May 2013
Volume XVIII Issue 5

2013 PARALEGAL EDUCATIONAL SYMPOSIUM
By: Dawn Moskalow, PES Chair

On March 22, 2013 SJPA held its 2nd annual Paralegal Educational Symposium (PES) at The Enterprise Center located on the campus of Burlington County College in Mount Laurel, NJ. This was a full day educational convention for local paralegals. The program is designed to provide education to different experience levels of all paralegals by breaking the sessions into three categories: Beginner, Intermediate and Advanced. Some of the topics included Real Estate Titles, Advanced Medical Records Review, Contracts, Superior Court Filings, Guardianships, and Ethics.

Over 25 door prizes, which were donated by the sponsors and vendors, were awarded. Some of the winners received $50.00 and $25.00 bank gift cards, Phillies tickets, and movies tickets.

There were over 100 local paralegals in attendance, who were treated to a continental breakfast, a hot buffet lunch and afternoon snack to keep their energy up for learning.

A few of attendees commented:

“SJPA did an excellent job with all aspects of this seminar. The moderators, speakers, food, and interest in attendees was superb. I am so happy I attended,” Anonymous

“Thank you for keeping the cost affordable, very well organized, and wonderfully professional atmosphere. Well done,” by Stephanie Landrieu

“This is a first rate event – the topics are very interesting, the speakers are great, the networking is super, the location is really great, and the food is fantastic. Kudos to all who made this legal symposium possible,” by Lynn Manuel

This convention is a labor of love for the PES Committee (comprised of some SJPA board and non-board members) to provide a networking and learning event for paralegals in our area.

The goal of this event is to provide an affordable, local, professional convention for paralegals to network and learn how to make themselves more valuable to their employers. It is SJPA’s intention to provide this convention annually. Hope to see you there next year!
Before I was a Mom -
I had never been poked on - Pooped on - Spit on -
Chewed on, or Pee'd on. I had complete control of my
mind and my thoughts. I slept all night.

Before I was a Mom -
I never held down a screaming child so that doctors
could do tests...or give shots. I never looked into teary
eyes and cried. I never got gloriously happy over a
simple grin. I never sat up late hours at night watching
a baby sleep.

Before I was a Mom -
I never held a sleeping baby just because I didn't want
to put it down. I never felt my heart break into a million
pieces when I couldn't stop the hurt. I never knew that
something so small could affect my life
so much. I never knew that I could love someone so
much. I never knew I would love being a Mom.

Before I was a Mom -
I didn't know the feeling of having my heart outside my
body. I didn't know how special it could feel to feed a
hungry baby. I didn't know that bond between a mother
and her child. I didn't know that something so small
could make me feel so important.

Before I was a Mom -
I had never gotten up in the middle of the night every 10
minutes to make sure all was okay. I had never known
The warmth, The joy, The love, The heartache, The
wonderment or the satisfaction of being a Mom. I didn't
know I was capable of feeling so much before I was a
Mom.

And remember that behind every successful woman......
is a basket of dirty laundry.

Before I was a Mom -
I slept as late as I wanted and never worried about how late
I got into bed. I brushed my hair and my teeth every day.

Before I was a Mom -
I cleaned my house each day. I never tripped over toys or
forgot words to a lullaby. I didn't worry whether or not my
plants were poisonous. I never thought about
immunizations.
SJPA’S PROGRAMS and CLE COMMITTEES

March 6, 2013
Special Networking Event
5:30 p.m.—7:30 p.m.
Andreotti’s Viennese Café
Cherry Hill, NJ
(856) 429-0325, ext. 227

April 24, 2013
Spring CLE
“Ethical Parameters & Pitfalls of Paralegal Contact with Clients, Witnesses & Experts”
Law Offices of Earp Cohn, P.C.
20 Brace Road, 4th Floor
Cherry Hill

