

LEGAL ASSISTANTS SECTION



STATE BAR OF MICHIGAN

May 25, 2004

Kimberly M. Cahill
Secretary of the State Bar of Michigan
306 Townsend Street
Lansing, MI 48933

Re: Annual Report

Dear Ms. Cahill:

Please allow this letter to serve as the Annual Report for the Legal Assistants Section of the State Bar of Michigan.

At the Section's Annual Meeting on September 12, 2003, the Section announced that four (4) students were granted \$1,000.00 scholarships. The Section is very excited that we have a scholarship program and are able to assist students in the legal field.

We also announced at the meeting the results of our vote regarding changing the name of the section from Legal Assistant to Paralegal. We received 112 votes to change the name to Paralegal Section with 78 votes to remain Legal Assistant Section.

Speakers Gary Connors and Ellen Brisson spoke on pro bono opportunities for legal assistants/paralegals at the Annual Meeting.

We have met a total of five times; twice in Lansing, twice in Detroit and one time in Stockbridge. At our meetings, in addition to regular agenda items, we have discussed the following:

- Changing the name of the Section to Paralegal.
- Explored areas where we can assist in pro bono opportunities.
- Newsletter articles that will be interesting and informative.
- Providing speakers for educational institutions and career fairs.
- Plan and execute the 5th Annual Day Dedicated to Legal Assistant Education.
- Co-partner in preparing the Legal Assistant Survey for 2004.
- Plan the annual meeting for the Section.

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- Prepared a Proposal for Implementation of a Pro Bono Program for Paralegals. This was presented to the State Bar and will be resubmitted with suggestions from the PBIC.
- We have held additional meetings and informative teleclass series over the phone.
- We have provided marketing items for colleges and high schools for their job fairs.

Our newsletter editor has made many changes and, as a result, the newsletter is exceptional. The Michigan Paralegal, a new name for our newsletter, is attractive with quality articles and up-to-date information.

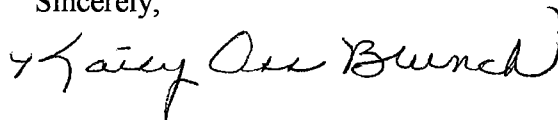
The Section has provided opportunities for council members to attend leadership seminars and annual seminars of the national associations for legal assistants. We have two members attending the National Association of Legal Assistants Annual Convention this year in Reno, NV.

Our web page though www.michbar.org is current and is easy to navigate. The entire counsel is constantly monitoring the site and our web chair has done an excellent job in keeping the page current.

The council is in the planning stages for the 2004 Annual Meeting. Daniel Ray, a professor from Eastern Michigan University will speak on the utilization of paralegals. A topic we think will be of interest to both paralegal and attorneys.

Thank you and please call me if you have any questions or need any additional information.

Sincerely,



KathyAnn Blunck, Chair
Legal Assistants Section of the State Bar of Michigan