

Statewide News

Beverly Johnston, NCCP
District II Director

DISTRICT II • Past and Present

Members of District II have graciously absorbed the activity in our District. Members continue to return to the district as a means for education and support. The members are eagerly responding to participation in community events such as the Komen Race for the Cure as well as other projects still in development.

The Komen Race was held June 13, 2009, and for the first time the North Carolina Paralegal Association had a team headed up by NCPA President (and District II Member) Patti Clapper, ACP, NCCP. The group raised \$2,800.00; GO TEAM NCPA! All who participated survived the hot day and enjoyed the camaraderie of fellow paralegals and non-paralegals alike in the walk to support this worthy cause.

District II held its third meeting on June 15, 2009, with another great turnout. This is not only a wonderful networking opportunity; it is also a way to meet fellow paralegals with like interests, or to develop and learn a new interest, personal and/or professional, and of course, the food and drinks! An invitation was given to members in attendance at this meeting for a free Capital Bank sponsored CPE seminar that earned 2 CPE credit hours. The program will be offered to our District in the future. Check out this photo from the third meeting!



On July 15, 2009, District II Director, Beverly Johnston, NCCP, met with Dave Hinton, Director of The Purple Elephant Computer Factory for Kids, to donate 11 computer monitors on behalf of NCPA. Also in attendance were Ben Johnson, Account Executive for McClatchey Broadcasting Company and Jewel Morgan, Executive Director of Adult and Children Enterprises, Inc. whose organization helps disadvantaged families. If anyone has old computers, working or not, please contact Dave Hinton at (919) 788-7740.



Pictured L to R Ms. Aman, Jewel Morgan, Ben Johnson and Dave Hinton

Our scheduled attendance to see "Twilight", a "Movies by Moonlight", presentation was cancelled due to the weather. We are hoping to reschedule in August for the presentation of "Mama Mia."

July 20, 2009, marked the District's first educational meeting and earned the 26 attendees 1.0 hour of Ethics from NALA. The event also met the requirements for NCCP credits; however, was not pre-approved. Applications were available for submission by the attendees. The special guest speaker was Camille Stell with Lawyers Mutual who, together with her assistant Samantha, graciously hosted the event, engaging us in an interactive discussion on Ethics, and providing delicious fajitas from Moe's.

Upcoming Events:

Speakers for educational meetings include:
August - Chris Brook, Attorney at Law, "An Introduction to Community Lawyering." (NALA Pre-approval pending)

November - Erik Lindberg, Attorney at Law, Topic to be determined

December - Cathy Stuart, Attorney at Law, Topic to be determined



Pro Bono and Volunteer Opportunities

Pro Bono Chair: Alyssa Mazingo, NCCP

I would like to thank everyone who completed the online volunteer interest survey. There are a lot of exciting pro bono projects available throughout the state. Here are just a couple examples of those opportunities. For more information regarding any of these opportunities or other pro bono projects, please contact me at Alyssa@mchurleylaw.com or 919-720-3061

Center for Death Penalty Litigation represents defendants in capital cases. Volunteers are needed to conduct legal research and investigative work across the state. Please contact me for more information.

Guardian Ad Litem provides a voice for neglected and abused children. Volunteers are paired with attorneys to investigate claims and then make recommendations to the judge regarding a safe place or special services for children, based on their investigation. Training is necessary. An application can be completed online by going to GAP's website <http://www.nccourts.org/Citizens/GAL/Volunteers.asp>. If you have any questions, you can contact GAP directly at 1-800-982-4041, or call me.

NC Fair Housing Center investigates allegations of violation of fair housing laws statewide and provides legal assistance and advocacy to victims of discrimination. Volunteers can assist with investigation and on-line research of real estate records in predatory lending and fair housing cases.

Child Advocacy Commission of Durham provides legal services for children and economically disadvantaged families in the area of family law, especially custody and support issues. Volunteers can assist with interviewing and drafting standard court documents for review by the attorney.

Guilford Paralegal Association will hold a "Silver and Gold Ice Cream Social" on September 8, 2009. A representative of a local gold-buying company will be on hand to purchase old jewelry. A portion of the proceeds will be donated to LANC. For more information, please contact Sandra R. Strickland, CLA/NCCP, Vice President and Pro Bono Committee Chair for the Guilford Paralegal Association at ss@crlaw.com, or me.

Paws4Ever needs volunteers for two of their upcoming fundraisers in Orange County. The first will take place on Halloween and the second, the "Walk for Animal Protection," will be held on November 8, 2009. Paws4ever also need volunteers on an ongoing basis who can provide dog walks or cat visits at their facility located in Mebane. For more information, please contact Katy McClure, Volunteer Coordinator @ katy_mcclure@yahoo.com, or me.