May 14, 2013
Board Meeting
6:00 p.m.—8:00 p.m.
Burlington County College
Mt. Laurel Campus
Laurel Hall, Room 116
(609) 267-1100

May 21, 2013
30th Anniversary Celebration & Election of Officers Dinner Meeting
5:30 p.m. Networking 6:00 p.m. Dinner
Tavistock Country Club
(609) 267-1100

June 11, 2013
Board Meeting
6:00 p.m.—8:00 p.m.
Burlington County College
Mt. Laurel Campus
Laurel Hall, Room 116
(609) 267-1100

June 25, 2013
Installation of Officers Dinner Meeting
5:30 p.m. Networking 6:00 p.m. Dinner
Tavistock Country Club
(609) 267-1100

March 12, 2013
Board Meeting
6:00 p.m.—8:00 p.m.
Burlington County College
Mt. Laurel Campus
Laurel Hall, Room 116
(609) 267-1100

March 22, 2013
Paralegal Educational Symposium
The Enterprise Center at Burlington County College
Mt. Laurel, NJ
(856) 354-3097

April 9, 2013
Board Meeting
6:00 p.m.—8:00 p.m.
Burlington County College
Mt. Laurel Campus
Laurel Hall, Room 116
(609) 267-1100

May 22, 2013
30th Anniversary Celebration & Election of Officers Dinner Meeting
5:30 p.m. Networking 6:00 p.m. Dinner
Tavistock Country Club
(609) 267-1100

June 11, 2013
Board Meeting
6:00 p.m.—8:00 p.m.
Burlington County College
Mt. Laurel Campus
Laurel Hall, Room 116
(609) 267-1100

June 25, 2013
Installation of Officers Dinner Meeting
5:30 p.m. Networking 6:00 p.m. Dinner
Tavistock Country Club
(609) 267-1100

ABELONS
Results Driven...
Talent Acquisition Specialists
We have worked closely with law firms and companies of all sizes since our founding in 1990, providing paralegal talent to clients throughout the Philadelphia region. We can meet your hiring needs on a permanent or contract basis in every legal specialty.

Whether you are a job seeker or employer, using our team will get you the results you need. Call us today.

Melissa Espinosa—2
Fredric Burger - 4
Theresa Orseno—9
Anthony Iannini - 18
Joseph LoCastro - 17
Marie McSorely - 27
Teresa Ruisch - 21
Sandra Bernardi—30
Patrick E. Duncan—31
Pamela Tate - 31

Renee Morrison—4
Judy Weinberg-Couris—6
Sherry Williams—10
Rebecca Watson—12
Brenda Elzin—12
Michelle Cona-Diezol—13
Lyman Hopper—13
Victoria Idoko Ochanya—14
Debra Brigher -16
Thomas Shin—20
Karen Anderson—22
Alexis Martinez—22
Janice Kennedy—24
Nancy Seldomridge - 29

SJPA MEMBERSHIP!
A warm welcome to:
Laura Ann Adriano—Student
Yolanda Cleveland—Student
Michelle Cona-Diezol—Voting
Patrick E. Duncan—Voting
Melissa Espinosa—Student
Silvia Felix—Student
Alexis Martinez—Voting
Andrew Rosenthal—Associate
Debra Schnell—Student

Visit the website today at http://sjpaparalegals.org and grab an application today!
I am honored to accept the nomination as President of SJPA. I began as a student member of SJPA in 2005 and became a voting member in 2007. After spending some time learning about SJPA and attending a few meetings, I decided that I no longer wanted to just be a member of SJPA, but I wanted to be “involved.” In 2011, I was asked to serve on the Scholarship Committee. Then in 2012, I became the Chairperson for the New Jersey Certified Paralegal Program, of which I am also a member, the Chairperson for the Scholarship Committee and served on the Committee for the Paralegal Educational Symposium. I am a member of the Burlington County College Advisory Board for the Paralegal Program, the Burlington County Bar Association, the New Jersey State Bar Association, as well as a member of Lambda Epsilon Chi, the National Honor Society founded by the American Association for Paralegal Education through Peirce College where I graduated in 2007. If elected, I promise to listen to you - the members; to your ideas and concerns. The members are what make SJPA such a special and unique association. I feel that we must learn from our past and find ways to improve as well as change what has not worked. I have learned more about SJPA and NFPA in the past year than I imagined. As your President, I will continue to share my new-found enthusiasm for SJPA and our profession and allow it to flourish in the upcoming year.

