

# Federal Judicial Secretaries Association

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December 1999 • Volume 27 • Number 1

## President's Message...

by Trish Kowalski

If I close my eyes, I can still hear the clinking of coins, the jubilant cries of the lucky winners in the Silver Legacy Casino, and the even louder cheers of the lucky attendees at the Joint FJSA/FMJSA Conference -- the real winners! Thanks to Candace and Gina and their committee members who made the Conference such a success. It was the perfect combination of socializing and education carried out with grace and professionalism.

I was able to tear our members away from the gaming tables for very productive board and business meetings. At the board meeting we discussed a number of issues including the recent changes to the bylaws which in effect changed our fiscal year and necessitated further "housekeeping" changes to the bylaws. Judy Anderson and her very able Committee will be working on coordinating these revisions and you will be hearing more in the months ahead. We decided that we will no longer have a Communications Committee (in fact, we did not have one this past year) and that the Legislative Committee's duties would be expanded to include enhancing our communications

within the Circuits. DruAnn Wiley, the Chair of the Legislative Committee, has prepared a report which is in this issue. In the interest of economy and efficiency, it was decided to reduce the number of newsletter issues to three with a fourth issue to be prepared at the discretion of the Board. These initiatives were approved at the business meeting. Also discussed at the business meeting were possible sites for the 2002 Conference with Salt Lake City, Phoenix and Los Angeles being mentioned.

We also met jointly with the Executive Board of the FMJSA and had a joint business meeting to discuss common concerns and goals of our organizations.

With the issue of the Title Change behind us (or perhaps still pending for some!), I hope that we will be able to move forward. The issues I want to focus on are:

**TRAINING** - the JSAG is working on this and will keep us posted and our Conference Chairs have made training and education the central theme of the Conferences including numerous enrichment programs in the agendas.

**BENEFITS INITIATIVES** - by now we have all received the new benefits initiatives offered by the Administrative Office; the JSAG focus group on which I serve will continue to work on further developments.

**MEMBERSHIP** - I have discussed with some of the board members the possibility of appointing district representatives within the Circuits to help the Circuit Reps with recruiting efforts, and I hope that our new "Legislative/Communications" Committee can help with this initiative.

**JOB SECURITY/PLACEMENT** - I hope to develop a plan to assist "displaced" secretaries/assistants in finding other employment within the Judiciary, possibly through the use of our website.

I know that with the help of my talented and energetic board and committees we will make great strides in all of these areas. I would like to thank all the Board Members and Committee Chairs who have helped me so much already and, I know, will continue to work endlessly on our behalf. Cecilia Rudden, our immediate Past

*Cont'd. page 6, column 2*

## CIRCUIT NEWS...

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### SECOND CIRCUIT...

by *Ann M. Wisniewski*

Thank you to the 1999 Conference Committee for planning such a wonderful conference in Reno. Seven of us from the Second Circuit attended, and it was a great opportunity to come together as a group to socialize and learn.

Good luck to Lucille Kolacz who recently retired. Lucille was with the courts for 27 years and was most recently secretary to U.S. Circuit Judge Dennis G. Jacobs. Best wishes, Lucille!

Welcome to our newest colleagues in the Court of Appeals, Maria ("Terry") Papineau, Judicial Assistant to Judge Dennis G. Jacobs, and Marie-Dominique ("Dominique") Welch, Secretary to Judge Robert A. Katzman.

And in the Northern District, Jeanne Lindsay, Secretary to Judge Norman A. Mordue who was recently elevated from Supreme Court, Onondaga County, and Charlene Rouillier, Secretary to Judge David N. Hurd who was recently elevated from Magistrate Judge.

And in the Southern District, Maureen Egan, Secretary to Judge Naomi Reice Buchwald who was recently elevated from Magistrate Judge.

And welcome new FJSA members, Judith Baker, Secretary to District Judge Richard J. Arcara,

Christine Marascalchi, Secretary to Circuit Judge Rosemary S. Pooler, Joan Newton, Swing Pool Secretary in the Eastern District of New York, and Terry Papineau and Maureen Egan. Thank you for joining!

A past newsletter mentioned FEDweek Weekly Newsletter. FEDweek is a great source of information for federal employees. FEDweek provided information on the costs of the various medical plans for the coming year long before we received our enrollment packages, and -- more importantly -- FEDweek has been following the interesting and encouraging developments regarding our January pay raises. You can subscribe to FEDweek (it's free) through the FEDweek website, [www.fedweek.com](http://www.fedweek.com). If anyone is interested in purchasing any of FEDweek's publications such as the Federal Employees Handbook, please e-mail me.

Current members and new members, don't forget to send in your annual dues.

*Enjoy the Holidays!* □

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### FOURTH CIRCUIT...

by *Janet Taylor*

Judge N. Carlton Tilley, Jr. became Chief Judge of the Middle District of North Carolina on September 22, 1999.

Your Fourth Circuit Representa-

tive, Janet Johnson, was married to Terry Taylor on October 24th at Greenway Haven in Abingdon, Virginia. The couple took a short honeymoon trip to Asheville, North Carolina, where they toured the Biltmore Estate and dined at the Grove Park Inn. Mrs. Taylor is secretary to the Honorable H.E. Widener, Jr. in Abingdon.

Welcome the new arrival of Sean Henry Jackson on October 6th at 4:35 a.m. He weighed 7 lbs. 10 oz. and was 20 inches long. Sean is the son of Kim and Ray Jackson. Kim is secretary to the Honorable Francis D. Murnaghan, Jr. in Baltimore. Congratulations!

A memorial service for the late Honorable K.K. Hall, United States Circuit Judge was held on October 27th, during the term of court in Richmond. Following the service was the presentation of his portrait, which now hangs in the Lewis F. Powell Federal Courthouse in Richmond.

The Fourth Circuit recently mourned the passing of another beloved judge. The Honorable Sam J. Ervin III, died on September 18, 1999, after suffering a heart attack. Judge Ervin was appointed to the Fourth Circuit in 1980 and served as Chief Judge from 1989 to 1996. Sincere sympathy is extended to his family as well as his staff, which includes his secretary, Jayne Clark □

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## **FIFTH CIRCUIT...**

*by Danielle Wheeler*

Hello to everyone. Thank you for responding so quickly when I need news, fillers, etc. for our circuit! Hope everyone is doing well and preparing for the holidays! Of course, in our area, it is hard to prepare for the holidays when it is 80 degrees outside and the summer just flew by, but it is before us.

Two of our Judges, Judge Robert M. Parker who sits on the Fifth Circuit Court of Appeals and Judge John Hannah, who sits on the District Court for the Eastern District of Texas, were involved in a very serious car accident at the end of August for those who may have not heard. They were hit head on by a car that was trying to pass an 18-wheeler in a no-passing zone south of Tyler near Palestine, and although Judge Parker took defensive action to avoid the accident, the two cars met going around 70 m.p.h. Both occupants of the other vehicle were killed and Judge Parker was care flighted by helicopter to Tyler suffering extensive injuries to his lower extremities. Judge Hannah was taken to the local hospital with broken ribs and a broken toe. Since then, Judge Parker has had several surgeries and has had rods and pins put in his legs and arm, but I am happy to report that he has already started coming back to the chambers. He is facing another surgery to replace his hip after the first of the year. He is in a wheelchair now, but has started physical therapy. Judge Hannah was in the hospital a few days and then came home and was back to work in a week or so. We have some amazing Judges! Please keep them in your thoughts. We are so grateful and blessed to still have them with us.

Judge John Minor Wisdom's chambers will close effective December 10, 1999. Judge Wisdom's two long time secretaries are Wanda Ricau and Ouida Armstrong. Wanda will be staying home with her four children. Ouida is job hunting and would really like to stay with the federal government in either the New Orleans or Baton Rouge area. She asked that everyone please remember her if you hear of any openings. She can be reached at home at (504) 878-0926 - e-mail address: [rpllessala@i-55.com](mailto:rpllessala@i-55.com). Her address is 16029 Riverwood Drive, Independence, LA 70443.

