

Legal Personnel of South Central Wisconsin

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MANDATUM

May 2011
Vol. XLVI, No.9



Dates to Remember

August 5-6, 2011

Region 5 Conference -
Minneapolis, Minnesota

Networking on Friday
afternoon and full-day
conference on Saturday at the firm of Fredrikson &
Byron, P.A. in downtown Minneapolis. (For more
details and other dates to remember, turn to page 5.)



Member Recognition, Officer Installation & Awards Evening

May 11, 2011

Place: Sheraton Madison Hotel
706 John Nolen Drive
Madison, Wisconsin, 53713

Time: 5:30 p.m. – Networking (cash bar)
6:00 p.m. – Dinner
7:00 p.m. – Program

Menu Choices*:

Herb Crusted Pork Loin (roasted pork loin,
onion demi glace, garlic mashed potato and
broccoli)

Baked Tilapia (seasoned Tilapia, roasted
pepper cream sauce, wild rice and
asparagus)

Pasta Primavera (penne pasta, alfredo sauce
or marinara sauce, basil and spinach)

*each choice comes with a dinner salad,
dinner rolls, dessert and coffee, tea or iced tea

Cost: \$25.00/person

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& Awards Evening Announcement
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Submission deadline for the next issue:
May 24, 2011

PLEASE MAIL RESERVATIONS

(include name(s), firm/business name,
menu choice(s), and check made payable to
Legal Personnel of South Central Wisconsin) to:

Hilary Williams
Foley & Lardner LLP
150 East Gilman St.
Madison, WI 53703

On or before:
Friday, May 6, 2011



2010-2011 Program

- 9/08/10 Topic: *First Aid for the Office*
 Speaker: David Williams, EMT-P
 of City of Middleton EMS
 Location: Foley & Lardner, LLP,
 Madison
- 10/13/10 Topic: *e-Discovery*
 Speaker: Attorney Timothy D. Edwards
 of Axley Brynelson, LLP
 Location: Axley Brynelson, LLP,
 Madison
- 11/10/10 Topic: *Preparing for Trial*
 Speaker: Attorney Jason J. Knutson
 of Axley Brynelson, LLP
 Location: Axley Brynelson, LLP,
 Madison
- No meeting in December**
- 01/12/11 Topic: *Current Judicial Issues*
 Speaker: Attorney Thomas J. Basting, Sr.
 of Midwest Mediation LLC
 Location: Perkins Coie,
 Madison
- 02/09/11 Topic: *A View From the Bench:
 Experiences of a Dane County Circuit
 Court Judge*
 Speaker: The Honorable Maryann Sumi
 Dane Co. Circuit Court, Br. 2
 Location: Axley Brynelson, LLP,
 Madison
- *03/16/11 WALP Annual Meeting planning session
 Location: Sheraton Madison Hotel,
 Madison
- *Please note that this meeting takes place on the third
 Wednesday of the month.*
- 04/13/11 Annual Business Meeting
 Location: Foley & Lardner, LLP,
 Madison

- 05/11/11 Installation of Officers/
 Member Recognition
 Location: Sheraton Madison Hotel,
 Madison
- 06/08/11 Roundtable/Planning Meeting
 Location: TBA

No meetings in July or August

2010-2011 Officers

President

Karen Dempski, PLS
(608) 663-7482 (wk)
kdempski@perkinscoie.com

President-Elect

Gail Wolfe
(608) 755-8109 (wk)
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Secretary

Brenda L. Johll, PP, PLS
brendajohllpppls@gmail.com

Treasurer

Phyllis A. DeGraff, PP, PLS
(608) 755-8109 ext. 112 (wk)
pdegraff@nowlan.com

Marketing Director

Vacant

Education Director

Deborah Dawson
(608) 283-6701 (wk)
(608) 334-9191
ddawson@axley.com (wk)
deborahdawson61@yahoo.com

