

**Paralegal Division
of the Utah State Bar**

Minutes of the Annual Meeting

Friday, June 19, 2009

Pursuant to notice given to the members of the Paralegal Division of the Utah State Bar, an Annual Meeting of the Division was duly convened on June 19, 2009 at 12:03 p.m. by the Chair, Julie Eriksson.

The Chair welcomed the members and called the meeting to order. She called the members' attention to her report and highlighted the Division membership, totalling 135-140, a good number and similar to past levels. She announced the names of all Directors, Officers and Executive Committee members. She then highlighted the efforts of the Community Service Committee, chaired by Carma Harper, and stated that Carma had been given an award at the Fall Forum for her efforts in the Wills for Heroes program. The Chair then solicited assistance from Division members for Wills for Heroes.

The Chair then highlighted the Community Service Committee's efforts in their clothing drive. She detailed changes to the Division website and logo, directed members to view them and solicited recommendations. She also highlighted the Division's 2008 salary survey project and stated the intention to repeat it every two years. She discussed the changes to the Division's membership renewal policy and their possible impact on the attainment of CLE. The CLE Committee has put on nine Brown Bag events this year, as well as a 20th anniversary Paralegals' Day celebration. The Division's four Regional Directors have reached out to Utah's regional bar associations to try and improve their access to CLE opportunities.

The Chair outlined a goal of continuing the paralegal utilization project with incoming Chair Aaron Thompson and Chair-Elect Heather Finch. She discussed the paralegal utilization guidelines and their uses for attorneys and students, and she then solicited volunteers among the Division membership to help with this project.

The Chair then directed the members' attention to the individual committee reports. She stated that she hopes to post the Division financial report on the website within two weeks.

The Chair turned the meeting over to Sharon Andersen, acting Parliamentarian, to conduct the election of the new Board of Directors. Kathryn Shelton will act as election judge.

Sharon Andersen announced the election of the following: Region I Director – Carma Harper; Region IV Director – Colleen Wrigley; Director-at-Large – Kim Cassett; Director-at-Large – Jessica Christensen; Director-at-Large – Steven A. Morley; Director-at-Large – Heather Nielson; and Director-at-Large – Lorraine Wardle.

The Chair announced that, there being no further business to be brought before the members, this Annual Meeting of the Paralegal Division was adjourned at approximately 12:30 p.m.

The foregoing minutes constitute a complete and correct account of the proceedings of this Annual Meeting of the Paralegal Division of the Utah State Bar, held June 19, 2009.

Karen C. McCall
Secretary of the Meeting