

PLEADINGS

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DIETING ON THE JOB

Re probably don't need to tell you how tough it is to lose weight when you sit at a desk all day, five days a week. What's a dieter to do?

"Weight control is simply a mathematical equation," says Melinda Hemmelgarn, MS, RD, nutritionist at the University of Missouri. "To lose weight, you must burn more calories than you take in." If you sit at a desk all day, you're sedentary and more likely to snack, which may make it difficult to win the calorie contest.

9-to-5 Diet Strategies

The solution is to make the most of your desk's diet potential. We surveyed weight-loss experts and dieters who've done it. Here are the tricks they believe work best.

Snack wisely. "A lot of people snack while they sit at the computer," says Hemmelgarn. If you're one of them, be prepared. Keep healthy options handy so you don't rush off for

an emergency visit to the vending machine. Bring fresh fruit, veggies and salsa to work. One dieter's smart suggestion: Keep snacks not at your desk, but stowed away in a file cabinet. Out of sight, out of mind. If that strategy doesn't work for you, only bring the amount you want to eat each day.

Drink up. As with healthy foods, keep enough water at your desk and you'll easily drink your six 8-ounces glasses by the end of the day. Keep a bottle or glass full of fresh water next to your computer at all times.

Plan lunch. "I eat half of my lunch at 11:30; then, when the mid-afternoon munchies hit, I eat the other half," suggests one dieter. Schedule your lunch to protect against cravings. Also, says Hemmelgarn, it's best to bring your lunch from home — that way, you can control your portions and keep track of exactly how many calories you consume.

Look at preparation. In the lunch line, skip the pot roast or any other fried, greasy food that will make you feel weighed-down in the afternoon. Instead, head for grilled or steamed dishes. Choose lean sources of protein, such as chicken or fish. If breading or creamy sauces are unavoidable, then scrape them off and add lemon juice, salt and pepper. Alternatively, spice it up — many flavorful options such as mustard, soy sauce and vinegar are calorie-free.

Go for lean. When it comes to sandwiches from the deli, again, stick with the leaner meats (chicken, turkey, even roast beef) and steer clear of high-fat mayo or dressings. Instead of Thousand Island dressing on your pastrami sandwich, use mustard. Choose flavorful high-fiber bread over white.

Soup it up. In general, soup provides some good choices. It's warming and filling, perfect for cold weather or overly air-conditioned offices. Minestrone,

lentil, tomato and other vegetable soups are good choices, and cream of anything doesn't have to be off-limits — just reduce your portion size and team it up with a fresh salad.

Vote for veggies. They're ideal steamed, raw or grilled. Have a big salad, but watch high-calorie add-ons like croutons, cheese and dressings. Fruit salads are also a refreshing, healthy choice.

Portion Patrol. In this age of "supersizing," prepacking your meals in containers will help you eat reasonable servings. "Get to know true serving sizes, and plan meals with that in mind," says Jean Anliker, director of the Nutrition Education Program at the University of Massachusetts, Amherst. A good guide to follow: One ounce of meat is about the size of the average thumb, 2-3 ounces is about the size of a palm, and a cup of cereal or rice is about the size of a fist.

Move! "Even if it's just 10 minutes of exercise at a time," says Leanne Wagner, a certified personal trainer in Los Angeles, "get up and move whenever possible." Here are some ideas:

Eat your lunch at a park a few blocks away, and walk there instead of driving.

Walk to a colleague's desk rather than e-mailing or calling.

Take the stairs instead of the elevator.

Park as far away from the front door as possible.

Include exercise breaks in your calendar. Treat them just as you would any other appointment — you have to be there!

Place your wastepaper basket far away from your desk so you'll have to move to throw away garbage.

Place your phone out of reach so you'll have to stretch or even get up to answer it.

