



THE INFORMER

published by NVLSA...the association for legal professionals

Volume 20 – Issue 3

July-Aug-Sept 2017

MISSION STATEMENT

NALS is dedicated to enhancing the competencies of members in the legal services profession. It accomplishes its mission and supports the public interest through:

- **Continuing legal education and resource materials**
- **Networking opportunities at the local, state, regional, and national levels**
- **Commitment to a Code of Ethics & Professional Responsibility**
- **Professional certification programs and designations**

FROM THE PRESIDENT

by Karen A. Jackson

Welcome to Fall!

In more than a month from now, the national spotlight will be again focused on Virginia – but this time, in a more positive light.

For Norfolk, the world’s largest naval base, will be the “port of entry” for NALS’ 66th Annual Education and Networking Conference from October 4 through 7, and the conference headquarters is the Sheraton Norfolk Waterside Hotel. I remember fondly the last NALS Education conference in Norfolk in 2008. I was running for Region 2 Director at that time, but I couldn’t “campaign”. Besides the great continuing legal education and fellowship with NALS members, another highlight of that conference was Spirit of Norfolk dinner cruise – which is returning for 2017. I also remember speaking to the admins at a Norfolk law firm about the benefits of certification – soon to be an essential feather in the cap for legal support staff as states lean toward this prerequisite. How I miss these chances to speak to current and future NALS members!

One advantage about having a national conference so close to home is the savings on airfare. Gasoline – especially with higher prices looming in the wake of Hurricane/Tropical Rainstorm Harvey in oil-rich- Houston – well, that’s another story.

There is still time to register for Norfolk. Go to NALS.org, click the “Events” icon at the top of the homepage, then choose “Conferences.” A PDF of the registration form is also available at the site for fax or regular mail submission. Online registration ends on September 15.

But before “setting sail” to Norfolk, don’t forget VALS’ Fall Institute – also located right down the road (I-95) in Richmond – on Saturday, September 23. Consider Norfolk and Richmond as opportunities to get a two-in-one deal. Where else can one get educated and have fun at the same time, but at a NALS or VALS conference?

GOVERNOR'S REPORT

by Lori Stewart, PP, PLS

I am looking forward to representing NVLSA at the VALS Fall Board of Governors Meeting on September 24, 2017.

If you have any questions you would like me to ask, information you need, or ideas you would like put to the members, please let me know and I will present them on behalf of our chapter.

Lori L. Stewart, Certified PP, PLS
NVLSA Governor
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SECRETARY'S REPORT

by Patti Berman, PP

REPUBLISHED ARTICLE FROM THE MAY 2016 BALTIMORE BARRISTER

Changes to 'Minor Privilege' Fees in Baltimore City

By: Emily J. Johnson, Esq.

“Minor privilege” fees represent one of the costs associated with owning certain buildings in Baltimore City. What is a minor privilege? A minor privilege is a grant by the City of the right to use the public right-of-way for various encroachments that do not require a formal grant or ordinance from the City Council. These encroachments include certain building features and items that overhang or otherwise intrude into the public right-of-way. Examples include awnings, cornices, overhead signs, fire escapes, bay windows, planters, outdoor seating, and barber poles. These represent only a few of the minor privileges included in the City’s Minor Privilege Schedule of Charges and Regulations. These fees, authorized under Article VIII, Section 2 of the Baltimore City Charter, are based on the theory that property owners and businesses derive benefit from use of the public right-of-way and should pay accordingly, just as a tenant pays rent for use of a private space.

In late 2014, Baltimore City Mayor Stephanie Rawlings-Blake took steps to reform the minor privileges system, which culminated in the adoption of three revisions to the Schedule by the City’s Board of Estimates on January 21, 2015. Specifically, the Board approved revisions that (1) waive annual fees for certain items; (2) convert annual fees to one-time fees for certain items; and (3) remove outdated and prohibited items. While the waiver of annual fees for certain items and the removal of outdated and prohibited items took effect immediately upon the Board’s approval, the conversion of annual fees to one-time fees for certain items will take effect July 1, 2016.

Waiver of Annual Fees

The Board approved the waiver of annual minor privilege fees for certain items deemed to encourage public safety and health or otherwise aid a public policy established by the City. These items are:

- Clocks (Wall Mounted)
- Reflectors (Lamp or Spot)

- Lanterns (Ornamental)
- Bicycle Racks (when not required by the City of Baltimore)
- ADA Compliant Ramps (compliance assessed upon payment of registration fee).

This revision took effect immediately upon the Board’s January 21, 2015 approval. In lieu of annual fees, there is a one-time \$25.00 registration fee.

Conversion of Annual Fees to One-Time Fees

The Board approved the conversion of annual minor privilege fees to one-time fees for certain items deemed to support a variety of City goals. The items are:

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|--------------------------------|---------------------------------|
| Reflectors (Fluorescent Tubes) | Signs (Electric Double Face) |
| Windows (Bow and Show) | Signs (Cornice Non-illuminated) |
| Awnings (Folding) | Signs (Flat Single Faced) |
| Awnings (Stationary) | Signs (Bracket) |
| Windows (Oriel) | Cornice (Mansard) |
| Steps | |

This revision will take effect July 1, 2016. The January 21, 2015 Board of Estimates Meeting Minutes reflect that the estimated decrease in revenue resulting from this revision is \$812,000.00 per year and that the July 1, 2016 effective date is intended to allow time for the Department of Finance to absorb the decreased revenue into the budget plan for future years.