A Valentine's Day Blood Drive will take place during the week of Valentine's 2010 at Miller-Motte College in Wake County. For more information, please contact Megan S. Grayce, JD, MBA, Business & Legal Programs Director, at Miller-Motte College at Megan.Grayce@miller-motte.edu, or me.

NCPA is going to participate in a school supply drive and collect items at our Annual Mid Year Seminar. We will be donating the supplies to **Communities In Schools**. Please remember to bring school supplies to Mid Year!!!

GPA Third Annual Spring Seminar



Guilford Paralegal Association held its 3rd Annual Spring Seminar on Saturday, May 2, 2009, at the Doubletree Hotel in Greensboro. The event was very well attended by paralegals from across North Carolina. Topics included elder law and criminal defense and criminal prosecution, as well as one hour of ethics. Speakers included Rachel Decker, James Roane, Jim, Kimel, Walt Jones, and Frank Johns.

Left to Right: Taylor Barrett, Secretary; Teresa Smith, Parliamentarian; Sandra Strickland, President; Lisa Carmichael, Treasurer; and Blanche Berkowitz, Vice-President





Mark your calendar

now for the
**North Carolina Paralegal
Association, Inc.'s**

**25th Annual
Mid Year Seminar
September 19, 2009**

Announcing the
2nd Annual
**CLA/CP Review Course
September 18, 2009**

&

**NCCP Review Course
September 19, 2009**

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More information about these
events coming soon to our

website, www.ncparalegal.org

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Calling All Members!



“People who ask our advice almost never take it. Yet we should never refuse to give it, upon request, for it often helps us to see our own way more clearly.” --Brendan Francis

Please consider contributing to the next edition of the *NCPA Forum*. Not only do we want our association’s publication to be informative and innovative for each and every member, we also want it to include helpful hints and sound advice from our main resources, our members. We are looking for all types of articles that relate to the paralegal community. Anything of interest to you will most likely be of interest to other paralegals across the state. Let your voice be heard in the *NCPA Forum*. Please submit all articles in Word format to Crystal L. Robinson, NCCP crystal@levineandstewart.com. You may also e-mail your comments, suggestions and possible article contributors to us as well.

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Emily J. Will, BD-BFDE

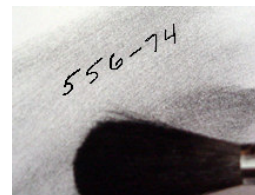
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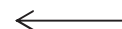
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Dead People Cannot File Bankruptcy

Victoria Ring



Training for attorneys, paralegals and virtual assistants working under the direction of attorneys in debtor bankruptcy law.

The other day, an interesting question came into the 713Training.Com office from a paralegal working on a Chapter 7 bankruptcy petition. The debtor was a widow who claimed most of the debts were only in her husband's name. The paralegal wanted to know if the debts of a dead person should be listed on the bankruptcy petition. She had asked her attorney and he told her to research the topic and get back to him for a discussion.

But there is no short and sweet answer to this question. Just like everything else in the legal field, there are exceptions to every rule. On the surface you would think that dead people cannot file bankruptcy. Although this is true, we need to first determine if the debts that are in the husband's name are connected to the widow who is filing bankruptcy.

First I asked the paralegal the age of the widow. She was born in 1949 and had been married to her husband for 34 years. Next, I asked how old the debts were. The paralegal said a large majority of them had been established as far back as the 1970s. Next, I asked if the widow had been employed throughout the marriage. She had worked as a housewife and was not employed outside the home.

With the answers to these questions it was easier to reconstruct the life and times this woman lived in. First of all, since the widow had not worked outside the home, it was very likely that any credit accounts she applied for had to have included the husband's income when the credit application had been filled out. Secondly, back in the 1970s it was rare to find a woman with credit in her name alone. Most credit card applications forced a woman to list her husband's income because it was assumed that a husband and wife were one person.

Therefore, I summarized that the debts the widow claimed were solely in her husband's name was not a factual statement. I told the paralegal to have her attorney pull a credit report and compare it with the debts listed on the Client Intake Forms. This way, any debts that were solely in the name of the husband would not show up on the widow's credit report. Besides, a credit report would aid in making sure the widow had included all her debts and not just the debts that she could recall.

Next, I asked the paralegal when the husband died. The answer was 2005. Therefore, she needed to find out from the widow how much money she received after her husband's death. This information is then listed under Item 10b of the Statement of Affairs, which states: List all property transferred by the debtor

within 10 years immediately preceding the commencement of this case to a selfsettled trust or similar device of which the debtor is a beneficiary.

If the husband had died less than one year before the widow filed bankruptcy, a copy of the probate court documents would need to be provided. The information from these documents is then listed under Item 4a of the Statement of Affairs.