Membership Director

Hilary Williams
(608) 258-4335 (wk)
hwilliams@foleylaw.com

**Welcome to our
new student member!**

Stephanie Scheidler

2010-11 Committees

- Bulletin/*Mandatum*Sonja Schade
- CertificationDeborah Dawson
- EmploymentCindy Frank, PLS
- FundraisingKaren Dempski, PLS
- Legal Education..... Crystal Helmeid
Hilary Williams
- Installation/Member
Recognition Hilary Williams
- Member ServicesSonja Schade
- Member of the Year..... Phyllis DeGraff, PP, PLS
- Nominations/ElectionsHilary Williams
- ProgramDeborah Dawson
- Publicity*Vacant*
- ReservationsHilary Williams
- Scholarship Kim Starr
Sonja Schade
- Standing Rules/Bylaws.....*Vacant*
- TechnologyDeborah Dawson
Sonja Schade

From the Incoming Education Director

Hear ye, Hear ye, I am asking you to get inspired and to offer names for speakers in the upcoming year. Suggest whomever you feel will offer the most valuable knowledge for the group. Aim high and shoot the moon! Your knowledge is my quest.



-Kim Starr

Wisconsin Association for Legal Professionals
www.wisconsinalp.org

MEMBER SPOTLIGHT



Hilary Williams

Paralegal
Foley & Lardner
Madison

Mandatum: How long have you been a member of LPSCW?

Hilary Williams: I have been a member since 2003.

M: What is your favorite ice cream?

HW: The green tea ice cream at Sushi Muramoto.

M: Mountain hideaway or beach house?

HW: Beach house. My husband's family owns a lake house in Adams County, Wisconsin and you can find me there most weekends in the summer.

M: Would you rather take pictures or be in pictures?

HW: Be in pictures. I am a terrible photographer.

M: What blogs, webpages, RSS feeds are a daily read for you?

HW: Every morning I check Google news for the daily top stories and entertainment news. I also check Madison on the Cheap everyday for great local deals.

M: How has membership in LPSCW been of value to you personally and professionally?

HW: I have made some good friends since joining LPSCW. As far as professionally, we have so many great speakers at our monthly educational meetings; from judges, to court commissioners, to local attorneys who I would otherwise not have met or had a firsthand opportunity to learn from.

From the Secretary

The March business meeting and April annual meeting minutes are in process and will be distributed/posted when finished.

-Brenda L. Johll, PP, PLS

From the Incoming Membership Director

I am honored to take on the task of membership for our chapter next year. And with that I am currently seeking members (including student members) to join any of the membership committees. In addition, if you are currently a member of any of the membership committees and would like to continue on next year, please let me know!

Below is a list of the committees and a brief description of responsibilities. Please consider being on a Membership committee for the 2011-12 year. Most committees take very minimal time and no experience is necessary. If you don't contact me, I may contact you!

Reservations committee: Secures a meeting location (may coordinate this with other committees) and selects the menu and pricing of the meal at the monthly chapter meeting. The reservation notice is printed in the *Mandatum* and a reminder e-mail is sent a few days before the deadline. Comments and/or

locale suggestions for chapter meetings and events are forwarded to this committee.

Employment committee: The employment committee acts as a liaison between persons seeking employment and those firms/entities who notify this committee of positions available. Employment ideas/opportunities are shared via email.

Member Services committee: This committee is responsible for mailing birthday cards to members each month, as well as other occasions as deemed appropriate.

Member Recognition/Installation of Officers Event committee: Planning and organizing this annual event in May, working with the incoming president.

Historian: This committee takes visual records of meetings, events and activities throughout the year.

Cheers!

-Sonja Schade

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- 1 [trans.] occupy, attract, or involve (someone's) interest or attention : *NALS offers programs to engage members in their careers helping them advance in life.*
- (engage someone in) cause someone to become involved in
 - arrange to employ or hire (someone) : *He was engaged as a paralegal.*
 - dated reserve (accommodations, a place, etc.) in advance: *She had engaged the Online Learning Center.*
- 2 [intrans.] (engage in) participate or become involved in : *NALS members engage in a variety of activities.*
- (be engaged in) *Some are actively engaged in leadership.*
 - (engage with) establish a meaningful contact or connection with : *New members can engage with local leaders in their profession.*
 - (of a part of a machine or engine) move into position so as to come into operation: *Your career will engage.*

2011 will bring you more opportunities to engage in NALS and your career.

- More CLE for your money.
- Online information at your finger tips.
- More CLE than you have ever seen at a conference.
- More active in social media.
- Area of law focused education.
- The same support you have grown to love.