We have a new Judge and secretary to welcome. Judge Keith P. Ellison was sworn in on August 2, 1999 in Laredo, Texas. His secretary is Brenda Bettis. She has worked for Judge Ellison for fourteen years - initially at Baker & Botts and most recently as the legal assistant and office manager in his own firm in Houston. Brenda is a native of North Carolina and moved to Houston in 1977. She has a son and daughter who are both teachers and live with their spouses in the Houston area. She said that relocating to Laredo has been both challenging and exciting. She said the courthouse community has been, from the start, welcoming and supportive, and Judge Ellison's staff already feel like family which has helped Laredo feel like home. They hope to have their chambers completed by the holidays. We are glad to have them.

Brenda Nichols, secretary to Judge David Hittner in Houston had hand surgery in August and says that she is doing very well. She told me that she had all four metacarpal joints in her left hand replaced with silicone (not the same type as used in the breast implants.) Her MCP joints had been destroyed by rheumatoid arthritis.

The amazing thing is that she is back to typing 80 wpm and is playing the piano and organ at her church. Apparently she had the same surgery on her right hand in 1992. She highly recommends the joint replacement for anyone who has a severe impairment similar to hers. Her son, as you might remember from the last news, is a certified Russian language specialist and is currently stationed in Okinawa Japan, and is now going on flying missions. His wife Julie, who is also an Air Force language specialist just returned to Okinawa from Flight Survival School in Washington. She will soon join Jason in flight mission training. Please keep Jason and Julie in your prayers as they perform their valiant duty to our country. Brenda also informed me that the secretaries' Christmas luncheon and party is scheduled for December 10<sup>th</sup> at The Heritage Tea Room. They will be donating children's books to a local day care for underprivileged children. What a wonderful donation! So many children see only violence on television - even on children's programs and if they can be exposed to books at an early age - it could make a big difference in their lives.

Cindy Bordelon, secretary to Judge Charles Schwartz, Jr. in New Orleans, and her daughter, Kristyl, will be going to Hawaii for Thanksgiving. Her daughter was picked to the American All-Star Dance Team and will perform in Hawaii the Saturday before Thanksgiving. They plan on staying there and touring Oahu and returning the day after Thanksgiving.

Susan Barrios, secretary to Judge Edith B. Clement, recently married. She is now Susan Barrios Hendry. Congratulations!!

Bert Rixner, secretary to Judge

Lee Rosenthal in Houston is a grandmother for the second time. Her granddaughter, Katherine Rae Curry (Kate) arrived on October 28<sup>th</sup>.

Judge T. John Ward is now in chambers here in Tyler and is already very busy. We hope to have his secretary Charlotte, join our group soon!

Well, if you have made it to this point, I will end by saying I hope everyone has a wonderful Holiday Season filled with people and events to be grateful for. Take Care. □

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### **SEVENTH CIRCUIT...**

*by Ida Wash*

**Congrats:** to Mary Dickenson (Judge Walter J. Cummings) and Marge M. Murphy (Judge Thomas E. Fairchild) who both are retiring at the end of this year, but assured us that they will stay active in the FJSA. Best wishes to both for they will truly be missed around the hall of the 7th Cir.

**Congrats** also to Malora Reynolds (Judge Susan B. Conlon) who got married this summer and is now Mrs. Malora Shaw.

Janie M. Thomas (Judge Joel M. Flaum) met President Bill Clinton November 5th, in a town hall meeting concerning redevelopment in her community. Keep up the Good work Janie.

Betty Wilson (Judge Michael A. Kanne) son (Lonzel Wilson) got married this summer and we wish he and his new bride Patricia all the best.

Our prayers continue for Jeanette Armstrong (Judge Charles P.

Kocoras) whose mother passed away in a very unfortunate accident this summer.

Well I guess that's all I have right now, but I do want to wish all FJSA members and their families the very best during the holidays and much happiness in the coming year. □

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### **EIGHTH CIRCUIT...**

*by Lana Schultz (Temporary Rep)*

FJSA welcomes Cherie Weber. Cherie started working in Judge Bright's chambers in Fargo in May 1999 and we are very glad to have her as a new member of FJSA and the Eighth Circuit.

Eighth Circuit Rep. Nancy Ryan's mother suffered a stroke this year. Nancy has taken over a major part of the caregiving for her mother and for that reason has had to resign as Circuit Rep.

**The Eighth Circuit is looking for a Rep.** at least to fill our Nancy Ryan's term. Please call FJSA President Trish Kowalski if you could finish out Nancy's term as Rep.

Eighth Circuit members can forward their dues to Lana Schultz, 655 First Ave. North, Suite 340, Fargo, ND 58102-4952, in the interim. □

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### **NINTH CIRCUIT...**

*by Marion Mon*

I am the 1999-2000 representative for the Ninth Circuit and will do my best to keep this circuit updated with any information and to get the judicial assistants to renew their memberships. Since becoming the representative, one new judicial assistant joined our

association and two others intends to join once they get settled into their positions. I am in my 32nd year with the federal government. Presently, I am the Judicial Assistant to the Hon. Susan Illston; prior to that I worked with the Hon. Robert H. Schnacke, from 1990 to 1994 and (Chief) Magistrate Frederick J. Woelflen from 1978 to 1990. I enjoy traveling and bowling.

A farewell to **Marilyn Jacobs**, who worked with Judge D. Lowell Jensen in our Oakland office. Marilyn was his secretary since 1982 when he held the positions of Asst. AG at the Department of Justice, an Associate AG and Deputy AG. She is moving to Florida for some needed rest and to be near her family. She has 2 adult children and can "swing a mean golf club". Say hello to **Vicki Mizzi**, who now works with Judge Jensen. Vicki, a former magistrate's secretary, was employed with the Federal Public Defender's Office before coming back to the court family. Vicki intends to join our association (at my prodding!) and was a member of the Federal Magistrate Judges Secretaries Association.

Welcome wishes to our new employee, **Sheila McCarron**, who is the judicial assistant to Judge Maxine M. Chesney since April 1999. Prior to working with the courts, Sheila worked at Robins, Kaplan, Miller & Ciresi for 8 years. She enjoys reading and going to the beaches. Sheila has already joined our association.

We say hello also to our recently appointed judge, William Alsup, and his judicial assistant, **Kathy Young**. Kathy worked with Judge Alsup in private practice and intends to join the FJSA. □

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## **TENTH CIRCUIT...**

*by Sheryl Collins*

I attended my first FJSA Conference in Reno, Nevada, in October. What a wonderful experience I had. I met many new people and established friendships along the way. I even took in the sights of Reno and the surrounding area. It was a great trip!! A very big thank you to the Reno FJSA/FMJA groups for sponsoring a great conference.

Please continue to send your renewal/new member applications to me. Deadline was on September 1, 1999. Remember — our strength is in our numbers so please renew as soon as possible. The more members we have, the more influence we will have with the AO. This Association is ours and it is only as good as the members in it so please renew your membership.

In the last newsletter, I told you that Mary Petty, Administrative Secretary, to the late Judge Earl E. O'Connor was going to retire. Well, the District of Kansas now has a new district judge sitting in Kansas City, Kansas — Judge Carlos Murguia — and Mary agreed to stay on with Judge Murguia as his administrative secretary. Mary, we are glad to still have you with us as an active member.

If any of the members in the Tenth Circuit have news for this publication, please send it my way. I appreciate any and all information you give me.

You will be receiving a ballot on some upcoming by-law changes. Be sure and vote and mail your ballots back in.