Reviewing the probate court documents will also enable the paralegal to find out exactly what the widow received as the beneficiary. If she has any of these items or money in her possession it is considered an asset and this information is listed under its proper item category on Schedule B.

So you can see that even though it may sound silly to ask if a dead person can file bankruptcy, as a professional working for a bankruptcy attorney, it is your job to do the research. Once you obtain all the facts you then present this information to your attorney so that he or she can make the decision how best to protect and represent the debtor in this case.

To receive more bankruptcy petition drafting tips view and subscribe to the free Debtor Bankruptcy Blog at <http://www.713bankruptcy.com>

Disclosure: The information contained in this article is solely intended to increase the skills of paralegals and other legal staff who are employed virtually or nonvirtually by bankruptcy attorneys. This information is not to be used by nonattorneys to prepare bankruptcy petitions for the general public. The information is solely intended to train legal professionals working under the direction of licensed bankruptcy attorneys.

AUTHOR BIO:

Victoria Ring is a Certified Paralegal and Bankruptcy Specialist. She has developed an entire line of training products and holds several seminars per year in drafting bankruptcy petitions. Her training materials have been approved by NALS for 7 CLE credits. Additionally, Victoria Ring provides speaking and in-house training services for bankruptcy law firms. Visit her website at <http://www.713training.com> or, if you are an attorney, visit <http://www.713attorney.com>

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September 18-19, 2009

NCPA's Mid-Year Seminar and NCCP/CLA Review
Course in Winston-Salem, NC

October 1, 2009

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to take December CLA/CP Exam

December 4-5, 2009

CLA/CP Exam

March 18-20, 2010

NCPA's Annual Meeting and Seminar



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The 5 Deadly Sins of Branding

By Lyza L. Sandgren
President/CEO
CanopyLegal, LLC

Your brand, another name for a trademark, is your business. Your brand is what announces your products and/or services to the world. Your brand is what makes you memorable to your clients and potential clients. In short, the mark you use can instantly set your products/services apart from your competitors or it can bury you in a sea of lookalikes and wannabees. If you want to register your brand (and you can't "trademark" anything), there are things to understand before going forward.

When you think of a good mark, certain ones come to mind that instantly identify a product or service as a leader in their industry – Coca-Cola, Nike, Microsoft, WebMD, Sears, Netflix, Exxon, Tiffany's, Apple, etc – but each does not describe the actual good or service offered under their mark. These marks have stood the test of time not just because the products or services offered under them were exceptional (and in most cases they were) but because the branding was memorable, unique and non-descriptive of the product or service. In a few cases, word of mouth was sufficient to spur their successful use. So if a trademark is so important, why do so many people take branding lightly, or worse, begin using a mark before they know if it's available?

There are many common mistakes in the world of business and intellectual property but the biggest, having the most impact on a company's sales potential and market share, is the lack of understanding of how to choose and later protect a registered mark at the U.S. Patent & Trademark Office ("PTO"). I hear people repeatedly say that they want customers to know who they are and what they do by the sheer description of their name. That may be a great marketing concept but it does not usually result in a memorable or registrable trademark. At least, not according to the PTO.

Then, what are the most common mistakes companies make in choosing a trademark? I call them "**The 5 Deadly Sins of Branding**":

1. Choosing a Descriptive, Geographic, or Surname Mark – "I want people to know exactly what it is that I do/sell and where I am." This is a standard no-no. If you sell software in Allentown, PA, and you want to use "Allentown Software Sales, Inc.," you've just chosen a descriptive mark which would most likely be considered non-registrable at the Federal level. Federal protection requires that you are offering your goods/services under the mark in interstate commerce. You may still choose and use a geographic/surname and/or descriptive mark, but it is highly unlikely that you will be granted protection on the PTO's Principal Register. A mark that is merely a surname, a geographic locale, or is descriptive of its goods or services is not usually registrable unless it has been in use more than 5 years (the magic "5" again) and has become distinctive in the marketplace through that use (think "Trump" anything), which leads to Sin No. 2;

2. Marrying Yourself to the Mark – Companies often get so excited about a brand that they don't bother to find out if it is unique to their market. They love the mark too much to see if anyone else is already

using the same or a confusingly similar mark within the same or similar channels of trade. This is a mistake that could cost thousands, which brings up Sin No. 3;

3. Investing Before Clearing – Many companies go so far as to invest big money without finding out if the mark is available. If later made to abandon the mark, they could lose thousands already spent for labeled product or marketing and advertising. It all could have been avoided by first having a clearance search performed. Write this down and put it on your refrigerator – CLEARANCE BEFORE INVESTMENT! But if the mark has been cleared, file a federal trademark application, which could mean Sin No. 4;

