



FALSS

Flash

▶ SEPTEMBER 2010

▶ FLASH

▶ ANNOUNCEMENT TO ALL
FALSS MEMBERS

2nd QUARTER MEMBERSHIP MEETING OCTOBER 15-16, 2010

“DEADLINE FAST APPROACHING”

The deadline to register for the 2nd Quarter Membership Meeting is **Wednesday, September 15, 2010**, for the meeting to be held Saturday, October 16, 2010, (in the morning instead of after lunch) in Sarasota, Florida. This meeting is being hosted by Sarasota-Manatee Association of Legal Support Specialists (SMALSS). Please click here for all the meeting registration forms: <http://www.falss.org/Meetings/NextMeetings/Default.aspx> and open the “2nd QMM Registration Form” (fill-in-able format), type in your information, print the form, and send to Deborah R. Woodson, CLA, FRP, Registration Chair.

The legal educational seminars form must be completed and sent to Sherry Gebhardt, Director of Education. The Deadline to register for the seminars is **October 8, 2010**. Open “2nd QMM – Legal Education” on the website. FALSS members must pay the meeting registration fee even if they are only attending the seminars.

The optional Legal Education and Cruise Registration forms can be found on the website under “Optional Registrations.”

ALL REGISTRATIONS MUST BE POSTMARKED BY SEPTEMBER 15, 2010, to avoid the late fee. Don't forget to register with the Holiday Inn Lakewood Ranch before September 15, 2010, as well.

ADDITIONAL MEETING REMINDERS:

KEEP IN MIND THIS IS A **NEW MEETING AND SEMINAR FORMAT** SO PLEASE PAY ATTENTION TO DATES AND TIMES ON THE FORMS. THERE WILL BE ADDITIONAL LEGAL EDUCATIONAL OPPORTUNITIES ON SATURDAY AT NO COST TO YOU PROVIDING YOU HAVE REGISTERED. THERE WILL ALSO BE AN OPTIONAL SUNSET CRUISE FOR THOSE MEMBERS WISHING TO SHARE TIME WITH OTHER FALSS MEMBERS ON A RELAXING CRUISE.

FROM YOUR PRESIDENT:

-Jennifer A. Volkmar, FRP, FALSS President

TO ALL MEMBERS, OFFICERS, CHAIRS, AND CHAPTER LIAISONS (OR THOSE REPORTING ON BEHALF OF A CHAPTER OR MEMBER AT LARGE):

THE DEADLINE FOR YOUR REPORT TO BE RECEIVED BY THE WEBSITE CHAIR at sbatchel@tampabay.rr.com, IS TEN (10) DAYS PRIOR TO THE MEETING - **ON OR BEFORE OCTOBER 5, 2010**. OTHERWISE IT IS YOUR RESPONSIBILITY TO SEE THAT EVERY PERSON IN ATTENDANCE RECEIVES A COPY OF YOUR REPORT AT THE MEETING. The reports can be submitted in (PDF, .rtf, Word, or WordPerfect format.)

A "Report FLASH" will be distributed to all members seven (7) days prior to the meeting which includes a link to the reports on www.falss.org. The reports may be presented orally at the meeting. Please bring the original of your report to the meeting for the Secretary.

Those reports necessary for distribution to members – registration forms for future meetings, etc., PLUS the report of any officer, chair, or chapter liaison who missed the deadline for emailing the report to the Website Chair, will need to be brought to the meeting with enough copies for each member attending the meeting, AND the author shall make arrangements to have their reports distributed to the members. The number of members attending the meeting will be set forth in the "Report FLASH" distributed preceding the meeting. An agenda will be provided to members attending the meeting. If you know of members without internet access who are being provided hard copies of the LSJ, and who are attending the meeting, please remind them **they must mark their registration form with "WILL NEED REPORT PACKET" as discussed at our last meeting, so that a proper count can be given to me and copies will be provided to them.**

MEMBERS WISHING TO HAVE HARD COPIES OF THE REPORTS TO FOLLOW ALONG DURING THE MEMBERSHIP MEETING MAY GO TO THE REPORT LINK ON WWW.FALSS.ORG AND PRINT ANY OR ALL OF THE REPORTS TO BRING WITH THEM.

Updated FALSS Website:

You will want to take a look at the website as some members' suggestions have been taken to make finding information easier. Meeting packets are provided online so that you will have the opportunity to read them prior to the meeting thereby reducing the time expended of having them read in their entirety. Please take advantage of this convenience afforded all members.

REMINDERS:



CHAPTER PRESIDENTS, VICE PRESIDENTS OR CHAPTER LIAISONS: You probably have more current email addresses for your own members, so if you would email this FLASH to your own chapter members, it would be so helpful. Thanks for cooperating in getting the FLASH to ALL members!

DIRECTOR OF MARKETING – PEGGY DURLING, PLS, FRP
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