



AUSTIN CHAPTER

Association of Legal Administrators

CHAPTER MEETING MINUTES

May 28, 2009

Headliners Club, 11:45 am - 1:00 pm

President's Report - Amanda Koplos

Save the Date Emails went out for our Chapter Retreat. It is being held September 18-19th at the Horseshoe Bay Marriott. More details will be coming out in the coming months.

A group of us just returned from the ALA Conference in New Orleans. We had a total of 11 attendees. Next year's annual conference is being held in Boston, May 3-6. The 2011 Conference will be in Orlando, May 23-26. And the 2012 Conference will April 23-26 in Honolulu, Hawaii. While at the conference I attended the Region 4 Council meeting as a representative from the Austin Chapter. I will have a full report on that council meeting in June 2009 newsletter.

On Monday night at the Chapter awards we were proud to take home the following awards:

Education Committee - First Place

Vendor Partnering - Second Place, Medium sized chapters

Website - Third Place

Recruitment & Retention - Third Place

Membership Brochure - Second Place

Honorable Mention - Visibility for CCW, Newsletter Excellence, Best Feature Article

President's Award - Platinum

On Tuesday during the Association luncheon ALA rolled out a new logo, tagline, and a new look for business tools, marketing materials, publications and their website. At the heart of this new branding is their promise to be: Your Connection to knowledge,

resources and networking. You should have all received an email announcing this new change, and I will keep you posted of these changes in the coming months.

Next, because it had been a few years since we ordered Chapter-wide t-shirts we recently placed an order for shirts. We will be putting together another order in the coming months. If you're interested in a Chapter t-shirt, please see Chrissie Eastin.

Guests this month:

Ellen Boydstun - former member of Dallas chapter is currently looking for employment in Austin area

Ashley Boyer (introduce by Sandra Moxley)

Steve Phillips, Tracy Anderson (introduce by Jeanne Schulte)

Steve Koenig (introduce by Diana Stangl)

Book Raffle - This month we are giving away "Survival - How a culture of preparedness can save you and your family from disasters" This is by Lt. General Russel Honore (a retired member of the US Army). He was the keynote speaker in New Orleans and became a household name after being put in charge of the rescue and cleanup effort. The winner of the book raffle was Brenda Barnes.

COMMITTEE ANNOUNCEMENTS

Bar Relations Committee Report - Angie Kalsbeck, Committee Chair

Several members attended the Bench Bar event on April 17 and passed out brochures at their vendor expo. The Bar is winding down their year and their next meeting will be a happy hour and then they take two months off. Toni Beasley and Angie will attend the happy hour.

Business Partner Relations Committee Report - Tina Ross, Committee Chair

Amanda has set up an automatic email blast that will go out on Friday with details for Business Partners on the Expo registration. Chris Bhamani and I have been working on the website and should have everything tested and ready to go in plenty of time.

Past Presidents Advisory Council - Ann Jacobson, Committee Chair

No report.

Communications Committee Report - Bill Elkjer, Committee Chair

No report.

Community Relations Committee Report - Peggy Shaw, Committee Chair

Bonnie Zook reported on the event at Urban Roots on 5-2-09. 10 ALA members attended and the Committee may elect to do this event again.

Compensation and Benefits Committee Report - Chris Sims, Committee Chair

No report.

Education/Programs Committee Report - Diana Stangl, Committee Chair

Sheila Gladstone, a partner at Lloyd Gosselink, will be our speaker at the August 13 Educational Seminar. She will be presenting "Jane Jackson's Really Bad Day" and "The Interrelationship Between the ADA, FMLA, and Workers' Compensation".

Our June 25 meeting will be a great meeting that you won't want to miss. Brenda Barnes has put together a panel of chapter members to do some role playing on personnel issues that we've all experienced.

The July 23 meeting will feature our very own Amanda Koplos leading a discussion on social networking sites and how law firms can use them.

Mark your calendars now for the Chapter Holiday Party! It will be on December 1 from 5:30 - 7:00 and will be at the Community Room on the 8th floor at 111 Congress (where the spring seminar was held).

Membership Committee Report - Marti Lozano, Committee Chair

The Membership Committee is ready to kick off another year of the ALA Buddy Program. The goal of the ALA Buddy Program is to “buddy” our new members with an experienced member. We would like to put new and experienced members together with like interests, location, and positions so the new members will get a greater benefit from ALA, National and our Austin Chapter. There will be a Buddy Happy Hour in June.

We have a new member in attendance today: Leah Walters from the Law Firm of Ogletree Deakins Nash Smoak & Stewart PC

Newsletter Committee Report - Debbie Roan, Committee Chair

The Chapter is moving to an electronic newsletter that will make the distribution process much easier, and rather than 40 PDF pages, we anticipate a one screen page with all the links. The first version will be sent out approximately the 3rd week in June.

Website Committee Report - Chris Bhamani, Committee Chair

Chris is finishing up the online vendor registration process for the upcoming Legal Expo.

Diana Stangl announced the Chapter Meeting Sponsor:

Ricoh Business Solutions
Greg Falcone
Senior Account Manager
Ricoh Business Solutions
512-420-9337 Office
512-454-9482 Fax
gregory.falcone@ricoh-usa.com

SPEAKER

Josh de Koning Announced the Speaker - Don Fuchs with AMS Legal
Creation and Delivery of Client Extranets for Law Firms
Don Fuchs addressed contemporary approaches to delivering client extranets. Included in the presentation will be strategies employed by law firms to deliver extranets to clients, the collaboration tools available within leading extranets, the best approaches for developing and delivering extranets and the best internal practices for managing the creation and delivery of extranets within the firm. We will provide specific examples throughout the presentation of how law firms are using extranets to differentiate themselves when competing for new client business and as a marketing tool to enhance existing client relationships.

PRESENTER BIO: Don Fuchs is an attorney with AMS Legal, a leading provider and pioneer in extranet and client collaboration solutions for law firms and corporate legal departments. Don has advised major law firms and corporate legal departments on extranet and collaboration practices for more than eight years. His primary focus is helping IT departments successfully roll out extranets both internally and externally to minimize cost and administrative overhead while maximizing the impact on the firm's attorney and client relationships.

(NO HANDOUTS)