I wish all of you a very joyous

and merry Christmas and may the year 2000 hold everything good for each of you. □

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## **ELEVENTH CIRCUIT...**

*by Lynda Matson*

I first of all would like to say how grateful I am to be serving a circuit representative for the Eleventh Circuit. For the past two years we have had the privilege of having Ann Nielson from Mobile serve as our circuit representative. Ann has done a marvelous job and wants everyone to know how much she enjoyed serving in that capacity. Thanks Ann!!!!

Congratulations go out to Shirley Wilson, Administrative Judicial Assistant to Chief Judge G. Ernest Tidwell. Shirley retired on August 31, 1999. Congratulations are also in order for Carolyn Bacon, Administrative Judicial Assistant to Senior Judge Richard C. Freeman. Carolyn retired September 30, 1999. Both Shirley and Carolyn retired after 20 years service with the district court for the Northern District of Georgia.

Best wishes go to Linda Tomana, Secretary to Judge Robert B. Propst, Northern District of Alabama. Linda retired on September 30, 1999. She was honored with a going away party which was attended by all her many friends in the courthouse who will miss her terribly. Linda has a new grandchild and she plans to spend lots of quality time with him, as well as her husband who retired last year. Have fun Linda!!!!!!

Chief Judge Sam C. Pointer, Jr., Northern District of Alabama, is taking senior status as of November 19, 1999. Judge Pointer has been chief judge for the Northern District of Alabama since 1982, having been

appointed to the bench in 1970. Judge U. W. Clemon will assume duties as Chief Judge for the Northern District of Alabama.

Judge Orinda D. Evans from the Northern District of Georgia became Chief Judge on September 1, 1999. Margie Robinson is Judge Evan's secretary.

I look forward to meeting many of you at our next meeting. □

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## **JSAG Report**

*by Danielle Wheeler*

The Judges' Secretaries Advisory Group met in Washington, D.C. on September 8 and 9, 1999. The minutes are on the J-Net. There was a briefing on the Judicial Council's March 1999 decision to allow the individual Judges to determine the official title that they wish to call their secretaries. We had over 100 Judges who responded and supported this decision. Thanks to everyone in our circuit who were involved and instrumental in bringing this about. We are all very appreciative.

You all should have received and signed up by now, if you so chose, packages on Long Term Health Care and the Flexible Spending Accounts. The AO has negotiated three open enrollments for these benefits and the next two will be determined at a later date.

We also now have access to the Virtual Law Library through the J-Net. If you have a moment, and you have not already done so, do some exploring in it. You have access to both West Law and Lexis.

The Judicial Conference approved conducting a study on the

training needs of the entire judiciary and the AO entered into a contract with a private company. The Logistics Management Institute was selected to assist in the development of the study and to examine the training needs of the judiciary.

Another group designed to study Personnel Issues consisting of Cindy Grossman, Trish Kowalski, Barbara Smith, Marcia Carter, and Flay Sambrone-Metoyer will be developing an orientation pamphlet for new secretaries to give them an overview of chamber's operations and to serve as a resource tool. The group is also looking at working on benefits initiatives to insure that they are tailored toward chambers staff. The group voiced that they want to work on protection for current employees, job continuation and/or placement if a judge retires or leaves the bench, and the establishment of a court secretarial pool or floater system as a possible placement for a secretary whose position is discontinued. This is a very important group that we should support in any way possible.

The next JSAG meeting is scheduled for Mid-May 2000. □

### **We Need Your Help!!!**

*by Lael Noble*

If anyone is interested in working for the association, and using this means to get acquainted with fellow secretaries in your district, consider becoming a Circuit Rep. The hours are not too great and the pay is very minimal, but the lifetime friendships are tremendous! Please contact any member of the Nominating Committee if you are interested.

## **LONG RANGE PLANNING COMMITTEE REPORT**

At present, this Committee is working on updating the FJSA brochure that was put together a few years ago. As Liaison, Cecilia Rudden will be working with the FMJSA and the ABAJ regarding future conferences and other related matters.

If you have any suggestions for this committee, please feel free to contact Cecilia at 212-805-4733 or any other members. □

### **President's Message**

*cont'd. from page 1...*

President, is now the Chair/Liaison of the Long Range Planning Committee and has gotten off to a blazing start. She will represent us well and work with the other organizations toward our common goals. Shirley Newsome, who never seems to stop, is doing double-duty as our President-Elect and the General Chairman of our 2001 Joint Conference in Chicago. Opal Madaris, our Vice President, eagerly takes on anything that is asked of her. Jackie Logue, our secretary, is as enthusiastic and conscientious as they come. Lana Schultz, our treasurer, is always there with the answers and the figures – steadfast and reliable, a true asset to our organization. Judy Anderson and her Committee have been put to the test with all the bylaws changes and have passed with flying colors. Lael Nobel and her Committee continue their wonderful work in securing nominations and following up on the elections. Bert Rixner is full of new fundraising ideas and will continue her tremendous work in this area. And DruAnn Wiley is off and running with the newly focused Legislative Committee which I am sure will accomplish a great deal.

Thanks to all of you and to all of our members who continue to support the FJSA.

In closing, I urge all of you to mark your calendars for October 18-21, 2000 and plan to attend the Boston Conference. The preliminary agenda looks marvelous – an enriching and fun-filled experience that you will not want to miss! □

## **LEGISLATIVE COMMITTEE REPORT**

*by DruAnn Wiley*

The Legislative Committee will be more active during this year, taking on responsibilities once held by the Communications Committee. One problem we have faced was timeliness in getting legislative news to our members. By the time we received information, transmitted it to the members of the committee, who in turn could transmit it to the members in their Circuits, the news was already "stale." When we sent items to the Newsletter, the news was even older, and most members had already received the information.

We are setting up an electronic networking system this year to notify members of items of interest to us, using e-mail and fax to get news of interest to you sooner. As we receive information, I will e-mail that information to all members of the committee, who will in turn e-mail or fax the news to the members in their Circuits.

You as members can help the committee by notifying the committee member in your Circuit of any information you may receive. If you receive mailings from the Administrative Office, or the Federal Employees News Digest, or some

other communication, possibly from your Senator or Congressman, don't take it for granted your Committee already has the information, but send it on to the Committee Member in your Circuit. A list of the committee members and their phone numbers appears in this issue. In the meantime, please send your fax number and e-mail address to the Member in your Circuit so you may be on our list as soon as possible.

I am sorry to report that V.J. Wisenbaker, my co-chairman last year, had to step down from the committee this year, due to a family illness. She hopes to be active again by next year. I will miss her as a member of the committee, and want

to take this opportunity to thank her for her advice last year. Fortunately for me, she works in the same building with me, so if I feel the need for further advice, I know I can still depend on her.

On the lighter side, since we will probably not have another issue before the Holiday Season, I want to wish every one of you Happy Holidays. I know that technically we will not enter a new Millennium until 2001, but for those of you who wish to start celebrating a year early and go through the entire year,

*go for it!* □

## WAYS AND MEANS

by Bert Rixner

Our Ways and Means project continues to be the beautiful pens. We have ample pens in both black with a "diamond" tipped cap and the burgundy color pens. Both have the association's name printed on the pens. They are only \$5.00 each, so please show your support and order a few.

