

Pittsburgh Legal Administrator's Association
June 2018 General Membership Meeting Minutes
Wednesday, June 20, 2018 – Rivers Club, One Oxford Centre

President Janine Book called the meeting to order at 12:30 PM

Approval of the Minutes

The minutes from the February 21, 2018 General Membership Meeting were approved by a motion from Carol Feldman with a second motion from Jan Isler.

Janine recognized Anna Marks and Jan Receski as guests in attendance.

Greg Rush, Immediate Past President announced that Jan Isler was the winner of the PLAA Volunteer of the Year Award and presented her with a plaque and a \$1,750 scholarship to attend an ALA Business of Law Conference. He thanked Jan for her numerous contributions to the PLAA.

Upcoming Education Events

June 21 – ARMA sponsored Cyber Crimes Update

June 28 – Medical Marijuana in the PA Workplace – Guidance For Administrators

July 10 – Law Office Restructured – "Trends That Are Driving Change In The Legal Profession"
Details and registration links can be found on PLAA.com website.

2018 Education Conference

Tracy Pape, 2018 Education Conference Chair reminded everyone to register for the September 20-22^d Education Conference at the Wisp Resort. She also drew a name from those individuals already registered and awarded a \$100 Visa gift card to Anne Parys.

Business Partner Guests

Cindy Eichmuller, President-Elect introduced Shelby Mastavich from Grub Hub For Work. They are a new Business Partner and launched their services in Pittsburgh in May. Their services include full array of catering, online ordering and invaluable links for law firm internal billing departments. A drawing for a Grub Hub for Work desk kit was won by Carolyn Hinson.

The meeting was adjourned at 12:40pm.

Respectfully submitted,

Kristin Gaydosh, CLM

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Pittsburgh Legal Administrators Association Secretary