Richmond
A Chapter of the Association of Legal Administrators

June 2019 Member Meeting

Minutes

Hunton Andrews Kurth LLP

Thursday, June 20, 2019
Noon-1:30 pm

Thanks and Recognition:

Welcome everyone. Thanks to Kim Brown for coordinating the meeting plans for us.

Thank our meeting sponsors:

- Atlantic Union Bank

Introduce and Thank Business Partners:

1.	DeAnn Pangburn	Atlantic Union Bank	Platinum Business Partner
2.	Renee Walker	Atlantic Union Bank	Platinum Business Partner
3.	Liz Coleman	Prime Legal	Gold Business Partner
4.	Francie Hiles	Prime Legal	Gold Business Partner

Are there any other business partners?

Guests:

- Natalie Harris – Cognicion
- Laura Hutson – McGuireWoods Consulting
- Melanie Lee – Lee Law Office
- Mark Schwartz – Prime Legal and The Richmond Group USA

Announcements:

- **July 23 (Tuesday)** – Speaker TBD – Dominion Payroll
- **August 1 (Thursday)** – Gold Social – Tang and Biscuit
- **August 6 (Tuesday)** – Volunteer Event at Feed More – 9:00 am - Noon
- **August 21 (Wednesday)** – Corporate Wellness speaker, location TBD
- **September 25 (Wednesday)** – Business Partner Event at Urban Roost – 5:30-7:30 pm
- **October 22 (Tuesday)** – Gender Pay Gaps and Audits – Karen Elliott – Willow Oaks
- **November 20 (Wednesday)** – Manners Matter: Your Secret Weapon for Business Success – Liz Bryant
- **December 12 (Wednesday)** – Holiday Luncheon – The Jefferson

Meeting Sponsor Introduction/Raffle:

- **Atlantic Union Bank – DeAnn Pangburn**
    - Raffle - $50 Cash – won by Norma Lee

Presentation

Speaker: **Mark Schwartz, President of Prime Legal and The Richmond Group USA**

Topic: Attracting, Hiring and Retaining Talent in a Tight Labor Market

Mark has served as President of Prime Legal and The Richmond Group USA since 2014.

For over 52 years, the Richmond Group USA has built its reputation as one of the nation's most established and successful recruiting firms. By working with candidates to achieve their career dreams and goals, they have been able to better meet the needs of the companies they serve. Founded in 1967, the Richmond Group USA has maintained the highest standards of professional, confidential, and ethical service. They undertake a thorough background check of every candidate, and go to great lengths to protect the privacy of clients and candidates. In a departure from many firms, they do not directly recruit the employees of their active clients.

In addition to recruiting services, The Richmond Group is the parent company of several other resources for both their clients and candidates, including PeopleSolutions, WorkRocket, and Prime Legal.

In today's tight labor market it is critical for organizations to establish best practices in the areas of talent acquisition and retention. Those that do, gain a competitive advantage on organizations that are competing for the same or similar talent. Please welcome our speaker Mark Schwartz, President of Prime Legal and The Richmond Group USA.

Total No. Members Attending	13
Total No. Guests w/Member	4
Total No. Guests w/BP	
Other Guests	
Speaker(s):	1
Business Partners	4
TOTAL	22

ALA Meeting - June 2019

Name	Last Name	Company	Type	Attendance
Michelle Andino	Andino	Moran Reeves Conn PC	Member	X
Ann Roberts Caudle	Caudle	Boleman Law Firm	Member	X
Robert K. Caudle, Jr.	Caudle	Caudle and Caudle PC	Member	X
Mary Ellen Cleveland	Cleveland	ThompsonMcMullan	Member	X
Dave Cummings	Cummings	Allen, Allen, Allen & Allen	Member	X
Kathleen Deaner	Deaner	Setliff Law, PC	Member	No Show
Mary Fuller	Fuller	Williams Mullen	Member	X
Maryann Hartzell	Hartzell	CowanGates	Member	X
Cherie L. Heintz	Heintz	Hunton Andrews Kurth LLP	Member	X
Christine Hill	Hill	Allen, Allen, Allen and Allen	Member	No Show
Norma N Lee	Lee	Lee Law Office	Member	X
Paul Mustian	Mustian	Christian and Barton	Member	No Show
Kendall Ruby	Ruby	Harman Claytor Corrigan & Wellman	Member	X
Kathryn (Kathy) Scourby	Scourby	KNS Consulting, LLC	Member	X
Mark Tucker	Tucker	Spotts Fain PC	Member	No Show
DeAnna Vanover	Vanover	McGuire Woods Consulting LLC	Member	X
Martha Youngblood	Youngblood	McGuire Woods Consulting	Member	X
Liz Coleman	Coleman	Prime Legal	Guest	X
Natalie Harris	Harris	Cognicion LLC	Guest	X
Francie Hiles	Hiles	Prime Legal	Guest	X
Laura Hutson	Hutson	McGuireWoods Consulting	Guest	X
Melanie Lee, Esq.	Lee	Lee Law Office	Guest	X
DeAnn Pangburn	Pangburn	Atlantic Union Bank	Guest	X
Catherine Smith	Smith	Hunton Andrews Kurth LLP	Guest	X
Renee Walker	Walker	Atlantic Union Bank	Guest	X
Speaker				
Mark Schwartz	Schwartz	Prime Legal	Speaker	X
Walk-In				
		Total - Actual Attendees		**22**