CONCURRENT SESSION A**

*Robert A. Beason of Beason & Ellis Conflict Resolution, LLC
"Making The Most Of Mediation"*

CONCURRENT SESSION B

*David Parker and Leighton Roper
"HIPAA, HI-TECH, and Why You Should Give a Heck."*

10:45 - 11:00 a.m. **Break - Visit with Exhibitors**

11:00 - 12:00 p.m. **CONCURRENT SESSION A**

*Lynne DeVenny, Winston-Salem, NC
"Preparing for Mediations and Hearings in Workers Compensation Claims and
Valuing Workers Compensation Claims"*

CONCURRENT SESSION B

*Matthew St. John, Westlaw
"Changes and Current Updates to Westlaw Software"*

12:00 - 1:30 p.m. **LUNCH**

1:30 - 2:30 p.m. **GENERAL SESSION**

*Debbie Lawrence; Huseby, Inc., Charlotte, NC
Camille Stell; Lawyer's Mutual, Cary, NC
Trends Affecting the Paralegal Profession: A Discussion of Challenges and Solutions*

2:30 - 3:00 p.m.	Break/Set Up for Annual Meeting
3:00 - 3:15 p.m.	Registration for Annual Meeting
3:15 - 5:15 p.m.	Annual Meeting – Election of Officers <i>Both members and non-members are encouraged to attend.</i>
6:30 - 7:15 p.m.	Dinner (<i>Dress is business casual</i>)
7:15 - 7:30 p.m.	Introduction of Officers for 2010-2011
7:30 - 8:00 p.m.	Guest Speaker, Vickie Vosin, ACP
8:00 p.m. - until	Special Music provided by “The Corpus Derelicts”

Saturday, March 20, 2010

8:30 - 9:30 a.m.	CLA/CP Breakfast (NALA Certified CLAs and CPs ONLY) <i>Linda Wolfe, ACP; NALA President</i>
OR	Breakfast on your own.
9:30 - 10:30 a.m.	CONCURRENT SESSION A <i>Giovanni Masucci, National Digital Forensics</i> <i>Digital Evidence Is Involved In Your Case: So What’s the Next Step?</i>
	CONCURRENT SESSION B <i>William Thompson</i> <i>“The Top Five Mistakes Legal Professionals Make When Constructing their Own Financial Plan for the Future”</i>
10:30am - 11:00 a.m.	Break (Hotel Checkout is at 11AM)
11:00 - 12:00 p.m.	GENERAL SESSION (ETHICS SESSION) <i>Judge Ola M. Lewis, Senior Resident Superior Court Judge, Brunswick County, NC</i> <i>“An Ethical View from the Bench”</i>
12:00 p.m.	Closing Remarks and Door Prizes (must be present to win)

CONTINUING LEGAL ASSISTANT EDUCATION CREDIT:

- This seminar meets the requirements of the Certifying Board of the National Association of Legal Assistants, Inc. for 7.0 hours of Continuing Legal Education units toward maintenance of the Certified Legal Assistant credential. **(Approval Pending)**
- This seminar has also been approved by the North Carolina State Bar Board of Paralegal Certification for Continuing Paralegal Education in the amount of 5.0 hours of general CPE credits including 1.0 hour professional responsibility CPE credits. Any NC certification questions should be directed to the North Carolina State Bar’s Paralegal Certification Board. **(Approval Pending)**

REFUNDS: NCPA must commit to fill a specific number of hotel rooms, purchase a specific amount of food, and print seminar materials based upon the number of seminar registrants in mid-March. Due to the fact that we are obligated to pay for these items regardless of whether seminar attendees cancel, we have instituted a Refund Policy. Refunds will be issued under the following conditions:

- For refund requests received by March 9, 2010, we will issue a full refund minus a \$10.00 cancellation fee. If we receive your request between March 10 and March 14, we will issue a 50% refund.
- No refunds will be issued for refund requests received after March 14, 2010.

DISCOUNTS: Law offices or corporations with three (3) or more paralegals attending the seminar, or three (3) or more paralegal students registering simultaneously, will be entitled to receive a 10% discount on the registration fee only. Discount does not apply to additional lunch or dinner tickets, CLA breakfast, or manuscript purchase. Registration forms and fees must be received simultaneously to ensure proper credit for discount.

MANUSCRIPTS: We give attendees the option to receive the manuscript via email a week prior to the seminar. NCPA believes this is more environmentally friendly as it prevents us from printing a large number of manuscripts that are subsequently unused. We hope that this change will enhance your conference experience while conserving natural resources and respecting the environment. Please be sure to indicate how you would like the manuscript provided to you. **If you do not make a choice, the manuscript will be emailed to you.** If you choose to have the manuscript emailed to you, please note that we will NOT have extra copies to give you when you check in.

FOR MORE INFORMATION, CONTACT

STEPHANIE ELLIOTT-PARK, NCCP
1st VICE PRESIDENT AND ANNUAL SEMINAR
(704) 865-4400 or education@ncparalegal.org

MICHELE A. TUTTLE, CLA, NCCP
CO-CHAIR ANNUAL SEMINAR CO-CHAIR
(336) 793-0816 or education@ncparalegal.org

Join us in celebrating the North Carolina Paralegal Association, Inc.'s 30th Annual Meeting & Seminar at the beautiful Holiday Inn Resort. Mail your registration form today!

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ONLINE CODE: P69
1-877-330-5050
GROUP CODE: NCPA

Room Rates: Rooms rates are \$134.00 (for a standard room) and \$149.00 (for an oceanfront room), plus tax; deadline for hotel reservations is **FEBRUARY 28, 2010**. When calling to make a reservation, please be sure to designate that you are attending the NCPA Seminar to receive the discounted rate. After the deadline, you are not guaranteed this rate.

Directions:

From I-40 Exit US 74 East, go approximately 5 miles, cross Intracoastal Waterway Bridge, remain on US 74, turn left on Lumina Avenue, located approximately ½ mile on the right.

From US 74 Follow US 74 to US 76; proceed East, cross Intracoastal Waterway Bridge, bear left on US 74, turn left on Lumina Avenue, located approximately ½ mile on the right.

From US 76 Follow US 76 East, cross Intracoastal Waterway Bridge, bear left on US 74, turn left on Lumina Avenue, located approximately ½ mile on the right.

From US 17 Exit US 74 East, go approximately 5 miles, cross Intracoastal Waterway Bridge, remain on US 74, turn left on Lumina Avenue, located approximately ½ mile on the right.

REGISTRATION FORM

NCPA's 30th Annual Meeting and Seminar March 18, 2010 – March 20, 2010 Holiday Inn Resort, Wrightsville Beach

Registration deadline is March 9, 2010. Please add the late fee if your registration is postmarked on or after this date. Walk-ins are welcome the day of the seminar. Checks should be made payable to NCPA for the total amount of all applicable fees. Your check or credit card statement is your receipt. **We do not send confirmations.** This registration form must be completed and accompany your payment.