4. Filing in Color – Unknowingly, companies often file an application at the PTO for their logo and attach a color copy of their mark at the time of filing. The broadest protection available for any trademark or service mark, words, design, slogan, etc., is to file in black and white. If you file in color, obtain a registration, and then change the colors of your mark in use, you have just lost the protection of your registration. If you file in black and white, it won't matter what colors you use in the future. Your registration will always be protected. If an owner already has a b&w registration and wants further protection for the mark in use in color, filing an application for a color mark is a good idea. Once a registration is granted is usually when we find the occurrence of Sin No. 5;

5. Not Watching Your Registration – Companies often think that as long as they have a registration in place that their trademark is safe forever. Wrong! Unless you maintain the registration through timely renewal filings and watch it for unfair use by competitors, then go after infringers, anyone can capitalize on the goodwill you've built up under your mark and dilute your mark's distinctiveness and protection. Obtaining yearly watching protection from a watching service is inexpensive and sound IP management. Watching services maintain specialized databases that keep track of the newly filed applications and published marks at the PTO, and they regularly review phone books, magazines, newspapers, trade publications, and other advertising media looking for infringers. Companies like Thomson & Thomson, CT Corsearch and NameProtect, to name three of the best and most reliable, know their stuff and can prevent wasted time and dollars. One last point, not really a 5 Deadly Sins issue but crucial nonetheless, is:

6. Fear of Lawyers and Advertising – no one wants to pay for legal advice or advertising but the lack of sound IP advice could be the difference between adequately protecting your mark and your business and losing your investment. A professional advertising firm and a good intellectual property lawyer can help prevent making wrong decisions. You will save money over the long haul and be confident in your choices. They can help you review your options, what is or is not registrable or memorable, and guide you to a unique mark and a good economic decision. Qualified trademark lawyers aren't the bad guys. They only want to help you.

Oh, by the way, I'm not an attorney or an ad exec. I don't even play one on TV!

NCPA BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE MEETING

May 3, 2009

Vernon Law Firm
Burlington, NC

The North Carolina Paralegal Association held its regularly scheduled joint meeting of the Executive Committee and the Board of Directors on May 3, 2009, beginning at 2:00 p.m. at the law firm of Vernon, Vernon, Wooten, et al., in Burlington, North Carolina. The President and Chairman of the Board were present. The Secretary was absent from the meeting.

President Patti Clapper called the meeting to order. Teresa Stacey made a motion that Kaye Summers, Immediate Past President, be appointed Secretary of the Meeting in Diane Tally's absence for the purpose of recording the minutes of the meeting. The motion was seconded by Alyssa Mazingo and carried by unanimous vote.

NCPA Board Secretary

Minutes of the Executive Committee/Board meetings held on March 26th and 28th in Wilmington, North Carolina, and were posted by Diane L. Tally, NCCP, Secretary, for review and approval. Teresa Stacey made a motion that the minutes of the March 26th and March 28th meetings, as amended, be approved. The motion was seconded by Kaye Summers and carried by unanimous vote.

Kaye Summers nominated Jacqueline Thurman, CP, NCCP as NALA Liaison for 2009 – 2010. Teresa Stacey seconded the nomination and the motion carried by unanimous vote.

Education Committee

Patti Clapper was present and reported that the Annual Meeting held in Wilmington was a success, and that NCPA had made money. There was a discussion about whether NCPA would agree to pay for one night for speakers, only up to the NCPA room block rate. It was noted that the standing rules will need to be revised to reflect the change.

Patti mentioned that there were suggestions on the evaluation sheets of having some type of district meet and greets during seminars, either during the reception or at lunch.

Patti announced that the 2009 Mid-Year Seminar will be held September 18th and 19th at the Winston-Salem Embassy Suites.

Patti announced that the CLA/CP Review Course was being chaired by Kaye Summers. There was discussion about whether or not to keep the NCCP Review and the CLA/CP Review session on the same day or if it should be broken into two sessions.

Patti will be chairing the NCCP Review Course.

Convention Coordinator – Shelby Tyson, NCCP

Shelby will check with hotels in Boone and Blowing Rock for the 2010 Mid-Year and the Cary/Raleigh area for the 2011 Annual Meeting.

The 2009 Mid-Year Seminar will be at the Embassy Suites in Winston-Salem on September 18th and 19th.

The 2010 Annual Meeting will be held at the Sunspree, Wrightsville Beach on March 18 – 20, 2010.

Membership Committee Yolanda N. Smith, ACP, NCCP Second Vice President

There was extensive discussion about membership and recruiting members; benefits that affiliated associates receive by being affiliated with NCPA. This will be discussed further in September at the Long Range Planning Meeting.

