

NOVUS

a publication of
The Alabama Association Paralegals, Inc.



“Ain’t no stoppin’ us now!
We’re gonna put ourselves
together!”

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Alabama Association of Paralegals Inc.
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Birmingham, AL 35201
E-mail: communications@alabamaparalegals.net





PRESIDENT'S MESSAGE

A NOTE FROM ADRIENNE BERRY, ACP

Ain't No Stoppin' Us Now!



Welcome to May as we enter the ending of AAPi's third quarter (Q3). Some of the events/activities in this quarter include:

- Winter One-Day Seminar at Lake Guntersville;
- Student Career Fair;
- Celebration of Paralegal Day;
- Student Scholarship Essay Contest is open until May 15th; and
- Registration is live for the 41st Annual Meeting & Summer Conference.

AAPi started this fiscal year off with a great start and continues to build on our progress. It is at this time that we take inventory of this year's progress. The 2022-23 Board of Directors' theme has been focused on moving our association forward. Membership numbers have surpassed 2022 final numbers. Student membership has doubled and continues to grow. AAPi's State of Affairs is great! Due to our fundraising efforts this year, we have netted a profit over \$2300 in extra income which will be budgeted for member benefits! As the Board begins to forecast the 2023-24 budget, know that benefits are the driving factor as we move forward as an association. We look forward to presenting the full budget in the coming months.

"Ain't No Stoppin' Us Now" has so many meanings especially for this year. Starting out, the Board asked for your feedback and suggestions regarding seminars and annual meeting, and you responded. A great one-day seminar was held in Lake Guntersville in March. Sometimes we need a little change to help progression. The Board asked for more participation in committees, and you responded. Each committee has had record participation, especially with Seminars and Professional Relations. It has been great to see your excitement and to work with you on different projects for AAPi. At each event/project held this year, our membership has increased as a result. With this type of continued support, there definitely is no Stoppin' AAPi! To keep those levels up, it is time for Declarations of Candidacy. The AAPi Board of Directors is always looking for those interested in volunteering and serving our association. Are you wanting to get more involved?

(continued)

At the heart of leadership is a desire to serve and a dedication to helping others become great.

@giffordthomas



PRESIDENT’S MESSAGE (cont.)

A NOTE FROM ADRIENNE BERRY, ACP

Personally, it was one of my best decisions taking the plunge in 2003. Learning about our association while being a part of growing our association has changed me in many ways, all for the better. Each position, including committee members are vital to the overall continued success of the association. It takes everyone working together to advance the narrative of our mission statement, which is, “To promote the paralegal profession through awareness and education.” You should consider taking the plunge.

Thank you for allowing me to serve as your president. I will continue to work for the benefit of our membership with the same enthusiasm as the first day. Ending my message with my continued sentiments, I welcome each of you to reach out to me as well as the rest of the Board. We want to hear your thoughts on how we are doing and what we can do to better serve you as members. I also encourage each of you to get involved, join a committee, attend a board meeting or scheduled event. Lastly, I ask each of you to do your part- continue to build on the continued success for our association.

Thank you for being a part of The Alabama Association of Paralegals, Inc!

~ Adrienne

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You and the DEG [a Huseby company] team were instrumental to this result. Thank you all for always being responsive, creative, diligent, and timely. I mean – I honestly can’t imagine doing this case without you guys. It’s been seamless – from depositions until now.

- Kellogg Hansen
State of Florida, et al. v. Purdue Pharma L.P., et al.

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MORE BOARD INSPIRATION BLOCKS—WHAT INSPIRES YOU?