Return this form and your payment to: Melissa Stockley-Jones, CP, NCCP
 NCPA, Registration Chair
 PO Box 36264
 Charlotte, NC 28236-6264

NAME: _____

(This is how your name will appear on your nametag - please be sure to include any credentials such as CP or NCCP)

ADDRESS: _____

TELEPHONE: _____

E-MAIL ADDRESS: _____

CHECK NO.: _____ ENCLOSED: \$ _____

CHECK THE CONCURRENT SESSIONS YOU WILL ATTEND:

- Friday, 9:45am Session A _____ Session B _____ (choose ONE session at 9:45 on Friday)
- Friday, 11:00am Session A _____ Session B _____ (choose ONE session at 11:00 on Friday)
- Saturday, 9:30am Session A _____ Session B _____ (choose ONE session at 9:30 on Saturday)

Fees: Check all that apply

(Registration fee includes manuscript, Friday breakfast, Friday lunch, and Friday evening event)

- \$ 160.00 NCPA or NALA Member* (or Affiliate Member Delegate)
- \$ 245.00 Non-Member
- \$ 65.00 NCPA or NALA Student Member*
- \$ 90.00 Student Non-Member (please include proof of enrollment at a paralegal school)
- \$ 125.00 Paralegal Educator
- \$ 20.00 Additional Friday Lunch Ticket
- \$ 25.00 Additional Friday Dinner Ticket
- \$ 20.00 CLA/CP Breakfast (NALA certified CLAs/CPs only – Not applicable to NC Certified Paralegals – please provide NALA Membership # _____)
- \$ 20.00 Late Fee (must be included if postmarked after 3/9/2010)
- \$50.00 Manuscript Only (will be mailed after seminar date)
- Please email me the manuscript, my email is _____.
- Please provide me with a manuscript when I check in.

*If you are not an NCPA member but are a NALA member, please include a copy of your NALA membership card showing your status as an "individual member". Contributions or gifts to the North Carolina Paralegal Association, Inc. are not deductible contributions for federal income tax purposes; however, payments may qualify as ordinary and necessary business expenses.

TECH TIPS

New on the NCPA Website!

LOGIN

Welcome to the North Carolina Paralegal Association Online Community!

Login using your assigned username and password.
If you are a member, don't forget to check your profile to ensure that all of your information is correct.

North Carolina Paralegal Association Login

Username: Save Username OR

Password: [Forgot your password?](#) **Connect with facebook**

NCPA is now linked to Facebook! Connect your Facebook profile to your NCPA profile, and use your Facebook info to log in to NCPA. Never worry again about forgetting your NCPA password!

eChecks

Online membership dues and seminar registrations can now be paid by eCheck! Instead of using a credit or debit card, you simply enter into our secure payment portal your bank information from the MICR line at the bottom of your check. Your payment is processed electronically and immediately.

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Identity Theft: Protect Yourself

By Roy Cooper
Attorney General

GET FREE SECURITY FREEZES

A security freeze stops credit reporting agencies from releasing any information about you to new creditors without your approval, which can stop identity thieves from getting new credit in Your name.

- All North Carolinians can get free security freezes online. For more details, visit www.ncdoj.gov
- Identity theft victims and seniors can also freeze their credit for free by mail or phone.
- Provide your full name, past home addresses, SSN, birth date, and two proofs of residence.
- To get a security freeze by mail or phone, contact the three major credit bureaus

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Allen, TX 75013
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GET FREE YEARLY CREDIT REPORTS

- You are entitled to one free credit report from each of the three nationwide credit bureaus every year. To get your free reports, go to www.freecreditreport.com or call 1-877-322-8228.
- To monitor your credit year round, ask for a free report from a different credit bureau every four months.

PROTECT YOUR SOCIAL SECURITY NUMBER

- Don't carry your Social Security card in your wallet.
- Give your Social Security Number (SSN) only when absolutely necessary.
- Ask why a SSN is needed, who will have access to it, and how it will be kept confidential.
- Don't print your SSN or driver's license number on your checks.

DESTROY DOCUMENTS YOU DON'T NEED

- Shred "pre-approved" credit card applications, old bank statements, insurance forms, etc.
- Learn about shred-a-thons in your area. Email alerts@ncdoj.gov and provide your county for updates or check the calendar at www.ncdoi.gov.

MONITOR FINANCES

- Limit the number of credit cards you carry.
- Copy credit cards (front and back) and keep them in a safe place in case a card is lost or stolen.
- Watch billing cycles for missing bills and review monthly statements carefully. Contact creditors if you miss a bill or if there are charges you don't recognize.
- Use automatic deposit for payroll, social security, or other federal benefit checks. Sign up for automatic deposit of federal checks by calling Gov Direct at 1-800-333-1795.
- Review your Social Security Earnings and Benefits Statement for errors in your yearly salary. To order a statement, call 1-800-772-1213.

Protect Your Information Online

SURFING AND SHOPPING

- Keep spyware and virus protection software up-to-date, and install a firewall.
- Secure your wireless router and use the built-in encryption mechanism.
- Only provide your SSN or financial account numbers online through a valid, secure website. Secure websites often have an icon in the shape of a lock in the lower right-hand corner. A secure website's address will change from http to https.
- Pay for online purchases by credit card when possible. Federal law limits your liability to \$50 maximum if your credit card number is lost or stolen. Paying by credit card can also give you a better chance of getting your money back if your order never arrives.
- When ordering goods online, ask about refund policies, print order confirmations and keep track of delivery dates. It is best to order from trusted businesses or businesses that you confirm are legitimate.
- When selling items online, watch out for real-looking fake checks and money orders. Be wary of overpayments and endorsed checks. Never agree to wire excess payments back to the buyer or to someone else.
- Read privacy policies and inquire how your personal information will be used.
- Use one low-limit credit card for all online purchases or request a one-time-use number from your credit card company each time you want to make a purchase online.

EMAIL

- Beware of emails that ask you to confirm your personal information or account number, or that ask you to transfer money, even if the email appears to come from a bank, Internet Service Provider, business, or charity. Forward the email to spam@uce.gov.
- Never send your SSN or financial account numbers by email unless using encryption software.
- Be careful when clicking on links provided inside an email, even from a trusted source.
- Emails that say you've won the lottery, promise you can make a lot of money, or plead for help transferring money are almost always scams.

PASSWORDS

- Avoid PINs or passwords such as your mother's maiden name, family members' birth dates, your SSN or phone number, or a series of consecutive numbers (i.e., 1, 2, 3, 4).
- Combinations of letters, numbers, and special characters make the strongest passwords.
- Don't carry your PINs in your wallet or purse.
- Don't share PINs or passwords, even with close friends or relatives.
- Choose a different PIN for each account.

