Welcome! This issue of MALA Moments is to give you updates on what MALA is and has been doing during this time of staying home, and well from the COVID epidemic. Future MALA Moments will be filled with more interesting articles and information! If you have any suggestions for future newsletters please email Samantha at samanthas1170@gmail.com. Enjoy, and please attend the Quarterly Business Meeting on April 28, 2021 at NOON MST via GO TO MEETING! Meeting information is posted on page 3.
President’s Message

By Amanda Hewitt

Happy Spring to all of you! I hope everyone has been able to enjoy the sunshine. I know I have been trying to hit the hiking trails as often as the weather will allow.

This last year has been a struggle for MALA and for all of us personally and professionally. We want you to know that MALA is committed to getting things back on track. We also hope that your lives are starting to look a little more like normal. Despite the challenges, we are hopeful for the future.

As you may have read in my emails, due to the pandemic, we have decided to hold our Annual Meeting telephonically this year in hopes that we can schedule an in person seminar towards the end of the summer. Our meeting will be on April 28th, beginning at 12:00.

Please know that MALA is here for you and happy to help. I look forward to speaking to all of you at our next meeting.

Respectfully submitted

Amanda Hewitt
NOTICE OF MALA’S ANNUAL MEETING
WEDNESDAY, APRIL 28, 2021
12:00 PM—1:00 PM

MALA Annual Meeting
Wed, Apr 28, 2021 12:00 PM - 1:00 PM (MDT)

Please join the 2021 MALA Annual Meeting from your computer, tablet or smartphone.

https://global.gotomeeting.com/join/850474045

You can also dial in using your phone.
United States: +1 (786) 535-3211

Access Code: 850-474-045

Join from a video-conferencing room or system.
Dial in or type: 67.217.95.2 or inroomlink.goto.com
Meeting ID: 850 474 045
Or dial directly: 850474045@67.217.95.2 or 67.217.95.2##850474045

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
https://global.gotomeeting.com/install/850474045

If you are unable to attend, please complete the Proxy Form (page 32) and email to mala@malanet.org
If it weren't for the dedication of our members, Officers and Committee members, MALA would not be making a difference in providing continuing education for paralegals, legal assistants and attorneys; providing professional development opportunities for paralegals to advance their careers, or the general education and promotion of the paralegal profession. Be sure to volunteer on a committee in 2020-21 and keep MALA going strong into the future.
Montana Association of Legal Assistants

Statement of Financial Position

As of March 31, 2021

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<tr>
<td><strong>TOTAL LIABILITIES AND EQUITY</strong></td>
<td><strong>$21,228.72</strong></td>
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Officers:

- President – Amanda Hewitt, CP
- Vice President – Helen Hauerwas
- Secretary – Velvet Truzzolino - Absent
- Treasurer – Kathy Clark, CP
- NALA Liaison – Terry Hale, ACP
- Montana State Bar Liaison – Vacant
- Parliamentarian – Samantha Seidensticker

1. Call to Order –

2. Officer Reports/ Discussion:

   President – Amanda Hewitt, CP

   Vice President – Helen Hauerwas – Helen read the member report.

   Parliamentarian – Samantha Seidensticker - Per Bylaws, we have quorum

   Secretary – Velvet Truzzolino - Absent

   Treasurer – Kathy Clark, CP

   NALA Liaison / Montana State Bar Liaison – Terry Hale, ACP – NALA elected the new board members at the July 2020 meeting. MALA was able to pay for members to attend. NALA is planning for 2021 convention and the information about the convention was posted in the October 2020 newsletter. Terry Hale, ACP reminded the MALA Board that there are webinars, self-studies on the on the NALA website. Check out NALA.org for these CLE opportunities. Anyone interested in the CP exam to should contact Terry Hale, ACP.

3. Old Business

   MALA Contributions - At the last meeting, MALA discussed contributing to a nonprofit to get the MALA name out and to give back to the community. With the pandemic, MALA’s revenue is projected to have a bit of a decline. The MALA Board has decided to hold off on making any contributions until 2021, and revisit this subject at the next Annual MALA Business Meeting.
MALA Survey - Alisia Duganz, CP started a Survey Monkey utilization and compensation survey, based off of the NALA survey. MALA’s survey would include Montana’s paralegals. Amanda Hewitt, CP was not clear on where Alisia Duganz, CP’s progress was on the project, but asked if there are any volunteers to finish this project. Anyone interested in volunteering for the Survey Monkey utilization and compensation survey can contact Amanda Hewitt, CP.