Send your checks or money orders payable to the Federal Judges Secretaries Association to Bertha N. Rixner, U.S. District Court, 11535 U.S. Courthouse, 515 Rusk Street, Houston, TX 77002  
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### 1999 - 2000 LEGISLATIVE COMMITTEE

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#### 6<sup>th</sup> Circuit:

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#### 7<sup>th</sup> Circuit:

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#### 8<sup>th</sup> Circuit:

Sharon Goodrich  
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#### 9<sup>th</sup> Circuit:

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#### 10<sup>th</sup> Circuit:

Ann Neff  
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#### 11<sup>th</sup> Circuit:

Sharon Hibbs  
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#### DC Circuit:

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**1999 - 2000**  
**COMMITTEE MEMBERS**

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***NOMINATIONS COMMITTEE***

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***WAYS & MEANS  
COMMITTEE***

***BY-LAWS COMMITTEE***

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•••••



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Fax: (312) 408-7880

## **Eighth Circuit Rep:**

**A CIRCUIT REP IS NEEDED !!!**

Contact Lana Schultz temporarily

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lynda\_matson@alnd.uscourts.gov

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Washington, DC 20439  
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Fax: (202) 76-6712

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c/o Hon. Colleen Kollar-Kotelly  
U.S. District Court  
333 Constitution Ave., N.W.  
Washington, DC 20001  
Phone: (202) 273-0453

## New course offering: WordPerfect 8/9 Macro Basics on the FJTN

by Karen Scales

Many of you have heard about the various automated document production programs being used in the courts. The District of Arizona and the Middle District of Florida have been particularly active in creating WordPerfect macros to automate repetitive tasks specific to the work done in chambers. In an effort to meet the growing need for understanding macros, how to customize some of the more sophisticated ones and making you a more valuable asset to your judge, TTSD may soon be offering two new training opportunities for you.

\*\* We are still formulating the courses described below and the details and dates are subject to change. \*\*

The WordPerfect Macro Basics class focuses on the concepts and skills you will need to create and edit simple macros. Topics include creating a macro, editing a macro, using the Macro Tools toolbar, inserting comments and formatting and adding some programming elements. Also included is an overview of the built-in macros provided with WordPerfect and macro file management. This class will provide the groundwork necessary to advance your macro programming skills.

The class will be approximately 4 hours in length and taught over the U.S. Courts Federal Judicial Television Network (FJTN) satellite broadcast network in two 2-hour segments. TENTATIVE dates are February 28 - 29 and May 1 - 2, 2000. (We are still awaiting confirmation on these dates and therefore are subject to change.) You must be registered to participate in this course and registration will be limited. The Macro Basics course is a prerequisite for attendance at the resident-based Macro Programming course to be offered in San Antonio, Texas next summer. Please watch the FJTN Bulletin and TTSD's intra-net web site (156.132.84.151) for more details. (Please note: You need to remove everything from the "Location" field and enter **ONLY** the numbers in order to access TTSD through the *intra-* net not the *inter-*net.)

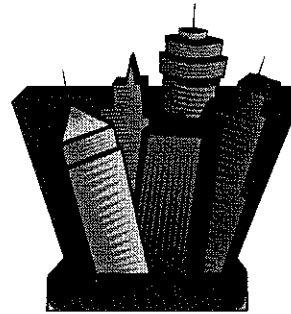
The target audience is court personnel using WP8 or WP9. This group includes judges, secretaries, courtroom deputies and other chambers staff. The target participant of this course is an intermediate WordPerfect user. It is designed for someone who is already familiar with WordPerfect basics. Completion of the following WordPerfect courses broadcast on the FJTN (or equivalent skills) are prerequisite: WordPerfect (WP) Basics, WP File Management, WP Formatting, WP Quick Family and WP Templates.

More information on the resident-based Macro Programming course to come at a later time.

For more information, contact

Karen Scales  
AO/TTSD  
San Antonio  
e-mail: scales@aottsd.uscourts.gov  
phone: 210-301-6468

*Sweet Home Chicago in 2001!*



The Chicago contingency is busily planning a second joint Conference of all three associations in Chicago for October 4-8, 2001. Thanks for voting for Chicago AND a Joint Meeting! We are very excited to host the conference and look forward to showing off our beautiful city. With dozens of museums, theatrical productions and great restaurants, we know you will find plenty of fun things to do. We plan to present a unified group of all the judicial assistants and have even greater numbers to attend which will help us to obtain an airline contract, hotel freebies, well-known speakers, etc.

There are more than 100 judicial assistants in the 7<sup>th</sup> Circuit alone, hopefully guaranteeing a great turnout. Make your plans now to attend and stay over Columbus Day, too! We hope to get some surprise speakers, and are working on tickets to the Oprah Winfrey show! Find a colleague (member or not), get her to join or rejoin the association, share a hotel room, and start thinking of all the fun places you want to go when you get to Chicago. We are big city hospitality at its best!! The Regal Knickerbocker Hotel is a small, historic hotel only a half block off Michigan Avenue - just steps from the beautiful lakefront, shopping district, nightclubs, theaters and art galleries.

# BOSTON 2000 SURVEY

The Boston 2000 conference is scheduled for October 19-21, 2000. Arrangements have been made at the Sheraton Colonial, Wakefield, MA at the rate of \$140. (plus tax). The conference is scheduled to begin on Thursday, October 19 and conclude with the banquet on Saturday, October 21, 2000. We are attempting to allow blocks of free time so the participants can visit the historical sites, view the fall foliage in the area and play golf on the PGA course at the resort. Various optional tours will be arranged, beginning with a tour of the town of Salem (10 minutes from the resort) on Wednesday evening, October 18, 2000. The agenda is tentative so there is still time to make changes. We need your input in designing a program to meet the needs and expectations of the majority of the participants. Please take a few minutes to complete the enclosed survey as soon as possible. Thank you for your assistance in making this a great conference. Hope to see you there!

Are you planning to attend?  Yes  No

If Yes: Will you be sharing a room?  Yes  No

Will you be bringing guests?  Yes (Number)  No

Are you planning on coming before, or staying after the scheduled conference dates?  Yes  No

If No: Is there a reason you will not be attending?

The tentative agenda includes presentations by R. Townsend Robinson, Assistant Deputy Director, Human Resources Division, Administrative Office of the U.S. Courts; Michael Berney, FJC, Sharon Cayelli, Certified Financial Planner, and a pre-retirement program.

Are there other topics you would like included?  Yes  No

If yes: Suggested topics: \_\_\_\_\_  
\_\_\_\_\_

Please provide any other comments/suggestions:

NAME & ADDRESS (OPTIONAL): \_\_\_\_\_

FAX SURVEY TO:

Debbie Perates, FAX: 617-748-9096  
e-mail address: [perates@mad.uscourts.gov](mailto:perates@mad.uscourts.gov)

# TREASURER'S REPORT

by Lana Schultz

## STATEMENT OF INCOME AND EXPENSES AS OF NOVEMBER 15, 1999

BALANCE CARRIED FORWARD AS OF 1/1/99 \$ 6,316.76

### INCOME

Pen & Diary Inventory	
from Conference Fund	\$ 1,726.00
Federal Judges Assoc.	1,000.00
Dues	<u>4,100.00</u>
 TOTAL INCOME	 \$ 6,826.00

### EXPENSES

Postage Reimbursed	36.20
Newsletters (Winter & Spring)	1,997.20
FEEA Midwest Tornado Fund	300.00
2000 Conference Deposit	300.00
1999 Conference Advance	2,000.00
Printing, Postage & Labels	
for Ballots	266.75
President's Gavel	21.15
Am. Red Cross Disaster Relief	
Fund--Hurricane Floyd	100.00
Tape recorder for Secretary	62.04
Reimburse officers, circuit reps &	
comm. chairs for conf. meetings	
attended	3,100.00
Conference co-chair gifts	52.55
Incentive award to 5 <sup>th</sup> Cir. Rep.	50.00
Fed. Judges Assoc. donation	
to Conference Fund	1,000.00
Membership cards	<u>37.03</u>

TOTAL EXPENSES \$ 9,322.92

BALANCE AS OF NOVEMBER 15, 1999 \$3,819.84

CONFERENCE FUND BALANCE AS OF 11/12/99 \$2,929.61  
    Pen & diary sales and \$1,000  
    donation from Federal Judges Assoc.