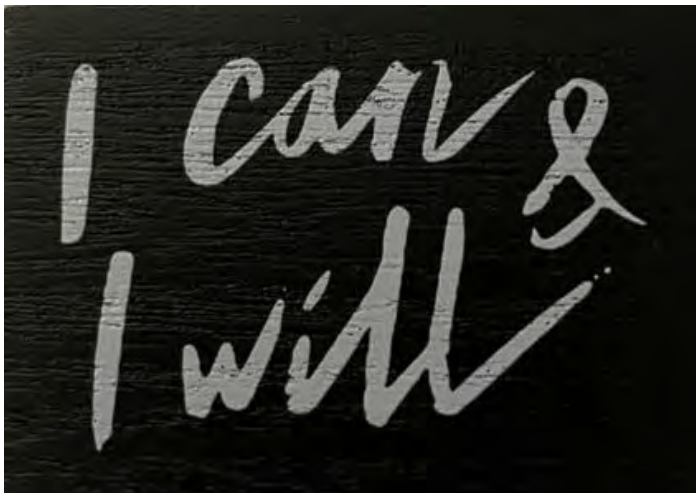
“My block is a constant reminder to always keep asking questions and persevering through any hardships, because once you stop and become complacent, you will quit growing.”

- Brian Snow, ACP
AAPi Treasurer



I selected "I can - I will" because it's simple. It's not complicated. It says what it needs to say. I am the type of person that if I tell you I'm going to do something or if I commit to being someplace, then you can take comfort in knowing "I will" be there and/or "I will" do it unless something happens totally out of my control.. "I can" to me simply means "I can" do anything I set my mind to.

Susan Conger
AAPi Region 1 Director



“When selecting an inspirational block, one instantly caught my eye – Believe in Yourself. I often doubt myself, relying on others for encouragement. Although it is great to have a support team, we must first believe in ourselves. No matter what your goals are, if you believe in yourself and you can do great things.”

-Carin England, ACP
AAPi Secretary





ATTENTION AAPi MEMBERS

AAPi is accepting Declarations of Candidacy for the Board of Directors for the 2023-24 year!

Are you interested in serving our organization? Do you want to make a difference in the planning for the future of AAPi members? Do you have an eye for financial details? Do you like to plan/coordinate events? Do you like to meet new people? Do you want to help plan educational events?

Declarations will be accepted until June 4, 2023. See the attached for more information.

Contact the Nominations and Elections Chair with any questions regarding eligibility.

Jane McKinnon, ACP
Nominations & Elections Chairperson
9370 Mosley Road
Fairhope, AL 36532
Telephone: (205) 365-5339
Email: cornerjacket@gmail.com

**ALABAMA ASSOCIATION OF PARALEGALS, INC.
CALL FOR DECLARATIONS OF CANDIDACY**

**OFFICIAL NOTICE REGARDING
ACCEPTANCE OF DECLARATIONS OF CANDIDACY**

*AAPi's election of officers is held each year at its annual meeting in August. Along with this notice you will find the requisite form to declare candidacy for office. If you wish to be placed on the slate of candidates for office for the 2023-2024 fiscal year, please complete the form and submit it to Jane McKinnon, ACP, Nominations and Elections Chairperson. Declarations of Candidacy must be received by the deadline of **June 4, 2023**, unless postmarked on the deadline.*

In fairness to all candidates, late declaration forms will **NOT** be accepted. **NO EXCEPTIONS.** The following standards of timeliness according to method of delivery will apply:

- ◇ **HAND DELIVERY:** Your form must be received by the Nominations & Elections Chairperson on or before **June 4, 2023**.
- ◇ **EMAIL:** A declaration form sent by email must be received on or before the close of regular business hours on **June 4, 2023**.
- ◇ **FACSIMILE:** A declaration form sent by facsimile must bear the receiving facsimile machine's time/date stamp showing that it was received on or before the close of regular business hours on **June 4, 2023**.
- ◇ **OVERNIGHT DELIVERY SERVICE (FEDEX, UPS, AIRBORNE, ETC.):** Declarations submitted by this form of delivery must be received by the Nominations and Elections Chairperson on or before **June 4, 2023**.
- ◇ **REGULAR U.S. MAIL:** Declarations sent by U.S. Mail must bear the U.S. Postal Service's postmark showing it was mailed on or before **June 4, 2023**. If you have your law firm's meter mail stamp on the envelope bearing the date **June 4, 2023**, but do not get it in the mail in time to get the Postal Service's **June 4, 2023**, postal stamp, your form cannot be accepted.

