

# PARALEGALS TIP THE BALANCE



Indianapolis Bar Association Paralegal Executive Council 2010 - *Issue No. 2/June*



## MESSAGE FROM THE CHAIR

Dear Members:

Greetings! It was good to see many of you last month at the Paralegal Appreciation Luncheon on May 20th hosted by the IBA Membership Committee. Traditionally, this event has been an after-work reception to thank paralegals for their contributions to the legal profession. This year, a luncheon was held to make it easier for more paralegals and attorneys to attend. The luncheon was well-received and about 100 paralegals and attorneys enjoyed lunch together at Ruth's Chris Steakhouse. Many thanks again to the IBA Membership Committee for all of their efforts in coordinating this fun and much appreciated annual event.

In conjunction with the Paralegal Appreciation event, each spring, the IBA solicits nominations for the annual "Paralegal of the Year" award. IBA members are encouraged to nominate an outstanding paralegal IBA member for special recognition. The paralegal must be a good role model for the paralegal profession and this individual is well-regarded and admired by his or her employer and colleagues. IBA's president, Chris Hickey, attended the luncheon and presented Mary E. Meyers with Kroger Gardis & Regas with this year's Paralegal of the Year Award. If you have the pleasure of knowing Mary and or have worked with her, you know that she is well-deserving of this award for her above-and-beyond work ethic, dedication to her employer and to their clients, and for her many contributions to the paralegal profession throughout her 27 years as a paralegal. Congratulations, Mary!

More exciting news...did you know that May 20, 2010 was proclaimed Paralegal Appreciation Day? In recognition of all paralegals in our community and throughout Indiana, Indianapolis Mayor Gregory Ballard and Governor Mitch Daniels proclaimed May 20, 2010 to be Paralegal Appreciation Day. This is quite a tribute to the entire paralegal profession! The language on each proclamation is similar, but if you

missed the luncheon, below is the proclamation given by Mayor Ballard:

TO ALL WHOM THESE PRESENTS MAY COME,  
GREETINGS:

WHEREAS, paralegals make an essential contribution to the legal profession by providing high-quality services and performing legal work previously done by attorneys; and

WHEREAS, with the help of paralegals, attorneys are able to respond to an increased workload and deliver better service and more value, making the legal system more cost-efficient and accessible to the public; and

WHEREAS, the paralegal members of the Indianapolis Bar Association (IBA) are actively involved in efforts to promote the paralegal profession and provide legal education and training for their members; and

WHEREAS, IBA paralegals are also committed to excellence and professionalism as they demonstrate a high level of achievement and responsibility and adhere to a strict code of ethics; and

WHEREAS, the Indianapolis Bar Association will honor Indianapolis paralegals with a paralegal appreciation luncheon on May 20, 2010;

NOW, THEREFORE, I, GREGORY A. BALLARD, MAYOR OF THE CITY OF INDIANAPOLIS, DO HEREBY PROCLAIM MAY 20, 2010 TO BE:

### PARALEGAL APPRECIATION DAY

Go ahead, smile and give yourself a pat on the back...you earned it!

**M. Kim Richardson, RP, CP**

**Baker & Daniels LLP**

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**WRITE AN ARTICLE TO BE  
PUBLISHED IN THE PARALEGAL  
TIP THE BALANCE NEWSLETTER**

Would you like to share your area of expertise with your paralegal colleagues? Maybe you have done something special recently, had an unusual experience (especially paralegal-related), or have some news you would like to share with the paralegal membership. Consider writing an article for the Paralegal Committee's "Paralegal Tip the Balance" newsletter, which is published quarterly by the Indianapolis Bar Association. Please e-mail your story/information to Teri Ulm at [tulm@price-law.com](mailto:tulm@price-law.com).

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**IBA MEMBERSHIP BENEFITS**

Are you making the most of your IBA paralegal membership? Chances are you're not taking full advantage of the many benefits and opportunities available to you through your IBA membership. Check out these great benefits:

1. Members Only Online Services at [www.indybar.org](http://www.indybar.org) (electronic version of various legal forms, members only links and resources, etc.). Legal forms are also available on disk.

2. Discounts on Continuing Legal Education Fees for all IBA programs.
3. Six hours of FREE CLE credit on video per year. Monthly on the third Friday (generally), visit the IBA office from noon to 1:00 p.m. to view a video for CLE credit.
4. A FREE subscription to The Indiana Lawyer newspaper.
5. Online access to the IBA Member Directory, including a complete listing of over 4,500 attorney and paralegal members in Indianapolis, and federal/state/county court information for the Indianapolis legal community.
6. Enhance your professional career — numerous opportunities for leadership and pro bono services available to IBA members.
7. Receive weekly IBA E-Bulletin to keep you posted on upcoming events.
8. Availability of meeting room rental at the IBA offices. Mailing labels for professional announcements available.
9. Networking opportunities with paralegals and attorneys from firms of all sizes and practice areas.

