



SPECIAL EDITION ISSUE
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MOTOWN MONITOR SPECIAL EDITION



MESSAGE FROM THE PRESIDENT

The evening started out with many early arrivals. I and the new officers took the time to meet and greet and relax as we awaited the upcoming evening's events. As the evening unfolded, conditions beyond my control, caused what should have been an enjoyable dinner and installation program, to be less than perfect. I apologize for this lack of better judgment on my part. An unfortunate set of circumstances caused the noise level at the restaurant to disrupt our formal dinner and installation banquet. This was due to the fact that a Pistons' playoff game was taking place that same evening and was being broadcast in the immediate area we were dining. I'm sure there were many in our group who could not adequately hear the speeches and presentations given that evening. Of course, I felt responsible for this obtrusive act by the restaurant for not bringing the noise factor to my attention when I made the initial reservations. As I have told others, I am one that can work a room above the noise. But even so, I felt very uncomfortable about this particular

faux pas! Unfortunately, I cannot change the past and what occurred – as they say its history! However, I can apologize to you, the chapter members, and your guests, who expected more than what you got. If only I had known that the restaurant was a 'magnet' for national sporting events! The Pistons' game was the big draw that evening and I can only say – I am glad the Detroit Pistons won that night – that way the evening wasn't a total loss for all of you who are Pistons' fans! I felt it my duty to bring you a newsletter that reflects my apology for the lack of better judgment on my part that evening. I hope you enjoy this Special Edition!

APPOINTMENTS

On the brighter side, I would like to announce the names of those NALS of Detroit members who have accepted the following appointed offices:

Executive Advisor:

Lynne Bussinger

Director of Public Relations:

Jason Manke

Mentoring Liaison to the State:

Vernelle J. Aiyela, PP, PLS

Standing Committee Chairs:

NALS Official Course:

Vernelle J. Aiyela, PP, PLS

Docketing Editor:

Mary Tortomose

Finance:

Brenda Turner, Treasurer

CLE Coordinator:

Vernelle J. Aiyela, PP, PLS

PLS Exam Facilitator:

Ann Brighton, PLS

PP Exam Facilitator: Vernelle

J. Aiyela, PP, PLS

Program Chair:

Lynne Bussinger

Special Committee Chairs:

Audit:

Lynne Bussinger

Budget:

Brenda Turner, Treasurer

Strategic Planning:

Mary Tortomose, President

Honors, Nominations & Elections:

Gerrylynn Huber

Scholarship:

Past Presidents

Technology:

Vernelle J. Aiyela, PP, PLS

RECAP OF THE 50TH
ANNUAL AWARDS &
INSTALLATION
BANQUET

Prior to the beginning of dinner, Lynne Bussinger, Executive Advisor, led us in a very moving invocation which I felt would be appropriate to share with everyone:

Come to us dear Father, to be our guest, as we dine with those present here today – our special honored guest, the many NALS' members and their loved ones, friends and family members who have been able to join together as one at the table this evening for the dinner we will be sharing. Bestow on us an abundance of your blessings, good will, friendship and harmony as we gather this evening. May you, as Creator of all, pour your heavenly blessings down upon us as we partake of this food. For what we will receive, make us truly thankful. As we partake of this meal and enjoy the festivities of the evening, we remember that it is through you that all things are possible. Please strengthen our friendships and help us to do good for those less fortunate. May the bounty and goodness of what we share together this evening be ever present in our minds long after we leave here and continue to make us always generous in spirit, mind and deed. Amen.

We then enjoyed a delightful family style dinner and had time to talk with each other at our respective tables.

Once dinner was cleared away by the wait staff at the restaurant, we anxiously awaited the presentation of the

keynote speaker, Sharon M. Woods, Attorney at Law.