Watch Over Your Mail

- Stop pre-approved credit card offers by calling 1-888-5-OPT-OUT or visiting www.optoutprescreen.com.
- Place outgoing mail into a locked mailbox such as a blue postal service box.
- Don't leave incoming mail sitting in an unlocked mailbox.
- Cut down on unwanted mail by contacting the Direct Marketing Association at www.dmchoice.org.

Beware of Scams and Frauds

- Never give personal information to telemarketers who call you on the phone.
- Sign up for the national Do Not Call registry at 1-888-382-1222 or www.donotcall.gov to cut down on unwanted calls from telemarketers.
- Ask for and check references for door-to-door sales, home repair offers and other products.
- Verify that charities, businesses and others who contact you are who they claim to be before you provide any personal information. If you think the request for information is legitimate, hang up and contact the company at a number you know is valid to verify the request.
- Sign up for alerts about new scams at alerts@ncdoj.gov or by visiting wvm.ncdoj.gov

Calling All Members!

“People who ask our advice almost never take it. Yet we should never refuse to give it, upon request, for it often helps us to see our own way more clearly.” --Brendan Francis

Please consider contributing to the next edition of the *NCPA Forum*. Not only do we want our association’s publication to be informative and innovative for each and every member, we also want it to include helpful hints and sound advice from our main resources, our members. We are looking for all types of articles that relate to the paralegal community. Anything of interest to you will most likely be of interest to other paralegals across the state. Let your voice be heard in the *NCPA Forum*. Please submit all articles in Word format to Crystal L. Robinson, NCCP crystal@levineandstewart.com. You may also e-mail your comments, suggestions and possible article contributors to us as well.

Kay McGovern & Associates Certified Court Reporters

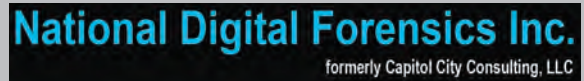
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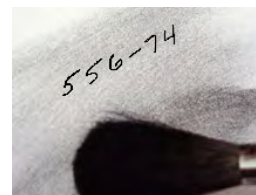


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CALENDAR OF EVENTS

February 28, 2010

Individual (General, Associate, and Student) dues are delinquent – memberships expire if not renewed

March 18-20, 2010

NCPA's 30th Annual Meeting and Seminar in Wrightsville Beach, NC

March 19-20, 2010

CLA/CP Exam

April 17, 2010

NCCP Certification Exam

May 15, 2010

CLA/CP Exam Registration Deadline

July 14-17, 2010

NALA Annual Conference in Jacksonville, FL

July 23-24, 2010

CLA/CP Exam

September 11-12, 2010

NCPA's Mid-Year Seminar and Review Course in Asheville, NC

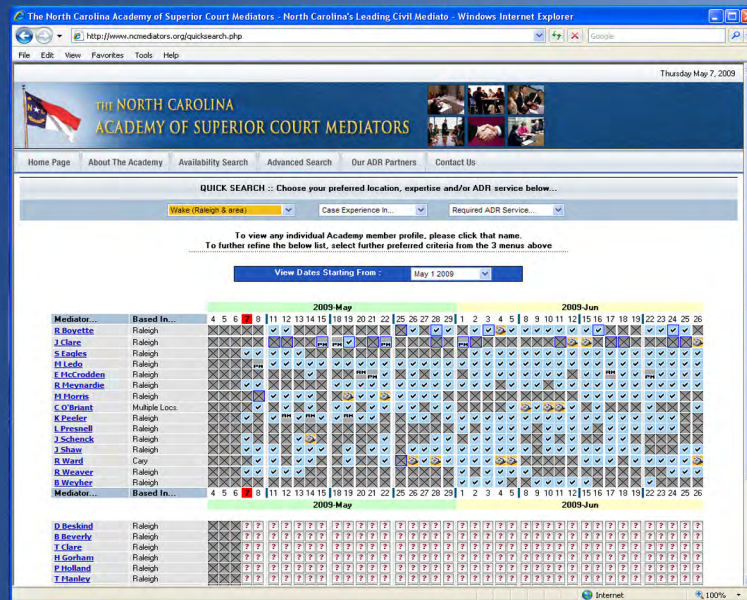
October 1, 2010

CLA/CP Exam Registration Deadline

December 3-4, 2010

CLA/CP Exam

“THE ACADEMY WEBSITE IS FAST BECOMING A ONE-STOP SHOP FOR THE STATE’S LITIGATION SUPPORT STAFF”



CHECK AVAILABLE DATES FOR THE STATE’S TOP 100 MEDIATORS AT
www.ncmediators.org/quicksearch

NCPA JOINT MEETING OF THE EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS

November 15, 2009

By Teleconference

The Board of Directors and the Executive Committee of the North Carolina Paralegal Association met via teleconference on November 15, 2008 at 2:00 p.m. President Patti Clapper called the meeting to order at 2:10 p.m. and participants verbally noted their attendance.

Patricia F. Clapper, ACP, NCCP
President

Stephanie Elliott-Park, NCCP
Education Committee, 1st Vice President

Karen F. England, NCCP
Historian, District IV Director (Interim)

Beverly Johnston, NCCP
*District II (Interim) Long Range Planning,
Mentoring Program Co-Chair*

Beverly G. Moore, NCCP
District IX Director (Interim), Parliamentarian

Diane Morgan, NCCP
District I Director (Interim), Chairman of the Board

Alyssa J. Mozingo
Pro Bono

Kimberly C. Pellicone, CP, NCCP
Treasurer

Debby Sawyer, CP
Student/School Relations

Yolanda N. Smith, ACP, NCCP
*NC Board of Paralegal Certification Liaison,
2nd VP Membership*

Kaye H. Summers, CLA, NCCP
CLA Review Course, At Large Director

Diane L. Tally, NCCP
Secretary

NCPA Board Secretary
Diane L. Tally, NCCP

Secretary Diane L. Tally presented the minutes from the Executive Committee/Board of Directors minutes of September 18, 2009. The minutes were approved. Kaye Summers made a motion that the minutes of September 18, 2009 be approved. The motion was seconded by Stephanie Elliott-Park and carried by unanimous vote.

Education Committee

First Vice President Stephanie Elliott-Park, NCCP

Stephanie reported that overall the comments on the evaluations from Midyear were really good. There were no negative

comments at all. Stephanie reported that the speakers for Annual are already engaged and she is working on a couple general sessions where people can speak to everyone. She hopes to have some free entertainment lined up as well.

Patti reported that she has been speaking Vicki Voisin and she has agreed to our dinner speaker. Vicki does a great presentation about being a member of an association.

Mid-year will be September 10-11, 2010 at the Renaissance Inn at Asheville.

