

Officers and Chairmen — 2009-2010

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LSI Benefits — Chapter Achievement 2009-2010

Although it is just referred to as the Chapter Achievement Contest it was created in honor of Golda Cooper, who was president of the Stewart F. Cooper company and a big supporter of LSI. Way back when, law firms bought their paper, printed letterhead, etc., almost exclusively from Stewart F. Cooper Company. They have been in business since 1929 and have been a long time supporter of LSI. SMCSLA received \$250 from Stewart F. Cooper for winning the contest for the 2008-

2009 year. Participating in the Chapter Achievement Contest really paid off! For the 2009-2010 contest, LSI has added two new ways to earn points: "Local association maintains a website" (100 points) and "Local association website is linked to LSI" (50 points). Our website has been linked to LSI for years, and it is wonderful to see the Chapter Achievement Contest finally catching up. Have you earned points? Contact Carol Karwatt or Nancy O'Shea.



New Member Christina Hillman and First Vice President JoAnne Lein.

Courts & Rules — Notice of Fee Changes August 10, 2009

As a result of the enactment of Senate Bill X4 – 13 (ch.22 Statutes of 2009) on July 28, 2009, various civil filing fees and one criminal (security) fee will be increased. The Superior Court in San Mateo County will have the new fees go into effect on MONDAY, AUGUST 10, 2009. The additional revenue from the fee increase will be used to offset General Fund reduction to trial court operations.

Fee increases apply to the following:

- \$5 increase to first paper civil filing fees (permanent)
- \$10 increase to filings and services authorized in GC sections 70626(a) and GC 70626(b) (permanent)
- \$10 increase to the \$20 security fee authorized by Penal Code section 1465.8 (sunsets on June 30, 2011).
- The new civil fees will be stated on the revised statewide civil fee schedule. A final version of the

statewide fee schedule will be posted to the California Courts Web site at www.courtinfo.ca.gov/reference/feeschedule.htm.

A complete Fee Schedule including local court fees can be found on the Court's website at: www.sanmateocourt.org. A summary of the changes to the Fee Schedule is also posted in the Clerk's Offices and on the Court's website.

California Certified Legal Secretaries (CCLS)



Probate Terminology

T A L E N O I T I T E P D Y Y S I T
 D D R O T A T S E T A T S E T N A D
 T L R R S E I N C E X E C U T O R O
 E U T O D R L D E R C R E E G I O O
 A L B L U F A W O M O D Y E B T E R
 M A F F I D A V I T N T R T E A L I
 A R G U A R D I A N S G A A Q P C I
 U E G U D P A V I E E U I T U I A A
 U T R P E M R A O M R N C S E C R L
 S A A I R E T C I E V F U E S N E E
 T L N T S E Y N A S A E D T T A T G
 E L T N T R O T A R T S I N I M D A
 T O O T E R S X L U O S F I B E A T
 O C R V E E N C U B R A N C E S C E
 R A I E C D I I S S C A L D C C O E
 A A B E N E F I C I A R Y L F R G N
 W E E O V L I C I D O C S R I O N R
 W O E S O F E D R E O N F A M W A I

conservator
 administrator
 affidavit
 assignment
 beneficiary
 bequest
 codicil
 collateral
 conservator
 custodian
 deed
 disbursement
 emancipation
 encumbrance
 escrow
 executor
 fiduciary
 grantor
 guardian
 intestate
 legatee
 minor
 petition
 testate
 testator
 waiver
 ward
 will

Parliamentary Procedure — E-mail Board Meetings?

The LSI Parliamentarian, Kay J. Bliss, PLS, CCLS, has reported that many associations are conducting business by e-mail. The convenience is obvious. An e-mail discussion can take place without travel and without having to accommodate conflicts in schedules. Another advantage is the “discussion” is in writing, and everyone has time to formulate ideas and respond. However, is this proper parliamentary procedure? Have

associations made provisions for this type of “meeting” in the bylaws or standing rules? According to Kay’s research, *Roberts Rules of Order Newly Revised (10th Ed.)* states, “The bylaws may authorize a board or committee . . . to meet by videoconference . . . “ if the participants can “hear each other at the same time.” It goes on to say that “simultaneous communication” is key, and that “electronic mail” is not

recommended. Consequently, the board and members need to be cautious about conducting business by e-mail, consider adding these conferences to the minutes, and consider adopting standing rules or bylaws to handle these situations. If anyone has suggestions on this topic, please contact Shara Bajurin. Your input is greatly appreciated.



SAN MATEO COUNTY LEGAL SECRETARIES

*Education is the heart
of our Association*

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Items to Calendar ...

Date	Notes
August 4, 2009 @ 6 p.m.	SMCLSA Board Meeting at the Offices of Carr, McClellan, 216 Park Road, Burlingame.
August 14-16-2009	August 2009 LSI Conference, Palm Springs Hilton.
August 18, 2009	SMCLSA General Membership Meeting, Poplar Creek Grill. Topic: Trial Prep & Mediation.
August 18, 2009	Last day for CCLS Exam Application to be received by LSI. (A late application may be accepted up to 30 days prior if space is available.)
September 1, 2009	SMCLSA Board Meeting at the Offices of Carr, McClellan, 216 Park Road, Burlingame.
September 15, 2009	SMCLSA General Membership Meeting, Poplar Creek Grill. HOSPITALITY NIGHT!!!
September 20, 2009	Team SMCLSA American Heart Association Walk at Coyote Point.
November 13-15, 2009	November 2009 LSI Conference, Sacramento Marriott, Rancho Cordova.
February 25-27, 2010	February 2010 LSI Conference, Doubletree Hotel, San Diego.
May 20-23, 2010	2010 Annual Conference, Sacramento.

For all LSI® events, go to www.lsi.org for forms, flyers, and information.