If you have any questions about your IBA membership, go to [www.indybar.org](http://www.indybar.org) or call 317-269-2000. Encourage your paralegal colleagues to join today!

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**UPDATE ON DONATION  
DRIVE FOR WHEELER MISSIONS**

Many thanks to all of you who participated in this spring's donation drive benefiting the Center for Women and Children (formerly known as the Care Center). The donation drive was held in conjunction with the April 28<sup>th</sup> Ethics CLE sponsored by the Paralegal Committee. Through your generosity, many boxes and huge bags of personal hygiene items and other personal care items were delivered to the Center for Women and Children and were received with much appreciation.

The Center for Women and Children began in the early 1990's as the Care Center and later merged with Wheeler Mission Ministries in 2001. In 2009, the Care Center was renamed the Center for Women and Children (CWC) and they are located at 3208 E. Michigan Street in Indianapolis. Hundreds of women and mothers with children seek food, clothing and shelter at CWC. The women and children are welcomed and find an environment that is safe physically, emotionally and spiritually. During their stay at CWC, women and children are offered Biblical counseling, job readiness training, job leads, educational assessment and tutoring, medical services, and addiction counseling. Many are encouraged to enter CWC's long term residential programs and after-care programs are available.

Again, thank you for your generosity. Donations are always welcome and very much appreciated by CWC's residents. If you would like more information about CWC (needs list and/or volunteer opportunities), please call 317-635-3575, or check out their website at [http://www.wmm.org/ministries/care\\_center](http://www.wmm.org/ministries/care_center).

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**HEAR DIRECTLY FROM THE JUDGES  
ON PRACTICE AND PROCEDURE**

Don't miss the Marion County Judges on Practice and Procedure seminar scheduled for September 10, 2010, at 12:00 Noon. Join Marion County

Judges, David J. Dreyer, Timothy Oakes and Heather Welch, for a lunch presentation full of tips and hints for a better working relationship with the Courts. If you attended this seminar last year, you may have left wanting more – so put this one on your calendar and plan to attend. We have different judges on the panel this year so it will be well worth your time. If you did not attend last year, here is your chance to hear directly from the Judges about big and small things that can be done to improve communications with the Court and help the process run more smoothly. Don't miss this opportunity to hear directly from the Judges. 1.0 hour CLE and lunch is provided

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**LAW DAY  
LAW IN THE 21ST CENTURY: ENDURING  
TRADITIONS, EMERGING CHALLENGES**



Law Day was celebrated nationally on May 1<sup>st</sup>. It is a continuing American Bar Association tradition that began on May 1, 1958 when the day was first recognized by Presidential Proclamation. Charles Rhyne, who took office as the ABA president in 1957, stated that he was inspired to draft a U.S. Presidential Proclamation because of the media focus on the Soviet Union's May Day parade of war weapons. He decided to contrast the United States' reliance on the rule of law with the Soviet Union's reliance on the use of force.

Every year now since 1958, the ABA has established a theme and opportunities to celebrate our legal system and the enduring system of government under law. The ABA encourages local bar associations and the legal community to host events for the general public and/or to work with classrooms to explain to students of all ages how the judicial system works.



This year's theme was "Law in the 21<sup>st</sup> Century: Enduring Traditions, Emerging Challenges" and the Paralegal Committee decided to host a panel presentation at the Phi Alpha Delta pre-law Club meeting on March 30 to commemorate Law Day. The event was well attended and paralegal students at IUPUI had the opportunity to hear from a panel consisting of paralegals Melissa Wakefield (Bose McKinney & Evans, LLP), Jodie Stephens (Bose McKinney & Evans, LLP), Kim Richardson (Baker & Daniels) and Joanne Alexovich (Cantrell, Strenski & Mehringer, LLP), who discussed their paralegal careers and their respective areas of expertise.



The presentation concluded with a discussion of the Law Day theme with a fictional scenario regarding music copyright and the issues surrounding works of art and copyright law. Refreshments were served and Law Day imprinted pens were distributed to everyone along with written materials.

The Paralegal Committee was pleased to commemorate Law Day this year and looks forward to planning events for next year's celebration. Please let anyone on the executive council committee know if you have ideas or would like to be involved.

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### **2010 IBA PARALEGAL COMMITTEE SPONSORED CLE TOPICS**

September 10, 2010: Marion County Judges on Practices and Procedure – CLE – Open forum panel discussion regarding best practices and policies. More information to follow...

As always, the Paralegal Executive Committee would like to thank all of the CLE attendees from last year. We hope that you will contact an Executive Committee member with suggestions for CLE topics. Please know that your input is always appreciated. The Paralegal Committee cannot exist without your support, ideas, and participation.