Convention Coordinator's Report

Shelby G. Tyson, NCCP

Shelby was not present but did submit a report. However, Patti reported that the contract for the 2010 Mid-Year Seminar has been executed. The 2010 Mid-year Seminar will be held on September 9-11, 2010 at the Asheville Renaissance Hotel. The following facilities have presented proposals for 2011 Annual Seminar. Hilton in North Raleigh, Embassy in Winston Salem, Embassy in Cary and the Sheraton in Greensboro. The proposals were reviewed and it was agreed that 2011 Annual will be at the Embassy in Cary.

Membership Committee

Second Vice President – Yolanda N. Smith, ACP, NCCP

Yolanda was present and presented a report. She reported that NCPA currently has 361 general members, 45 associate members, 102 student members, 9 sustaining members, 4 affiliate members and 3 educational program members. A total of 524 members.

Treasurer's Report

Kimberly G. Pellicone, CP, NCCP

Kimberly was present and presented September and October 2009 month end reports, 2009 Mid-Year Seminar and 2009 CLA/NCCP Review Seminar revenues and expenses.

It was agreed that we would defer October and November budgets until the next meeting in January.

Other Items Discussed:

Membership dues – Student membership is growing.

It was discussed that we can close the education fund account. Patti and Kim will talk about it, come up with a game plan, and put it out there in January for a vote.

Parliamentarian's Report

Beverly K. Moore, NCCP

Beverly was present and presented a report. At the last EC/Board meeting a Bylaw Amendment regarding Membership refunds was discussed. After reviewing the Bylaws she proposed that the Amendment be added to Article VI, Dues and Assessments as item #2.

PROPOSED BYLAW AMENDMENT

2. MEMBERSHIP REFUNDS. All requests for Membership Refunds will be directed to the Board of Directors and will be issued at the discretion of the Board based on length of membership, and circumstance surrounding the request of the refund. [effective March 19, 2010]

District Director's Reports

(Interim) District I – Diane N. Morgan, NCCP

Diane was present and presented a report. She reported that District I currently has 34 members.

District II – Beverly H. Johnston, NCCP

Beverly was present and presented a report. She reported that as of November 15, 2009 District II currently has 137 members consisting of 102 general members, 9 associate members and 26 student members.

District II has added 25 new members since March, 2009, held 3 CLE meetings, published 8 newsletters, is holding its first annual Christmas social and secured a permanent meeting facility for the North-West section.

(Interim) District III – Sylvia L. Erikson, NCCP

Sylvia was not present but submitted a report. She stated in her report that District III has 3 new members since the end of the summer. The Cumberland County Paralegal Association held a bake sale in October with all of the \$565.00 in proceeds benefitting the Teddy Bears for Officers Program.

District IV – Karen F. England, NCCP

Karen was present and presented a report. She stated that as of November 13, 2009 District IV has 88 current members, which consist of 77 general members, 5 associate members 5 student members and 1 attorney advisor.

(Interim) District IX, Parliamentarian Beverly K. Moore, NCCP

Beverly was present and presented a report. She reported that District IX currently has 18 members.

The Catawba Valley Paralegal Association is very busy offering CPE courses and/or having social events each month. They are still relatively small but continuing to grow. Beverly made a plea

in the last AMICUS to get ideas for a meet and greet for District IX. She has received no responses. However, she has found a member of District IX who is willing to take over the Director position at Annual. Her name is Lisa C. Childress, NCCP.

NCPA on Facebook currently has 124 members.

NALA Liaison – Jacqueline M. Thurman, CP, NCCP

Jacqueline was not present and did not submit a report. However, it was mentioned that NALA Convention is going to be July 14-17 in Jacksonville, Florida.

Historian – Karen F. England, NCCP

Karen was present but had nothing to report at this time. She asked if anyone could think of anything that she could include in her the Historian report. The Komen race for the cure was mentioned as well as the CLA scholarship winners. Honoring long time members was brought up and Brenda sent Patti a spreadsheet of all that have joined NCPA but those that joined after the year of 2000 don't have a join date. Karen will look through the Historian's materials to see if there is anything that has the join dates on it.

Long Range Planning – Beverly Johnston NCCP

Beverly was present and presented a report. Her reports discuss the short term and long term goals for NCPA.

Mentoring Committee – Beverly Johnston, NCCP and Eunice Evans-Wilkerson, NCCP

Beverly was present, Eunice was not and a report was presented. Beverly presented two phases of this new committee. Phase I is getting it started as far as establishing guidelines and a purpose, developing the roles of the mentors and mentees and responsibilities of each, developing effective partnership requirements and developing assignment procedures and practices.

Phase II is Implementation sending surveys to the membership seeking interested participants, notifying schools of the programs initiative, posting the information to the website and providing the list of interested mentor to the committee.

NC Board of Paralegal Certification Liaison Yolanda Smith, ACP, NCCP

Yolanda was present and reported that letters to members will go out and they will get a 3 month free membership for those that passed the exam.

Pro Bono – Alyssa J. Mozingo, NCCP

Alyssa was present and reported that there was a blood drive at Miller Moth College in February. She also reported that a couple of students contacted us for Internships and one of them actually got a paid internship.

Public Relations & Official Publications
Senior Editor – Melissa A. Rutledge, NCCP

Melissa was not present and did not submit a report. However, Patti reported that Melissa is working on getting the info for the Forum. This will be Melissa's last Forum. Melissa talked to Brandon Ruth who was a student member last year. He has agreed to take over as the Senior Editor for the next year and he is currently working with Melissa.

Student/School Relations – Debby Sawyer, CP

Debby was present and reported that she has gotten a few in for the scholarship. The deadline is January 15th and she projects that a lot more will come in before the deadline. Scholarship checks will be given at the banquet on Friday night at Annual.

Survey – Erin B. Galloway, CP, NCCP

Erin was present and did not submit a report. However, Patti reported that there will be a survey next year and that Judy Reins will be taking over this position for the next year.

NCPA Coordinator/Technology
Brenda J. Mareski, CP, NCCP

Brenda was not present but submitted a report. She states in her report that she has worked with Member Clicks to have Facebook linking on the NCPA website, to further encourage our members to be active visitors to our site.

All the online forms for the 2010-2011 membership year as well as the online renewal forms have been updated. The paper forms and the invoices for renewals have also been updated, as well as the paper renewal forms for Affiliate and Educational Programs.

President's Report
Patti Clapper, ACP, NCCP

Patti reports that she has been very busy trying to fill the district and committee positions for the upcoming New Year.

Next Meeting: January 17, 2010 – Location to be announced, hopefully Burlington weather permitting. Let's emphasize people to be there because we will be voting.

Stephanie moved to adjourn and Kim seconded the motion.

NORTH CAROLINA
LAWYERS WEEKLY

Dear Paralegal,

I am happy to inform you that **Carolina Paralegal News (CPN)**, a special publication of *North Carolina Lawyers Weekly*, will now be published monthly. As many of you know, this product started out as a quarterly publication, and then went to bimonthly and now monthly due to increased demands and content popularity.