Requirements for Declaration of candidacy are outlined in 10.1.B in the Bylaws of the Alabama Association of Paralegals, Inc. which state:

10.1.B ELECTION OF OFFICERS OTHER THAN PRESIDENT. The President shall appoint a Nominations and Elections Chairperson at least ninety (90) days prior to the annual meeting of the membership. Candidates shall declare candidacy for officer and region director positions in accordance with the standing rules of the Association at least sixty (60) days prior to the date of the annual meeting of the membership. No name shall be on the list presented to the membership without consent of the candidate. Nominations from the floor shall be accepted and election shall be by simple majority vote of the members present. Any Active member who is actively employed as a paralegal and has served at least one (1) year on the Board as a region director or committee chairperson may declare himself or herself as a candidate for any officer position except the office of President by advising the Nominations and Elections Chairperson at least sixty (60) days prior to the annual meeting of the membership. A candidate shall be elected to the office for which such candidate has declared upon the simple majority vote of the membership at the annual meeting of the membership. If no individual is elected to an office or regional directorship, then such vacant office or regional directorship shall be filled pursuant to Section 10.5 herein.

The ByLaws further outline the requirements and duties of each board office. For your convenience in considering a candidacy for a board position, we are presenting here the duties and requirements for each position.

FIRST VICE PRESIDENT: This officer assists the President in any manner necessary to accomplish the goals of the association. **Job Description:** Presides at meetings in absence of the President. Follows up with those that have been drafted or volunteered for various association activities or tasks to ensure their timely completion. Chairs the Education Committee.

SECOND VICE PRESIDENT-SEMINARS: This officer coordinates educational opportunities for the membership. **Job Description:** Makes all arrangements for educational seminars sponsored by the membership. Arranges for speakers and seminar locations.

SECOND VICE PRESIDENT-MEMBERSHIP: This officer distributes information about AAPi to prospective members and maintains official membership rolls for the Association. **Job Description:** Sends out dues notices, receives membership applications and prepares membership packets for new members. Maintains membership database.

SECRETARY: This officer is responsible for preparing accurate records of what occurs at all meetings and maintaining past records. **Job Description:** Must be a good listener and display ability to take accurate notes. Must be able to prepare accurate synopses of important information.

TREASURER: This officer is responsible for maintaining accurate financial records of the Association. **Job Description:** Works with accounting software to prepare accurate and timely financial reports. Works with President to develop and maintain annual budget. Pays all bills and handles all banking transactions for the Association. Works with Second Vice President-Membership to remind members of dues and fees owed.

NALA LIAISON: This officer is responsible for maintaining contact and working closely with NALA as well as ensuring that AAPi complies with all requirements to maintain its status as a NALA Affiliate in Good Standing. **Job Description:** Must be a NALA member at the time of nomination. Prepares and submits quarterly and annual reports to NALA as required. Works with Treasurer to ensure that annual NALA dues are timely paid. Works with First Vice President to ensure that the Association meets NALA's educational requirements. Works with Parliamentarian to ensure that bylaw changes are submitted to NALA for approval. Works with President to ensure that our goals and projects are consistent with those of NALA. Keeps membership informed about news and programs. Keeps NALA informed about AAPi activities. Works to obtain current information from NALA.

REGION DIRECTORS: These four officers oversee the activities for their assigned region of the State. **Job Description:** Plan and coordinate activities and meetings at the regional level for AAPi members in each of the four geographic regions.

The Declaration of Candidacy Form is attached.

Jane McKinnon, ACP

Nominations & Elections Chairperson

9370 MOSLEY ROAD

FAIRHOPE, AL 36532

Telephone: (205) 365-5339

Email: cornerjacket@gmail.com

DECLARATION OF CANDIDACY
ALABAMA ASSOCIATION OF PARALEGALS, INC.
DECLARATION OF CANDIDACY
2023-2024 ELECTIONS

I, _____, employed as a paralegal with
_____, hereby declare myself a candidate for
[Firm or Company]
the office of: _____. I am currently an active member of AAPi
and have maintained active membership since _____.

My qualifications for this office are as follows:

RETURN THIS FORM TO THE NOMINATIONS & ELECTIONS CHAIRPERSON:

Jane McKinnon, ACP
Nominations & Elections Chairperson
9370 MOSLEY ROAD
FAIRHOPE, AL 36532
Telephone: (205) 365-5339
Email: cornerjacket@gmail.com

Campaign guidelines will be sent to each declared candidate.

