



 <p>NALA AFFILIATES</p>
	<p>2011 ANNUAL MEETING</p> <p>July 28, 2011</p> <p>Debra L. Overstreet, ACP NALA Affiliated Associations Director and Sandra D. Hatch, CP NALA Affiliated Associations Secretary</p>

	 <p>CONVENTION INFO</p> <p>JUST FOR AFFILIATES</p>
	<ul style="list-style-type: none"> > NONMINATION AND VOTING PROCEDURES > AFFILIATE AWARDS > AFFILIATES MEETING > AFFILIATES TABLES / EXHIBITS


	 <p>AFFILIATE NOMINATION</p> <p>AND VOTING PROCEDURES</p>
	<ul style="list-style-type: none"> > Affiliate nomination and voting procedures different from general election > Affiliated Associations elect Director and Secretary - each association has <u>one</u> vote > Director serves as voice of Affiliates on NALA Board of Directors > Important for every Affiliate to vote


	NOMINATION PROCEDURE
	<ul style="list-style-type: none"> ➤ Candidates must be active NALA members in good standing ➤ Nomination form must be completed and filed by May 1, 2011 ➤ http://www.nala.org/Upload/file/PDF-Files/Affiliates/2011_Call_for_Nominations.pdf


	AFFILIATE VOTING PROCEDURES
	<p><u>June 1st</u> List of candidates and qualifications sent out by email from NALA Headquarters</p> <p><u>July 13th</u> Affiliated Associations' Designation of Voting Representative forms due via email, fax or mail</p> <p><u>July 28th</u> Elections take place at Affiliates Annual Meeting July 28, 2011, Dallas/Plano, Texas Credentials Desk Opens at 12:45 p.m.</p>

	AFFILIATE VOTING PROCEDURES
	<p>Who can vote on behalf of Affiliate?</p> <ul style="list-style-type: none"> ➤ Representative must be NALA active members in good standing ➤ Designate a primary representative but also insure your vote and designate an alternate ➤ Register at the desk prior to the meeting


	 AFFILIATE AWARDS
	<ul style="list-style-type: none"> ➤ NALA Affiliate Awards ➤ NALA Affiliated Associations Outstanding Contribution Award ➤ NALA Affiliated Associations National Achievement Award


	 AFFILIATE AWARDS
	<ul style="list-style-type: none"> ➤ Affiliate Awards are given out at the Annual Affiliates Meeting on Thursday, July 28th ➤ Outstanding Contribution Award and National Affiliated Associations Achievement Award are given out at NALA Annual General Meeting on Friday, July 29th ❖ You do not need to be present to receive the award

	 AFFILIATE RESOURCE CD
	<p>NALA provides a resource CD for Affiliate Associations which includes:</p> <ul style="list-style-type: none"> ➤ NALA Leadership Manual ➤ Upcoming deadlines and guidelines for NALA Liaisons ➤ Affiliated Associations Roster ➤ Handout materials from the Affiliate Exchange Presentations ➤ Quarterly report forms in Word, WordPerfect, and PDF format ➤ Annual Report Guidelines ➤ Affiliated Association Annual Reports received in time to include on the CD ➤ AND MORE . . .


	 <h2 style="margin: 0;">ANNUAL REPORTS</h2>
	<p><u>June 1st</u> ABSOLUTE deadline to submit Affiliate Annual Reports</p> <ul style="list-style-type: none"> ➤ Provides specific information about your Association ➤ Highlights Association programs and projects ➤ Great way to share your Association


	 <h2 style="margin: 0;">ANNUAL AFFILIATES MEETING</h2>
	<p>Annual meeting will be held Thursday afternoon, July 28, 2011</p> <ul style="list-style-type: none"> ➤ Introductions and Affiliate News ➤ Affiliate Elections ➤ Affiliate Exchange Presentation ➤ Roundtable Discussions ➤ Affiliate Award Presentations ➤ Credentials Desk Opens at 12:45 p.m. ➤ Vendor Drawings Begin at 1:00 p.m.

	 <h2 style="margin: 0;">ANNUAL AFFILIATES MEETING</h2>
	<ul style="list-style-type: none"> ➤ Opportunity for Affiliate members to share ideas, and meet and greet others from around the country ➤ This is the perfect time to have those business cards out and your ideas ready to share ➤ Do Not Be Shy – You can share your successes and learn of other Affiliate projects ➤ Roundtable Discussions - Choose your favorite topic or move throughout the room


	 <h2 style="margin: 0;">AFFILIATES EXCHANGE PRESENTATION</h2>
	<p>➤ Mississippi Paralegal Association</p> <p style="text-align: center;">Attracting and Retaining Members Through Technology and Social Media</p>

	 <h2 style="margin: 0;">AFFILIATES EXHIBITS</h2>
	<p style="text-align: center;">Spotlight on Affiliates!</p> <p style="text-align: center;">Friday during the Convention is a special time for NALA Affiliates!</p>

	 <h2 style="margin: 0;">AFFILIATES EXHIBITS</h2>
	<ul style="list-style-type: none"> ❖ June 15th - Deadline for registration ❖ Each Affiliate is encouraged to "bring their association to convention" ❖ Create an exhibit that reflects your association ❖ In lieu door prizes, please consider a contribution to "Support the Troops"

	 AFFILIATES EXHIBITS
	<p>Items of Interest:</p> <ul style="list-style-type: none"> ➤ Copies of Newsletters or Publications ➤ Pro Bono Opportunities & Activities ➤ Educational Seminars and Events

	 AFFILIATES EXHIBITS
	<p style="text-align: center;">Helpful Hints</p> <ul style="list-style-type: none"> ➤ Opportunity to recruit new members ➤ Use photos ➤ Ship your materials to the hotel to arrive in time ➤ Return mailing labels for materials you pick up

	 AFFILIATES EXHIBITS
	<p style="text-align: center;">Please Remember . . .</p> <ul style="list-style-type: none"> ➤ Affiliate exhibit tables are provided at no charge for information exchange between Affiliated Associations ➤ Associations are provided 1/2 of a table ➤ Electricity is not available in the exhibit area ➤ Because of sales tax issues, selling will not be allowed from the exhibit tables ➤ Outside vendor materials are prohibited because of NALA's commitment to paid exhibitors

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NALLAS LET'S RECAP....

- Annual Reports due June 1st

- Registration for Affiliate Table due June 15th

- Designation of Voting Representative due July 13th

	 <h2 style="text-align: center;">Dallas 2011</h2>
	<ul style="list-style-type: none"> ➤ We look forward to the Affiliates continuing their positive and impressive presence in Dallas! ➤ Remember – Your Director and Secretary are available for any questions or suggestions!

	 <h2 style="text-align: center;">INFORMATION & RESOURCES</h2>
	<ul style="list-style-type: none"> ➤ NALA Website (www.nala.org) ➤ NALA Affiliated Associations Director and Secretary ➤ <i>Facts & Findings</i> ➤ <i>Affiliates Brief</i> ➤ NALA Headquarters

	 <h2 style="text-align: center;">SEE YOU THERE!</h2>
	<p style="text-align: center;">36th Annual Convention and Summer Institutes July 27-30, 2011 Dallas, Texas</p>