I personally wanted to thank you for your continued support of **CPN**, which has allowed us to provide the large paralegal community in two states with important news, information, profiles and industry trends.

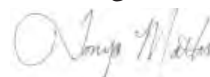
As of January 2010, **CPN** will be available to you each month for \$5.00 per issue. Subscribers to *North Carolina Lawyers Weekly* will continue

to see **CPN** inserted in their mailed copies. Also, a PDF version of **CPN** will be available online at www.nclawyersweekly.com.

Please call our office toll-free at 877-577-6221 to order copies of **CPN**, which will be available the last Monday of each month.

Again, thank you very much for your support in growing this product and I hope you have a successful new year!

Kind regards,



Tonya Mathis
 Publisher

Distribution dates:

Jan. 25	July 26
Feb. 22	Aug. 30
Mar. 29	Sept. 27
Apr. 26	Oct. 25
May 31	Nov. 29
June 28	Dec. 27

NCPA JOINT MEETING OF THE EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS

January 17, 2010

The North Carolina Paralegal Association held its regularly scheduled joint meeting of the Executive Committee and the Board of Directors on January 17, 2010, beginning at 1:10 p.m. at the law firm of Vernon, Vernon, Wooten, et al., in Burlington, North Carolina. The President and Chairman of the Board were present.

Attendance Recorded:

Patricia F. Clapper, ACP, NCCP
President

Karen F. England, NCCP
Historian, District IV Director (Interim)

Dennis Embo, NCCP
NC Land Records Task Force

Dennis Embo, NCCP
NC Land Records Task Force

Sylvia Erickson, NCCP
District III (Interim)

Brenda Mareski, CP, NCCP
NCPA Coordinator/Technology

Beverly Johnston, NCCP
*District II (Interim) Long Range Planning,
Mentoring Program Co-Chair*

Beverly K. Moore, NCCP
District IX Director (Interim), Parliamentarian

Diane Morgan, NCCP
District I Director (Interim), Chairman of the Board

Kimberly C. Pellicone, CP, NCCP
Treasurer

Judy Reins, NCCP, CLA
Survey

Teresa Stacey, NCCP
Affiliate Director, Associations Network Chair

Kaye H. Summers, CLA, NCCP
CLA Review Course, At Large Director

Diane L. Tally, NCCP
Secretary

Jacqueline M. Thurman, CP, NCCP
NALA Liaison, Ethics

NCPA Board Secretary

Diane L. Tally, NCCP

Secretary Diane L. Tally presented the minutes from the Executive Committee/Board of Directors minutes of November 15, 2009. Kimberly Pellicone reported a change to what was reported for the treasurer reports in the November 15, 2009 minutes. The last sentence was to read "It was agreed that we would defer October and November budgets until the next meeting in January" and

under expenditures "accounting services went over budget \$877.35."

Kaye motioned that the minutes of November 15, 2009 be approved with reported changes. The motion was seconded by Patti Clapper and carried by unanimous vote.

Education Committee

First Vice President Stephanie Elliott-Park, NCCP

Stephanie was not present and did not submit a report. However, Patti reported that one more slot needs to be filled for a speaker at Annual. Vicki Voisin will be speaking on Friday night at Annual, and Linda will do the officer installation. Stephanie and the band she knows will be the entertainment.

Annual meeting is March 18-20, 2010 – Sunspree @ Wrightsville Beach. Midyear, September 10-11, 2010 – Renaissance Inn @ Asheville.

Convention Coordinator's Report

Shelby G. Tyson, NCCP

Shelby was not present and did not submit a report. However, Patti reported that she received a proposal from Embassy Suites in Winston, but the consensus at last meeting was we had agreed to Embassy Suites in Cary on March 24-26th or March 30-April 2nd.

Teresa Stacey motioned that we pick Embassy in Cary on 3/24-3/26. The motion was seconded by Kaye Summers and carried by unanimous vote.

Membership Committee

Second Vice President – Yolanda N. Smith, ACP, NCCP

Yolanda was not present but submitted a report. She reports that as of January 16, 2010 NCPA currently has 535 members consisting of the following: 366 General, 44 Associate, 109 student, 9 sustaining, 4 affiliate and 3 educational program members.

Brenda Mareski discussed the difference in memberships expiring on different dates. Can we change this difference to have all the memberships expire on the same dates? Patti will talk with Yolanda about making this change and why sustaining, affiliate and education members have different dates to renew.

To date, 50 individual members have renewed.

Treasurer's Report **Kimberly G. Pellicone, CP, NCCP**

Kimberly was present and presented treasurer's reports for August – November 2009, CLA/NCCP Review Seminar for 2009, 2009 Mid-Year Seminar and the 2010-2011 proposed budget.

There were no questions regarding the August – November 2009 budgets. Kaye Summers motioned that the August – November 2009 budgets be approved as submitted. The motion was seconded by Teresa Stacey and carried by unanimous vote.

For the month of December we had to make an adjustment of \$2,656.83. The reason for this adjustment was when Kim took over the treasurer position we went to a new reporting method. Brenda mentioned that several treasurers ago, all the information wasn't migrated onto the new software property and there's probably some pieces of information still missing.

The 2010-2011 Proposed Budget was reviewed. Several line items were discussed.

Patti motioned that we accept the proposed 2010-2011 budget as discussed. The motion was seconded by Kaye and carried by unanimous vote. The proposed budget with the changes will be presented to the general membership at the Annual Meeting in March.

Parliamentarian's Report **Beverly K. Moore, NCCP**

Beverly was present and presented a report. At the September EC/Board meeting a Bylaw Amendment regarding Membership refunds was discussed. After reviewing the Bylaws she proposed that the Amendment be added to Article VI, Dues and Assessments as item #2.

PROPOSED BYLAW AMENDMENT

2. MEMBERSHIP REFUNDS. All requests for Membership Refunds will be directed to the Board of Directors and will be issued at the discretion of the Board based on length of membership, and circumstance surrounding the request of the refund. *[effective March 19, 2010]*

Beverly will give the proposed bylaw amendment to Brandon to submit into the Forum.

District Director's Reports **(Interim) District I – Diane N. Morgan, NCCP**

Diane was present and presented a report. She reported that District I currently has 35 members and requested input from member of her district regarding a "Meet and Greet" at annual.

District II – Beverly H. Johnston, NCCP

Beverly was present and presented a report. She reported that as of January 11, 2010 District II has 142 current members consisting of 103 general members, 9 associate members and 30 student members. District II has added 30 new members since March, 2009, held 6 educational seminars published 9 first edition newsletters and held its first Christmas Social which was tremendously supported by its members.

(Interim) District III – Sylvia L. Erikson, NCCP

Sylvia was present and reported that District III currently has 31 members.

