

HEARTLAND PARALEGAL ASSOCIATION (HPA)
MEMBERSHIP MEETING/ANNUAL MEETING MINUTES

June 23, 2020

The HPA Annual Meeting was called to order at 6:09 p.m. via Zoom. Those in attendance were Lauren Walker, Nichole Kruger, Jody Kuntz, Nicole Conner, Sara Jarvis, Andrea Fogarty, Tim Faulhaber, Bradley Howard, Marlene Lubowicz, Sharon Chatburn Wood, Rebekah Badell, Tony Carlock, and Christopher Gray.

Lauren Walker moved that the General Membership meeting minutes from October 15, 2019 be approved, with no corrections. Marlene Lubowicz seconded, and with no objections the minutes were approved. The Treasurer's Reports for February 2020 through May 2020 were reviewed. The Annual Budget for 2020 - 2021 was reviewed. Nicole Conner moved that the budget be approved, with no changes. The motion was seconded by Marlene Lubowicz and was unanimously approved by all present.

Old Business: None.

New Business:

NALA Liaison: Tony will be working on submitting the Annual Report.

Membership Committee: There are 46 Active Members –2 Honorary Members, 2 Student Members, 5 Sustaining Members, 36 Voting Members, and 1 Associate Member. Membership renewal notices were sent around April 1st and renewals were due by May 1st. Due to the COVID-19 pandemic, late fees have been waived until July 31st. Nicole Conner moved for approval on this motion. Sharon Chatburn Wood seconded the approval and it was unanimously approved by all present.

Standing Rules Review: Lauren Walker moved to approve the standing rules, with the single change made on item 11. The motion was seconded by Jody Kuntz and was unanimously approved by all present.

VP2/Programs:

- a. Upcoming programs – a survey will be sent to membership to help us determine what type of events everyone will be comfortable with.
- b. Fall Seminar – Moved to Spring 2021

Standing Committee Reports:

Audit Committee: – Nothing to report.

Media Committee: – Lauren Walker is looking for assistance with articles for the newsletter.

Community Outreach: Results from the virtual fundraiser with Giving the Basics were shared to the members. HPA raised a total of \$448.74 from members, and matched this amount to Giving the Basics.

Job Bank: – Nothing to report.

Bar Liaison: – Sharon Chatburn Wood resigned as Bar Liaison and Jody Kuntz will now be the Bar Liaison.

Paralegal Program Liaison: Update from JCCC on their plan for fall semester. The JCCC Scholarship will be awarded at a later meeting.

Election:

Presentation of Candidates for Office:

Nichole Kruger moved for nominations from the floor. With none being heard, the elections took place. The following officers were moved for approval by Nicole Conner and then seconded by Jody Kuntz. There were no objections.

NALA Liaison – Antonio Carlock:

Treasurer – Christi Walker:

Secretary – Lauren Walker:

Second Vice President – OPEN: The position will remain open until Executive Board votes on placement.

First Vice President – Cathy Murphy:

President – Marlene Lubowicz:

Announcements:

Paralegal of the Year award was presented to Marlene Lubowicz.

Vendor of the Year award was presented to Appino & Biggs Court Reporting.

The Executive Board will be meeting in August (date and location to be determined).

The next General Membership meeting will be held in September or October.

The Fall Seminar has been postponed due to the COVID-19 pandemic until June 11, 2021 to be held at Thompson Barn.

There being no further business, the meeting was adjourned at 6:32 p.m.

Submitted by:

Approved by:

Lauren Walker

Lauren Walker, Secretary

Date: _____



Nichole Kruger, President