



Arkansas Chapter

Arkansas Chapter of the Association of Legal Administrators Business Meeting and Event Calendar

Date	Time	Events	Speaker/Topic	Location
3/21/19	1:00 p.m.	Webinar	Discover hidden nugget of savings in your Mailing and Shipping Operation	
3/27/19	12:00 p.m.	Webinar	Retention Fundamentals and Execution	
3/27/19	2:00 p.m.	Webinar	Uniform Process Based Management System Early Adopters (UPBMS): 2 nd Installment	
3/28/19	2:00 p.m.	Webinar	Law Firm Succession and Contingency Planning – The Urgent Issue of Our Time and How to Address It	
4/4/19	2:00 p.m.	Webinar	The Win-Win-Win Experience: Bridge the Gaps for Team Success	
4/9/19	2:00 p.m.	Webinar	Succession Planning – Charting a Path to the Future	
4/10/19	11:30 a.m.	Business Meeting	Heather Haywood – Mitchell Williams Law Firm Marketing	The Little Rock Club
4/14-17/19		Conference	ALA's 2019 Annual Conference and Expo	Grapevine, TX
4/17/19	2:00 p.m.	Webinar	April's Hot Topic	
4/25/19	2:00 p.m.	Webinar	Contingency Planning – Are you prepared for the unexpected?	
5/7/19	2:00 p.m.	Webinar	How to "Save Like a Girl" – Closing the Retirement Gap	
5/8/19	11:30 a.m.	Business Meeting	Gayla Reeder - LexisNexis Practice Support Systems	The Little Rock Club
5/22/19	2:00 p.m.	Webinar	Profit Planning and Cost Accounting for Law Firms	
5/23/19	2:00 p.m.	Webinar	Leadership and Management: Why You Need Both	
6/6/19	2:00 p.m.	Webinar	Apples vs. Oranges – The Differences Between Group and Individual Long-Term Care Insurance	
6/12/19	2:00 p.m.	Webinar	A Law Firm's Competitive Edge: Writing Effective Business Continuity Plans	
6/12/19	11:30 a.m.	Business Meeting	Briefing from Annual Conference – Diane, Michelle S., Terri	The Little Rock Club
6/18/19	2:00 p.m.	Webinar	Bright Insights: Shedding Light on the Challenges and Trends Facing Today's Legal Sector	
7/9/19	2:00 p.m.	Webinar	The Ins and Outs of Payroll, Taxes, and Reporting	
7/10/19	11:30 a.m.	Business Meeting	Kristen Kennon – iRealty & Certified Life Coach - Power of Positivity in the Workplace	The Little Rock Club
7/17/19	2:00 p.m.	Webinar	July's Hot Topic	
7/25/19	2:00 p.m.	Webinar	Putting Out Fires: Hot Topics in Law Firm HR	
7/25-27/19		Conference	Chapter Leadership Institute	Louisville, KY
8/1-3/19		Retreat	Large Firm Principal	Nashville, TN



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Administrator Retreat				
8/6/19	2:00 p.m.	Webinar	How to be a Hero in Your Next Office Lease Transaction	
8/14/19	2:00 p.m.	Webinar	How to Skyrocket Your Personal Brand with Social Media: The Personal Branding Power Hour	
8/14/19	11:30 a.m.	Business Meeting	CLI Briefing – Connie/Michelle	The Little Rock Club
8/22/19	2:00 p.m.	Webinar	Performance Appraisals in Law Firms: Yes, They Do Matter	
9/4/19	2:00 p.m.	Webinar	Amplifying Your IQ (Innovation Quotient)	
9/10/19	2:00 p.m.	Webinar	Contingency Planning – Is Your Firm Financially Prepared for the Unexpected?	
9/11/19	11:30 a.m.	Business Meeting	Janie Warner – McGriff Insurance Ten Leadership Habits to Start Now	The Little Rock Club
9/17/19		Certification Course	Legal Lean Sigma and Project Management Yellow Belt Certification Course	Boston, MA
9/18/19	2:00 p.m.	Webinar	Current Long-Term Care Insurance Marketplace – What’s Available for My Firm?	
9/18-20/19		Conference	C4: The Legal Industry Conference	Boston, MA
9/25/19	2:00 p.m.	Webinar	Retirement Planning: Navigating the Planned Exit from Practice	
9/26-27/19		Conference	Intellectual Property Conference for Legal Professionals	Washington, D.C.
10/8/19	2:00 p.m.	Webinar	October’s Hot Topic	
10/9/19	11:30 a.m.	Business Meeting	*TENTATIVE* Brendan Monaghan @ BXSJ	The Little Rock Club
10/16/19	2:00 p.m.	Webinar	Blockchain: An Evolution or Just the Next Passing Thing?	
10/21/19		Conference	Advanced Human Resources Administration for Legal Management Professionals	Seattle, WA
10/21-23/19		Conference	ALA Master Class: Leadership for Legal Management Professionals	Seattle, WA
10/23/19	2:00 p.m.	Webinar	Creating a Culture of Accountability	
11/5/19	2:00 p.m.	Webinar	Redirecting Negative Behavior	
11/7/19	2:00 p.m.	Webinar	Building Accountability into Your Culture	
11/13/19	11:30 a.m.	Business Meeting	Tony Macia – Standard Business Systems – Topic TBD	The Little Rock Club
11/19/19	2:00 p.m.	Webinar	Driving Data-Driven Change: Strategy, Planning and Leadership	
12/3/19	2:00 p.m.	Webinar	IP Support Staffing Trends and Hiring and Retention Strategies	
12/11/19	2:00 p.m.	Webinar	HR Law Update	
12/11/19	11:30 a.m.	Business Meeting	Holiday Party!	To Be Determined
12/19/19	2:00 p.m.	Webinar	The Legal Administrator’s Role in Initiating and Supporting Alternative Fee Arrangements	



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1/8/20	11:30 a.m.	Business Meeting	Adrienne Roberts – Robert Half Get Ready for Generation Z: How Businesses Can Prepare for an Increasingly Diverse Multigenerational Workforce	The Little Rock Club
2/12/20	11:30 a.m.	Business Meeting	*TENTATIVE* Jeannie Billingsley HR Topic TBD	The Little Rock Club
3/11/20	11:30 a.m.	Business Meeting		The Little Rock Club
4/8/20	11:30 a.m.	Business Meeting		The Little Rock Club
5/3-6/20		Conference	ALA's 2020 Annual Conference and Expo	
5/13/20	11:30 a.m.	Business Meeting		The Little Rock Club