District IV – Karen F. England, NCCP

Karen was present and presented a report. She stated that Guilford Paralegal Association held its November 13 meeting at Wyatt Early Harris Wheeler and Robert Wilhoit spoke to the members on The Municipal Law. GPA held its annual Holiday Dinner at Centennial Station in High Point and members adopted a family who will be moving into a home being built by the Greensboro Bar Association Habitat for Humanity project. GPA's January meeting was held at the Elon Law School and Nancy Ferguson Short presented to the group the Unauthorized Practice of Law. This meeting was approved for 1 hour of ethics for those in attendance.

District VII – Stephanie Ivans, NCCP

Stephanie was not present but did submit a report. Her report states that District VII currently has 22 members. 2 of those members have joined since September 2009. They had a meet and greet session in October and one in December 2009. She hopes to hold another meet and greet in February depending on the response she receives from the members. Stephanie spoke to paralegal students at Southwestern Community College in October 2009 about the benefits of joining NCPA.

(Interim) District VIII – Beth Falgout, NCCP

Beth was not present but submitted a report. Her report states that District VII has 8 general members and 1 student members. She hopes to have a district "Meet and Greet" at the Annual meeting in Wrightsville Beach.

(Interim) District IX, Parliamentarian **Beverly K. Moore, NCCP**

Beverly was present and presented a report. She reported that District IX currently has 18 members. The Catawba Valley Paralegal Association is very busy offering CPE course and/or having social events each month. They are still relatively small but continuing to grow. A Pampered Chef fundraiser is in the works and will probably take place in March or April. NCPA on Facebook currently has 134 members.

Alamance County Paralegal Association (ACPA), and NCPA affiliate, had a food drive for their local Loaves and Fishes

and also made a cash donation of \$250.00. A photo of the presentation of the donation appeared in the January issue of the AMICUS.

NALA Liaison

Jacqueline M. Thurman, CP, NCCP

Jacqueline was present and presented a report. She reported that the NALA quarterly report was submitted for December. The National Convention will be held in Jacksonville, FL at the Hyatt Regency Jacksonville Riverfront on July 14-17, 2010. Jacqueline has contacted Linda Wolf, ACP, President of NALA and she has agreed to be our guest speaker at the CLA/CP breakfast at our Annual Convention. Jacqueline said Linda has asked about her expenses, and she has agreed to share a room with Sharon if we could pick up the expenses of her hotel room. It was agreed that NCPA would pick up the hotel room expenses for Linda.

We discussed the 2010 NALA National Affiliated Associations Achievement Award. May 1, 2010 is the deadline to submit this. We are going to nominate ourselves for the certification movement. We tried to do this a couple of years ago but somebody was serving on the board and we couldn't win, so we are going to try it again.

Committee Reports

Audit

Belinda A. Thomas, ACP, NCCP

Belinda was not present but submitted a report. Her report states that she has audited the bank statements check registers, expense claim forms, deposit records and treasurer's reports for the months of August, September, October, and November of 2009 for all accounts for the North Carolina Paralegal Association. All income and expenses balance for all four months and all records are in order.

Mentoring Committee

Beverly Johnston, NCCP and Eunice Evans-Wilkerson, NCCP

Beverly was present, Eunice was not and a report was presented. Beverly discussed the issue of Mentors/Mentees that are not in the same districts and what effect would it have if we assigned a mentor with a mentee that do live in different districts. We discussed the different ways the mentor and mentee could meet face to face or communicate such as, meeting at Annual or utilizing Skype on the internet.

Beverly presented the development and refinement of the guidelines of the mentoring committee.

There are two phases of this new committee. Phase I is getting it started as far as establishing guidelines and a purpose, developing the roles of the mentors and mentees and responsibilities of each, developing effective partnership requirements and developing assignment procedures and practices.

Phase II is implementation sending surveys to the membership seeking interested participants, notifying schools of the program's initiative, posting the information to the website and providing the list of interested mentors to the committee.

We now have three mentors signed up and three mentees waiting for assignments.

NC Board of Paralegal Certification Liaison

Yolanda Smith, ACP, NCCP

Yolanda was not present but submitted a report. She reported that the NCCP exam was held on October 3, 2009. It was announced at the Board's November 12, 2009, meeting that 105 out of 120 examinees passed the exam.

NC Land Records Task Force Liaison

Dennis Embo, NCCP

Dennis was present and reported that there's been some discussion among some members of the Real Property Section of the State Bar and NC Records Task Force regarding a corrections certificate in correcting the notary. They want to create a certificate that everyone can fill out and file instead of re-recording. Dennis said he would do an official report when they come out with something.

Public Relations & Official Publications

Senior Editor - Brandon L. Ruth, NCSB/CP

Brandon was not present but submitted a report. Brandon stated in his report that the FORUM had five contract advertisers and nine sustaining members advertise in the winter 2009 edition. He is working to bring all advertisers back for 2010, and have already started to receive renewed contracts. In addition, he is working to secure contracts with potential new advertisers, including two more organizations who offer CPE courses around the state to benefit our membership in addition to current advertiser, Duke University.

Student/School Relations – Debby Sawyer, CP

Debby was not present but submitted a report. She states in her report that since our last Board Meeting in November she has been collecting essays for the NCPA Scholarship. The scholarship contest will end on January 15, 2010. She has researched all of the paralegal programs listed on the NCPA website and obtained updated information regarding program contact information. Brenda has made those changes to the website. Debby stated in her report that her number goal for 2010 is to increase the student membership. She plans on emailing the educators on a monthly basis to update them on NCPA events, remind them of the mentoring program, and to offer our services in speaking to their classes, and/or with whatever needs we can meet.

As of October 2009, NCPA had 97 student members.

Survey – Erin B. Galloway, CP, NCCP

Erin was not present. Judy Reins was present and is filling the 2010 Survey Chair. Judy reported that this is a survey year and she has been working with Erin and Brenda on how to do the survey for 2010. Judy reported that she has worked on the survey questions by taking the 2008 survey questions, and the 2008 survey questions from NALA as well. Pretty much the question part of it is done. There are about 82 or 83 questions and the survey should be out somewhere around February and the results will be printed in the fall.

Patti appointed Judy to the survey position instead of waiting for Annual to appoint her. She is officially appointed.

NCPA Coordinator/Technology

Brenda J. Mareski, CP, NCCP

Brenda was present but did not submit a report. She presented that we have a good chance of getting a governor’s proclamation again since we have a female governor. Brenda informed us that when you are on the NCPA website now, our logo appears as the icon. NCPA is now on Twitter and Patti will be the twitter master. NCPA is now officially up and running with e-checks.

**President’s Report
Patti Clapper, ACP, NCCP**

Patti said she needs short reports from everyone for the annual meeting book by Feb. 26th.

Storage issues:

The Board has decided to terminate NCPA’s storage contract with Iron Mountain. It was decided that we would have Iron Mountain pull and deliver the boxes to Beverly Johnston’s office which is on Hwy 70 in Garner, about two miles from Iron Mountain on November 6, the date of our quarterly meeting. This will save us money on the rental truck and give us time to go through the boxes to destroy old documents no longer needed, thus cutting down on cost for a new storage unit.