4. New Business:

MALA President - Alisia Duganz, CP resigned as MALA President and appointed Amanda Hewitt, CP as Interim President of MALA. The MALA Board approved this appointment. Amanda Hewitt, CP, as the Interim MALA President, appointed Terry Hale, ACP to fill Amanda Hewitt, CP’s position as the NALA Liaison. The MALA Board approved this appointment.

MALA State Bar Liaison – This position is open. Anyone interested can reach out to Amanda Hewitt, CP.

MALA Quarterly Meetings - MALA’s Bylaws require quarterly meetings. The pandemic has hindered this from happening. To stay compliant with the MALA Bylaws, the MALA Board has decided to combine this quarterly meeting with the previously, not held, quarterly meeting, due to the pandemic. The MALA Board approved this appointment asked for any questions, concerns or comments and none were raised.

Committee Sign-up Sheet - The MALA Board met on September 29, 2020 and talked about sending out the committee/volunteer sheet via email to see if, due to the pandemic, a new member or other current members have time to volunteer on the committees. Amanda Hewitt, CP will send the sign-up sheet out to the membership in the next few days.

5. Announcements:

Volunteers – Terry Hale, ACP brought up that our biggest thing, and where she thought we need our volunteers the most right now, is with webinars and volunteers for the committees. MALA’s main source of income and revenue besides the membership dues is with webinars. Terry Hale, ACP stated that if there is anyone working from home, or not at home, they should share their ideas of a speaker they may have seen or heard, or a webinar they may have attended. Please let Amanda know if you have an idea for a speaker or webinar, or if a MALA member is interested in being on a committee.

Amanda Hewitt, CP stated she has a speaker for November and would keep us informed. MALA’s biggest call for help is getting speakers for webinars and volunteers for committees.

6. Discussions:

MALA Library – Alex Miller inquired on whether the MALA library could be put on a platform in an on-demand type form for the webinars and CLE. Terry Hale, ACP and Helen Hauerwas stated this has been discussed before and Helen has talked to Jill about the MALA library being on an online on-demand platform. Terry Hale, ACP, stated that Alisia Duganz, CP was looking into online platform/on-demand for the CLE library but wasn’t sure if she’d gotten any information. Helen Hauerwas will talk to Jill about the online platform for the MALA library.

7. Motion made to adjourn meeting. Second. Adjourned at 12:20 p.m.
NALA has updated their logo (NEW Affiliated Associations Logo) and also has provided the NALA logo statement guidelines. The new logo will be updated in the MALA Moments newsletter, and the MALA website, and any MALA CLE announcements, membership brochures, etc. Basically all marketing materials.

NALA form to submit for requesting CLE pre-approval 4/6/21.

**NALA Membership Types**

**Active Membership - $154**
Open to individuals who meet at least one of the following qualifications:
- Successfully completed NALA’s Certified Paralegal Exam.
- Graduated from an ABA-approved paralegal program.
- Graduated from an institutionally accredited program with not less than the equivalent of 60 semester hours of classroom study.
- Graduated from a paralegal program not listed above, but has no less than six months of in-house training as a paralegal, whose attorney-employer attests that such person is a qualified paralegal.
- Holds a baccalaureate degree in any field, plus not less than six months of in-house training as a paralegal, whose attorney-employer attests that such person is a qualified paralegal.
- Minimum of three years of law-related experience under the supervision of an attorney, including at least six months of in-house training as a paralegal, whose attorney-employer attests that such person is qualified as a paralegal.
- Minimum of two years of in-house training as a paralegal, whose attorney-employer attests that such person is a qualified paralegal.

If your office has several eligible paralegals, consider the Organization Membership that provides the same benefits at a reduced rate.

Are you a member of a NALA Affiliated Association? If so, you will see a 25% discount when joining or renewing! For more questions, please contact NALA.
You have less than three weeks left to take advantage of the early bird registration rates for the 2021 NALA Conference @ Home! Register no later than May 15th to receive discounted registration and a Conference @ Home care package, full of epic swag to enhance your conference experience!