Exercise during off hours. Get in exercise before and after work to offset all that sedentary time at your computer. "If you don't live too far, think about walking to work," suggests Wagner. "And if that's not possible, instead of spending an extra hour sitting in traffic, find a gym near your office and go there instead. Once you're done exercising, rush hour will be over and you'll still be home at the same time."

Work out with friends. Get your co-workers in on the weight-loss game. That way, you can encourage each other throughout the day, have healthy lunches together and exercise together on breaks. Try organizing an at-work exercise or diet group. See if your company is willing to give you space and even funds for equipment (mats, weights, etc.).

From "Health Ideas" at www.WeightWatchers.com.

PLANNING MEETING

There will be a planning meeting at the offices of Plunkett Cooney (950 Trade Center Way, Suite 310, Portage) on Thursday, July 7, 2011, at 5:30 p.m. We will discuss this year's budget, program topics, fundraisers, and other activities for our chapter for the upcoming year. All members are welcome to attend. Pizza or sandwiches will be served. Please RSVP to Diane Berry at 226-8860 or via e-mail at dberry@plunkettcooney.com so she will know how much food to order.

CORRESPONDING SECRETARY'S REPORT

Happy birthday to chapter member Bob Argue, whose birthday is June 27. Hope you enjoy your day, Bob!!

Thinking-of-you cards were sent to NALS members Denise Schneider (Detroit) and Olive Pessetti (Calhoun).

AUDIT COMMITTEE

It's that time of year again when we need to appoint an audit committee. Anyone interested in serving is asked to contact President Diane Berry at 226-8860 or via e-mail at dberry@plunkettcooney.com.

STUDY GROUP FORMING

By Diane Berry

We are starting up a study group so that you can obtain your Professional Certification! If you are interested in joining us, please e-mail me your name, telephone number, e-mail address, and the certification level you are interested in sitting for.

diberry@plunkettcooney.com

Certifications

NALS offers members and nonmembers the opportunity to sit for three unique certifications dedicated to the legal services profession. The exams are of varying levels and are developed by professionals in the industry. ALS...the basic certification for legal professionals and PLS...the advanced certification for legal professionals are two certifications dedicated to legal professionals of all types. The third certification is dedicated to those professionals performing paralegal duties. The Professional Paralegal, (PP), certification was developed by paralegals for paralegals. Each of the three certifications is developed by NALS and takes advantage of the more than 75 years of experience and dedication to the legal services industry only NALS has to offer.



Accredited Legal Secretary...the basic certification for legal professionals

Current Number Certified: 2,949



Professional Legal Secretary...the advanced certification for legal professionals

Current Number Certified: 5,637



Professional Paralegal

Current Number Certified: 492

NALS OF GREATER KALAMAZOO TREASURER'S REPORT

May 1, 2011 through May 31, 2011

Fifth Third Bank General Checking Account

Beginning Balance

\$1,426.17

Disbursements

CNA Surety Bond	187.50
Miller Canfield (April Pleadings postage)	11.59
Main St. Pub (May General Mtg)	172.28
Region 3 Reg Program Ad	25.00
Kathie Amirante gas for April mtg	50.00

Total Disbursements

\$(446.37)

Deposits

Transfer from saving	1,000.00
Annual Mtg. Basket \$127.00/50/50 \$80.00	207.00
May General Mtg	147.50
Atty list disk	25.00

Total Deposits

\$1,379.50

Ending Balance

\$2,359.30

Fifth Third Bank Savings Account - Scholarship Fund

Beginning Balance

\$10,696.89

interest May

+ .79

Ending Balance

\$10,697.68

Fifth Third Bank Savings Account - General

Beginning Balance

\$3,732.98

transfer from saving

1,000.00

Interest May

+ .12

Ending Balance

\$2,733.98

**NALS OF MICHIGAN
DIRECTOR'S REPORT
By Nancy Thomas, PLS**



I attended the Region 3 conference and NALS of Michigan board meeting on June 10-11, 2011, at the Holiday Inn in Spring Lake, Michigan. Diane Berry from our chapter also attended. Four people from Ohio attended for the Region 3 meeting. Friday's session started with a seminar on e-mail etiquette given by Joanne Hathaway of the State Bar of Michigan. Twenty-three people were present for this seminar.