I hereby certify that I am actively employed as a paralegal, that I am an active member of the Alabama Association of Paralegals, Inc. and have maintained active membership for one or more full AAPi fiscal year(s).

Signature

Print/Type Name

Firm

Address

Work Telephone: _____

Cell Phone: _____

Email: _____

PLEASE PROVIDE A CURRENT HEAD SHOT PHOTO TO BE USED IN THE NOVUS.

ONLY ACTIVE MEMBERS OF AAPi WHO ARE IN GOOD STANDING ARE ELIGIBLE TO RUN FOR OFFICE. CAMPAIGN GUIDELINES WILL BE SENT TO EACH DECLARED CANDIDATE.

**DECLARATIONS OF CANDIDACY MUST BE RECEIVED NO LATER THAN June 4, 2023.
DECLARATIONS RECEIVED AFTER June 4, 2023, WILL NOT BE ACCEPTED.**

2023 SUMMER CONFERENCE



Come join us for AAPi's 2023 Summer Conference and 41st Annual Meeting to be held on August 4 – 5, 2023 at the Hampton Inn in Orange Beach, Alabama.

Some topics include:

Practical Tips from Discovery to Trial;
Data Protection and Preservation;
Ensuring Record Protection and the
Perils of Using Digital Court Reporters;
and
Ethics

This conference is accredited for 6 hours of CLE including 1 hour of Ethics.

Don't forget about the Installation and Awards Ceremony on Friday night and the games from the Winter Seminar will be continued at the Summer Conference!

If you have any questions, email Jeanie at jjohnson@capstonemail.com or call at (205) 223-0681.

We look forward to seeing you in Orange Beach!



SUMMER CONFERENCE INFORMATION

CONFERENCE REGISTRATION INCLUDES:

- Admittance to all classes
- Handouts from all classes
- Breaks/Snacks
- One Ticket to Friday's Installation Reception and Awards Ceremony (additional adult guest \$15)
- Access to the Sponsor/Exhibitor Hall
- One Ticket to Vendor Luncheon

2023 Conference Schedule

Friday, August 4, 2023

9:30 a.m.
11:00 a.m. - 12:00 p.m.
12:00 p.m. - 1:00 p.m.
1:00 p.m. - 2:00 p.m.
2:00 p.m. - 2:30 p.m.
2:30 p.m. - 4:00 p.m.
5:00 p.m. - 6:30 p.m.

AAPI 2022-2023 Board of Directors 4th Board Meeting
All AAPI Members are welcome at Board Meetings

Registration

Miranda Phelps and Ali Greer - Mobile County Probate Court - Data Protection and Preservation

Peonca S. Grier, CP - NALA Secretary—How NALA Can Advance Your Paralegal Career

Vendor Break

41st Annual Meeting & Awards Presentation

Installation Ceremony & Reception



For the conference, rooms have been reserved at the Hampton Inn at the special room rate of \$207 (inland room) and \$249 (beach front) per night plus tax.

To get the rate, use group code: AAP. The deadline for this rate is 7/7/2023.

Saturday August 5, 2023

8:00 a.m.
8:30 a.m. - 9:00 a.m.
9:00 a.m. - 10:00 a.m.
10:00 a.m. - 10:30 a.m.
10:30 a.m. - 11:30 a.m.
11:30 a.m. - 12:30 p.m.
12:30 p.m. - 1:30 p.m.
1:30 p.m. - 2:00 p.m.
2:00 p.m. - 3:00 p.m.
3:00 p.m. - 3:15 p.m.