**IF YOU HAVEN'T ALREADY  
VISITED THE  
FJSA WEBSITE**

**PLEASE DO !!**

<http://www.mad.circ1.dcn/fjsahome/fjsahome.htm>

### **SWEET POTATO SOUFFLE**

1 29 oz. can sweet potatoes (drained)  
1 ½ C. white sugar  
2 eggs  
¾ stick butter  
½ t. cinnamon  
1 C. milk

Mash and beat potatoes until free of lumps. Add remaining ingredients and blend well. The mixture is quite runny. Pour into 1 ½ to 2-quart casserole. Bake 45 minutes at 350 degrees. (I put all the above in the blender.)

Top with this:

½ C. chopped pecans  
½ C. light brown sugar  
½ stick butter (melted)  
¾ C. crushed cornflakes

Pour melted butter over the ingredients in a bowl and toss until mix is crumbly. Bake 15 minutes more at 350 degrees after adding topping.

### ***TO BE THANKFUL FOR:***

The mess to clean after a party because it means I have been surrounded by friends.

The taxes I pay because it means that I'm employed.

The clothes that fit a little too snug because it means I have enough to eat.

My shadow who watches me work because it means I am out in the sunshine.

A lawn that needs mowing, windows that need cleaning and gutters that need fixing because it means I have a home.

All the complaining I hear about our government because it means we have freedom of speech.

The space I find at the far end of the parking lot because it means I am capable of walking.

My huge heating bill because it means I am warm.

The lady behind me in church who sings off key because it means that I can hear.

The piles of laundry and ironing because it means I have clothes to wear.

Weariness and aching muscles at the end of the day because it means I have been productive.

The alarm that goes off in the early morning hours because it means that I'm alive.

Getting too much email bogs me down but at least I know I have friends who are thinking of me.

- Unknown

(This was submitted by Danielle L. Wheeler)

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**MEMBERSHIP APPLICATION**  
**September 1, 1999 - August 31, 2000**

**NAME:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**JUDGE:** \_\_\_\_\_

ACTIVE       RETIRED

**COURT & CIRCUIT ADDRESS:** \_\_\_\_\_

**TELEPHONE #:**      **OFFICE** \_\_\_\_\_      **FAX** \_\_\_\_\_

**NAME OF REFERRAL MEMBER:** \_\_\_\_\_

Enclosed is my check for \$25.00 payable to **FEDERAL JUDICIAL SECRETARIES ASSOCIATION**, for the following membership:

New Member       Renewal Member

**STANDING COMMITTEES:** By-Laws, Legislative, Nominations, Elections, Long-Range Planning and Ways and Means, Audit and Tellers to receive ballot returns.

I am interested in working on one of these committees. Please contact me at the above-referenced telephone number.

**FORM AND MEMBERSHIP FEE ARE TO BE SENT TO YOUR CIRCUIT REPRESENTATIVE**

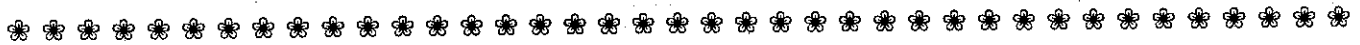
As we venture into the new Millennium...let's get rid of the negative forces that prevent us from doing positive things...

## Saying Goodbye to I Can't

We are gathered here together today to put to rest and say our final farewells to I CAN'T. . . I CAN'T was always there for me to depend on when I was troubled, became discouraged, or got tired of trying. . . We will all miss the presence of I CAN'T from our lives. It will be hard to go on without I CAN'T. . . I CAN'T was there in my life for many years. I remember even in childhood -- the presence of I CAN'T -- times when I was faced with new challenges, times when opportunities came knocking at my door, times when God put a fresh dream in my heart. . . I CAN'T prevented me from going out on a limb or running the risk of appearing like a fool. I CAN'T kept me safely in my comfort zone. And because of I CAN'T, I didn't fail that often in life. . . On the other hand, I guess I also never pursued dreams and possibilities or never succeeded in doing new things. I'll never know, because I never tried. I CAN'T saw to that. . . In saying good-bye to I CAN'T, I know that things will never be the same again. I will have to face the future without I CAN'T, but I believe that I am ready to go on, and to face that future. . . As we say our final good-bye to I CAN'T, I know that there might be a tendency to want to hold onto I CAN'T, but I know that I need to let go. And so I will. . . Certainly there will be slip ups, especially while I am learning to adjust to a world without I CAN'T. . . When I am frustrated, tired, not committed to trying, I might call out I CAN'T, and really believe that I CAN'T is there to make my fear, guilt and frustrations go away. I know how hard it is to let go completely when I CAN'T was so much a part of my life. But each day it will become easier. . .

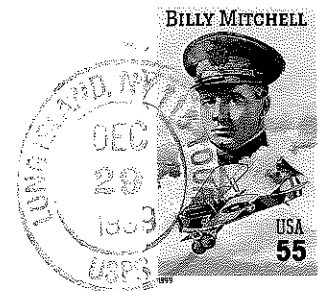
Good-bye I CAN'T.

(Submitted by Barbara Herman)



### Federal Judicial Secretaries Association

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c/o Hon. Joanna Seybert  
U.S. District Court, EDNY  
2 Uniondale Avenue  
Uniondale, NY 11553



Carol Vinson  
Chambers of Judge Vescovo  
921 Federal Building  
167 North Main  
Memphis TN 38103

6th Cir  
99-00

Happy Holidays . . . And A Great New Beginning!!!





The Official Newsletter of the  
*Federal Judicial Secretaries Association*

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February 2000 • Volume 28 • Number 1

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*President's Message...*

by Shirley Newsome

How grateful I am for the opportunity to serve the members of the Federal Judicial Secretaries Association. I thank you so much for your vote of confidence and it is my intention to serve each of you well.

My goals for the next year include increased membership; greater communication and the use of technology to do so with both members and non-members; training for new secretaries and assistance to those new and seasoned secretaries who are located in one-judge courthouses. Of course, I will continue to stress job security and benefits. I will also work with the other Secretarial Associations to bring about continued unity.

We are most appreciative for the tremendous planning efforts of Nancy Irwin and Deborah Paretos, our Boston 2000 Joint Conference chairs. They did a good job of welcoming our conferees and putting together an enlightening educational program. Needless to say, the banquet was a wonderful close to our joint session. We had a very participatory business session and everyone seemed to be on one accord.

A vote was entertained to revisit the recently revised membership

bylaws. Concern was expressed by and on behalf of the retirees who are denied the right to vote or hold office. The same issue was of concern to those secretaries who no longer work for the judicial system through no fault of their own, but continue to be members of the Association. Neither group had a problem with not holding office, but felt strongly that they should have the right to vote on Association matters. Obviously, the active members in attendance agreed with them. This matter will be sent back to the Membership Committee (consisting of the Vice President and those members who would like to work with her), and then back to the Bylaws Committee for submission to the membership via ballot.

There was also discussion on the recent change in the fiscal year. There seemed to be a bit of an issue with continuity between incoming and outgoing officers. With the incoming officers having taken office as of September 1<sup>st</sup>, the outgoing officers were no longer in office to conduct the business of the Association at the Conference. The consensus seemed to be that officers could be elected as of September 1<sup>st</sup> but not assume office until the transition takes place at the business meeting of the Conference. I

ended up presiding over the Conference, when it really should have been Trish Kowalski. The Magistrate Judges Secretaries Association President and the Association of Bankruptcy Judicial Assistants do not assume office until the Conference – and they have an official installation of officers. Something to think about.

I am happy to report that a large number of attendees utilized training funds to attend the Conference. For those of you who are unaware, \$400.00 in funding is available to each authorized staff member to a judge for use by the judge or his/her staff to obtain training that is not available locally. A larger Texas contingency was present as a result of their Chief Judge's approval of the funds for attendance at the Conference. How nice to have so many members who had never attended a Conference!