The board meeting followed the seminar, presided over by President Sandy Lavender. Terri Garber, our membership chair, announced this year's membership program: Tae Kwon Do. Each chapter earns different colored belt ranks based on a specific list of activities. To advance to the next belt rank, the chapter must complete the previous activity. The chapter can do the activities out of order, but you must complete the previous one in order to advance. First prize will be \$200 to the chapter; second and third prize will be donations of \$100 and \$50, respectively, to the scholarship fund in the chapter's name.

The Finance Committee will be ordering some new hooded sweatshirts. This was a popular item, so they are re-stocking. The Legal Education Committee reported that the November board meeting and seminar will feature James Lester speaking on special education issues. NALS of West Michigan will furnish the lunch. The committee is also planning an all-day seminar on October 1, 2011, in Grand Rapids, on self-defense/personal safety issues. Be watching for more information to come out about this.

Barb Stone reported on the profit from the 2011 Annual Meeting in Crystal Mountain. Taking into account the advance to the committee of \$750, the profit was \$42.11. Barb reminded the members that this meeting was not intended to be a fundraiser because it was a "state-sponsored" meeting.

Those who attended the annual meeting may recall the discussion about the 2013 annual meeting site and the fact it was tabled for further action. President Sandy has appointed Vickie Ballinger of Lansing to check into the three sites discussed at the annual meeting. Vickie reported she is still in negotiations with the Radisson in Kalamazoo and the Doubletree in Bay City. (The Crown Plaza in Grand Rapids—mentioned at the meeting in Crystal Mountain—apparently was no longer interested in hosting our 2013 meeting.) The directors voted to suspend the standing rule related to annual meeting bids so that Vickie could continue her investigation and negotiations.

Finally the board meeting concluded with the scholarship trustees approval of awarding one scholarship of \$1000 this year.

Friday evening's event officially kicked off the Region 3 meeting. We enjoyed a nice dinner and welcome party at the hotel. Barb Stone, our Region 3 director, reported that Region 5 has expressed interest in having a joint meeting in 2012. Region 5 consists of Wisconsin, Minnesota,

Iowa, South Dakota, and Wyoming. Barb is looking for suggested locations. One suggestion was the Wisconsin Dells. Barb will continue to investigate possible locations.

Saturday's agenda consisted of educational seminars, starting off with a session on "What Would Your Mother Think?" given by Kevin S. Cole, Director of Risk Management for Sparrow Health Systems. The next two sessions were tracks, where attendees picked one out of the two offered: aviation law/intellectual property law and entertainment law/franchise law. I attended the intellectual property and entertainment law sessions and both were excellent presentations. After lunch, we enjoyed a session on "Diversity in the Workplace" given by Amanda Garcia-Williams of the Foster Swift firm. This was followed by Zach McCurdy of Warner, Norcross, and Judd, who presented highlights of using Windows 7 and Microsoft Office 2010.



Kathie Amirante, NALS President, concluded the day with a presentation on "The Voice of Leadership." Kathie talked about NALS and what they are doing. They have established a "Think Tank" to use for strategic planning, consisting of attorneys, educators, and NALS members. NALS will also be offering "specialty certificates" in four areas: litigation, estate planning/family law, corporate, and general. To qualify, you must complete 50 hours of CLE over 5 years in one of the specialty areas. Look for more information on this on the NALS web site.

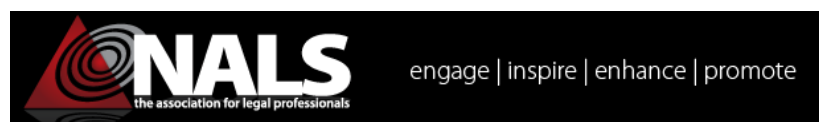
Kathie reminded members to check your profile on the web site to make sure your e-mail is correct so you will receive a ballot for the new officer candidates. Under the Welcome/Member log-in section, your log-in name is your member number and your password is the first three initials of your last name plus your member number (use a capital letter to start your last name). Once you are logged in, you have the option of changing your password.

