

MEETING MINUTES
October 16, 2018
BOARD MEETING

12:08 p.m. Candace Gleed called the Meeting to Order. The following attendees were present:

ATTENDEES PRESENT:

Candace Gleed
Lorraine Wardle
Cheryl Miller
Erin Stauffer

Via Telephone:
Sarah Stronk
Stefanie Ray
Deborah Calegory
Terri Hines
Shaleese McPhee
Tonya Wright

Excused:
Kristy Miller
Jennifer Luft
Paula Christensen

Chair – Candace welcomed board.

Sarah made a motion to approve the Board meeting minutes of August 1, 2018. Deborah seconded the motion. August Board meeting minutes were approved.

Candace announced that meetings will be held every third Tuesday of the month at Eisenberg, Gilchrist & Cutt. If nothing substantive to address in a meeting, the meeting for that month will be canceled.

Deb moved to cancel the November meeting due to the Thanksgiving holiday. Robyn seconded the motion. November board meeting is canceled.

Candace discussed the shared expenses with UPA for the annual Paralegal Day celebration and her meeting with Leora on the 2018 expenses. The 2018 expenses will stand, and Candace will be meeting with Bar staff to discuss how they charge us for events, how they can help us schedule events and splitting the fees with UPA.

Section training at the Bar is set for October 24, 2018 at 12:00 p.m. Erin and Sarah will attend with Candace.

Discussed possible CLE events and how to draw attorney attendance and options for brown bags held at the Bar. Deb Made a motion to have Candace negotiate with the Bar regarding brown bag fees. Robyn seconded the motion and the motion passed.

Community Service/YLD – Kristy Miller reports that the Serving Seniors event is in the works, however, not dates have been set. Discussion of how best to get the word out to members of these events and how to secure notaries. Wills for Heroes events will be scheduled, Kristy is only aware of the event now set for March 20, 2019 in Murray, Utah.

Education – Jennifer/Paula reports on Education CLE for upcoming events including Paralegal Day and ideas for speakers and theme; possible survey monkey to obtain member input. Discussed possible topics for brown bags.

Finance – Cheryl had nothing to report. Candace plans to send out monthly financials to the Board.

Regional Directors – Candace would like to schedule some type of event in each area to help with networking and membership involvement in these outlying areas. Deb discussed Spring Convention and possible activity for our section and ways to get the Bar involved and the word out.

Marketing & Publications – Terri reported that Greg has done the articles for the next Bar Journal and she will work with Greg on future articles and requests more board participation.

Social Media – Deb will work with Bar IT staff on webpage, uploading CLE videos and how best to advertise CLE.

Membership – Stephanie reports she is not getting reports from Bar and discussion of ideas.

Secretary - Erin is working on uploading documents to Google Drive in an organized way. Any items the board wants to have uploaded, they will send directly to Erin.

Bar Commission – Lorraine reported that all reimbursements need to be submitted to the Bar within 60 days; the Bar prefers 30. The commission also discussed on LPPs and how they will fit into the Bar and will they be part of the Paralegal Division or their own division and who will fund them and CLE requirements. Julie will be attending the Steering committee later this week.

Ethics and Professional Standards/UPA Liaison – Shaleese has nothing to report.

Parliamentarian – Robyn had to leave the meeting before she could report.

Erin made a motion to adjourn the meeting. Cheryl seconded the motion and the meeting was adjourned at 12:59 p.m.