Patti will send out an email this week listing what positions are open.

Next Meeting: March 18, 2010 in Wilmington @ 1:00 pm

Kaye motioned that the meeting adjourn. The motion was seconded by Beverly Moore and carried by unanimous vote.

Adjourned 3:15 PM

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NCPA Student Scholarship Winners

Debby Sawyer, ACP-Student/School Relations Chair

Each year, NCPA offers a Student Scholarship to any paralegal student enrolled in an accredited North Carolina paralegal educational program. The scholarship is determined by an essay competition, with the essay topic of "I have chosen to be a paralegal..."

All winners receive a complementary student registration to the Annual Meeting and Seminar, a complementary one-year student membership to NCPA, and a scholarship check to be paid to his or her school. First place winners receive \$400.00; Second place winners receive \$300.00; Third place winners receive \$200.00; and Fourth place winners receive \$100.00.

This year I am excited to report that we received a total of 37 essays from 15 different paralegal programs statewide. I'm sure it was a difficult decision for the judges. Below are the names of the Scholarship Recipients, along with their winning essays:

Natalie Copeland, 1st Place Winner Meredith College

My desire to be a paralegal is not rooted in a childhood fantasy created by a John Grisham novel-turned-movie or from a legal television drama, in which stories about good and evil are played out against the backdrop of a courtroom. I have never seen myself as a heroic paralegal, like the one Julia Roberts portrays in the film *Erin Brockovich*. Instead, I have chosen to be a paralegal because the paralegal profession will enable me to pursue a career filled with the best, most meaningful work.

In college, I was a member of Alpha Phi Omega (APO), a co-ed service fraternity that supported local charities through community service activities and fundraising initiatives. As an APO member, I assisted local organizations in their efforts to solve some of today's most pressing problems, such as, healthcare and education. While my volunteer work did bring some concrete improvements to my community, I quickly realized that it would take more than my volunteer efforts to bring about permanent change in society. I have always remembered the cold winter night that I volunteered at the hospital and I overheard a young mother crying on the phone to her child's father. The young couple's 4-year-old son had leukemia and the hospital bills had consumed so much of their income that they did not have enough money to pay their electric bill. I was struck by how unfair it was that even though the young mother and I were close in age, and lived within a few miles of each other, our lives were worlds apart. I knew then that I could not single-handedly tackle all of the inequalities in American society, but that night I promised myself that whatever career I chose, I would work to level the playing field as much as I could.

Evil lawyer jokes aside, the law is perhaps the most powerful mechanism for both large and small-scale social improvements, and that is the real reason why I have chosen to enter the legal field. As much as I love volunteering, I know that my volunteer efforts alone will not make healthcare more affordable for young mothers or provide the educational opportunities needed to make future generations competitive in a global economy. While community service does have the potential to improve human life, it is the law which influences permanent societal change and equalizes the condition of man. Therefore, I want to make my life in the law because the law does have the capacity to bring long term improvement to human life and it is noble in that respect.

I am not sure where I will be in ten years. Maybe I'll work for law firm, or, maybe I'll be involved in government, helping to make public policy decisions. The possibilities are endless, and I do not have a master plan. I do know that working in the legal field as a paralegal is a natural choice for me. Regardless of the path that I choose, I will remember the promise I made to myself a few years ago, and I'll fall asleep each night knowing that someone out there is better off because of the work I did that day.

Sabrina Eckels, 2nd Place Winner Cape Fear Community College

Choosing to be a paralegal is not something that just happened overnight. I have had experiences and given thoughtful consideration as to what I would like to contribute to the legal profession since a young age. The earliest incident that I can remember was in second grade when Mr. Warner, one of my arts teachers at Sunset Park Elementary set up mock trials in the auditorium. I had never seen anything like it, and I was pining for more. I secretly hoped we would be doing mock trials for our activity of the day, every day.

I immediately took a liking to the concept of the judicial process. Throughout the remainder of my education, I exercised every opportunity to sit in the court room in New Hanover County. I tremendously enjoyed taking field trips to the courthouse to observe the process whenever I had the opportunity to, whether it was civil or criminal. I got a certain feeling in my stomach-it felt like my first trip to the mountains or my first time on a scary rollercoaster. My other classmates were too busy talking to notice what was going on in our midst. We were experiencing the American Justice System! By sitting and observing what goes on in the courtrooms, I knew from that point on that I had to be involved with the justice system in some capacity.

My mother was a translator for the courts, and for a few attorneys in town. She freelanced for one criminal defense attorney in particular, and from her connection, I was offered a part time position at the firm when I was 17 years old. My interview consisted of the attorney and me going to the New Hanover County jail and sitting in a cell with a man that had been charged with trafficking cocaine. I had to translate what the attorney was saying to the defendant, and the defendant's reply back to the attorney. For the next four years, my job would be a fast-paced, hands-on experience with the clients, the court rooms, clerks, and other attorneys.

My supervising attorney became my mentor, and I became very familiar with what a criminal attorney does. I also helped the family law attorney with interviewing clients and taking the initial phone calls and setting up consultations. My altruistic character comes out when people need help, especially in the legal field. I have a caring attitude with clients, and I develop their trust, and I would be the only secretary that clients wanted to talk to. Being a volunteer in different organizations through out the years makes me understanding and I have developed the skill of being a good listener. I took on a lot of responsibility at the law firm while I was attending classes at night to finish my associate's degree.

When I graduated with my associate's degree, I decided that before I transferred to a four year university, I would take classes to become a certified paralegal. Even though I have 4 cumulative years of experience in being a legal secretary, I still wanted to know more

about the procedure and substantive portion of the law. I wanted to get below the surface of my work. Being in the program for one semester has helped me tremendously. I am studying law that I never would have been exposed to, or even considered working for a firm that practiced these areas of law. I am becoming even more interested in the paralegal profession. I am beginning to understand the very important role of the paralegal and the roles of the attorneys more every day.

I have chosen to be a paralegal to help others, whether it is a client or the general public. Being an assistant to even one attorney is no simple task. You have to have tough skin, not be afraid to speak your mind, be able to multi task, be friendly, and be deadline driven, meanwhile not losing your head. I have been working since a very young age and I know that I am all of that and more. I'm going in knowing that this is right for me and I am excellent at what I do, and I wouldn't mind doing it forever. I know that I already have the experience, but having an education to back my experience is in my greatest interest. Some people burst under high pressure but I thrive in that type of environment. I can't wait to start my career as a paralegal!

**Alaina K. Thum, 3rd Place Winner
Forsyth Technical Community College**

I have chosen to become a paralegal because I want to be engaged in an interesting career that will use my personal skills of observation, organization, tenacity and interpersonal communication. I understand that there are many careers from which I could have chosen. In fact, during my senior year of high school, I took advantage of a job shadowing program in which I shadowed a nurse, a physician, a teacher, a physical therapist, and a computer analyst. It was my experience at the courthouse, however, in the office of one of the assistant district attorneys that convinced me that being a paralegal was the right career for me.

