



## eBULLETIN

WALA

Wichita Area Chapter

A Chapter of the Association of Legal Administrators

March 11, 2010

### Jana's jottings . . .

Where has the time gone? It seems like just yesterday I was contemplating my term as president and scrambling to arrange speakers for our monthly meetings. Almost the first task on my agenda was to find a noteworthy speaker for the managing partners luncheon. It was a year ago when Susan French Koran, then President-Elect of ALA, said "yes". I am looking forward to dinner with her the evening before our luncheon, with other board members. And I am looking forward to her presentation "The Courage to Lead" at the luncheon. Here's how she describes it:

*In many firms the legal administrator is the key person who knows the ins and outs of the firm's operations – money, people/employees, equipment and more. What better person to contribute to the partners' discussions about the firm's current success and future growth? Having a seat at the management table takes work - and courage. Once there, an administrator often has to deliver bad news or make unpopular decisions that are in the best interest of the firm. Sometimes the administrator has to hold a position in the face of strong disagreement. With the challenging economic environment, courage is needed now more than ever, sometimes going toe-to-toe with respected partners to make sure difficult decisions are made objectively and ethically. This session will provide tips on how to hone, then strengthen, courage to lead a firm into, perhaps, the unknown. Learning objectives:*

*Identify strategies you can implement in leadership roles in your firms*

*Analyze the situations your firm faces in which your courage will be instrumental in bringing the firm through a difficult period*

*Identify the steps to reinforce your courage through trial and error, development, nurturing and commitment*

*Examine conditions when you will need to push upward to ensure the business aspects of your firm are managed well*

### Dues 2010/2011

You will soon be receiving your annual WALA membership dues statement. The Board made the decision to keep them at the same level as last year. For the bargain price of \$85.00, you will continue to have access to great, responsive networking for all your administrative questions; valuable educational sessions, community service opportunities, etc. etc. etc. We hope to welcome everyone back for the new term.

### Upcoming events

March 24, 2010  
MANAGING PARTNERS LUNCH  
*River City Brewery*

Susan French Koran  
ALA President  
"The Courage to Lead"

April 28, 2010  
Wichita Bar Association  
Program TBA

### Officers 2010/2011

*President—Mary Ellen Woodward*

*President Elect—Mary Turner*

*Past President—Jana Waltman*

*Secretary—Kimberly Hahn*

*Treasurer—Cindy Rush*

### Runners Needed

The Law in Education Committee will be stuffing Law Day packets on Wednesday, April 14th at the WBA. Please put that date on your calendar. Janie Jacobs will be requesting runners to deliver these packets to individual law firms and will send an e-mail towards the end of March. The runners will need to report to the WBA that day, pick up the packets that have been assembled and deliver them. The delivery process should take between 30 minutes to an hour. Thank you in advance for your help!

Questions or comments? E-mail the editor at [jwaltman@gh-wichita.com](mailto:jwaltman@gh-wichita.com). To remove your name from this mailing list, you may reply to this E-mail with "Remove" in the subject line.