It was suggested that NCPA Invite Guilford Paralegal Association to mid-year as an exhibitor – and given a free table.

Parliamentarian's Report – Beverly G. King, NCCP

Beverly was not present at the meeting but did post a report. A motion was made and seconded to amend the standing rule as printed in Beverly's report. It was carried by unanimous vote.

Committee Reports:

Long Range Planning – Beverly H. Johnston, NCCP – suggestions for meeting – different levels for breakout of educational session? Add-One Campaign and Mentoring program were briefly discussed and will be discussed further at Long Range Planning meeting in September.

Pro Bono – Alyssa J. Mazingo – Alyssa reported on the status of the Komen Race team that was formed by Patti. Information for signing up or making donations will be sent to all members. Alyssa requested to attend District Meet & Greets to discuss Pro Bono opportunities within individual districts. Alyssa will be working on plans to do short poles/surveys to members about Pro-Bono ideas.

Next Meeting – September at Mid-Year

11/15 - Teleconference at 2:00

01/16 - Teleconference or live meeting -- Location TBD

Five Easy Ways To Boost Your Productivity

Vicki Voisin, ACP

Productivity...everyone wants to know how to get more done in less time. Getting more done in less time isn't the answer, though, and neither is drinking copious amounts of caffeine. The answer is to take steps to be your most productive ... to eliminate all those things that slow you down.

I have five easy ways you can make this happen:

1. Determine when you do your best work. When are your energy levels at their highest? Early in the morning? Later in the day? Everyone is different but it's really easy to figure out when you do your best work. Once you know that, you should plan to do work that takes your highest energy levels during the time when you feel your most productive. Plan tasks that don't take so much energy for the time when you're slowing down.

Drafting briefs or preparing deposition summaries requires high energy so do them when you're at your best. Returning telephone calls and answering email can be done when you're energy is ebbing.

2. Stop the external interruptions. External interruptions are the outside forces that stop you from doing your work. These include people stopping by your office to chat or incoming telephone calls. Here are some ideas for reducing the external interruptions:

Have your calls held while you're doing your high priority work that takes total concentration. This works best if you have a good voice mail message that informs callers when they can expect to hear from you and, also, elicits enough information so that you can be prepared when you return the call.

Don't be the Candy Magnet. If you keep candy on your desk, you're inviting people to stop by any time, regardless of what you're doing. If you have M&M's, I'll be the first one there!

Close your door. This sends an instant message that you don't want to be disturbed.

Arrange your office so that you're not visible from the hallway...and make it so that it's not so comfortable for chatting. Stack a few files on the guest chair...if they can't sit down, they won't stay long.

3. Stop the internal interruptions. Internal interruptions are caused by YOU! Are you interrupting yourself by going to email land, calling your best friend to get her potato salad recipe, or running for supplies? Do you spend too much time visiting other people's offices? You can stop the internal interruptions... here's how:

Don't stop yourself to read every email when it comes in. Instead, schedule a time when you'll check email and stick with it. First thing in the morning, at noon, and again about 4:00 pm should be adequate. You may have to shut your email program down entirely to avoid the temptation.

Telephone time should also be scheduled. Plan to return calls just before lunch (people will be ready to leave and won't talk long) or later in the afternoon. Prepare ahead for the calls so that you get right to the point and take care of the business. If you need a recipe, you should make that call on your own time.

Keep your desk stocked with all the supplies you need so you don't have to replenish them during the day. It's easy to have legal pads, file folders, stationery, pens, staples, and other supplies on hand within easy reach.

4. Everything doesn't have to be perfect. Perfectionism is a nasty time waster and will paralyze you... you may be reluctant to start because you desperately want to do a perfect job...or none at all. There is a time to be perfect (as in the finished product) but trying to prepare a perfect first draft is a waste of time.

The early stages of a project isn't the time to worry about getting everything right. The editing, rewriting and double-checking of facts and citations can be done at the end of the project.

Some tasks deserve or require more perfectionism than others. For instance a brief must be clearly written and well-polished. Applying the same energy to a letter or a memo is probably not the best use of your efforts.

While some degree of perfectionism is necessary to do a good job, there is a difference between perfectionism and excellence...this is recognizing when good is really good enough.

5. Stop procrastinating. Procrastination will also paralyze you. When you can't get started on a project...whatever your reason...you're not producing. Everyone procrastinates sometimes. The interesting thing about procrastinating is that only you know when you're doing it. You get a cup of coffee, stop by a friend's office to chat, check your e-mail, call your Mom, or even work really hard on a low priority project – all methods of procrastination. Here are a few tips for overcoming procrastination.

You may delay starting a project because you won't have time to finish the whole thing at one time. This all-or-nothing thinking isn't good because we rarely have large chunks of time to work on a project. The best way is to break the project down into smaller parts and work on just one part at a time.