Kathie also talked about other features on the NALS web site, including the NALS library, where you can download free Webinars, get information on their "ethics series" and the Jett Awards, access the on-line learning center, and check out the "NALS Guide to Model Competencies for Legal Secretaries."

Kathie reminded members when they visit the NALS web page to click on the ads so the advertisers know it is worthwhile for them to spend their dollars advertising on our web site.

There was a Chinese auction throughout the meeting to raise money for the NALS Foundation. Diane Berry did a pretty good job winning prizes, including cash and a gas card. Yours truly won a key chain. :) Kathleen Klish of Detroit won the "premium prize" of a ruby and diamond ring.

All in all, it was a great meeting, with outstanding education and a chance to network with our NALS colleagues. Stay tuned for more information on upcoming seminars and this year's membership campaign.



NALS OF GREATER KALAMAZOO
Minutes of General Membership Meeting—May 24, 2011

NALS of Greater Kalamazoo met on Tuesday, May 24, 2011, at The Main Street Pub in Kalamazoo. The May 2011 edition of the *Pleadings* provided all members prior notice of the meeting. Eight members were present at the meeting and 3 guests, including our speaker for the evening, Attorney Cathy Metzler.

After dinner, Tami Carl introduced our speaker, Cathy Metzler, who gave a very interesting talk on estate planning, guardianship and elder care matters. Immediately after the presentation by Cathy Metzler, the General Membership meeting was called to order.

- I. **Call to Order:** In the absence of President Diane Berry, Vice President, Cindy Comer, called the meeting to order at 7:50 p.m.
- II. **Minutes:** Kathleen Hutchins made a motion to approve the April 2011 General Membership meeting minutes as published in the *Pleadings*. Kim Snow seconded the motion. The motion carried and the Minutes were unanimously approved.
- III. **Treasurer's Report:** Tami Carl made a motion to approve the April 2011 Treasurer's Report as published in the *Pleadings*, subject to audit. Kathleen Hutchins seconded the motion. The motion carried and the Treasurer's Report was unanimously approved, subject to audit.
- IV. **Committee Reports:**
 - A. Speakers/Programs. Kathleen Hutchins had passed out a survey for all in attendance to complete with regard to their interest in future speakers and topics. Kathleen and Tami will report back at the next meeting on the survey results. Tami suggested Old Burdick's at Wings West located at 5076 Sports Drive for the June General Membership meeting. Old Burdick's will require a \$200 minimum order, including alcohol, but all in attendance agreed we should be able to meet that minimum because of the scholarship recipients and their families attending. Tami will make the reservations for June 28.
 - B. Attorney Directories. Chris English gave an update on the status of the Attorney Directories. She reported that the directory will be ready for proofreading in the near future and she may need volunteers to assist with that before it is sent for copying. She also reported that she will only be taking pre-orders for the directories once they go on sale; no walk-in sales.
- V. **New Business:**
 - A. NALS News. Nancy Thomas sent in a request from Region 3 with regard to sponsorship of, and advertisement for the Region 3 program. Colleen VanSickle made a motion that our chapter send in an advertisement for \$25.00. Kim Snow seconded the motion. It was unanimously approved that our chapter will send in an advertisement at the cost of \$25. Nancy Thomas will be informed so that she can prepare the advertisement. Colleen VanSickle will send in the check.

VI. **Announcements:**

- A. The next General Membership meeting will be held on **June 28, 2011**, at Old Burdick's at Wings West. The scholarship awards will be presented at the June meeting.
- B. The next Board Meeting will be held on **June 7, 2011**, at noon, at Miller Canfield.