AAPI 2023-2024 Board of Directors 1st Board Meeting
All AAPI Members are welcome at Board Meetings

Late Registration

Jennifer Kissic, CCR - Alabama Court Reporting Association - *Buckle Up Your Case by Making Sure Your Record is Protected*

Vendor Break - Sponsored by Veritext

Michael Congiarlo - Coastal Alabama College's Paralegal Program Professor - *Don't Let Your Gun Rights go to Pot; Alabama's New Medical Cannabis Law and the 2nd Amendment*

Lunch with AAPI's Vendors

Huseby LLC - *Practical Tips from the Start of Discovery Through the End of Trial*

Vendor Break

Jeremy McIntire, Esq. Deputy Chief General Counsel Alabama State Bar - *The Unlawful Practice of Law*

Closing remarks and Grand Prize Giveaway

Deadlines and Payment

Deadline to register and pay for the conference is July 25, 2023

Deadline to receive group rate on the hotel block is July 7, 2023

Two options for payment:

1. Mail your payment to AAPI, Attn: Jeanie C. Johnson, ACP, 2nd VP Seminars, Capstone Development Partners, LLC, 402 Office Park Drive Suite 199, Mountain Brook, AL 35223
2. Pay online at www.alabamaparalegals.net (Please note additional fee applies to online registration.)

After you register, please send registration form and payment receipt to jjohnson@capstonemail.com

NOTE: Change requests after registration closes will be made on a case-by-case basis depending on number of attendees scheduled for the conference.

CONTINUING EDUCATION CREDITS

The 2023 AAPI Conference meets the requirements of the NALA Certifying Board for continuing legal education credit required to maintain the CP/ACP credential. The credits are available as follows: The Conference has been approved by NALA for 6 CLE credits, including 1 Ethics credit.

GOOD NEWS!! AAPI Members can use their \$15.00 renewal coupon towards the Registration fees. Use code 2022MC. (if not previously used)



PARALEGAL DAY IN ALABAMA - MAY 3, 2023

Join AAPi to celebrate the PARALEGAL profession!





REGION 1

I'm so excited that Paralegal Day is next Wednesday, May 3, 2023. I really get excited when I get to see so many of our wonderful Region 1 members all in one place.

Region 1's Paralegal Day is being held at the Maynard, Nexsen law firm this year. This is a different location from years past so I'm hopeful that it will be a more convenient location for our members. Please come and check out the spectacular view from the windows encompassing the 17th floor.

Veritext has offered to sponsor our luncheon again this year and we appreciate Mickey Turner, Renee' Jones and Veritext for all of the support they have given our organization. And, of course, your Board has selected an awesome gift that we will provide to everyone at the luncheon. We will also be giving out some amazing door prizes!

I look forward to seeing everyone at our Paralegal Day celebration on May 3, 2023.

Susan Conger
AAPi Region 1 Director

REGION NEWS !!

REGION 2

As winter ended, Region 2 enjoyed a Lunch and Learn program February 15th on working with different generation presented by Laura Chambliss, Director of the Troy University Continuing Education and Outreach department. The Alabama State Bar hosted the gathering. Our March Lunch Bunch at 79A was a lot of fun. On March 29th, Region 2 came together to eat, network, and socialize. We were excited to have several student members from Faulkner University join us. Renee' Jones with Veritext Legal Solutions also joined us and treated us all to lunch! We are always grateful for the generosity of our amazing sponsors. April's monthly gathering was another Lunch and Learn hosted by Faulkner University. Charity Alpert, Executive Director of CASA of the River Region spoke with us regarding CASA and the support they provide to the courts and foster families. Region 2 volunteered with CASA at their Superhero 5K last November and we are looking forward to working with them again.

Region 2 has an exciting and fun Paralegal Day celebration planned for May 3rd. Huseby Global Litigation will sponsor a candle making party at Melissa Warnke Candles in Montgomery. The celebration will begin at 5:30 pm and hor d'oeuvres will be served. A reservation is required for this event so to reserve your spot please email region2@alabamaparalegals.net!

Stacey Moseley
AAPi Region 2 Director

Faulkner University is offering a **50% discount** for anyone in Alabama who works in a law firm. For more information, scan the **QR code** or contact Cathy Davis at cdavis@faulkner.edu.



REGIONS

REGION 3

Region 3 had a luncheon March 15 at T. P. Crockmiers. Pictured below, Henry Morrissette and Emily Van Haneghan of the law firm of Hand Arendall Harrison Sale discussed Federal Practice Updates. We are very appreciative of the firms and attorneys who give of their time and talent to further educate and promote our profession. We had approximately 18 in attendance at this function.