VICE PRESIDENTIAL CANDIDACY STATEMENT OF JUDITH ALVELO, NJCP

I am honored to be nominated as Vice-President of SJPA. It has been a wonderful experience being a voting member over the past two years, and a particularly rewarding experience being a board member in my capacity as Marketing Chair over the past year. As the Marketing Chair, I have enjoyed getting to know our vendors and learning how to make their information stand out. I have also truly enjoyed leading our first ever new and exciting ventures, as well as the respect for our honored traditions. I have also participated in webinars and conferences called by NFPA. I have learned a lot about NFPA in the past 10 months and believe they represent us, as paralegals, as no one else could. I have made it my mission to take this information and the new ideas and the tried and true traditions of SJPA as the Vice-Presidential candidate for the upcoming year!

TREASURER CANDIDACY STATEMENT OF JUDITH ALVELO, NJCP

I am honored to be nominated for the positions of Vice President and Treasurer for SJPA. I have been a voting member of SJPA for over a year, and am currently a board member as your Programs Chairperson for our general meetings. As chair for the Programs Committee, I assist in providing opportunities for continuing legal education to our members at dinner meetings by obtaining speakers that provide discussions on a variety of legal specialty topics. If you have attended any of the dinner meetings, there is no doubt that you have seen me assisting with the door prizes and announcing our distinguished speakers. I have also had the opportunity to speak to paralegal students and alumni at the Gloucester County College Coffee House on the insights of the day in the life of a paralegal. I have assisted with providing articles to be included in SJPA’s newsletter, and most recently, I was involved with the first annual Paralegal Educational Symposium as a speaker on the topic of a paralegal’s role in assisting with power point presentation for trial. I can assist SJPA in its endeavors to promote and enhance the paralegal profession. I have received my credential through SJPA as a New Jersey Certified Paralegal (NJCP). I am passionate about the paralegal profession and I look forward to working as a team member of SJPA to help the organization strive to make an impact in our community.

NFPA PRIMARY CANDIDACY STATEMENT OF REBECCA REEDY, NJCP

I am honored to accept the nomination for NFPA Primary Representative. I have been serving as the NFPA Secondary since July 2012, when I “threw my hat into the ring” and offered to assist the Primary and Secondary Representatives. I served as the Primary Representative at the 2012 Convention in Anchorage, Alaska and attended the Joint Conference in New Orleans, Louisiana last week, also hosted by NFPA. I have also participated in webinars and conferences called by NFPA. I have learned a lot about NFPA in the past 10 months and believe they represent us, as paralegals, as no one else could. I have made it my mission to take this information and the new ideas and the tried and true traditions of SJPA as the Vice-Presidential candidate for the upcoming year!

REPRESENTATIVE CANDIDACY STATEMENT OF JUDITH ALVELO, NJCP

I am honored to accept the nomination as President of SJPA. It has been a wonderful experience being a voting member of SJPA as the President for the last two years, and a particularly rewarding experience being a voting member over the past year. As the President, I will continue to share my new-found enthusiasm for SJPA as the President for the upcoming year!
JOB BANK

Corporate Paralegal— For a corporation located in the suburbs of Philadelphia. The level is mid-level and the candidate only needs 3 to 5 years of general corporate housekeeping experience. I am offering a $100.00 Visa gift card to anyone who refers a candidate to me that I am able to successfully place into this role, and the candidate remains in this role for at least 120 days. If you know of anyone that would be a fit for this position, either from a law firm or corporation, please let me know.

