

PARALEGAL DIVISION OF THE UTAH STATE BAR

BOARD MEETING MINUTES

November 12, 2020

12:02 p.m. Shalise McKinlay calls the meeting to order. The following attendees are present:

<u>Via Zoom</u>
Sarah Baldwin
Tally Burke
Deb Caletory
Julie Eriksson
Bonnie Hamp
Angie Jensen
Shalise McKinlay
Rheane Swenson
Greg Wayment
Tonya Wright

Excused:

Katie Lawyer

Kathryn Shelton

Stefanie Ray

Chair – Shalise Welcomes the Board at 12:02 p.m.

Deb motioned to approve the minutes from October, Bonnie 2nd. All in favor (with the caveat that Julie’s name is spelled correctly)

General Updates and Discussion:

Shalise – this year’s theme: “Rise Above” – we will send this to Julie and Kathryn so maybe some of the ethics credits for next year’s CLEs can focus on the theme.

Membership – Stephanie Ray not present

Nothing new to report on membership.

Education –Julie Eriksson

Gabrielle White is next speaker (January 13) for brown bag CLE. Subject is Litigation Trial Prep for Paralegals. Discussion regarding the LPP panel for spring convention. When we were going to do the panel for 2020 Summer Convention, before it was cancelled, the panelists were proposed to be: Tonya Wright, Scotti Hill, Laura Pennock, with Julie Emery moderating. Ideas were presented to include a few more of the new LPPs and make a good mix of solo practitioners and LPPs who are working in firms.

Spring Convention is still on the Bar’s schedule, but is obviously up in the air due to COVID. We will keep following the Bar’s announcements.

Ethics and Professional Standards/Utah Paralegal Association Liaison – Bonnie Hamp:

Nothing new to report.

Community Service Report: Angie Jensen

Will clarify on the flyer regarding the coat drive that we need the name, phone number, and email address for each person who donates so it can go in the drawing. This should include amazon deliveries. Angie will update the flyer.

Finch Scholarship – Julie Eriksson

There is a recipient of the last scholarship, we should know who it is soon. Tonya asks for clarification on the amount the division will donate this year. Shalise motions to donate up to \$1,500 in division funds. Deb 2nd. All in favor.

Marketing: Greg Wayment

Nothing new to report. Last article was on the salary survey and was well-received. He does not know yet what the next article will be about but will let us know.

Finance Report: Tally Burke

There is a 30-day window to submit reimbursements from the time the expense is incurred. Checks go out from the bar on the 10th and 25th of each month, and reimbursements need to be in by the 8th and 23rd – also Lauren Stout at the Bar is going on maternity leave in November. She hopes to have us our financials for October before she goes, but if not, they will be delayed until she returns.

Bar Commission Report: Sarah Baldwin

Last meeting was Oct. 16. Nate Alder received an award. They discussed his replacement. There was also discussion about education opportunities relating to community issues surrounding law enforcement and police brutality.

UPL Committee: Shalise McKinlay

Nothing new to report

Open floor:

Tonya mentioned that at least one of the new LPPs who is also a member inquired about paying the division fee & having to pay the LPP bar dues every year. There was the impression that maybe she didn't want to have to double up. Discussion about reducing the paralegal division fees for LPPs to \$50 (so they aren't paying the bar portion of \$25 twice). This discussion was tabled so board members could think about it further, and inquiries could be made to the bar about the logistics.

Bonnie also asked about gift cards for recent speakers (the last brown bag and the two who spoke at Fall Forum). It is believed it is already in our budget to get those. \$25 to the brown bag speakers, and \$50 to each seminar speaker.

12:45 pm – Bonnie motions to adjourn, Julie 2nd. All in favor. Meeting adjourned.

/s/Rheane M. Swenson

Rheane Swenson, Secretary