The Region 3 Paralegal Day luncheon will be May 3, 2023 at T. P. Crockmiers at 12:00 noon. Veritext will sponsor the entire event and it will be free of charge to all members. We look forward to this time of fun and fellowship to celebrate our professional recognition by the State of Alabama 28 years ago to the day!

Kim Tillman
AAPI Region 3 Director



REGION 4

Region 4 members are eagerly looking forward to the next event at the May Lunch & Learn/Paralegal Day Event scheduled for May 11, 2023. Attorney Terry Mastando of Mastando & Artrip will be speaking on "Women's Civil Rights at Work and in School." This event will begin at 11:30 am. Be sure to RSVP by May 9th.

Cite

Court Reporting | Litigation Support

ANOTHER GREAT AAPi EVENT—CAREER FAIR

AAPi held its 2nd Career Fair on Saturday, April 15, 2023, at Faulkner University. The event was well attended by students, retiring military personnel and members making a change in their paralegal choices. The PR committee was great with their planning, organizing and on-site work. The one-on-one sessions was well received. Thank you to the sponsors and legal firms for being on hand to answer questions, talk about possible job opportunities, and being present. Attendees received assistance with resume review, interview tips and even received headshots. One attendee remarked, “What a great event. I am so thankful for the connections, the interview/resume feedback, and the wisdom of how to engage with a range of attorneys and how to manage it all. Thank you to all that put this event together.”



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MEMBERSHIP NEWS

Even though our fiscal membership year is August 31st – September 1, we accept new applications all year long. You can always join us! Submit your application online or to membership@alabamaparalegals.net. As stated before, we are nothing without our members. We send you continued thanks for supporting and participating in our organization. **Membership renewal season for 2023-2024 will begin on September 1, 2023.**

Our Student membership promotions is still going strong and we are L-O-V-I-N-G the response we are having! Don't forget, the \$5 Student membership promotion has been extended through **May 15, 2023**. This is a great opportunity for students to get their feet wet and explore our organization to see what we have to offer. Please join us in welcoming them with open arms. They are the future of our profession.

As of today, the status of our current membership is below. Look how we've grown compared to last year! Thank you to all of our members for this increase in membership. Please continue to spread the word about our organization so we can continue to grow.

<u>April 2023</u>	<u>May 2022</u>
Active Members - 122 Associate Members - 13 Patron Members – 5 Distinguished Members - 2 Student Members - 24 Region 1 – 93 Region 2 – 33 Region 3 – 25 Region 4 - 14 TOTAL 2023 MEMBERSHIP: 166	Active Members - 117 Associate Members - 12 Legal Professional Members – 1 Lifetime Members - 7 Student Members - 5 Region 1 – 81 Region 2 – 24 Region 3 – 30 Region 4 - 7 TOTAL 2022 MEMBERSHIP: 152

(continued)

MEMBERSHIP NEWS

AAPI presents the Region Member of the Year Award (Region I Member of the Year, Region II Member of the Year, Region III Member of the Year and Region IV Member of the Year) to one member of AAPI for each Region (board members are not eligible for this award). Members from each Region nominate candidates for the award each year. These nominations should be submitted to the Second VP of Membership. All nominations are due by **June 30, 2023** each year. The Second VP Membership will appoint a committee to review all nominations and select the Region Members of the Year. The Region Member of Year Awards are presented at the induction ceremony at the annual meeting/summer conference, or at another designated AAPI function. This award is determined by you—the members! The Second VP Membership will send a call for nominations to the members of the Association on **May 30, 2023**.

AAPI also recognizes a member as Paralegal of the Year. The Association presents the Paralegal of the Year Award to one paralegal each year at the summer conference/annual meeting or at another designated AAPI function. Nominations for Paralegal of the Year are made by the attorney and/or paralegal director for whom the paralegal works. The Second VP Membership will send a call for nominations to the supervising attorneys for all Active members of the Association on **May 30, 2023**. Only Active members are eligible to be nominated for this award. Nominations for Paralegal of the Year must be returned to the Second VP Membership by **June 30, 2023**. The Second VP Membership will appoint a committee to review all nominations and select the Paralegal of the Year. The recipient of the Paralegal of the Year award receives a certificate good for free registration to the following year's AAPI Summer Conference/Annual Meeting. If a paralegal in your firm is deserving, be sure to remind his/her supervising attorney or your firm paralegal director.