Sometimes you procrastinate because you can't start at the beginning so you lose sight of the fact that starting anywhere is better than not starting at all. While it's great to start at the beginning this isn't the only logical way to work because most projects have many good places to start, and all of them are about as good as the other. Just take the first step: start anywhere.

Work no more than 15 minutes at a time. This is a great anti-procrastination method. Set a timer and work full blast on a project for the next fifteen minutes. When the timer goes off you can choose to do something else for fifteen minutes or continuing working on your project. Most of the time you'll have momentum going and just re-set the timer and keep on working. It's easy to work for hours this way but it doesn't feel that long because you always know that a break is just 15 minutes away.

Start even if you're not in the mood. The inspiration to work on a project is not always with you but if you wait for inspiration, you'll never start. It's better to begin the work and see if the ideas start to flow.

Unpleasant tasks don't get any easier if you put them off...in fact, they get worse. And the worry over not working on a project takes as much energy as just biting the bullet and getting started. Think about taking a swim in

very cold water. Some people prefer to dive in quickly and get the shock over with. Others stretch out the agony by stepping in inch by shivering inch. It's really easiest to plunge in and get the agony over with as soon as possible.

Your challenge: Think about how your actions are reducing your productivity. Once you've identified an issue, decide what steps you need to take to fix it. Then spend the next month practicing those steps. By this time next month, the steps will have become a habit and you'll find yourself well on the way to boosting your productivity.



Vicki Voisin, "The Paralegal Mentor", delivers simple strategies for paralegals and other professionals to create success and satisfaction by achieving goals and determining the direction they will take their careers. Vicki spotlights resources, organizational tips, ethics issues, and other areas of continuing education to help paralegals and others reach their full potential. She publishes a bi-weekly ezine titled Strategies for Paralegals Seeking Excellence. More information is available at www.paralegalmentor.com

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NCPA Wishes the Following Members a Very Happy Birthday!

September

Theresa L. Adams
 David A. Armstrong
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 Karen E. Cook
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 Ellen C. Thomas
 Dianne Tillis
 Michele A. Tuttle
 Neeta Vyas
 Sharon L. Wall
 Mary E. Willard
 Nancy C. Yaffe
 Annette T. Younger

October

Helena R. Bell
 Martha L. Blackman-Hughes
 Debbie L. Bogess
 Amy L. Borsay
 Joyce E. Carpenter
 Heather M. Carpenter
 Shannon S. Champion
 Rebecca Ann Davis
 Melanie J. Deal
 Dennis Embo
 Janet Lynn Eystad
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 Arthur Robert Morris, Jr.
 Melissa Blunkall Myers
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 Paula Roberts Shacklock
 Susan M. Shaw
 Simone C. Walton-Cato
 Marguerite J. Watson

November

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 Annette B. Barefoot
 Jolene Beaty
 Blanche S. Berkowitz
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 Roxanne Crouch
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 Aracele L. Zubieta

Congratulations Beverly!



The NCPA staff would like to congratulate Beverly King, NCCP (past-Chairman and present Parliamentarian and District IX Director) on her marriage to Mr. Michael Moore, on July 25th. Live long, laugh hard, and love much! Oh, and don't forget to pick your battles!

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CALL TO ACTION: NOMINATIONS AND ELECTIONS*The Value of Service*

You have heard the old expression “What goes around, comes around.” If you value NCPA for the service it provides you, here is your chance to make the same meaningful contribution to the lives and careers of other paralegals. Consider serving as an officer or director in the 2010-2011 membership year. Not only will it give you insight into the workings of NCPA, but it will improve your leadership skills, broaden your network of important contacts and you might just have a lot of fun, too!

Following this article, you will find a “Declaration of Candidacy for Office” form and a “Recommendation for District Director” form for some districts. If you are interested in becoming more involved in NCPA, or know of someone who you believe would be good for the organization, please complete the appropriate form and return it to the address listed on the form. The deadline for returning the “Declaration of Candidacy for Office” form is **December 19, 2009**. The deadline for returning the “Recommendation for District Director” form is **January 4, 2010**.

Do you think you may be interested, but are not sure what these duties entail? Briefly, these are the duties of the Officers. Please refer to your Membership Directory to find references to the Bylaws and Standing Rules.