INTRODUCTION

(by Mary Tortomose)

Sharon Woods' resume reads like a long interesting novel. When I began preparing this introduction I had truly underestimated her many achievements mainly because I see her daily, since we work together at the same office, and I never find time to ask the question of the day – so, what have you been busy with lately. Believe me, Ms. Woods is a busy person -- she is and has been involved in so many different arenas of professional growth. Allow me to begin to tell you her story: Ms. Woods received her Bachelor's Degree and graduated Magna Cum Laude from the University of Detroit. Thereafter, she received a Juris Doctor Degree and graduated Summa Cum Laude from the University of Detroit School of Law. Presently, she is the managing member of the downtown Detroit law firm of Barris, Sott, Denn & Driker, P.L.L.C. She is also Chairperson of the Firm's Management Committee as well as Chairperson of the Firm's Litigation Department. Ms. Woods' practice is primarily in the area of complex business litigation. Ms. Woods is admitted to practice before U.S. Supreme Court, U.S. Court of Appeals for the Sixth Circuit; U.S. Federal Court of Appeals; United States Court of Claims and various United States district courts. Ms. Woods is an accomplished trial lawyer. In 1989 Ms. Woods was elected a Fellow in the American College of Trial Lawyers, an international

association of over 4,500 trial lawyers whose membership is limited to the top 10% of trial lawyers in each state or province and is by invitation only. In 2002, Ms. Woods was elected to the 16 Board of Regents of the American College – the first time in the 50 years of the existence of the American College that a female was elected to the Board of Regents. In 2003, Mrs. Woods was also elected a Fellow in the International Academy of Trial Lawyers, which is an organization where membership is also by invitation only and whose United States membership is limited to the top 500 trial lawyers in the United States! She is listed in The Best Lawyers in America and has been since 1991. Other professional accomplishments include: She serves as an Arbitrator for the American Arbitration Association. She is also affiliated with the Complex Litigation Panel. In addition to being a Member of the State Bar of Michigan, she is a Fellow with the American Bar Foundation and a member of the Historical Society of the United States District Court for the Eastern District and has also served in the past as one of its Trustees and President. She is a member of the Historical Society of the United States Supreme Court and served in the past as a State Chairman for this organization. She served, by gubernatorial appointment, as Counsel on the Board of Accounting of the State of Michigan. She served in the past on the Administrative Grievance Committee of State Board of Accountancy. She served as a Trustee for the Detroit Bar Association

Foundation, and has held the position of President-elect. She is a member of the American Law Institute. She is a director of the historical Detroit Club in downtown Detroit, has served on its board, and also served in the past as both its Vice President and President. Sharon Woods was one of the first women to become a member of The Detroit Club. Ms. Woods is also involved in numerous community organizations. In her spare time, she enjoys golf and scuba diving.

It is with great pleasure that I present to you this very accomplished professional, who is admired by a great number of her colleagues, and serves as a mentor to many – Sharon M. Woods

KEYNOTE ADDRESS
OF SHARON M.
WOODS, ATTORNEY
AT LAW

I want to thank Mary Tortomose, the incoming President of the Detroit chapter of NALS, for this opportunity to share this special night with you and to be invited to address this group for a few minutes. Notwithstanding the May showers, I am aware that this is a Friday night and can assure you that I will be brief. My message tonight is direct - continue your mission and expand the audience for your message. Like many professional organizations, NALS while having a rich history has, in recent years, been called upon to tailor its mission and audience to respond to the changes experienced in our legal profession. And yet, the importance of belonging to an organization that is dedicated

to expanding the education and skills of its members while reaching out to welcome the relatively new category of legal support is increasing. The demands of the legal support position (both legal secretary and paralegal) have become more diverse. When I graduated from high school, several of my classmates elected to join the secretarial ranks. This required that they not only were able to present the appearance of a professional but that they have the highest level of typing skills, spelling skills, communication skills, work ethic and above all, patience. The requirements of the legal secretary were levels above the requirements of a secretary as it was expected that, in addition to the demands of a secretary, you understand the nuances of the legal forms and requirements for litigation, real estate, tax, and probate, to name a few. The ethical demands on all secretaries, but especially legal secretaries, have always been extremely high as, by the nature of your profession, you become privy to the most confidential of information of individuals and corporations. The demands for patience and understanding are also heightened as you often deal with people who have their financial viability or even their continued freedom and way of life at jeopardy.