To renew or sign up, please visit www.alabamaparalegals.net or contact membership@alabamaparalegals.net.

- Laura Reeves, ACP
AAPI 2nd Vice Pres, Membership

MORGAN & MORGAN

SCHOLARSHIP



THE ALABAMA ASSOCIATION OF
PARALEGALS, INC.
PROUDLY PRESENTS
THE JANIS DAVIDSON MEMORIAL
SCHOLARSHIP FUND



QUALIFICATIONS

1. You must be a resident of the state of Alabama;
2. You must be a Student Member of AAPI;
3. You must show proof of current enrollment in a paralegal studies program of a junior college, college, or university which is within the state of Alabama and which has been accredited by the Southern Association of Colleges and Schools; and
4. You must submit a copy of your transcript which shows that you have a 3.0 or better average on a 4.0 scale and at least 15 semester hours of paralegal course work (or its equivalent in quarter hours).

RULES

- The essay must be original and the work of the student and the student must be willing to attest to its originality;
- The student(s) receiving the scholarship(s) must agree to allow AAPI to publish the essay in the NOVUS; and all essays and qualifying paperwork must be mailed to: Alabama Association of Paralegals, Inc., Attn: Scholarship Program, P.O. Box 1834, Birmingham, AL 35201;
- **Essays must be postmarked by no later than May 15, 2023.** Essays cannot be emailed or handed to a Board Member;
- All scholarship proceeds will be made payable to your school and will be placed in your account to be used for tuition expenses; and
- The scholarships will be awarded during the awards ceremony at AAPI's 2023 Paralegal Conference, which will convene August 4-5, 2023, in Orange Beach Alabama.

AAPI Student Members

To apply for these scholarships you must submit an essay (minimum 300 words) on one of the following topics:

1. What is your favorite type of law and why?
2. Do you believe that the media portrays the role of paralegals/legal professionals in movies/tv shows accurately, why or why not?
3. What do you hope to accomplish in your paralegal career?

Each year, (1) \$1,000 and (1) \$500 scholarships will be awarded to AAPI Student Members.

The AAPI Board hopes you will take advantage of this opportunity to apply for one of these scholarships. To apply for membership or to find out more about AAPI, check out the website at www.alabamaparalegals.net

**APPLICATION CAN BE FOUND ON WEBSITE
ALABAMAPARALEGALS.NET**

STUDENT INTERESTS

MORE NEWS

THE NALA CONFERENCE IS COMING!!


NALA's Conference & Expo is the most awaited paralegal gathering of the year, and this year's happening in Boston, MA is not going to be an exception. To provide for the varying needs of paralegals from all over the country, NALA is thrilled to deliver a hybrid conference. You may opt to attend either in person or virtually from July 12 to 14. All participants can indulge in this 3-day educational event with a remarkable chance to collaborate with professionals of the same field, improve their paralegal proficiency, get CLE credits, and much more. We are looking forward to your presence in Boston on July 12-14! New this year, you may purchase a Single Day Pass option; therefore, you can attend Wednesday, Thursday, or Friday, based on your schedule.



 P.D.S.

Calendar of Events

MAY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Call for Declarations of Candidacy	2	3 Paralegal Day	4	5 Cinco de Mayo 	6
7	8	9	10	11	12	13
14	15 Student Scholarship Deadline	16	17	18	19	20
21 Mothers' Day	22	23	24	25	26	27
28	29 Memorial Day	30 Call for Nominations of Member of the year	31			



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DISTINGUISHED NEUTRALS

ATTENTION LITIGATION STAFF



Did you know that you can save
HOURS of telephone tag by simply
reserving mediation dates online
for Alabama's top litigator-rated
mediators - for free?

www.almediators.org

This service is free to law firms, funded by the members of NADN's Alabama Chapter. See www.nadn.org/about

AAPI STATE OF AFFAIRS

Financial News as of May 1, 2023



Bank Accounts

Checking	\$25,584.17
Savings (Scholarship)	7,012.79
Reserve	15,518.41
TOTAL	\$48,115.37



ROUND THE WATER COOLER . . .