It appears that we will be headed to Salt Lake City, Utah in 2002. Lael Noble and Phyllis Walker made a great sell for the West. Houston, Texas and Kansas City, Kansas were offered as possibilities for 2003. Inasmuch as 2003 may be the year of our next Joint Tri-Association Conference, we will have to wait and see what other suggestions may be offered by the ABA. One consideration that was raised during the business session was the idea of

*(cont'd. on page 8)*

## CIRCUIT NEWS...

## CIRCUIT NEWS...

## CIRCUIT NEWS...

### *SECOND CIRCUIT...*

*by Ann M. Wisniewski*

Welcome to the newest FJSA members in the Second Circuit. Our newest members are Sharon Daniels, Assistant to District Judge Warren W. Eginton, District of Connecticut, Charlene E. Rouillier, Assistant to District Judge David N. Hurd, Northern District of New York, Shirley Turton, Assistant to District Judge John Gleeson, Eastern District of New York, and Eileen Volpe, Assistant to Circuit Judge Amalya L. Kears, Court of Appeals.

A belated welcome to District Judge John G. Koeltl's assistant, Adrienne Whatley.

Happy retirement to Del Enger, Secretary to Circuit Judge Ellsworth Van Graafeiland. Del retired in May 2000. All the best to you, Del.

And welcome to Kellie Albrite, Judge Van Graafeiland's new secretary. Kellie is new to the Rochester area, new to the courts, and a new mom. Welcome, Kellie.

Fran Rooney, Secretary to Circuit Judge James L. Oakes, was married in October 2000 in Vermont. Congratulations, Fran!

The Court of Appeals has a new Chief Judge. Judge John M. Walker, Jr. was elevated to Chief Judge on October 1, 2000. The former Chief Judge, Hon. Ralph K. Winter, Jr. took senior status as of September 30, 2000. The District Court for the Northern District has a new Chief Judge. Judge Frederick J. Scullin, Jr. was elevated to Chief Judge on April 7, 2000. Judge Thomas J. McAvoy will serve as Vice Chief Judge.

Welcome to four new judges who were appointed to the District Court. On April 17, 2000, Hon. George D. Daniels was appointed in the Southern District. On August 28, 2000, Hon. Nicholas G. Garaufis was appointed in the Eastern District. And on August 31, 2000, Hon. Gerard E. Lynch and Hon. Laura Taylor Swain were appointed in the Southern District. And welcome to Judge Daniels's assistant, Elizabeth Vega. Judge Garaufis, Judge Lynch and Judge Swain opted for third law clerks rather than secretaries.

It is with great sadness that I have to report that our friend and fellow member, Rosalie Edelstein, passed away in early February from leukemia. Please remember her in your thoughts and prayers. □

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### *FIFTH CIRCUIT...*

*by Penny Stautberg*

I am so looking forward to being your circuit representative again!

I want to welcome six new members to FJSA. Debbie Bishop with Chief Judge Jerry Buchmeyer (N.S. Tx.), Kristi Clayton with Judge Thad Heartfield (E.D. Tx.), Mary Hardin with Judge Janis Graham Jack (S.D. Tx.), Judy Lawrence with Chief Judge Glen H. Davidson (N.D. Ms.), Portia Solomon with Judge Allen W. Pepper, Jr. (N.D. Ms.), and Carolyn McFadden with Circuit Judge Emilio M. Garza. I'm so pleased to welcome them! Judy it happy to be back in the Fifth Circuit after having been with the U.S. Attorney's office for 19 years in

Tyler a while ago. Also, her daughter, Gina, got married (at age 30) for the first time on December 9, in Pigeon Forge.

Susan Barrios with Judge Edith Brown Clement (E.D. La.) and her husband have moved into their newly renovated home after a year in an apartment. I know they will be happy to be settled in. Brenda Nichols with Judge David Hittner (S.D. Tx.) also has moved into a new home (with a pool). Rebecca Humphrey with Judge James T. Trimble, Jr. (W.D. La.) was kind enough to let me know that the only other secretary in the Lake Charles division, Gwen Stutes, retired the end of October. Gwen was secretary to Senior Judge Edwin F. Hunter, Jr. She had rotator cuff surgery in September, so was already out of the office. We wish her a speedy recovery and a wonderful retirement!

Toni Everett with Judge Biggers (N.D. Ms.) is breathing a little easier (I hope) now that he has taken senior status (effective October 1). His portrait ceremony took place December 15. Toni also will be a grandmother for the fourth time in May. She has two beautiful daughters and three darling granddaughters but still is pretty excited because this baby will be a boy!

Rebecca Humphrey with Judge James T. Trimble, Jr. (W.D. La.) has a brilliant grandson! Adam Humphrey will be graduating from high school this spring. He scored 33 on his ACT, which puts him in the top 99 percentile!!

I have to brag on my son. James has been taking tae kwon do since he

was 5 years old (he's 16 years old now) from an 8th degree black belt Master from Korea. James has been awarded his 5th degree black belt! Needless to say, I'm very proud of him. Between him and his father (who is a 4th degree black) sparring (which drives the dog crazy) and his drums, our house is seldom quiet.

Texas had a wonderful contingent at the conference in Boston! We had about eleven members attend, which is a large turnout. Kristi Clayton and Charlotte Kennedy attended for the first time, and I think had a wonderful time. It is always so nice to see old friends, and this conference was no exception. In addition to the conference, there was a tour of Lexington, Concord, Salem, and Boston proper (with a stop at the new Courthouse). And the lobster was wonderful! Thanks to all who helped put it together. Now, mark your calendars for Chicago, a joint conference with all three organizations, next October! .

That's all the news I have for now. Please send me any news about yourself or a fellow secretary (or what ever title is being used). The Newsletter is a wonderful way of keeping up with our co-workers, especially as many of us work in many different cities and/or by herself (as Rebecca Humphrey is). □

•••••

## **SIXTH CIRCUIT...**

*by Barbara Herman*

Letters and Membership Applications have been sent via email or faxed to all Sixth Circuit Secretaries (or are we Executive Secretaries, Judicial Assistants, Administrative Judicial Assistants, Chambers Administrators, Paralegals, or Manager - Chambers Operations) seeking their membership or renewal of membership to FJSA. I will be looking forward to the postman coming with new member or renewal

applications. Just a reminder that newsletters are sent to "paid" members only.

Your elected Sixth Circuit Representative, Karen Spedowski, died of cancer on April 26, 2000, Secretary's Day, at her home in Lansing, Michigan. Karen had been Judge McKeague's secretary for the past 28 years, first in private practice and the last eight years in the federal system. Karen was an active member of FJSA working on several Standing Committees--Nominations, Ways and Means Committee, to name a few. Karen and I attended five or six FJSA conferences. We always roomed together. In the FJSA files that were sent to me after her death, I noted that she had completed her reservation for the Boston conference! Karen was the eternal optimist. Karen had many friends in FJSA and her warm and friendly presence will be missed.

It is with pleasure that I welcome Patricia ("Trish" Ray) as Secretary to Judge David McKeague, W.D. of Michigan. Trish is married and has a five-year-old daughter. She enjoys skiing, running, biking and rollerblading. Before joining the federal system, Trish supervised the computer training staff of a large insurance company.

Sharon Reo of the E.D. of Michigan emailed me that her judge, Judge Barbara Hackett from Ann Arbor, Michigan, retired. Sharon worked with Judge Hackett for thirteen years. Through the Personnel Office in Detroit, Sharon was fortunate to join the staff of the Hon. James L. Ryan, U.S. Circuit Judge for the Sixth Circuit, as the Assistant Secretary. Her appointment runs until September 30, 2001. Sharon and her husband Gerry will be celebrating their 32<sup>nd</sup> wedding anniversary in mid-October with a cruise into the Caribbean and, therefore, will not be attending the Boston conference. She is, however, looking forward to Chicago in 2001.

