Richmond
A Chapter of the Association of Legal Administrators

July 2019 Member Meeting

Minutes

Dominion Payroll

Tuesday, July 23, 2019
Noon-1:30 pm

Thanks and Recognition:

Welcome everyone. Thanks to Dominion Payroll Services for hosting our luncheon and Ellen Purcell and Anne Henkel for coordinating the meeting plans for us.

Thank our meeting sponsors:

- Dominion Payroll Services
- Superior/SDS Discovery

Introduce and Thank Business Partners:

1.	DeAnna Pangburn	Atlantic Union Bank	Platinum Business Partner
2.	Kay Larkin	Seltek	Gold Business Partner
3.	Scott Byer	Dominion Payroll Services	Bronze Business Partner
4.	Steve Harler	Dominion Payroll Services	Bronze Business Partner
5.	Patrick Gallagher	Dominion Payroll Services	Bronze Business Partner
6.	Renee Covington	Superior/SDS Discovery	Bronze Business Partner
7.	Kriss Wilson	Superior/SDS Discovery	Bronze Business Partner

Are there any other business partners?

Guests:

- Jeanna Day - ThompsonMcMullan, P.C.
- Jamison Lancaster – Dominion Payroll

Announcements:

- **2020 Planning Meeting** – August 14. Don't forget to respond to our survey – Kendall Ruby
- **August 1 (Thursday)** – Gold Social – Tang and Biscuit – 5:30-7:30 pm
- **August 6 (Tuesday)** – Volunteer Event at Feed More – 9:00 am - Noon
- **August 21 (Wednesday)** – Economic Update – Cherry Bekaert (Jamie Walker, CPA), Cooper's Hawk - Noon
- **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 - Noon

- **November 20 (Wednesday)** – Manners Matter: Your Secret Weapon for Business Success – Liz Bryant – Hunton Andrews Kurth – Noon (parking paid)
- **December 12 (Wednesday)** – Holiday Luncheon – The Jefferson

Meeting Sponsor Introduction/Raffle:

- **Dominion Payroll –** Scott Byer – Massage raffle – winner Mark Tucker
- **Superior/SDS Discovery –** Renee Covington
    - $100 gift card – Anne Henkel

Presentation

Speaker: **Jake Broaddus, Corporate Wellness Coordinator, Bon Secours Worksite Wellness**

Topic: Wellness in the Workplace. Our goal today is for you to gain a greater understanding of why wellness is important, best practices for wellness programming, and local resources available to support your firm. Now let's talk about how you can help keep their employees healthy and engaged!

Total No. Members Attending	13
Total No. Guests w/Member	2
Total No. Guests w/BP	
Other Guests	
Speaker(s):	1
Business Partners	7
TOTAL	23

ALA Meeting - July 2019

Name	Last Name	Company	Type	Attendance
Michelle Andino	Andino	Moran Reeves Conn PC	Member	x
Lois Broadwater	Broadwater	Coates & Davenport	Member	No Show
Kimberly Brown	Brown	Spotts Fain PC	Member	x
Mary Ellen Cleveland	Cleveland	ThompsonMcMullan	Member	x
Dave Cummings	Cummings	Allen, Allen, Allen & Allen	Member	x
Pamela (Pam) Frazier	Frazier	Barnes & Diehl	Member	No Show
Cherie L. Heintz	Heintz	Hunton Andrews Kurth LLP	Member	x
Anne Henkel	Henkel	Goodman Allen Donnelly	Member	x
Tracy Kristensen	Kristensen	Spotts Fain PC	Member	x
Judith Lancaster	Lancaster	Swedish Match	Member	x
Paul Mustian	Mustian	Christian and Barton	Member	No Show
Nancy Pugh	Pugh		Member	x
Ellen Purcell	Purcell	Hirschler Fleisher	Member	x
Kendall Ruby	Ruby	Harman Claytor Corrigan & Wellman	Member	x
Kathryn (Kathy) Scourby	Scourby	KNS Consulting, LLC	Member	No Show
Meredith Sutphin	Sutphin	Spotts Fain PC	Member	x
Mark Tucker	Tucker	Spotts Fain PC	Member	x
DeAnna Vanover	Vanover	McGuire Woods Consulting LLC	Member	No Show
Jeanna Day	Day	ThompsonMcMullan	Guest	x
Scott Byer	Byer	Dominion Payroll	Guest	x
Patrick Gallagher	Gallagher	Dominion Payroll	Guest	x
Steve Harler	Harler	Dominion Payroll	Guest	x
Renee Covington	Covington	Superior Document Services/SDS Discovery	Guest	x
Kriss Wilson	Wilson	Superior Document Services/SDS Discovery	Guest	x
DeAnn Pangburn	Pangburn	Atlantic Union Bank	Guest	x
Kay Larkin	Larkin	Seltek	Guest	x
Speaker				
Jake Broaddus	Broaddus	Bon Secours Worksite Wellness	Speaker	x
Walk-In				
Jamison Lancaster				x
		Total - Actual Attendees		**23**