My career goal is to be litigation paralegal. This aspect of law is both interesting and challenging. It is also an area that offers the paralegal a great opportunity to be involved in the process from start to finish. Whether in a large law firm or small, the paralegal is always an important team member in the field of litigation.

Since litigation paralegals often locate and interview witnesses, the job will require meeting and interacting with new people. The paralegal often is the person that photographs evidence such as the accident scene or the plaintiff's injuries which will take advantage of my hobby of photography. The jury selection process will use my skills of investigation, organization and observation. Drafting pleadings, interrogatories, requests for admissions and requests for production of documents will use the skills that I will gain in my paralegal education. My natural organizational skills will be a valuable asset for compiling, indexing and managing documents.

Being a paralegal is the ideal career for me. It will offer me the chance to be an integral part of a team using a combination of personal skills and paralegal training.

**Jessica Marie Tryon, 4th Place Winner
Fayetteville Technical Community College**

There are those who work because they have to and those who work because they love to. I have been blessed to find a profession that not only involves work that I love, namely research and writing, but also work that is fulfilling and of great assistance to those in need. The work of a paralegal is its own reward as so many doors open thanks to your work with top attorneys, other paralegals, and loyal clients.

Every chance is an opportunity to help someone and that is the best reward anyone can ask for.

However, each journey begins with a single step. In my case, it was a TV Show. The name of the program was Law and Order and I was fascinated by the subject material of each case. The storylines were well written, the characters well played, but it was the complex and diverse legal issues that remained with me long after the one hour show ended. I wanted to know more about the subject matter involved. I wanted to see if there were other cases similar to the fictional one I had just seen. I didn't realize it then but I was taking my first steps toward the paralegal profession and I was doing something I loved, which was research.

When I began taking my first classes as a paralegal, I discovered that my favorite ones involved research such as title searching for Real Property or finding cases and statutes in Legal Research and Writing. I even enjoyed briefing cases for Case Analysis and Reasoning. Those issues that had fascinated me on Law and Order played out before my very eyes as we researched Supreme Court cases dealing with First Amendment rights and NC court cases on medical malpractice. The whole research process reminded me of geometry class in high school where we would link a set of proofs together to form a solid foundation for a well known rule we used in our everyday calculations. Without knowing where that authority came from, we could not understand the principles behind the equation. Title searching was like treasure hunting as we went behind the neighborhood of our property and measured out the distance between landmarks on a map while keeping track of which portions belonged to which heirs and any foreclosures that took place due to bankruptcy. The stories behind each case or each property were so much more interesting than any you could find on a television show, once again proving that real life is stranger than fiction.

Nevertheless, despite my love for the research part of paralegal work, I have also discovered another important aspect of the paralegal profession. The cases and the stories are wonderful but it is the people that matter most. I have been involved in a number of church activities where we have fed the homeless, visited those in prison, or repaired someone's house for Operation In As Much. Seeing the need of so many people up close while coming to understand their situation personally, I am thankful I have found a profession where I can be of great assistance to so many more. As a paralegal, I will be the first one that the clients meet when they come in. I will be their contact when they call the law office with questions and I relay the answers from my lawyer to them personally over the phone or at the office. There are also so many opportunities for volunteer work as a paralegal that I am sure I can continue to give back to the community that has helped me obtain a first rate education while helping those with the greatest need at the same time. As a paralegal, I desire to serve wherever I am needed and I look forward to the opportunity provided by this profession.

I have chosen to be a paralegal not because of the money I can make nor the prestige I could gain. The truth is simple. I love the work. I love the research, the writing, and the people. I have learned so much from my classes and my teachers. My next hope is to learn even more from the lawyers I will work for, the paralegals I will befriend, and the clients I will serve. Henry Ford once said, "Coming together is a beginning. Keeping together is progress. Working together is success." My paralegal education is the beginning, getting a job is progress, but becoming an indispensable team player in a law firm would be true success.

NCPA Wishes the Following Members a Very Happy Birthday!

If your birthday is not listed correctly, please edit your profile on our website (www.ncparalegal.org) to make sure we have the correct month!

March

Angela M. Baker
 Kathleen S. Barnes
 Jennifer A. Boucher
 Tracy Bowling
 Patricia Lynn Clinard
 William A. Coppridge
 Betsy Crittenden
 Linda Jenkins Driver
 Renee Xiomara Francis
 Virginia Fry
 Edward J. Gibbons, III
 Kristal L. Glasco
 Leigh M. Goodin
 Mary F. Haggerty
 Vicki Sara Helm
 Ronnie Beth Herbst
 Vickie H. Hughes
 Shaina Hutson
 Melissa Clayton Jones
 Lisa S. Kearns
 Christina M. Korman Celestini
 Roberta V. Lewis
 Frank Meldau
 Joy Rubenstein
 Bonnie Ruffin
 Debby Sawyer
 Charles Ruffin Sykes
 Eliza A. Taylor
 John F. Tricas
 Sandra E. Turner
 Mary Patterson Wachob
 Sherry L. Watson
 Lisa A. Weisenburg

April

Sheila K. Aldrich
 Rebecca M. Anthony
 John C. Barden
 Carol J. Bauknecht
 Elizabeth M. Baumann
 Diane Bobal
 Lisa Cornatzer
 Elizabeth Keisha Danielly
 Susan M. Faith
 Susan L. Foltz
 Sharon K. Hedgecock
 Carmi H. Henderson
 David Herron
 Myra Howell
 Cheryl N. Hughes
 Nichole D. Hutchins
 Jennifer L. Iaquinto
 Brenda Lynam
 Carren Mackiewicz
 Monica M. Marchildon
 Martha E. McMillan
 Kathy C. Pilkington
 April N. Ritter
 Lauren S. Robinson
 Laura K. Rodgman
 April S. Stoner
 Sara Burt Timmel
 Kelly Colins Troy
 Elizabeth E. Vasques
 Sherry G. Vaughan
 Angela K. Wilson

May

Chreatha A. Alston
 Joy C. Belk
 Julia S. Currin
 Janice I. Davies
 Jean P. Durham
 Cynthia N. Herring
 Amy J. Hill
 Beverly P. Isenhour
 Vanessa A. Jamal
 Beverly H. Johnston
 Jeanne Inga Keim
 Michelle M. Parker
 Lorey D. Peek
 Sara T. Pulaski
 Eva Rae
 Kathleen S. Ramsey
 Amanda Brett Rogers
 Brandon L. Ruth
 Kathryn M. Samuelson
 Vickie L. Setzer
 Stephanie Jo Smith
 Dale R. Stiles
 Allyson Lee Hendrix Sylvia
 Belinda Ann Thomas
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