



Meeting Notice

Paralegal Committee

**Thursday, September 22, 2011
4:10 – 5:30 p.m.**

MSBA Offices, Board Room
600 Nicollet Mall, Suite 380
Third Floor, City Center
Downtown Minneapolis

Co-Chairs: Sarah Dannecker and Michelle McCullough

AGENDA:

1. Welcome and Introductions
2. Meeting Minutes (June 2, 2011)
3. News, Announcements, and Association Updates
4. Current Projects:
 - a. Online seminar with NHCC
 - i. Vendor List Update – Penny Cierzan
 - ii. Potential Sponsor Levels
 - b. Utilization outlines
 - i. Update on status of completed assignments – Janice Vochoska
 - ii. Update on Proofreading – Patti Drury and Jean Diekmann
 - c. Potential topics and speakers
5. Action Items
6. Meeting Schedule

*Please RSVP to Nancy Mischel of the MSBA staff at nmischel@mnbar.org / 612.278.6331 / 800.882.6722
To participate by telephone, please dial 888-346-3659, passcode 7658#.*

At the time you make your reservation, please note special accommodations, dietary needs, accessibility requirements, or requests for teleconferencing. Minnesota State Bar Association, City Center, 600 Nicollet Mall, #380, Minneapolis, MN 55402

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