As technology has advanced and the world of the law has become even more complex, so has the position of legal support become more complicated, stressful, and demanding. Multi-tasking has become the norm, not the exception, and the expectations from the legal support team have skyrocketed. Hollywood

even ventured into the world of trying to capture the demands upon the secretarial profession. Who can forget the remarkable roles of Goldie Hawn, Mary Tyler Moore and Lilly Tomlin in that remarkable movie, Nine to Five, which captured the ever expanding demands upon the secretary. Oh yes, technology! How did we function before the Xerox machine? And multi-tasking - it has become a way of life in the office! But with the onset of computer technology and the expanding scope of litigation and other practice areas, the concept of legal support, has greatly expanded the duties. Legal secretaries now have become administrative assistants and paraegal services have become an accepted addition to the legal team. However, the duties and distinctions of these two professionals are, at times, blurred. Especially in the area of litigation (which is my area of specialty), the representation of a client has become a team effort. With the expansion of available information, recognizing the potential and available sources of information, hunting down all leads for information, gathering that same information and assembling and presenting it in a winning format is now the business of the litigation team — comprised of lawyers, secretaries, now called administrative assistants, and paralegals. The importance of the legal support portion of the team is ever-expanding. With the expansion of discovery so that every letter, every e-mail, and every voice mail message is now swept into the world of discoverable information and the subject of possible sanctions for the inadvertent

deletion of this information looming, legal support is now being challenged to not only manage the retention of this information but is being called as witnesses to justify the actions taken in the preservation of this evidence. Your ability to recall with precision the preservation acts in discovery have profound impacts on litigation. These facts, of course, bring into clear focus the need for professional organizations such as NALS which can, and does, provide the guidance to its members on the ever-expanding ethical issues that confront its members. The challenges to your profession and mine are enormous! But the satisfaction we experience, when together we can guide our clients through the maze of the law, is overwhelming.

As the managing member of one of Detroit's 50 largest law firms, I know first hand the benefits that our legal support has received from membership in your organization. On behalf of my firm and, I am confident, I could include all the large law firms in metropolitan Detroit area, I salute NALS of Detroit on its long history and achievements. I challenge your organization to reach out to all of legal support in the metropolitan Detroit area so you, as a group, can bring them the benefits of affiliation with your fine organization. And, on this special evening, I congratulate your choice of a very special person in my life as your incoming President. Mary Tortomose is coming upon her 20th anniversary with our firm, but has not aged a day. She is as gracious today as she was when she walked in the door. She will be a

wonderful leader to your organization and I, and the entire firm she is employed at, are extremely proud of her and her executive officers.

Thank you for letting me share this special evening with all of you.

INSTALLATION CEREMONY & OATHS OF OFFICE

We then asked our keynote speaker, Sharon M. Woods, to assist and administer the Oaths of Office in connection with the traditional Installation Ceremony.

"This installation ceremony marks another beginning for NALS of Detroit. Another step in this chapter's continued progress. The beginning of a new fiscal year that will be filled with professional growth, hard work, determination and learning, as well as one filled with friendship, understanding, patience and caring on the part of all members. Each successive year should bind its members more closely together in the pursuit of common goals, ideas and purposes. You have elected your officers and they are about to assume their duties. The selection of a new slate of officers is an important event in the history of any organization, and their election proves the respect the fellow members have for the elected officers. It is their duty to attend all regular or special meetings and to faithfully perform the duties set forth in the bylaws of the association. Will the following director-elect please come forward, standing with me, facing the audience.

ANN BRIGHTON, PLS

Please raise your right hand to accept your oath of office. You have been elected to serve as one of four directors on the board of directors of NALS of Detroit. For this reason, it is your duty to attend all meetings of the board of directors and to carry out the wishes of your association and your president to the best of your ability. For the purposes of carrying out the principles and objectives of this association and the code of ethics, do you promise and agree to fulfill the duties imposed upon you by your bylaws; to enforce a strict adherence by your members to the code of ethics, and perform each and every obligation and duty imposed upon you as a director? If so, please say, "I do."

