

**PR/Editor/Pro Bono Meeting Report**  
**Spaghetti Warehouse**  
**9/22/09 @ 5:30 p.m.**

In attendance were PACO Editor/Pro Director/Chair of Public Relations Committee, Garth Rowbotham, Linda Wells-Rider, Melinda Small, Karen Stone, Kristine Kinney, Click's, Mindy Schaefer, Michele Seymour, Quvadas Hennings, and Nell Chambers, PACO President.

**1. Extreme Paralegal Makeover Day is scheduled for Saturday, November 14, 2009 at Schottenstein, Zox & Dunn Co., LPA from 9 a.m. to 2 p.m.**

- a. Tricia said she is charging \$200 a table. She has recruited:
  - i. Anderson Reporting
  - ii. Capital Paralegal School and Masters in Law program (possibly law school too but they will share a table with the other two)
  - iii. Nationwide Insurance
- b. Nell said that a security guard must be hired at approximately \$350 due to a Nationwide security rule about open access to buildings on weekends.
- c. Nell will arrange for free parking passes to be given to those that RSVP. If 100 persons receive parking passes, the cost will be approximately \$125.
- d. Nell said that she believes the food costs won't exceed \$300-400. Food will be bagels, cookies, fruit, coffee, water, etc.
- e. Karen will handle the RSVPs and pass out the parking passes.
- f. Michelle said that she would contact the schools about the event.
- g. Michelle would contact Aspen as they have ceased being a sustaining member.
- h. Quivadas said that she would contact the American Legal Administrators' association.
- i. Linda said that she would contact Lumen.
- j. Kristine said that she would contact firms that she visits and ask for their participation.
- k. ??? will contact the local recruiters about attendance interest in becoming sustaining member if not already.
- l. Nell will arrange with vendors to have welcome signs for lobbies.
- m. Nell to speak to CBA re: reduced membership rates for sustaining members to raffle off during event.
- n. Nell to draft invitation
- o. Nell to contact someone about hair, makeup, dress.
- p. Tricia to check with Kandace Boley re: recruiter presentation.
- q. Tricia needs someone to check with OSU law school, any criminal justice bachelor degree program (Columbus State and OSU has a combined degree, she believes), the Armed Forces JAG offices, IT Tech, etc. to see if they want a table.

**2. Holiday Social**

- a. Tricia says the date is Wednesday, December 2, 2009 from 5:30 p.m. to ?
- b. No alcohol event.
- c. Tricia says she has the following sponsors:

- i. Anderson (Gold level)
- ii. Possibly Clicks (Silver level)
- d. Gold level = \$500?, Silver is \$300-\$400 and Bronze is \$200-\$300, Tricia believes.
- e. Check with CT and your employers to see if will sponsor.
- f. Check with sustaining members regarding sponsoring.
- g. Nell to draft invitation.
- h. Set up PayPal to accept payments for event.
- i. PACO members get in and park for free. If guests have zoo pass, they are free. Otherwise, adults pay \$6 and children are \$3.50.
- j. Have Santa pictures again?
- k. Bring donations of some kind? Toys for Tots? Put in November NewsFlash.

### **3. Future Events/Pro Bono**

- a. Rock 'n Bowl for Children's Hospital.
- b. Race for the Cure.
- c. CBA First Responders.
- d. Interfaith Clinics.
- e. Get PACO on FaceBook, LinkedIn and Twitter.
- f. Social bowling to mix students and active members?
- g. Paralegal Day planning to begin in December.
- h. MS Walk?
- i. Pro Bono committee meeting was Friday, October 16, 2009 @ noon.

### **4. Publications**

- a. Citator is due out in October
- b. Anyone have articles to submit?
- c. It will be a Welcome Back edition.
- d. We need to have someone writing someone every week for the Daily Reporter.
- e. Kristin Gordon and Melinda Small will be helping with Citator.

### **5. Next Meeting**

Wednesday, October 21, 2009 @ 5:30 @ Spaghetti Warehouse (Nell to make reservation)