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### **HELPFUL PARALEGAL RESOURCES**

**Tools of the Trade – Ten Common Potential Red Flags in Medical Records: Identifying Consistencies and Inconsistencies.**

<http://www.nbisems.com/Enbi/Email/cToolsOfTheTradeMay2010.pdf>

**Internet Law: U.S. Court Decides Emails Equal a Signature for Contracts**

<http://paralegalgateway.com/2010/04/30/internet-law-u-s-court-decides-emails-equal-a-signature-for-contracts/>

**Too Much Organization Can Be a Bad Thing**

<http://lawyerist.com/too-much-organization-can-be-a-bad-thing/>

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**WELCOME NEW MEMBERS!**

Since the last issue of this newsletter, the Paralegal Committee is pleased to welcome the following new member to our ranks:

Ms. Jamie L. Morris -- LEWIS WAGNER LLP  
 Ms. Kelly Dale Salisbury – LEWIS WAGNER LLP  
 Mrs. Selah Marie Shoaf -- CANTRELL STRENSKI & MEHRINGER, LLP  
 Mr. Joseph Grant Everroad – BRENT WELKE, ATTORNEY AT LAW  
 Ms. Patricia M McKinney -- NEIGHBORHOOD CHRISTIAN LEGAL CLINIC  
 Mrs. Jennifer R. Albrecht – WAPLES & HANGER

If you are a new member and your name does not appear above, please let us know so we may include you in the next issue of PTTB. We look forward to meeting each of you and hope you will join us for our executive meetings.

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**UPCOMING INDYBAR EVENTS**

*Laying Down the Law: An Overview of 2010 Legislative Changes in Family Law*  
 Thurs., June 10, noon to 1 p.m., M&I Plaza Conference Center

*Raising Private Capital in an Uncertain Economy: Legal Issues with Finders & Unregistered Brokers*  
 Wed., June 16, noon to 1 p.m., M&I Plaza Conference Center

*Your client has been arrested...now what? Ten Things EVERY Lawyer Should Know About Criminal Defense*  
 Tues., June 22, noon to 1 p.m., M&I Plaza Conference Center

*What's New in Estate Planning & Administration?*  
 Wed., June 23, 3 to 5 p.m., IndyBar Education Center

*I Just Hung Out My Shingle...Now What?*  
 Tues., June 29, noon to 1 p.m., M&I Plaza Conference Center

*Evidentiary Pitfalls*  
 Wed., July 14, noon to 1 p.m., IndyBar Education Center

**UTILIZATION, BALANCING AND IMPORTANCE OF PARALEGALS**  
*IBA/IPA Joint Luncheon – Wednesday, August 18 at 11:45 p.m.*

On August 18, 2010, the Indianapolis Bar Association and the Indiana Paralegal Association will be hosting a joint meeting for paralegals. The joint meeting will take place at Barnes & Thornburg LLP from 11:45 a.m. to

1:00 p.m. The guest speaker is Christine Hayes Hickey, Partner of Rubin & Levin, P.C. Christine is not only the president of the Indianapolis Bar Association, but she is and has been an active member in a variety of professional associations throughout her career. Christine will be speaking on the topic of Utilization, Balancing, and the Importance of Paralegals. Attendees of the meeting will receive advice on how to harmonize the many commitments one may undertake as well as an understanding of the valuable work paralegals provide.

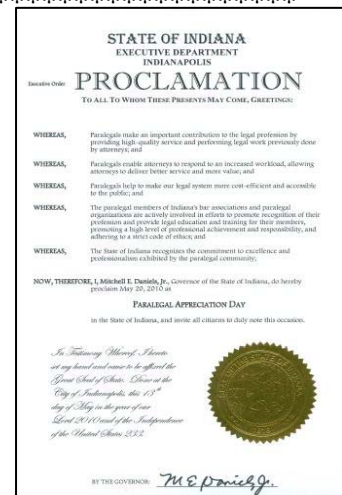
In addition to the valuable information you will receive at the joint luncheon, you have the opportunity to take part in a coloring book/crayon donation drive. If you are interested in helping out needy children within our community, you can by bringing the requested drive items with you to the luncheon. Your time and consideration is greatly appreciated. It will surely bring delighted smiles to many kids' faces.

Check out these events and much more at [www.indybar.org](http://www.indybar.org)

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**MAY 20, 2010**  
**PARALEGAL APPRECIATION DAY**  
Indianapolis Mayor Gregory A. Ballard  
&  
State of Indiana Governor Mitchell E. Daniels, Jr.  
have both proclaimed May 20, 2010 as  
Paralegal Appreciation Day in appreciation  
and recognition in the legal community



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*Articles and columns that appear in "Paralegals Tip the Balance" do not necessarily reflect the official position of the Executive Paralegal Council of the Indianapolis Bar Association and their publication does not constitute an endorsement of views that may be expressed.*

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