Monica R. (McCallum) Patuccii
Director, Paralegal & Contracts Specialist Recruiting Coleman|Nourian
T: 610-527-5007
F: 610-527-5009
Em: mrmccallum@enelgasearch.com
W: www.enelgasearch.com

Leaders in Legal Search & Staffing
Permanent & Temporary Attorneys, Paralegals, Contract Specialists & Compliance Specialists

Administrative Assistant—The Burlington County Bar Association is seeking a part time Admin. Assistant approx. 4 hours per day Monday-Friday.

Job Responsibilities:
Answer calls, handle filing, mailings, preparation of meetings material, and other general administrative work, as well as handle lawyer referrals. In addition, successful applicants may be asked to maintain social media for the Association including, but not limited to Facebook, Twitter and LinkedIn with the guidance of the Executive Director. Occasional assistance at Bar Association events may be required.

Qualification Requirements:
Successful applicants will be organized, self-starters with excellent communication skills and a pleasant demeanor. Prior experience with administrative support in an office setting and some customer service experience required.

Preferred Skills:
Some background in Microsoft Access strongly recommended. Knowledge of Facebook, Twitter, LinkedIn, etc. strongly preferred.

Dress code is business attire (suits not required). Possible travel to Association meetings.

Application:
Qualified applicants should submit resume along with salary requirements to HRrecruiter@mdwcg.com

NJICLE SEMINARS
www.njicle.com/seminars.aspx

3/9/2013 — Jurisdiction in Family Law Cases, Westin, Mkt. Laurel
3/20/2013 — 4 Other Basic Areas of Speaking, Savills, 10th Floor
3/21/2013 — Paralegal's Guide to Estate Assets, Renaissance Hotel
3/26/2013 — Bankruptcy Law and Practice, Best Western, Hamilton
3/27/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
3/30/2013 — Auto Injury Claims from Start to Finish, Renaissance Hotel
4/2/2013 — Fundamentals of Estate Planning, Renaissance Hotel
4/3/2013 — The Reality of Retrieval: Getting Records from Around the Country, Renaissance Hotel
4/4/2013 — Auto Injury Claims from Start to Finish, Renaissance Hotel
4/5/2013 — Medical Records, The Burlington County Bar Association
4/9/2013 — Mergers and Acquisitions for Paralegals, Renaissance Hotel
4/10/2013 — Rules of Professional Conduct on Internet Marketing, Part I, Renaissance Hotel
4/12/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/13/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/16/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/17/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/18/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/19/2013 — A Paralegal’s Guide to Estate Planning, Renaissance Hotel
4/22/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/23/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/24/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/25/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/26/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel
4/30/2013 — Avoiding Legal Malpractice in Family Law, Renaissance Hotel

NFPA WEBINARS
www.paralegals.org

5/2/2013 — The Reality of Retrieval: Getting Records from Around the Country
6/12/2013 — Ethical Considerations for the Paralegal
6/13/2013 — Mergers and Acquisitions for Paralegals
6/18/2013 — Auto Injury Claims from Start to Finish for Paralegals
6/25/2013 — Ethics

NFPA SECONDARY CANDIDACY STATEMENT OF REBECCA WATSON, NJCP

I am honored to accept the nomination for the NFPA Secondary. I served as the Secondary at the 2009 NFPA Convention in Portland, Oregon and Primary for the 2010 Cherry Hill, NJ Convention and the 2011 Minnesota Convention. During this time I have strived to keep NFPA members informed of NFPA issues and events as well as represent the needs of NFPA to NJPA. I have been a paralegal for approximately 16 years in a variety of different practice areas. I have been a member of the SJPA for 10 years and presently serve as co-chair of the Professional Development Committee and Chair of the SJPA Mentoring Committee. I have also been on the Petrie College Advisory Board for 10 years where I help to revamp the paralegal study curriculum, interview scholarship applicants and mentor students and was recently inducted into Lambda, Epilon, Chi Honor Society. With my experience, I believe that I bring a unique understanding of the paralegal profession and a vision for the future.