I hereby declare you a duly qualified, elected, and installed director of this association, to hold office for one year from this date forward, or until the election and installation of your successor.

Congratulations Ann!

Will the following officers-elect please come forward as your names are called, and stand with me, facing the audience:

VERNELLE J. AMELA,

PP, PLS

You have been elected Governor. As Governor, you will represent the members of NALS of Detroit at all meetings of NALS of Michigan. You shall act as liaison between this association and the state association. You are entrusted to vote in the interest of all members of NALS of Detroit.

BRENDA J. TURNER

Brenda has been elected to the office of Treasurer. As Treasurer, you are entrusted with the money of the association and its membership records. It is your duty in the fulfillment of this trust to keep an accurate accounting of all money received, paying out only according to the bylaws and rules and regulations of this association, and to keep the accounts in a permanent form so they may at any time be inspected by members of this association.

CINDY KELLER

Cindy has been elected Corporate Secretary. To you falls the task of recording with accuracy and impersonal interpretation all meetings of the association and its board of directors and furnish these minutes to the members as promptly as possible.

LINDA ROSTEN

Linda has been elected to the office of Vice President. As Vice President, you are second in the chain of command. You are to serve as an aide to the President and to take her place in an emergency and assist her in every way requested. You are also to act as membership chair for NALS of Detroit.

Ladies — please raise your right hand to accept your oath of office. Do each of you solemnly promise, on your honor, that you will, to the best of your ability and the best interests of your members, faithfully and impartially perform all of the duties of the office to which you have been elected, and conform to the code of ethics, by-laws, rules and regulations of this

association? If so, please say, "I do". I now declare you to be the regularly installed officers of NALS of Detroit for the fiscal year 2006 - 2007, to serve until your successors are elected and installed.

MARY TORTOMOSE

Mary is to receive the highest honor and responsibility an organization can bestow on a member — the Office of President. It is the duty of the President to know the bylaws of this association and to administer its affairs impartially and impersonally. She is to preside at all meetings, serving as an ex officio member of all committees, except the nominations and elections committee, and personify the association. Mary, your acceptance of this office indicates your acceptance of the multitude of responsibilities and duties involved in the success of your association. Please raise your right hand to take your oath of office. Do you solemnly promise, on your honor, that you will, to the best of your ability and the best interests of your members, faithfully and impartially perform all of the duties of the office of President, and conform to the code of ethics, bylaws, rules and regulations of this association? If so, please say, "I do". I now declare you to be the President of NALS of Detroit for the fiscal year 2006 - 2007, to serve until your successor is elected and installed.

Congratulations!

JACQUELINE WILLIAMS

Jacqueline has been appointed as 2nd Alternate Governor. As alternate governor, you have the same responsibility as the

elected governor. You will represent the members of NALS of Detroit at all meetings of NALS of Michigan. You shall act as liaison between this association and the state association. You are entrusted to vote in the interest of all members of NALS of Detroit.

SHARON OKE, PLS

Sharon has been appointed as Parliamentarian for NALS of Detroit. As Parliamentarian it is your responsibility to ensure that board meetings and membership meetings are conducted in an orderly, progressive and proper manner abiding by the chapter bylaws and standing rules and the current edition of Robert's Rules of Order, Newly Revised. You will draft amendments or changes to the bylaws and standing rules, if any are necessary, and present them to the membership for approval. You will appoint a special rules committee, upon approval of the board, if major revisions are needed. You will forward copies of any and all amendments to the bylaws and standing rules to NALS of Detroit's corporate secretary for submission to NALS of Michigan.

Ladies — please raise your right hand to accept your oath of office — You have been appointed to serve as 2nd Alternate Governor and Parliamentarian of NALS of Detroit. For this reason, it is your duty to attend all meetings of the board of directors and to carry out the wishes of your association and your President to the best of your ability. For the purposes of carrying out the principles and objectives of this association and the code of

