



**Minutes from the Chapter Meeting of the
Austin Chapter of the Association of Legal Administrators
January 23, 2014 at 11:30 am
Headliners Club**

President's Chapter Meeting Announcements

1. Karie Rivkin, President, welcomed the members, guests and business partner at 11:50 AM.
2. Guests were introduced
3. New Member was introduced
4. Announcements
 - a. Report on the reception for the ALA Board and thanked everyone who was able to attend
 - b. Announcement of the formation of the nominating committee. Chrissie Eastin will be sending information out soon.
 - c. Joan McClendon, Chair of Community Relations Committee announced the Dress for Success event to be held Saturday, March 29, 2014, 10:00 AM to 2:00 PM. Contact Joan for more information.
 - d. April Stanaland, Chair of Education Committee announced that the Spring Seminar will be held March 27, 2014. More information to come.
 - e. Kelly Barker, President-Elect, announced that committees are in need of members and to please consider joining.
 - f. January 30th, 5:00 PM to 6:30 PM will be "ListServ Unplugged" will be held, please come and bring topics to discuss.
5. Special Guest – James Cornell introduced Tony Bonilla of San Juan Diego High School who spoke out the program for students of their high school.

Luncheon Sponsors

Today's sponsor was MindShift, Derek Pendrey introduced our luncheon speaker.

Luncheon Speaker

Summer Jurrells, a member of our chapter, presented "Staff Wars: Interpersonal Conflict Resolution." In this session we learned the elements of interpersonal conflict, our role in the creation of interpersonal conflicts, and an interpersonal conflict resolution model you can apply in your personal and professional lives. Conflict is unavoidable, but there's no reason to leave with battle scars -- these tools will help you win the Staff Wars! **ATTACHMENT A**

Adjournment - The meeting was adjourned at 12:50 PM.



Lunch & Learn Series

“Staff Wars: Interpersonal Conflict Resolution”

January 23, 2014

11:30 A.M. – 1:00 P.M.

Headliners Club, 20th Floor, Chase Tower
221 West Sixth Street, Austin, Texas

Please join us as Summer Jurrells* presents “*Staff Wars: Interpersonal Conflict Resolution.*” Interpersonal conflict involves issues in which we have a personal stake or interest. Whether by choice or circumstance, this conflict can cause significant stress and worry. In this session we will learn the elements of interpersonal conflict, our role in the creation of interpersonal conflicts, and walk away with an interpersonal conflict resolution model you can apply in your personal and professional lives. Conflict is unavoidable, but there’s no reason to leave with battle scars -- these tools will help you win the *Staff Wars!*

*If the name “Summer Jurrells” sounds familiar – it is! You know her as an ALA member; what you may not know is Summer is currently the HR and Office Services Manager for Bickerstaff, Heath, Delgado & Acosta and has more than a decade of experience working in the legal field. Prior to working at Bickerstaff, Summer was program manager at Keep Texas Beautiful, a statewide environmental non-profit. In that role, Summer developed training modules for KTB’s statewide network of volunteers, provided affiliate support for south, central and portions of west Texas, and administered the hugely successful Texas Waterway Cleanup Program in partnership with the Texas Commission on Environmental Quality. Summer earned her bachelor’s degree in speech communication studies from Texas A&M-Corpus Christi and her master’s degree in instructional communication studies from Texas State University.

1 HOUR CLM Recertification Credit Approved in Human Resources Management
1 HOUR CLM Application Credit Approved in Self-Management Skills

Bonus! Tony Bonilla, Director of the San Juan Diego Corporate Work Study Program will join us for a brief presentation on this innovative program.

RSVP to Diana Stangl at dstangl@wabsa.com no later than Tuesday, January 21, 2014.

Cost: \$20 Please bring your check to the luncheon or mail to: Elaine Nielsen @ Graves Dougherty Hearon & Moody | 401 Congress Ave | Ste 2200 | Austin TX | 78701

\$5 parking available in the building’s garage. See registration table to obtain validation stamp that must be provided to the garage cashier with your parking ticket. Chase Tower Parking Garage entrances located on Colorado between 5th & 6th Streets and on 5th Street between Lavaca & Colorado.

CANCELLATION POLICY: Cancellation must be received before noon on Tuesday, January 21, 2014 to avoid the \$20 cancellation fee.