RECORDER SECRETARY CANDIDACY STATEMENT OF DANA LIONETTI, NJCP

It is with great pleasure that I accept the nomination for Recorder Secretary. I am currently the Legal Administrator for the Law Offices of Lynda L. Hinkle, LLC, a quickly growing firm that focuses primarily on Family Law, as well as Municipal Law, Elder Law, Estate Planning, and Estate Administration. I have a long history of operations management for both small and large businesses. In my free time, I enjoy cooking (having been a chef for a number of years), remodeling my historic home and spending time with family, friends and pets. I am currently attending Camden County College to become a certified paralegal. Currently, I have been taking a more active role in the South Jersey Paralegal Association, and am honored to have been chosen as SJPA’s Dinner Meeting Chair.

The National Federation of Paralegals . . . benefits galore!!

By: Beckey Reedy, NJCP

As a member of NFPA, many people do not know the benefits they are entitled to. Honestly, it was not until I recently became involved in NFPA that I realized the benefits afforded to us as NFPA members. To give you an idea, below is a list of the benefits located on the NFPA website. If you have any questions, please feel free to contact me.

• Lorman Education Services offers a 20% discount on both CLE and bookstore items;
• The National Notary Association offers discounted membership;
• Paralegal Today offers discounted subscription to their magazine;
• SmartPros Legal and Ethics offers a one year unlimited on-line CLE subscription at discounted rate of $199.00;
• Walt Disney World Resort offers numerous discounts to any of the 16 theme parks in the Orlando area which includes cruises, resorts, National Car Rental and other discounts;
• Dell offers an additional 4% discount off generally advertised Dell Products;
• On the NFPA website, you can visit the Career Center to search for job opportunities and post your resume through the Legal Career Center Network at Legalstaff at no cost to you. Employers may also post available jobs which will be accessible to legal professionals, bar associations and others across the country;
• Continuing Legal Education offers discounts for various courses;
• The Community America Credit Union is a non-profit financial institution owned by its members which offers lower loan rates, high savings yields and a full range of banking services;
• Internet Connections offers a feature for members to view publications, conduct research and learn about vendor services;
• Liberty Mutual offers members special discounted rates on auto, home and renters insurance;
• On the NFPA website, members are offered a discounted member rate for publications which provides information on current NFPA activities;
• The SmartDraw Legal Solution, an easy-drawing software that helps you create perfect legal diagrams in minutes and is offered at a special discounted rate;
• CaseSift which creates software products for paralegals offers full-featured trial versions to be downloaded as well as special pricing for NFPA members; and
• As a member of NFPA, you are also entitled to a free subscription to the National Paralegal Reporter which includes articles on career issues and legislative activities.
Congratulations to the PES committee for putting together a wildly successful Symposium in 2013! We thought last year would be hard to beat, but we have heard amazing reviews! Next year has a lot to live up to!

Now onto business:

Janice Kennedy (President) has appointed Dana Lionetti as our new dinner meeting chair. Please give Dana a warm welcome…our food depends on her!

Janice Kennedy (Acting Membership) is happy to introduce our newest voting members, Michelle Cona-Diez and Joanne Wireman and our newest student members, Silvia Felix and Yolanda Cleveland!

Christi Valerio (Nominations) has been busy getting nominations together for our May election of officers for 2013-2014! Please attend our dinner meeting in May to nominate and vote for our candidates!

Maureen Garrett (Continuing Education) planned another amazing CLE program that was held on April 24, 2013 at the Law Offices of Earp Cohn in Cherry Hill. Our speaker was Berge Tumaian, Esq. and he presented “Ethical Parameters & Pitfalls of Maureen Garrett (Continuing Education)

Judy Alvelo (Programs) is sad to report that although the March 6th networking event was canceled due to inclement weather, monies paid can be used toward upcoming events. Stay tuned for more info regarding our 30th anniversary event!