Retirements: Patricia Funni,

Secretary to Judge Julian Abele Cook, Jr. (E.D. of Michigan) for 22 years and previously in private practice for eight years (totaling 30 years with Judge Cook) retired in October. Pat was honored at an in-house luncheon hosted by fellow secretaries and was the recipient of a gold bracelet with a gold gavel charm, a tradition started in the District more than twenty years ago by the secretaries. Pat will be enjoying her retirement by traveling.

Judy Sommers, Secretary to Magistrate Judge Steven D. Pepe of Ann Arbor (E.D. of Michigan) retired after 16 years with Magistrate Judge Pepe. She is looking forward to finishing her degree and doing volunteer work. Judy received her gold bracelet with a gold gavel charm at the holiday luncheon for all secretaries at Detroit's oldest Italian Restaurant, the Roma Cafe. Not only was the luncheon tasty, but the secretaries participated in a tree ornament gift exchange.

Many E.D. of Michigan secretaries are looking forward to the Chicago Conference in October as Chicago is only a five-hour drive or a one-hour airline flight from the Detroit Metro area.

Jackie Logue reported that the Circuit, District, Bankruptcy and Magistrate secretaries from the W.D. of Tennessee (Memphis and Jackson) participated in a Christmas luncheon in Memphis to discuss the 2001 conference in Chicago. Membership in FJSA is a must for any secretary to attend.

Please remember that I count on all of you to send me any information for the newsletter that would be of interest to all FJSA members. I am physically situated in Kalamazoo, Michigan, where my judge is the only judge. Therefore, I am out of the loop as to what's going on throughout my own District let alone the Circuit. □

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## SEVENTH CIRCUIT...

by *Ida Wash*

Hello From the Seventh Circuit!

### Condolences:

We all were saddened to hear that on July 9, 2000 **Gail Kasluga** passed away. Gail was the former secretary to Judge James F. Holderman. She was a young woman whom many of us knew by her great sense of humor and a big smile. Let us say a special prayer for her grieving husband, Jerry Kasluga, and their family. She will truly be missed.

I am sorry to announce the death of **Judge Wilbur F. Pell, Jr.**, Circuit Judge for the 7<sup>th</sup> Circuit. **Marge Murphy** was his secretary for many years before her retirement earlier this year.

### Get Well Wishes:

**Jeanette Armstrong** (Judge Charles P. Kocoras) was hospitalized in September for surgery. I'm glad to report the surgery was successful and Jeanette is back at work and doing well. Continue on the mend, Jeanette. Let us keep **Cora Quinn** (Judge John L. Coffey) in our prayers. Cora's husband, William, was ill at the printing of this newsletter and we hope that he is doing better. Our thoughts are with you, Cora.

**Brenda Kubis** (Former secretary to Judge John A. Nordberg) underwent open heart surgery last November, which was thought to have been successful, but at this reporting Brenda is having some complications and has to return to the hospital. I have also been told that Brenda's sister **Doris Jean (DJ) McCabe** (Secretary to Judge John A. Nordberg) also has been hospitalized. We hope she is recovering well. Please keep them both in your thoughts and prayers.

Also, we would like to wish **Janie Thomas** (Chief Judge Joel M. Flaum) a speedy recover. Janie fell November 28th and badly broke her leg. She will

be missed as she recovers. We all are praying for you, Janie.

**Marilyn Renner** (Judge Ann Claire Williams) was on sick leave last November until the first of the year. We are glad to report that Marilyn is back and doing well.

**Mary Patton** (Back-up Secretary to Judge Richard A. Posner) had minor surgery in December which was a success and she is back at work and doing well. Let us hope that 2001 brings us all good health.

### Retirements:

**Lorraine Christensen** (Judge Jesse E. Eschbach) of our Appellate Court retired September 30, 2000. She lives in sunny Florida and I'm sure she will have plenty to do to keep enjoying her well earned days of leisure. Best Wishes and Good Luck Lorraine.

**Marian Adameczyk** (former secretary to Judge Ann Claire Williams). We wish her the very best. Pull out all those travel brochures, Marian, and enjoy life.

**Marge Murphy** (Judge Thomas E. Fairchild and Judge Wilbur F. Pell, Jr.) retired earlier this year and moved to Ireland, where she is having the time of her life. She brought a car and is driving throughout the countryside looking for and finding relatives who live in the different towns, and knowing Marge, she's making many friends along the way. She said that she is having so much fun that she may never come back to the States.

**Barbara Benzell** (Judge William J. Bauer) and her husband Bill vacationed in Ireland in September and joined up with Marge in Darin, Ireland. Barbara said that it was great seeing Marge again and that they had a wonderful time with Marge as the tour guide. Ireland will never be the same.

Well, I am glad to report that **Marge Murphy** is back in the United States and doing great. I have talked with her and she said that she came back for awhile to take care of some business but will be on the move soon.

It was like old times, sharing a laugh and seeing her again. She knows how to enjoy life. Best wishes, Marge! And to the other retirees, please let us hear from you. We would like to here of your travels and anything else that you would like to share with us.

### Making History:

The Seventh Circuit Court of Appeals made history September 21, 2000 by having a three woman judge panel - Judge Ilana D. Rovner, Judge Diane P. Wood and Judge Anne C. Williams - sitting.

### Congratulations:

Congratulations to **Janie Thomas** on her promotion in September as Secretary to our new Chief Judge - Honorable Joel M. Flaum.

Congrats also to **Mrs. Sharon (Thomalla) Anderson**, (Associate Secretary to Chief Judge Joel M. Flaum) on her August wedding to a really great guy, Mr. Kirk Anderson. We wish them all the best and many happy years together.

We also would like to congratulate **Frank & Lori Insalaco** (Secretary to Chief Judge Marvin E. Aspen) on the birth of their son, Anthony. Best wishes to the new family.

### Welcome Aboard:

**Krys Juleen** (Secretary to Judge Joan Humphrey Lefkow) newly appointed to the District Court.

**Catherine Biddinger** (Part-time Secretary to Chief Judge Marvin E. Aspen).

**Kathy Bianchetti** (Secretary to Judge John W. Darrah) newly appointed to the District Court.

We would all like to welcome each of you and hope that you will become a member of the FJSA.

Well, that's all the news I have from the 7th Circuit. Here's hoping that the coming year will be a great one for all. □

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## **EIGHTH CIRCUIT...**

*by Karen Hopkins*

As the new Circuit Representative for the 8<sup>th</sup> Circuit, I would like to say thank you to all who have paid their dues for the 2000-2001 year. I hope you will encourage others to renew their memberships or invite them to join our association.

July 26, 2000, was the last day of employment with the U.S. Courts for Dawn Butler Graves. Her husband was transferred to London, England, and she, of course, decided to join him. Dawn had worked for Judge James M. Moody of the Eastern District of Arkansas, after having worked for U.S. Bankruptcy Judge Robert Fussell. Good Luck Dawn!

CONGRATULATIONS to FJSA member Lynn Stone, Judicial Assistant to Judge Stephen N. Limbaugh of the Eastern District of Missouri, on the birth of her first grandchild. Robert Lafayette Norman was born on August 1, 2000. Lynn's opinion is that he is "just perfect."

