

MDLPA Governor's Report
November 2022, Second Quarterly Conference
Legal Professionals, Incorporated
November 11-13, 2022

The Second Quarterly Conference and Board of Governors Meeting of Legal Professionals, Incorporated was held on November 11-13, 2022, at the Hilton Arden West in Sacramento, California. Carolina Ramos, CCLS, Maria Bishop, CCLS, and Natalie J. Chop, CCLS, attended in person.

The Board of Governors Meeting was called to order.

Roll Call - There were 19 Governors present, constituting a quorum.

The Minutes of the August 2022 First Quarterly Board of Governors Meeting were approved as distributed.

Reports of Elected Officers, Appointed Officers and Committee Chairmen

President

Rod Cardinale, Jr., spoke on the theme for his term as LPI President - "Stronger Together." He went over the following goals and objectives and introduced the new logos for each of the education silos:

1. Stand in the gap for Local Associations to drive membership.
2. Have a 50% increase in LPI Membership by April 30, 2024. (Note: goal is 316 members by April 30, 2024; we have 150 new members already in three months!)
3. Better target the educational audience.
4. Establish a defined curriculum for our educational programs.
5. Raise per capita by \$10.
6. Restructure LPI's education system.
7. Overhaul of LPI's Bylaws and Standing Rules.
8. Implement marketing strategies across all platforms.
9. Make connections with ALA, local bar associations, and paralegal schools.
10. Increase our partnerships.

Vice President, Membership & Marketing

Donna Day announced the new 2022-2023 Membership Drive - The 100% Club. It begins November 1, 2022 and runs through February 1, 2023 and is designed to recognize those offices which have 100% membership in LPI. This is for EVERYONE - even if you are an office of 1! All offices who become members of the 100% Club will be recognized on our website as well as our Annual Conference in May 2023 in Las Vegas!

Treasurer

Rita Burnett, CCLS, presented the income and expenses for the second quarter of fiscal year 2022-2023. Motion that the actions of the Treasurer in paying the routine bills of LPI during the second quarter of fiscal year 2022-2023 be ratified. **Motion carried.** Rita will email to members the *Revised* LPI Financial Reports for the second quarter of fiscal year 2022-2023 after this conference as there were questions as to some accounts listing zeros on them.

Editor-in-Chief

Linda Lane, CCLS, announced the royalties received this past quarter:

LOPM:	\$3,895.36
LPH:	\$3,975.22
Online:	\$5,460.25

Continuing Education Coordinator

Renee Evans, CCLS, announced the following multi-week courses starting in January: Overview of California State Court Discovery, Beginning Legal Secretary Training, Trial Preparation, and Advanced Discovery. They are also launching a new Intermediate Professional Training Course. The next CCLS exam date is March 18, 2023. They are going to start recording CCLS study group modules, which will be available for purchase in November 2022. Stay tuned for more information.

CCLS Chair

Vivian Shreve, CCLS, announced that beginning the Third Quarterly Conference in February, she will be giving one or two presentations at the conference immediately preceding the next CCLS Exam.

Scholarship Chair

Cheron J. McAleece presented and then made a motion to adopt the updated Eula Mae Jett Scholarship Program Plan of Administration for the 2023-2024 scholarship year. **Motion adopted.** Each association should review its local Bylaws to ensure that there is no conflict regarding your members being eligible for LPI scholarships.

Liaison to the LPMT Section of the CLA

Brooke Mansfield announced that she is working on putting together a video for the LPMT Executive Committee ("ExCom") to use to entice traffic to our legal education courses. The LPMT is working to put several short "commercials" together, so that traffic to various educational opportunities are maximized. This is a great opportunity for LPI to reach out to law firms and practitioners that we might not otherwise reach.

Unfinished Business

Ron Ackland announced that LPI Tote Bags are now available for sale at the conference for \$18.95. After the conference, they can be sent out for an additional delivery charge of \$5.

New Business

- NextGen contact is up for renewal for the 2022-2023 year, with the following amendments. From profits received, they will be split 60/40, except for the Beginning Secretary Training course, profits will be split 50/50. Motion made to accept the contact as amended. **Motion adopted.**
- First Legal contract is up for renewal for the 2022-2023 year. Terms of the contact are the same, i.e., \$5,000 paid by LPI to renew and First Legal to provide Annual Thursday night reception along with usage of their client database to advertise upcoming LPI events. Motion made to accept the contact as presented. **Motion adopted.**
- President Rod Cardinale announced that an additional person is needed to co-chair the Legacy Project. He appointed LSI/LPI Past President Heather Edwards, CCLS, to assist LSI Past President Mary Rocca.
- President Rod Cardinale announced additional members to the Continuing Education Council. Member Leanne Rusinck of San Francisco LPA will be the Northern Liaison, while Erika Garduno of Desert Palm LPA will serve as Southern Liaison.

EC Resume dated September 21, 2022

- Discussion regarding meeting with Alameda County Education Director. James Obserst, Training and Education Center Organizational and Development Manager with Alameda County Training and Education Center reached out to LPI. Alameda County Counsel is in search of a program or academy that can be adapted for existing secretaries at Alameda County to gain a certification as Civil Legal Secretaries to expand their pool of applicants. President Rod and the Education Committee Leadership had a zoom with Mr. Oberst to see if this is something we can provide for them via our current educational offerings.
- MAL update - How Many? As of October 4, 2022 = 44. Please note several were referred to local associations and joined.
- Review of recently attended marketing events (CLA in San Diego and CalsPRO in San Jose) - How did it go? GREAT - made great connections to speakers, vendors and already obtained two new members. One with San Diego and one with Sacramento from the CLA Conferences.
- Discussion regarding a new marketing item - What is it? We purchased new pocket-sized hand sanitizers for handouts at our marketing events and will be available for purchase.
- Status of updating EC digital Master Calendar. The EC has a master calendar. Bettina is working on getting all of our monthly tasks uploaded to the electronic EC Calendar on the addevent website.
- Discussion regarding clearing outstanding checks and deposits. Our bookkeeper has suggested that we look back at checks we have written that have not cleared our bank to ascertain if the check was lost or never received and to reissue or void if needed, and to research deposits that are showing as outstanding and to clear those items as well.