This month the SJPA Vice President, Deb Myerson, is sending out a reminder about the Macy’s Smart Pass.

When you are ready to borrow, just send me an e-mail. The current, and always being updated, list of books follows.

SJP LIBRARY READY TO LEND!

Federal Civil Procedure and Rules: 2010

Federal Civil Procedure and Rules, revised edition: 2010


Starting and Managing Your Own Business, A Freelancing Guide for Paralegals, Dorothy Seibel; 1994

The Lead Research and Writing Handbook, A Basic Approach for Paralegals, Hope Viner Sanborn and Andrea B. Yelin; 1999

A Practical Guide to Family Law, Matthew S. Comick; 1993

Paralegal Discovery, Diane Dupee Zalewski and Joyce Walden; 1994


The Role of the Professional Paralegal in New Jersey, Lynne DelRemigio, Editor. NJ State Bar Association; 2008


ICLE Seminar Materials – Medical Records For Paralegals; 2006


NFPA NOTABLES

By: Becky Reedy, NJCP

Good Bye winter and hello Spring! With snow and grey skies quickly moving behind us, it’s nice to know that butterflies, flowers and warmer air is on the way. Not only is Spring in the air, but NFPA has a whirlwind of upcoming events and seminars to keep us connected and updated with the most current information about our profession.

NFPA upcoming events include:

May 3-5, 2013, Region IV will hold is Spring Region Meeting in Harrisburg, Pennsylvania;

May 22, 2013, “The Reality of Retrieval: Getting Records from Around the Country” (additional information will be forthcoming). Registration will open in May and this course is worth 1 CLE credit.

October 3-6, 2013, the NFPA Convention will be held in Hartford, Connecticut.

BENEFITS!!!!

Also, don’t forget the Macy’s Smart Pass – another NFPA benefit. Just log in to the NFPA website, go to the Member Benefit Page and download your Macy’s Smart Pass. This pass gives you 15% off almost everything at Macy’s and is good from February 1-28, 2013.

Here We Grow Again! Last week the NFPA Board of Directors approved the Chester County Paralegal Association as a member association. Once the final paperwork has been completed, they will officially be the newest member of the NFPA family. We’re looking forward to their participation in NFPA.

(Cont’d from page 14)

7. Put your name all over it. Whatever you do, make sure everyone knows that The Law Offices of You is behind it. Your employee is doing the breast cancer walk? They aren’t just Jane Smith, they are Jane Smith, Paralegal at The Law Offices of You. In this way, you build your brand and increase the positive association of your organization with the community.

8. Tell your network what you are doing. Through social media, your email or print newsletter, and even just verbally to your contacts, let people know the things you are participating in and the achievements of your employees in customer service areas. This is an important way to create buzz not only about charity work but also about your business and its commitment to service values.

9. Make a plan and follow it. Whatever you plan to do, just like with your business you should be making a plan each quarter for how you plan to spend your community service time and money. Don’t leave it up to chance, or you will wind up spending more time and money than you can afford.

Off to New Orleans we go . . .

On April 19-20, Becky Reedy, our NFPA Secondary Rep, and Judy Alvelo, our beloved financial wizard, set off to New Orleans! They attended the annual NFPA Joint Conference and learned many new things! This conference focused on regulation, leadership and the Paralegal Core Competency Exam as well as the Paralegal Advanced Competency Exam. We look forward to getting a full report to you once they’ve rested up!
GOOD WILL, GOOD TIMES, GOOD WORKS:
DEVELOPING A COMMUNITY SERVICE ETHIC IN YOUR SOLO/SMALL FIRM

By Lynda L. Hinkle, Esq.
www.lyndahinkle.com

She comes in shaking, holding the tiny hand of a little blonde cherub whose eyes are broadcasting sorrow. “I don’t have any money,” she shudders, “I can give you my wedding ring to sell, if that helps. Anything, I just need help keeping my kids.”