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engage
inspire
enhance
promote

Dates to Remember

August 5-6, 2011

Region 5 Conference -
Minneapolis, Minnesota

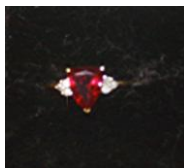


Networking on Friday

afternoon and full-day conference on Saturday at the firm of Fredrikson & Byron, P.A. in downtown Minneapolis.

- A dinner cruise will most likely be scheduled for Friday night for those interested.
- Saturday's conference will offer at least three two track sessions and a keynote speaker. Registration will be around 8-8:30 a.m. with a continental breakfast. Lunch will be served at the conference.
- The plan right now is to let people make their own hotel reservations. If people would prefer staying out near the Mall of America in Bloomington, the light rail runs downtown right across the street from the firm where the conference.
- Saturday night will most likely be free for people to do whatever they would like, such as catching a Minnesota Twins game (maybe order tickets ahead of time for the 6:10 p.m. game), visiting the Shout House (which has dueling pianos), other entertainment downtown, or shop at the Mall of America.

There will be a beautiful ruby and diamond triangular ring as the premium Foundation prize for the conference. (See photo at right.)



Watch for a flyer and further updates via e-mail from Region 5 Director, Reneé L. Kleinjan, PLS.



October 13-16, 2011

NALS 60th Annual Education Conference and National Forum
Cincinnati, Ohio

Details and registration information are posted on the NALS website and on YouTube.



Submission Deadline for the next issue is:

MAY 24, 2011

NALS Code of Ethics

Members of NALS are bound by the objectives of this association and the standards of conduct required of the legal profession.

Every member shall:

- Encourage respect for the law and the administration of justice;
- Observe rules governing privileged communications and confidential information;
- Promote and exemplify high standards of loyalty, cooperation, and courtesy;
- Perform all duties of the profession with integrity and competence; and
- Pursue a high order of professional attainment.

Integrity and high standards of conduct are fundamental to the success of our professional association. This Code is promulgated by the NALS and accepted by its members to accomplish these ends.

- Canon 1.** Members of this association shall maintain a high degree of competency and integrity through continuing education to better assist the legal profession in fulfilling its duty to provide quality legal services to the public.
- Canon 2.** Members of this association shall maintain a high standard of ethical conduct and shall contribute to the integrity of the association and the legal profession
- Canon 3.** Members of this association shall avoid a conflict of interest pertaining to a client matter.
- Canon 4.** Members of this association shall preserve and protect the confidences and privileged communications of a client.
- Canon 5.** Members of this association shall exercise care in using independent professional judgment and in determining the extent to which a client may be assisted without the presence of a lawyer and shall not act in matters involving professional legal judgment.
- Canon 6.** Members of this association shall not solicit legal business on behalf of a lawyer.
- Canon 7.** Members of this association, unless permitted by law, shall not perform paralegal functions except under the direct supervision of a lawyer and shall not advertise or contract with members of the general public for the performance of paralegal functions.
- Canon 8.** Members of this association, unless permitted by law, shall not perform any of the duties restricted to lawyers or do things which lawyers themselves may not do and shall assist in preventing the unauthorized practice of law.

- Canon 9.** Members of this association not licensed to practice law shall not engage in the practice of law as defined by statutes or court decisions.
- Canon 10.** Members of this association shall do all other things incidental, necessary, or expedient to enhance professional responsibility and participation in the administration of justice and public service in cooperation with the legal profession.

NALS...the association for legal professionals
www.nals.org

NALS MISSION STATEMENT

NALS is dedicated to enhancing the competencies and contributions of members in the legal services profession. It accomplishes its mission and supports the public interest through:

- Continuing legal education and resource materials;
- Networking opportunities at the local, state, regional and national levels;
- Commitment to a Code of Ethics and professional standards;
- Professional certification programs and designations.

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Graphic Design/Layout: Sonja Schade
Contributing writers: Karen Dempski, PLS

Mandatum is a publication of the Legal Personnel of South Central Wisconsin (LPSCW). The purpose of this publication is to provide legal education, reports of officers and committee chairs, registration information for national, state and local chapter meetings and other news of LPSCW which will benefit legal services industry employees.

If you have any questions or comments regarding *Mandatum*, or would like to submit an idea or article for future editions, please contact Sonja Schade at schade_sonja@yahoo.com.

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