April Birthdays

24 - Kim Watson, CP

30 - Stephanie Froehlich

May Birthdays

1 - Cheryl Nordase, ACP

7 - Taylor Boysen (Huseby)

16 - Mira Covington

20 - Karen Guthrie, ACP

29 - Brenda Cochran, CP

If you have any news—drop the editor a line so that we can celebrate with you!

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ETHICS CORNER

Paralegal Ethics: Keeping Yourself and Your Attorney Out of Hot Water!

Did you know your failure to maintain the rules of professional ethics not only affects you, it affects your supervising attorney? While you may incur charges, fines and a loss of your job or even your career, your supervising attorney can also be charged, receive fines and even be disbarred for your actions. So always keep in mind that any action by you that could be deemed as the unlawful practice of law (“UPL”) could be detrimental to you and your attorney.

Here are a few solutions to the top UPL violations:

1. Paralegals cannot give legal advice. This is easy to remember but a tough one to keep because family and friends will beg and plead to get your opinion on legal matters and while most of us have been around the block a few times and we know the answer, we cannot under any circumstances tell them the answer. The best solution is to refer them to an attorney you know in that field or to Legal Services for the answer. It may cause hard feelings with your family or friends, but is it worth your career or the career of your attorney?
2. Paralegals are not allowed to negotiate fees with a client. Even if you know the fee the attorney will charge for a matter, you are not allowed to give the client that information without the attorney specifically telling you to give the client the information. When you give them the information, you need to state that the information is coming from the attorney. Do not give the client the impression that you are setting the fee. Clients love to question things and you must be prepared to tell them you cannot discuss fees, and to take it up with the attorney.
3. When talking to clients, courts, and outside parties, paralegals should always



clearly state that they are paralegals, so as not to give anyone the impression that they are attorneys. You do not want to be accused of impersonating an attorney.

4. While paralegals cannot enter into an “attorney-client” relationship with a client, remember that the attorney’s attorney-client privilege extends to you as his or her paralegal. Information should be kept confidential in the workplace and at home.
5. Technology is wonderful - but dangerous. Ethical issues can come up with electronic transfers of information. Whenever possible avoid sending sensitive client information by fax, email or text message. These methods are not secure and leave the information open to anyone in the client’s office or home to see. If you must fax, call ahead and make sure the recipient is available to go get it from the fax machine. Phones are often hacked and having sensitive client information on it again leaves it open to be viewed by others than the intended recipient. When emailing, use caution when using “Reply” or “Reply All,” it’s easy to send information to the wrong person. It’s also a good idea to check and double check the email addresses as you may have 4 or 5 John’s in your contacts, make sure it’s going to the right John. Make sure you protect yourself and your attorney because you never know who may be able to view electronic information.

Remember to trust your instincts, and if you think you are close to an ethical issue then you probably are, and you need to stop before you get to a point where you cannot return.

- Deb Paul, ACP



MISSION STATEMENT

AAPi's mission is to promote the paralegal profession through awareness and education.

VISION STATEMENT

Advancing Alabama paralegals

WOW...MAY ALREADY!!

Time flies! I served as the Association president from 2002-2005. There have been so many changes in the association over these past 20 years. As our profession has changed, I believe AAPi has made changes to continue to support our members. Nothing is more important than the members of this organization. Our profession brings us together but YOU are the reason AAPi continues to grow.

I have been rewarded many times over serving on the AAPi board. It is important for AAPi members to be involved. The organization depends on its members for its existence. There is a place for you and your talents. It may be in front of the group or behind the scenes, but get involved! Let a board member know your interests.

- Editor

To submit materials for publication or to advertise, please contact our Editorial Staff at communications@alabamaparalegals.net.

Opinions expressed in articles and feature herein are those of the author, and do not necessarily reflect the view of AAPi. The Editor strongly encourages the submission of material for publication. The Editor reserves the right to edit material and accept or reject materials submitted. The contents of this publication may not be re-