Most lawyers who practice any kind of law for families or individuals have been approached by clients begging for pro bono representation. It’s difficult to turn away people that you know need your help, but whose problems are so big they can sink your practice if you allow them to consume you. Despite public perception, many of us also have soft hearts in addition to huge student loan debts, and it’s easy to get caught in the trap of taking the wrong kind of pro bono/public interest work. Doing good isn’t just taking cases for free though. Community service in diverse forms can help develop a positive brand identity for your firm in your community, can give your employees increased commitment to the work they do, and can fulfill you personally and professionally. Here are some ways to build a community service orientation in your firm and create all these positive outcomes and more:

1. Formulate a program for pro bono with rules, forms and procedures. One of my rules for pro bono is that I only take one pro bono case at a time. When that one is done, I move on to another. The value in that is that I do not lose more potentially billable time than I can handle. I also have a process through which pro bono clients must be vetted to determine that they really are at a financially pro bono level (not low bono, or able unwilling to pay).

2. Infuse your company values plan with the idea of community service. My employees know our business values and I ask them to develop personal plans to fulfill them. Evaluation of our values is contained within their employee review discussions. I encourage employees to take ownership of pro bono and community service projects.

3. Put your money where your mouth is. My employees have work requirements for which they are paid, but I also offer annual bonuses that are based in part on community service hours. In this way, I compensate them for what they give away. They are required to provide logs sheets of hours that they expended on community service in order to qualify for the additional community service bonuses. This includes pro bono work they do in our office, community service projects that are office wide, and things they choose to do on their own.

4. Put your money where your heart is. Select one to three causes you believe in that you will commit time and money to each year as a business. I participate in a fundraiser for our local Big Brothers Big Sisters as a committee member and sponsor. The event is great fun, with local restaurants providing tasting portions of their food and a live and silent auction. As part of their holiday gift, employees and their significant others were given tickets to this event and we all went as a group. This provided a social outlet as well as support of an important cause. When you sponsor events that provide advertising for your firm it not only promotes you and creates good will as part of your brand, but these are tax deductible for advertising purposes.

5. Make community service easy and, when possible, fun. Providing easy opportunities for community service enables your employees and you to get the joy of giving without the pain of over-commitment. Some easy solutions include: participation in local blood drives, going as a group to help raise funds for a particular event such as a telethon for a public radio station, money raising walks or bowling parties, purchase tickets for charitable events that your employees help to put together, or providing a part of your office for a food or toy drive in conjunction with other charities such as the Salvation Army around the holidays or other non-peak times of the year for these charities. Be open to ideas your employees may have for projects as well.

6. Don’t ask your employees to contribute money. If they want to, they can, of course. Ultimately there should never be pressure for anyone to contribute financially to any cause, because that can be exhausting to employees. Instead, provide opportunities for them to contribute time and, when they do, make sure you compensate them in at least non-cash ways. For example, if someone contributes several off hours to a charitable event on a Thursday night, how about letting them come in at noon on Friday? Or leave early? If you can build in non-cash rewards for community service, it reinforces to employees that you are serious about your commitment to them and to the community.

(continued on page 15)
NOTICE OF ANNUAL MEETING

Please take notice that the Annual Meeting of South Jersey Paralegal Association will take place on Tuesday, May 21, 2013 at Tavistock Country Club, Cherry Hill, NJ. Please see insert for flyer and details. The purpose of this meeting is to elect officers of the SJPA for the 2013-2014 Fiscal Year. The officers to be elected are President, Vice President, Recording Secretary, Treasurer, and NFPA Primary and Secondary Representatives. Voting members are encouraged to attend this very important meeting!

