

PARALEGAL DIVISION OF THE UTAH STATE BAR
BOARD MEETING MINUTES
September 10, 2019
Lunch Sponsored by Richards Brandt Miller Nelson

12:11 p.m. Sarah Stronk calls the Meeting to order. The following attendees are present:

<u>In Person:</u>	<u>Via Telephone:</u>
Sarah Stronk	Deb Calegory
Greg Wayment	Cheryl Miller
Paula Christensen	Angie Jensen
Julie Eriksson	Tonya Wright
Kathryn Shelton	Shalise McKinlay
Candace Gleed	

Stefanie Ray, Kristie Miller, and Bonnie Hamp are excused.

Chair – Sarah welcomes the board at 12:11pm.

The minutes from the August 13, 2019 meeting are reviewed by the board, and Julie Eriksson makes a motion to approve them. Paula Christensen seconds the motion.

Sarah reports that dial-in and parking information for board meetings is now included in our recurring calendar invites.

Bar Commission – Candace reports on her presentation to the Bar Commission, and notes that final decisions will be made at the Commission’s October meeting.

- Candace will work with the Bar on including the Division in the year end recognition awards the Bar presents.
- She also notes that John Lund has a nice presentation on 5.4 Rule of Professional Conduct, and suggests that the Education Committee ask him to present at a future CLE.

The conversation segues into a discussion about the Heather Finch Scholarship, and whether the Division feels Utah Valley University’s suggested use of the scholarship for Licensed Paralegal Practitioner students would realize the scholarship’s intended purpose. The board concludes that this is an inappropriate use of the scholarship. Julie will correspond with Nate Alder about options.

Membership – Sarah is working with Liz Wright, counsel to the Bar, on revising the membership application to allow for local paralegals who support out of state attorneys.

Community Service/Young Lawyers Division Liaison – On behalf of Kristie Miller, Sarah reports that the next Wills for Heroes event will be held on September 14th and the next Serving our Seniors event will be held October 25th. Notaries are needed.

Education – Kathryn Shelton and Julie report that we have a great team assembled, and they are coordinating a committee meeting. They have several ideas for events and have already made contact with vendors. Shalise McKinlay has an attorney in her office who may be willing to present at a CLE event.

Finance – Paula updates the board on finances, referencing material she circulated to the board in advance of the meeting.

Marketing– nothing to report at this meeting.

Social Media –

- o Deb Caletory reports that she called the Bar regarding the listserv. She learned that Tonya Wright and Sarah are moderators for the Paralegal Division listserv.
- o The conversation turns to the interactive listserv, and Candace offers to send Deb and Tonya the link for the interactive listserv, which gives members the ability to opt in if interested.
- o Tonya leads a discussion on the pros and cons of starting a Facebook page for Division members in lieu of utilizing the interactive listserv. The board decides more information is needed to make a decision.
- o Tonya will check with the Bar about adding job submission and contact forms to the website. Tonya will also work on creating a tab on our website that recognizes our sponsors. Board members will send Tonya their firm logos to add to that tab.

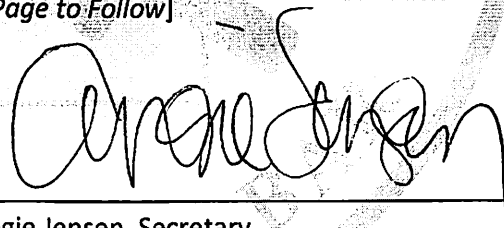
Sarah speaks about the Paralegal of the Year award. Kathryn reviews the history of the award. The board decides that Greg Wayment will chair this year's committee, and Tonya will represent the board on the committee.

Ethics and Professional Standards/Utah Paralegal Association Liaison –nothing to report at this meeting.

Parliamentarian –nothing to report at this meeting.

The next meeting will be held on October 8, 2019. Kathryn moves to adjourn the meeting, Deb seconds the motion. The meeting adjourns at approximately 1:00 p.m.

[Signature Page to Follow]

A handwritten signature in black ink, appearing to read "Angie Jensen", written over a horizontal line.

Angie Jensen, Secretary