Removal of Items from the Schedule

The Board approved the removal of outdated and prohibited items from the Schedule. The outdated items (those items no longer under the purview of the Minor Privilege Office but the Street Vendor’s licensing program) are:

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|------------------------------|----------------------------------|
| Displays (Merchandise) | Pushcarts |
| Racks (Clothing) | Tables (Charitable Organization) |
| Displays (Fruit and Produce) | Flowers (Sale of) |
| Christmas Trees (Sale of) | Racks (Meats) |
| Stands (Holiday) | Trucks |
| Hot Dog Carts | |

The prohibited items (those items no longer allowed to be placed in the public right-of-way) are:

- | | |
|------------------------------|-------------------|
| Telephone Booths | Garage Extensions |
| Scales and Weighing Machines | Vending Machines |
| Piers and Bulkheads | Clocks (Footway) |
| Poles or Posts in Sidewalk | |

This housekeeping revision took effect immediately upon the Board’s January 21, 2015 approval and was intended to clarify that these are outdated and prohibited items. The Schedule available on the Baltimore City website does not yet reflect all of the effective revisions. As examples, Booths – Telephone, Displays – Merchandise, and Christmas Trees (Sale) still appear on the Schedule.

In sum, these revisions ease the financial burden that minor privilege fees pose, particularly with respect to small businesses, and provide clarity with respect to items that are no longer subject to the minor privilege regime.

Emily J. Johnson is an associate attorney in the Commercial Real Estate Department at Niles, Barton & Wilmer, LLP.

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NALS' REPORT

by Darlene Howard

October 9-13, 2017

Theme: Fourteenth Amendment

Gerald R. Ford

XXXVIII President of the United States: 1974-1977

Proclamation 4327 – National Legal Secretaries' Court Observance Week, 1974

October 14, 1974

By the President of the United States of America
A Proclamation

Our vast and complex system of justice cannot function without the skill and dedication of our Nation's legal secretaries. Without these unsung heroes of the legal process, the wheels of justice would grind to a permanent halt. They deserve the praise, gratitude and respect not only of their employers but of the system which they serve so well. One way in which their employers can demonstrate their appreciation for jobs well done is by giving their legal secretaries greater opportunities to observe courtroom proceedings—to see more of the system in action.

To pay tribute to this fine group of Americans and to encourage their exposure to courtroom proceedings, the Congress by House Joint Resolution 898 of the Ninety-third Congress, has requested the President to proclaim the second full week of October [1974], as National Legal Secretaries' Court Observance Week.

Today, 43 years after the proclamation was signed, NALS continues each year to recognize the second full week of October as Court Observance Week. NALS members have upheld the legacy established by this proclamation by sponsoring and participating in themed activities that promote understanding of courtroom procedures. The 2017 Court Observance Week theme, Fourteenth Amendment, is based on the American Bar Association's Law Day 2017 theme, in which NALS is participating as an Alliance Partner (www.lawday.org).

The text of the Fourteenth Amendment is often cited by litigators, civil rights activists, constitutional scholars, and, of course, judges. Here, we take a look at the most cited clauses and offer avenues to explore how they have shaped our constitutional understanding and our everyday experiences. Law Day 2017 gives us a unique opportunity to look at the text of the amendment and explore its origins, evolution, and current application.

Ratified on July 9, 1868, the Fourteenth Amendment is one of three Reconstruction Amendments. The Thirteenth Amendment, abolishing slavery, was ratified in 1865; the Fifteenth Amendment, prohibiting the federal and state governments from denying citizens the right to vote based on that citizen's race, color, or previous condition of servitude, was ratified in 1870.

How will your chapter recognize this event?

Some of your events could include: mock trial for staff members in your firm and invite staff members from other firms in your area to attend as well. Coordinate and promote a courthouse tour. The possibilities are limited only by your creativity and dedication.

For more ideas, check out what other chapters have done in the past. An internet search using the term “court observance week” will produce several useful links. And while you’re there, take time to read the [full text](#) of President Ford’s proclamation on The American Presidency Project’s website.

It’s just another reminder of the importance of your contribution to the legal community.

EDITOR’S CORNER

by Robin Wilson, CLP

As some of you already know, I will be retiring from the Alexandria City Attorney’s Office on November 30th of this year. I am presently on state and local committees plan to honor my commitments. I will also continue attending upcoming meetings via teleconference. My involvement will decrease over time but I am a Lifetime Member and will continue to assist where I am able.

Experience with estate planning documents such as wills, trusts, powers of attorney, and advance medical directives is preferred. It is essential that the candidate be well organized and possess excellent grammar, proofreading, and writing skills. Candidate should type 75+ words per minute and be highly proficient in Microsoft Word, Excel, Outlook, and PowerPoint, and in Adobe Acrobat. The successful candidate will have the ability to multi-task, prioritize work, and meet deadlines. Three or more years’ of law firm experience required. Additional desired skills include competency with specialized legal databases such as Worldox, LawBase, and LMS+ accounting system. The firm offers a friendly office environment. Benefits include health insurance, 401(k) profit sharing, an educational assistance program, and paid time off and holidays. The standard schedule is 9:00 a.m. to 5:30 p.m. with one hour for lunch (37.5-hour workweek). Salary is commensurate with experience. To apply, please send your cover letter and résumé to info@thelandlawyers.com.

DATES TO REMEMBER

Sept. 23-24	VALS Fall Institute – Richmond Va
Sept. 27	NVLSA Teleconference Meeting
Oct. 4	NALS 67th Annual Convention – Norfolk Va
Nov. 30	Deadline for submission for NVLSA Newsletter

This is your chapter newsletter. We welcome articles, news stories, reports, and opinions. If you have anything you would like to announce or contribute, please submit your information to Robin Wilson, CLP, at mswilson143@yahoo.com by November 30, 2017 for inclusion in the next issue of the newsletter.

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