- President:** Represents the needs and concerns of the membership before the Board of Directors, supervises the work of other Officers and Committee Chairmen, and keeps the membership advised. [See Bylaws Article VIII.1. and Standing Rule VIII.A.1.]
- First Vice President:** Responsible for planning seminars, workshops and other educational events and is the Chairman of the Education Committee. [See Bylaws Article VIII.2. and Standing Rule VIII.A.2.]
- Second Vice President:** Is the Chairman of the Membership Committee and is responsible for the compilation of the Membership Directory. [See Bylaws Article VIII.3. and Standing Rule VIII.A.3.]
- Secretary:** Responsible for keeping a permanent record of all meetings of the membership. [See Bylaws Article VIII.4. and Standing Rule VIII.A.4.]
- Treasurer:** Responsible for the deposit of funds and makes disbursements as provided for in the budget; is the Chairman of the Finance Committee and prepares the budget for the ensuing fiscal year to be approved by the Board of Directors. [See Bylaws Article VIII.5. and Standing Rule VIII.A.5.]
- NALA Liaison:** Is a NALA member who is familiar with the NALA Bylaws and Standing Rules, represents NCPA at the NALA Annual Meeting of Affiliated Associations and makes quarterly reports to NALA concerning NCPA's activities; coordinates with the CLA Review Course Subcommittee Chair on planning and presentation of CLA Review Course. [See Bylaws Article VIII.6. and Standing Rule VIII.A.7.]
- Parliamentarian:** Attends all membership meetings and gives opinions on parliamentary procedure and interprets NCPA's Bylaws and Standing Rules; is the Chairman of the Bylaws and Standing Rules Committee. [See Bylaws Article VIII.7. and Standing Rule VIII.A.6.]

For those district members who are electing new District Directors, a “Recommendation for District Director” form follows this article. Your Director, as a member of the NCPA Board of Directors, is responsible for the promotion of NCPA within his or her own district. This includes the recruitment of new members and assisting with the development of educational events within your district. [See Standing Rule IX.C.5.] This position gives you a great chance to network with other paralegals in your own geographic district and it gives you the opportunity to find out how other areas in North Carolina are educating and promoting paralegals in their districts. Please return the “Recommendation for District Director” form by **January 4, 2009**.

If you have any questions about any position, Officer or Director, please do not hesitate to contact Nominations & Elections Committee Chair Catrina Mitchell at 919-560-1647 ext. 229 or catrina.mitchell@durhamnc.gov or contact one of the current NCPA Officers or Directors. Their names can be found on the NCPA website. Go to www.ncparalegal.org. Rest your pointer on “About NCPA” on the left to see a drop-down menu for “Board of Directors” or “Officers and Executive Committee.” The inside back cover of this issue of the NCPA Forum also provides contact information.

DECLARATION OF CANDIDACY FOR THE OFFICE OF:

OF
THE NORTH CAROLINA PARALEGAL ASSOCIATION, INC.
2010-2011

The undersigned hereby declares that he/she is actively employed as a Paralegal or Legal Assistant,; is legally competent to enter into contracts; and is currently a General Member in good standing of the North Carolina Paralegal Association, Inc., and has been so for at least one (1) year.

Qualifications for Office:

Having read and understood Articles VII and VIII of the Bylaws of the North Carolina Paralegal Association, Inc. pertaining to officers, I hereby declare myself a candidate for the office of _____, subject to election at the 2010 Annual Meeting of the Corporation.

Date: _____

(Print/Type Your Name)

(Sign Your Name)

My Address and Telephone Number:

Mail to: Catrina Mitchell, NCCP
NCPA Nominations and Elections Chair
North Carolina Paralegal Association
Post Office Box 36264
Charlotte, NC 28236-6264
919-560-1647 ext. 229 (phone)
919-560-1790 (fax)
info@ncparalegal.org

**RECOMMENDATION FOR DISTRICT DIRECTOR
FOR DISTRICT _____ OF
THE NORTH CAROLINA PARALEGAL ASSOCIATION, INC.**

Pursuant to the provisions of ARTICLE IX.3 and .5 of the Bylaws of the North Carolina Paralegal Association, Inc. and Section IX.C of the Standing Rules, the position of District Director for Districts I, III, V, VII and IX (two-year term position), and II, IV, VI, and VIII (one-year interim position), will be elected by the members of their respective regions and announced at the Annual Meeting at the Holiday Inn Sunspree Resort in Wrightsville Beach, NC on Friday, March 19, 2010.

If you are a member of District I, II, III, IV, V, VI, VII, VIII or IX and wish to nominate a candidate for the Directorship of your District, please complete the following form and mail it, together with a letter from your nominee expressing his/her interest in the position and a copy of the nominee's resume, in accordance with the following instructions.