VII. **Adjournment:** No further business to come before the membership, the meeting was adjourned.

Submitted by Recording Secretary Tami Carl



Left: Our chapter's "official photo" taken at the NALS of Michigan 2011 Annual Meeting at Crystal Mountain Resort.

Below: Scenes from the May 24, 2011, general membership meeting. Our speaker was Cathy Metzler, who discussed estate planning and elder care issues.





NALS OF GREATER KALAMAZOO

“The Association for Legal Professionals”

www.nalsofgreaterkalamazoo.org

www.nalsofmichigan.org

www.nals.org

Tuesday, June 28, 2011


Old Burdick’s at Wing's West
5076 Sports Drive
Oshtemo, Michigan

5:30 p.m. – networking
6:00 p.m. – dinner
6:45 p.m. – presentation of NALS
scholarships
Program will follow scholarship
presentation.
GUESTS ARE WELCOME!

**Program: Immigration
Scholarship Awards**

Attorney Chris Schlegel will give an
overview of current immigration options
including family and work-related visas.

Menu Selections*

<p>Fish & Chips – Alaskan Pollock fillets served with golden brown fries, coleslaw and tartar sauce: \$13.00</p> <p>Vegan Black Bean Burger – 10 oz. hand-pattied black bean and veggies served on a Sarkozy’s Bakery special onion and poppyseed roll and topped with grilled tofu, served with fries: \$10.00</p> <p>Chicken Broccoli Alfredo – grilled chicken breast and steamed broccoli tossed with rigatoni and alfredo and topped with Parmesan, served with garlic toast: \$17.50</p>	<p>Cobb Salad – grilled chicken, diced tomato, cheddar cheese, hard boiled egg, black olives, cucumbers, Bermuda onions and crumbled Bleu cheese over crisp salad greens: \$10.00</p> <p>Smokehouse Wrap – smoked turkey, smoked cheddar, applewood smoked bacon mixed with diced tomatoes, shredded lettuce and spicy mayo in a flour tortilla, served with fries: \$11.25</p> 
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**All prices include tax, tip and gratuity.*

Please add \$2.64 to your total for non-alcoholic drinks.

Alcoholic drinks also available at your cost.

PLEASE NOTE OUR RESERVATION PROCEDURE: Please reply to the email address below with “NALS Reservation” in your subject line. Please give your selection in the body of the email, as well as the names and selections of any guests. **Please give your payment to Colleen VanSickle at the meeting.** Phone reservations will also be accepted, but email is preferred. Thank you!

Please email your selection to **Tami Carl at: carlt@millerjohnson.com** by **Friday, June 24, 2011.**

NOTE: ONCE RESERVATIONS HAVE BEEN CALLED IN, YOU WILL BE RESPONSIBLE FOR PAYMENT FOR YOUR ORDER IF YOU CANCEL AND DO NOT FIND A REPLACEMENT.

Please call Tami at 226.2966 with any questions.

2011-2012 Officers

Diane Berry, PLS, President
Phone: 226-8860

Cindy Comer, PP, Vice President
Phone: 337-8185

Tami L. Carl, Recording Secretary
Phone: 226-2966

Joyce Coker, Corresponding Secretary
Phone: 226-2975

Colleen VanSickle, Treasurer
Phone: 385-4602

Nancy Thomas, PLS, Director
Phone: 381-7030

Nancy Thomas, PLS, Parliamentarian
Phone: 381-7030
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CALENDAR

Next Board Meeting

Tuesday, July 12, 2011

12 noon

Miller, Canfield, Paddock & Stone

Next General Membership Meeting:

Tuesday, June 28, 2011

5:30 p.m.

Old Burdick's West-Oshtemo

Program: Immigration,
Scholarship Awards

July 7, 2011

Planning Meeting

Plunkett Cooney

Trade Center, Portage



**NALS of Greater Kalamazoo
P.O. Box 50221
Kalamazoo MI 49005**