INSTALLATION DINNER

Please take notice that the Installation Dinner of South Jersey Paralegal Association will take place on Tuesday, June 25, 2013 at Tavistock Country Club, Cherry Hill, NJ. The newly elected officers to be sworn in are President, Vice President, Recording Secretary, Treasurer, and NFPA Primary and Secondary Representatives. Our very special guest will be performing the swearing in of the officers.

IMPORTANT NOTICE TO ALL VOTING MEMBERS

Elections for the officers of SJPA will be held at the next monthly meeting on Tuesday, May 21, 2013. If you are a voting member and are unable to attend the meeting, you are requested and encouraged to complete the proxy form below. Please return your form to SJPA, P.O. Box 355, Haddonfield, NJ 08033, Attn: Christi Valerio, no later than 4:00 p.m. on May 16, 2013, OR deliver to the person you appoint to cast your vote or give it to any SJPA board member at any time prior to the election.

The proposed slate of officers is listed on page 4. You may vote for the proposed officers, or nominate any voting member for any office by inserting that voting member's name in the corresponding blank. Thank you.

PROXY

I, _____________________________, a voting member in good standing of the South Jersey Paralegal Association (SJPA), hereby appoint _______________________________ to cast my vote for the election of officers of SJPA as follows:

PRESIDENT : __________________________________________________________

VICE PRESIDENT: __________________________________________________________

RECORDING SECRETARY: ___________________________________________________

TREASURER: __________________________________________________________

NFPA PRIMARY REP: ________________________________________________________

NFPA SECONDARY REP: ____________________________________________________

____________________________________________
Signature of Voting Member
NJCP®
New Jersey Certified Paralegal

The South Jersey Paralegal Association’s Board of Directors adopted and approved the NJCP (New Jersey Certified Paralegal) Plan in October, 2010.

The NJCP credential is a voluntary certification for paralegals who are members of the South Jersey Paralegal Association, and meet the qualifications set forth in the NJCP plan. Please see our website for information and forms pertaining to the program.

SJPA has proudly certified the following members for the NJCP credential. The members names marked with an asterisk were recently certified.

Congratulations to all of our NJCP Members!

Lisa Renee Aberman, NJCP
Judith Alvelo, NJCP
Denise Andriulli, NJCP
Stefanie Bailey, NJCP
Barbara Miller Baum, NJCP
Beverly Bogdan, NJCP
Noreen M. Bratton, NJCP
Debra J. Brigher, NJCP
Sheila H. Calvillo, NJCP
Yolanda Costabile, NJCP
Judith Coutis, NJCP
Brian Darling, NJCP
Lynne DeRemigio, NJCP
Tracey A. Deron, NJCP
Stacey M. Devine, NJCP
Brenda Elzin, NJCP
Kate Fitzpatrick, NJCP
Maureen T. Garrett, NJCP
Anthony J. Iannini, RP, NJCP
Janice Y. Kennedy, NJCP
Donna Kott, NJCP
Betsy Lindenbarg, NJCP
Cheryl LoCastro, NJCP
Vivian Luckiewicz, NJCP
Nancy Mancuso, NJCP
Noreen I. Max, NJCP
Kimberly McCann, NJCP
Susan R. Merewitz, NJCP
Debra Szwajkowski Morgan, NJCP
Dawn Moskalow, NJCP
Deb Myerson, NJCP
Deborah A. Naglee, NJCP
Marie B. Norcross, NJCP
Karen J. O’Malley, NJCP
Theresa Orseno, NJCP
Kimberly A. Pipitone, NJCP
Anne Quinn, NJCP
Rebecca Lynn Reedy, NJCP
Sharon K. Roth, NJCP
Nancy Z. Seldomridge, NJCP
Linda E. Stricevich, NJCP
Pamela B. Tate, NJCP
Nicole Turturro-Szelag, NJCP
Christi L. Valero, NJCP
Lisa S. Wagman, NJCP
Rebecca K. Watson, NJCP
Teresa J. White-Swoope, NJCP
Sherry Williams, NJCP
Susan Witte, NJCP