DEADLINE FOR RECEIPT BY ELECTIONS CHAIR IS JANUARY 4, 2010

Mail to: Catrina Mitchell
NCPA Nominations and Elections Chair
North Carolina Paralegal Association
Post Office Box 36264
Charlotte, NC 28236-6264
919-560-1647 ext. 229 (phone)
919-560-1790 (fax)
info@ncparalegal.org

FROM: _____
(Print/Type Your Name)

Address: _____

With his/her permission, I hereby recommend for election to the Board of Directors of the North Carolina Paralegal Association, Inc. as Director of District _____, subject to the provisions of Article IX of the Bylaws:

(Print/Type Name of NOMINEE)

Address: _____

Nominator's
Employment: _____

Telephone No.: _____

This will certify that I am a member in good standing and that my nominee is a General Member in good standing of the North Carolina Paralegal Association, Inc., and has been so for at least one year as of this day, is employed as a paralegal, and is a permanent resident of the State of North Carolina.

Dated: _____

(Signature of Nominator)

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As of March 28, 2009

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1 st VP (Education)	Stephanie Elliott-Park, NCCP	(W) (704) 865-4400	selliott-park@gastonlegal.com
2 nd VP (Membership)	Yolanda N. Smith, ACP, NCCP	(W) (919) 861-1334	ysmith@tharringtonsmith.com
Secretary	Diane L. Tally, NCCP	(W) (336) 819-6002	dtally@wehwlaw.com
Treasurer	Kimberly C. Pellicone, CP, NCCP	(W) (980) 387-4458	kpellicone@carolina.rr.com
Parliamentarian	Beverly G. King, NCCP	(W) (704) 321-4745 x 201	bev@tissuelaw.com
NALA Liaison	Jacqueline M. Thurman CP, NCCP	(W) (704) 343-0061	jacqueline.thurman@yahoo.com
Directors:			
I (Interim)	Diane N. Morgan, NCCP	(W) (910) 798-7168	dmorgan@nhcgov.com
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III (Interim)	Sylvia L. Erickson, NCCP	(W) (910) 484-0179	Sylvia_erickson@fd.org
IV (Interim)	Karen F. England, NCCP	(W) (336) 819-6015	kengland@wehwlaw.com
V (Interim)	Vicki Sgro, NCCP	(W) (704) 331-7075	vicki.sgro@clariant.com
VI (Interim)	Kaye H. Summers, CLA, NCCP	(W) (919) 682-9691	kaye@pulleywatson.com
VII	Stephanie Ivans, NCCP	(C) (828) 507-0583	stephanieivans@ncmtnlaw.com
VIII (Interim)	Beth Falgout, NCCP	(C) (252)-399-9714	bfgout@invtitle.com
IX (Interim)	Beverly G. King, NCCP	(W) (704) 321-4745 x 201	bev@tissuelaw.com
Affiliate Director	Teresa A. Stacey, NCCP	(W) (336) 227-8851	tas@vernonlaw.com
Bar Liaison	Eunice Wilkerson-Evans	(W) (919) 560-1647 x 272	eunice.wilkerson-evans@durhamnc.gov
Paralegal Educator	Susan H. McIntyre, JD	(W) 252-222-6230	shm@carteret.cc.nc.us
Attorney Advisors	Wiley P. Wooten, JD	(W) (336) 227-8851	wpw@vernonlaw.com
	Teresa M. Brenner, JD	(W) (704) 386-4238	teresa.brenner@BankofAmerica.com
Chairman of the Board	Diane N. Morgan, NCCP	(W) (910) 798-7168	dmorgan@nhcgov.com
Board Secretary	Diane L. Tally, NCCP	(W) (336) 819-6002	dtally@wehwlaw.com
At Large Director	Kaye H. Summers, CLA, NCCP	(W) (919) 682-9691	kaye@pulleywatson.com
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Associations Network Committee	Teresa A. Stacey, NCCP	(W) (336) 227-8851	tas@vernonlaw.com
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CLA Review Course	Kaye H. Summers, CLA, NCCP	(W) (919) 682-9691	kaye@pulleywatson.com
NCCP Review Course	Patricia F. Clapper, ACP, NCCP	(W) (919) 682-9691	lglduck@aol.com
Registration	Melissa Stockley Jones, CP, NCCP	(W) (919) 838-2015	mjones@smithlaw.com
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Historian	Karen F. England, NCCP	(W) (336) 819-6015	kengland@wehwlaw.com
Job Bank	Not appointed at this time		info@ncparalegal.org
Long Range Planning	Beverly H. Johnston, NCCP	(W) (919) 779-5095	beverlyj@corplawoffice.com
Nominations and Elections	Catrina P. Mitchell, NCCP	(W) (919) 560-4570 x 229	catrina.mitchell@durhamnc.gov
NC Land Records Task Force	Dennis Embo, NCCP	(W) (919) 831-6560	emboparalegal@msn.com
NC State Bar Board of Paralegal Certification Liaison	Yolanda N. Smith, ACP, NCCP	(W) (919) 861-1334	ysmith@tharringtonsmith.com
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