

PARALEGAL DIVISION OF THE UTAH STATE BAR
BOARD MEETING MINUTES
March 14, 2023

12:14 PM Katie Lawyer calls the meeting to order. The following attendees are present:

<u>In Person</u>	<u>Excused</u>
Katie Lawyer Alex Vaka'uta Cheri Christensen Jennifer Welsh Julie Eriksson Lexi Balling Liberty Stevenson Nacia Franco Peter Vanderhooft Shari Dirksen Stefanie Ray	Melissa Parache Shalise McKinlay Suzanne Potts

General Updates and Discussion

Katie Lawyer and Lexi Balling discuss the search for committee members.

Liberty Stevenson is working on sending out Paralegal Division nomination information to the members.

Alex Vaka'uta motions to approve the February 2023 minutes. Cheri Christensen seconds the motion. The motion passes.

Membership:

Cheri Christensen discusses LPP membership in the Paralegal Division. Cheri Christensen discusses how to have LPPs renew their membership or join the Paralegal Division.

Peter Vanderhooft discusses the membership forms for LPPs.

Cheri Christensen discusses renewal paperwork required for membership in the Paralegal Division and how paperwork will be due for the upcoming 2023-2024 renewal cycle.

Education:

Julie Eriksson discusses Paralegal Day. Paralegal Day has been scheduled for May 18, 2023, at the Grand America. The Education Committee is still working on preparing the menu. Judge Christine Durham will be the speaker for Paralegal Day.

Julie Eriksson discusses the Paralegal Division Annual Meeting scheduled for June 16, 2023. Approximately 80% of the seminar slots have been filled.

Julie Eriksson discusses the scholarship luncheon that is scheduled for Friday, March 17, 2023.

Julie Eriksson and Nacia Franco discuss the raffle/swag list for the Annual Meeting.

Julie Eriksson discusses having an LPP panel for the Annual Meeting to discuss LPP practice. Peter Vanderhooft sends Julie Eriksson information regarding LPPs who may be interested in participating in a panel.

Nacia Franco discusses leadership for the Education Committee for the 2023-2024 year. Lexi Balling discusses prospects for filling the Education Committee roles.

Katie Lawyer discusses the Heather Johnson Finch scholarship.

Katie Lawyer discusses Paralegal of the Year and coordination of UPA with Greg Wayment.

Ethics and Professional Standards/Utah Paralegal Association Liaison:

No updates.

Community Service Report:

Katie Lawyer discusses the Painted Chair Project and confirms that the donation has been completed.

Katie Lawyer and Stefanie Ray discuss the upcoming Wills for Heroes event scheduled on April 8, 2023.

Marketing:

Lexi Balling discusses the updated job postings.

Lexi Balling discusses sending out information for the upcoming CLE on social media.

Shari Dirksen does not have any marketing updates.

Finance Report:

No updates.

Bar Commission Report:

No updates.

UPL Committee:

No updates.

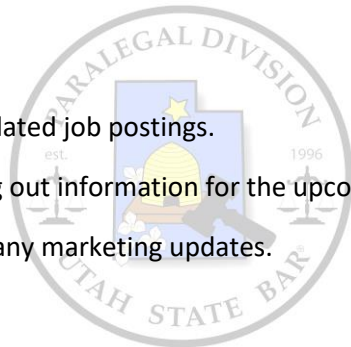
Nominations/Parliamentarian:

No updates.

Open Floor:

Lexi Balling discusses Board Member voting, nomination forms, and returning Board Members for the 2023-2024 year.

12:51 PM – Shari Dirksen motions to adjourn, Stefani Ray seconds. Meeting adjourned.



/s/Peter N. Vanderhoof
Peter N. Vanderhoof, Secretary

