Richmond
A Chapter of the Association of Legal Administrators

May 2024 Member Meeting Minutes

Thursday, May 16
12:00pm to 1:30pm
Virtual

- Meeting was called to order by Christy Purgason, President ALA at 12:00pm.
- Introduce and Thank Business Partners by Christy Purgason:
  - Anne Itri/Bruno Ponseca – All-State Legal
- ALA Member Guests:
  - Rebekah Simmonds – Williams Mullen

Announcements

- 6/18- Understanding the Corporate Transparency Act (CTA) Reporting Requirements (CLM Approved). Parklane Tavern – Larry Parker, Esq/Ryan Mills
- 6/20- Coffee Pop-up- Members only. Fellowship and general chat. Whisk downtown
- Tracy Fiacco- Happy Hour Summer Series (members only event)
  - June 12 – Affinity (Dan) at Kabana Rooftop
  - July 10 – All-State Legal (Anne/Bruno) at Parklane Tavern
  - August 7 – Afinity (Grant) at Island Shrimp Co.

Meeting/Speaker Introduction

Member Meeting- ADA Considerations for Events/Meetings/Trainings

Mid-Atlantic ada Center

APPROVED 2024 CLM Certified Legal Manager PROVIDER

Special thank you to our sponsor: All-State Legal!

ZOOM MEETING LINK: https://us02web.zoom.us/j/84156492883

The Mid-Atlantic ADA Center will conduct a 60 minute virtual training on accessibility and disability-related considerations focused on planning and conducting accessible and inclusive meetings, trainings, and events.

The training will address:

ADA and basic principles for businesses

- Disability etiquette and appropriate language
- Accessibility in the built environment, including temporary facilities
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- Effective communication obligations, including best practices for online communications and promotions, on-site information and materials, and conducting inclusive presentations and workshops
- Q&A session to answer participant questions

Background & Expertise

TransCen Inc. (TCI) is a 501(c)(3), private non-profit corporation established in 1986, has operated the Mid-Atlantic ADA Center since 1996. The Center is funded by a grant from the National Institute on Disability, Independent Living, and Rehabilitation Research (NIDILRR) of the Administration for Community Living (ACL) of the U.S. Department of Health and Human Services, to provide training, technical assistance, and education materials to individuals and entities with rights and responsibilities under the ADA. Nancy Horton has over 30 years of experience providing technical assistance and training on the Americans with Disabilities Act.

Facilitator(s)

Nancy Horton, Associate Director

Special thank you to our Sponsor: All-State Legal

This program meets the requirements for the following CLM credits:

CLM® Application Credit for Functional Specialists: 1 hour in the subject area of Human Resources Management.

CLM® Recertification Credit: 1 hour in the subject area of Human Resources Management.

The Richmond ALA and LMA welcome you to join us for an insightful panel discussion where industry experts will share their knowledge and experiences in developing and launching client-centric websites. Our panel will delve into the nuances of creating and renovating law firm websites – including key project management elements and pitfalls to avoid – that not only attract potential clients but also provide valuable information to current contacts.

Meeting Attendance:

Total No. Members Attending	20
Total No. Guests w/Member	1
Total No. Guests w/BP	
Other Guests – Panel	
Speaker(s): (Member)	
Business Partners	4
TOTAL in Attendance	**25**

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Meeting was adjourned at 1:30pm.

Respectfully Submitted,
Danielle Dann
Secretary, RALA