Rates will increase to $50.00 starting May 16th.

Rates:
- NALA Members: $149
- Non-Members: $199
- Students: $99

Access to the NALA Annual Meeting, NALA Affiliated Associations Meeting, both NALA Board of Director meetings, the NALA Panel Discussion, and both virtual Board of Director candidate forums is provided at no cost to anyone who would like to attend. Please note you will need to register for the public meetings only if not registered for the virtual conference. Registration for the virtual conference automatically includes all public meetings mentioned above.

We are thrilled to announce that the official agenda for the 2021 NALA Conference @ Home is now available! With over 30 sessions taught by dynamic speakers, you have the unique opportunity to enhance your knowledge base from the comfort of your home or office. Earn up to 11 hours of CLE during the live conference while learning from some of the best in the legal and educational fields.

Please join your fellow paralegals and other legal professionals July 22-24 for this top-notch online educational event. We hope you are as excited as we are!

Stay tuned for more conference information via email, social media, and our website.

Don’t forget there are Self-Study Courses, On-Demand Webinars, as well as Live Webinars that can be found on NALA’s website at www.nala.org.

Feel free to add or message me with more information for topics you want to see:
- Future articles/updates – NALA membership benefits like Simple Law, etc.
- CP / ACP – scholarships available through NALA
- Certification vs. memberships, certificated by a university/degree, etc.
NALA Board of Directors

**President**
Executive Committee Member
Melissa J. Hamilton, ACP
Bismarck, North Dakota
[Email](mailto:melissa.hamilton@nala.org)

**Affiliated Associations Director**
Peonca S. Grier, CP
Orlando, Florida
[Email](mailto:peonca.grier@nala.org)

**Vice President**
Executive Committee Member
Debra L. Overstreet, ACP
Porter, Oklahoma
[Email](mailto:debra.overstreet@nala.org)

**Area 1 Director**
Dana G. Welcker, ACP
Fleming Island, Florida
[Email](mailto:dana.welcker@nala.org)

**Secretary**
Executive Committee Member
Cheryl J. Nodarse, ACP
Saint Johns, Michigan
[Email](mailto:cheryl.nodarse@nala.org)

**Area 2 Director**
Angela A. Oberle, ACP
Pawnee Rock, Kansas
[Email](mailto:angela.oberle@nala.org)
Treasurer
Executive Committee Member
Michele T. Pfeiffer, ACP
Anaheim, California
[Email]

Area 3 Director
Vicki L. Kasper, ACP
Midvale, Utah
[Email]

Certifying Board Chair*
Kimberly A.S. Brown, ACP
Bennington, Nebraska
[Email]

At Large Director
Richard Hahn, ACP
San Jose, California
[Email]

Continuing Education Council Chair
Deborah M. Paul, CP
Mobile, Alabama
[Email]

At Large Director
Debby Sawyer, ACP
Nashville, Tennessee
[Email]
Congratulations!
ACCREDITED

Certified Paralegal Program Receives Accreditation from the National Commission for Certifying Agencies (NCCA)

On April 30, 2018, the National Commission for Certifying Agencies (NCCA) granted accreditation to the NALA Certified Paralegal program for demonstrating compliance with the NCCA Standards for the Accreditation of Certification Programs.

NCCA is the accrediting body of the Institute for Credentialing Excellence. The NCCA Standards were created to ensure certification programs adhere to modern standards of practice for the certification industry.

The NALA Certified Paralegal program joins an elite group of more than 120 organizations representing over 270 certification programs that have received and maintained NCCA accreditation.

More information on the NCCA is available online at www.credentialingexcellence.org/NCCA.

Information describing the Certified Paralegal program is available at www.nala.org/certification.aspx.

THE ASSOCIATION OF LEGAL ASSISTANTS • PARALEGALS

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MY CAREER

- Goal
- Plan
- Action

13
Advance your paralegal skills with our specialized self-study courses.

- Learn at your own pace, with one year to complete the course.
- You can take the exams as many times as you need to, until you pass.
- Self-Study courses include a PDF e-Book.
- The new interactive format includes many activities to engage learning.