- Discussion regarding IMPACT Mentoring Program. The IMPACT Mentoring Program was the brainchild of Past President Lynne Prescott, CCLS. She is in the process of fleshing out the program and putting together a meeting.
- Status of Intermediate Legal Professionals Training Course. In our effort to provide as much education as possible, we will be starting an Intermediate Legal Professionals Training Course. The first session was to start in the Fall; however, it now starts in January 2023.

EC Resume dated October 19, 2022

- Profits from August Conference co-hosted with Orange County LPA (\$1,145.14). There is a list of hosting associations listing profit/loss. It needs to be updated. The Guidelines to Hosting a Conference has information up to April 2021.
- LPI Polo shirt order is on hold because of shirt shortages. EC is looking into other vendors that offer good quality.
- Discussion regarding status of Rio Hondo District LPA's dissolution and new association. Their association has decided that the best option is to dissolve and become a new association "Whittier LPA." This process will take two months.

EC Resume dated November 11, 2022

- Advised no one passed the last CCLS exam. Six people sat for the exam
- Discussion regarding quality of softbound LOPM. Editor received two letters complaining that paper quality was not good.
- Discussion regarding partnership with Paralegal Associations. Members Cheron McAleece and Erika Garduno are working together to prepare a database of paralegal schools and associations for California. They will use this database to send out notices regarding LPI membership and events.

For Saturday night's banquet, attendees enjoyed their dinners, followed by a friendly decorated shoe competition. Winners were Rod Cardinale, Erika Garduno and Cheron J. McAleece. After, some fun dancing and a toast to the hosting co-associations for their hard work with the conference.

For Sunday morning, our inspirational speaker was LPI Executor Advisor Lynne Prescott, CCLS, of Sacramento LSA, who spoke on the touching lesson of the *Wizard of Oz*. Her speech was read by LPI Executive Secretary Bettina Jacobson of Placer County LPA, as Lynne was not at the conference due to an illness.

Bylaw Amendments Voted On

Proposed Bylaw Amendment No. 1: This proposal has been postponed to February 2023.

Proposed Bylaw Amendment No. 2: This amendment is proposed by the Executive Committee, CEC, and LSS. This amendment will be effective May 1, 2023.

The proposal is to replace (e) Educational Program Coordinator with (e) Education Director; add section (f) Continuing Education Coordinator; add section (g) Professional Development Coordinator and renumber all subsequent titles. **Adopted.**

Standing Rules Amendments Voted On

Proposed Standing Rule Amendment No. 1: This proposal has been postponed to February 2023.

Proposed Standing Rule Amendment No. 2: The Editor of The Legal Professional recommends that Standing Rule 8 be amended to remove all reference to prices for advertising and replace it with “The advertising rates shall be established by the Advertising Chair for print ads placed in The Legal Professional Magazine and for web ads placed on the LPI website, subject to approval by the LPI Executive Committee, and the Governors. The Advertising Chair shall maintain a price sheet containing LPI’s Advertising Rates.” effective immediately. This recommendation is sponsored by Governor Deborah Schmidt, Orange County LPA. **Adopted.**

Proposed Standing Rule Amendment No. 4:

The Executive Committee recommends that Standing Rule 13.1 be amended to include items sold through LPI’s online store, effective immediately. **Adopted.**

New Business

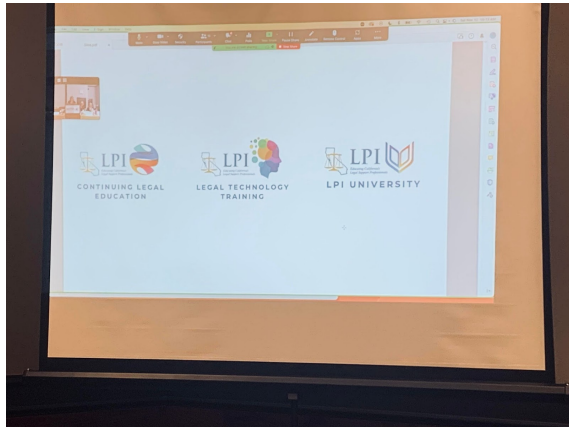
Technology presenter June Hunter’s contact is up for renewal for the 2022-2023 year, with the following amendments. LPI will no longer record her webinars and LPI to pay for her script at conferences she is presenting. Motion made to accept the contact as amended. **Motion adopted.**

President announced the winners of the four (4) scrip tickets to the February 2023 Quarterly Conference:

1. Stanislaus
2. Marin
3. Desert Palm
4. Contra Costa
5. Los Angeles

The next Quarterly Conference will be held on February 23-26, 2023, at the San Mateo Marriott in San Mateo, California. Host: San Mateo County LPA. This event will be in-person, as well as live streamed. Please consider joining the live stream and learn something new about LPI.

Natalie J. Chop, CCLS
MDLPA Governor 2020-2024



LPI Educational Logos



Wizard of Oz Costumes - Saturday night banquet