**ACP AREAS INCLUDE:**

- BUSINESS ORGANIZATIONS
- CRIMINAL LITIGATION
- DISCOVERY
- E-DISCOVERY
- FAMILY LAW
- LAND USE
- REAL ESTATE PRINCIPLES
- TRIAL PRACTICE

To see a full list of courses available, visit www.nala.org.
Certified Paralegal and Advanced Certified Paralegal Scholarship Criteria

To promote the Certified Paralegal (CP) and Advanced Certified Paralegal (ACP) designations, each fiscal year MALA will award the following:

Five scholarships of up to $475.00 to be used exclusively for obtaining the National Association of Legal Assistants (NALA) CP credential; and

Five scholarships of up to $300.00 to be used exclusively for obtaining the NALA ACP credential.

The Professional Development Committee will review CP and ACP scholarship applications, and award these scholarships on a first-come, first-serve basis throughout MALA’s fiscal year (April 1 to March 31). Scholarships will be presented at MALA’s quarterly telephonic business meetings and at the Annual Meeting. Scholarship recipients will be notified of the date and time when their scholarship will be awarded and must either must be present at the meeting to accept the scholarship or write a letter of acceptance to be read at the meeting.

For full criteria and Applications see website at www.malanet.org.
There are many options out there if you just want to collect paralegal CLE credits to keep up with your credentials for renewing your certification. Keeping up with your certification credits is important, but it doesn't make you an indispensable member of the team.

*How many attorneys have ever asked you if you're keeping up with your CLE credits?*

Attorneys want to work with paralegals who stay ahead of the curve and solve their problems.

And while our courses do come with CLE credits, it's not our mission to fill your filing cabinet with certificates of attendance. It is our mission to help you become indispensable members of the legal team that you work with. We do that with paralegal programs to bridge the gap between what you learned in school and what you actually do on a daily basis when you're working as a paralegal.

This should not just be a job for you. As a professional in the legal industry, your career options are unlimited.

**COURSES**

- Basic Training Boot Camp for Litigation Paralegals
- Billable Hour Boot Camp
- E-Discovery Paralegal Boot Camp
- Litigation Boot Camp for Paralegals
- Mastering E-Discovery Projects
- Paralegal Productivity Boot Camp
- Trial Prep Boot Camp

NALA courses provide continuing education for paralegals who have already finished their paralegal certificate program and who want to gain the paralegal skills needed to be an indispensable member of the legal team.

**The Paralegal Boot Camp is not a paralegal certificate program.**

*It does not replace a degree in paralegal studies.*
Antipasto Pasta Salad

PREP TIME 20 minutes
COOK TIME 10 minutes
TOTAL TIME 30 minutes
SERVINGS 6
AUTHOR Holly Nilsson

8 ounces rotini pasta
1 pint cherry tomatoes halved
6 ounces jar marinated artichoke hearts quartered & drained (reserve juices*)
½ cup sliced red onion
½ cup olives green, black or a mixture
4 ounces sliced salami halved
8 ounces bocconcini
2 tablespoons fresh basil sliced
1 tablespoon fresh parsley

Dressing:
1 cup bottled Italian dressing

OR:
¼ cup red wine vinegar
½ teaspoon garlic powder
½ teaspoon dried basil
salt & pepper to taste

Instructions
Cook pasta al dente according to package directions.
Rinse under cold water and drain well.
Combine all dressing ingredient in a bowl and whisk to combine.
Toss all ingredients in a large bowl and refrigerate at least 1 hour before serving.

NUTRITION INFORMATION
Calories: 486, Carbohydrates: 35g, Protein: 17g, Fat: 31g, Saturated Fat: 7g, Cholesterol: 29mg, Sodium: 750mg, Potassium: 341mg, Fiber: 3g, Sugar: 4g
Vitamin A: 805IU, Vitamin C: 25.5mg, Calcium: 169mg, Iron: 1.8mg

(Nutrition information provided is an estimate and will vary based on cooking methods and brands of ingredients used.)
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____________________, an active MALA member, to serve as my proxyholder

at the MALA Quarterly Meeting on Wednesday, April 28, 2021.

Dated this ___ day of _____, 2021.

________________________________________
Signature

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Samantha Seidensticker, Parliamentarian: samanthas1170@gmail.com
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