On August 25, 2000, Judge D. Brook Bartlett was remembered at a portrait dedication and memorial service at the Charles Evans Whittaker United States Courthouse in Kansas City, Missouri. Judge Bartlett's wife and children, along with the majority of his staff, and many members of the Bar and the court family gathered to pay tribute to their loved one, mentor, colleague and friend. Associate Supreme Court Justice Clarence Thomas told the group of his personal elation and excitement for our country when his friend, Brook Bartlett, was appointed to the federal bench. Mary Reynolds, Judge Bartlett's Administrative Assistant, on behalf of the Bartlett family, presented to the Court an award that had been given to Judge Bartlett by the probation office in recognition of his loyal relationship with that office and his fighting spirit in the face of great odds. Cindy Reams of the Kansas City Metropolitan Bar

Association dedicated to the Court Judge Bartlett's portrait, which now hangs in the Special Proceedings Courtroom. Judge Bartlett was appointed United States District Judge for the Western District of Missouri by President Ronald Reagan on October 1, 1981. Judge Bartlett served in that capacity, and as Chief Judge from July 1, 1995, until his death on January 21, 2000, following a three-year battle with cancer. Mary Reynolds continues her association with the FJSA as Administrative Assistant to Chief Judge John Lungstrum of the District of Kansas.

Virginia (Ginny) Shipley, Administrative Assistant to Judge Howard F. Sachs of the Western District of Missouri, suffered a mild stroke in September. She is recovering and looking forward to returning to work. We send our best wishes to Ginny and hope to see her back full-time at the courthouse soon.

On September 1, 2000, the District of South Dakota had an investiture for its first full-time Magistrate Judge, John Simko. He replaces part-time Magistrate Judge Mark Marshall in Sioux Falls, South Dakota. Chris Gross will continue to be Judge Simko's Secretary.

FJSA member Kathy Cline, PLS, CLA, Administrative Assistant to Judge Karen E. Schreier, District of South Dakota, enjoyed a two-week golfing vacation in Scotland last fall. She reports it was wonderful! Kathy also attended the Education Conference and National Forum in Albuquerque from October 26-29. This conference is sponsored by NALS - the association for legal professionals. Kathy has been a member of NALS for 24 years.

Susan Spitznagel, Secretary to Judge Joseph F. Bataillon of the District of Nebraska, advises that three years after construction began, federal employees have moved into the new 335,700 square foot Roman L. Hruska U.S. Courthouse in Omaha,

Nebraska. Agency moves began in mid-July and were completed by mid-September. The new address for the courthouse is 111 S. 18th Plaza, Omaha, Nebraska 68102-1322. The dedication ceremony was held on Tuesday, October 24<sup>th</sup>, with Associate Supreme Court Justice Clarence Thomas as the honored guest.

FJSA member Judy Anderson, Secretary to Circuit Judge Donald P. Lay in St. Paul, Minnesota, sends word that November was a big month for their Chambers. Judy celebrated her 50<sup>th</sup> birthday on November 13. Happy (belated) Birthday, Judy! Co-worker and FJSA member, Cathy Cusack, gave birth to her second child on November 30. It's a boy! His name is Camden Thommes Cusack and he joins his three-year old brother, Darby, at home. Congratulations Cathy!

Please welcome several new assistants to the Eighth Circuit court family - from the District of Minnesota - Lynne Zimmerman, Judicial Assistant to Chief Judge Paul A. Magnuson, and Karen Labriola, Judicial Assistant to Judge Richard H. Kyle; from the Western District of Missouri - Fran Smith, Administrative Assistant to Judge Nanette K. Laughrey; and from the District of South Dakota - FJSA member Kathleen Jeffries, Administrative Assistant to Judge Richard H. Battey.

Lynne Zimmerman reports: I've been "in trouble with the law" since Day One: The early 1970's, that is, when I took a part-time job as a legal secretary in a two-attorney law firm. I obtained an Associate of Arts degree in the Legal Assistant Program (before they were called "paralegals"), after dabbling in night classes for far too long, and growing tired of being corralled as a secretary. It seemed that the variety of the legal secretarial role had waned in proportion to the growing number of paralegal positions. I then worked as a paralegal, first in civil litigation, and later in the probate and small business areas. I've always

enjoyed variety and exploring new challenges, so when I learned of an opening with the federal court, I knew it was time to try something that was still in my area of interest, but out of a law firm environment. My ten months in Chief Judge Magnuson's chambers has been a very good fit, bringing different responsibilities and challenges with it, but the variety I've always longed for is there and I have the opportunity of working with some of the friendliest and most capable people thus far. It's a pleasure to come to work each day. And it's been a very eye-opening experience being "on the other side"--it's a side I like very much!

Karen Labariola advises: I started out my legal secretarial career, after two years of college and legal secretarial training, as a legal secretary to five attorneys at a Bloomington, MN law firm that specialized in the practice of nursing home and real estate law. I stayed at this firm five years, at which time I was recruited by an attorney who left this firm (Becky Comstock) to come work for her at the Dorsey & Whitney law firm in Minneapolis. I worked for Becky and another attorney, Marianne Short, for five years. Marianne Short was then appointed as an appellate judge on the Minnesota Court of Appeals and I left the Dorsey firm to work with Judge Short at the Minnesota Court of Appeals. I worked as Judge Short's judicial secretary for 12 years. Judge Short then left the Court of Appeals and went back to private practice. I decided I was not interested in going back to a law firm, so I sent my resume to Judge Kyle at the United States District Court and have been at the Court for 10 months now. I have enjoyed all of my positions and have learned much through my experiences at each job and am looking forward to many years at the U.S. District Court.

Fran Smith shares: I started my career working for a one-man law office 24 years ago in Jefferson City, Missouri. That one-man law office

merged with two other attorneys; that firm then merged with another law firm which has since become the biggest firm in Jefferson City, Carson & Coil, P.C. During that period of time I was a member of the Cole County and state Legal Secretaries Associations and, through self study, I sat for and passed the Professional Legal Secretary examination. Carson & Coil is a general practice law firm and the attorneys I worked for handled estate planning, probate, real estate, administrative law, general civil, and personal injury matters. Over the years, I somehow received the title "probate expert" at the firm. I watched many young associates come and go and felt like each was one of my children. I thought I had seen and done just about everything when it comes to being a legal assistant. However, I have discovered that definitely is not true! In November of 2000, a very good friend of mine called and apprized me of the opening with Judge Laughrey. I was fortunate enough to be granted an interview and have Judge Laughrey offer me this position. What a shock to my family, employer and co-workers. No one believed it at first. I feel this a wonderful opportunity for me and I am so happy to have chosen this path, even though most people would think I am totally crazy for picking up roots, moving to the "big city" and changing employers at this point in my life. I am looking forward to many years with Judge Laughrey and the U.S. District Courts.

FJSA member Lynn Stone reports she has just returned from two weeks in Florida and now starts the daunting task of packing for their move to the Thomas F. Eagleton Courthouse in St. Louis, Missouri. The new address for the courthouse is: 111 S. 10<sup>th</sup> Street, St. Louis, Missouri 63102. Good luck with the move Lynn - there are several of us who can empathize with you!

Many thanks to all who provided information for this article. It would

not have gotten done without you! Please continue to share and if anyone else would like to contribute in the future, I would be most appreciative. My e-mail address is: karen.hopkins@mow.uscourts.gov and my phone number is (816) 512-5645. If there is anything I can assist you with while serving as your representative, I welcome and encourage you to contact me. I am hoping to meet many of you in Chicago this October! □

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## *NINTH CIRCUIT...*

*by Marion Mon*

### *New Year's 2001 Greetings to all!*

After a mass mailing of the FJSA brochures to judicial secretaries in this circuit, I received a few new memberships. Also, while attending a workshop in Los Angeles in August of 2000, I brought along the forms and distributed to those who requested them.

So let us welcome our new members, **Donna Silva**, Judicial Secretary to the Hon. Kent J. Dawson, Court of Appeals, Las Vegas, NV; **M. Lorraine Davis**, Judicial Secretary to the Hon. James A. von der Heydt, District Court, Anchorage, AK; **Joni Gross**, Hon. Susan Oki Mollway's Judicial Secretary, District Court, Honolulu, HI; and **Karen Dews**, Judicial Secretary to the Hon. M. Margaret McKeown, Court of Appeals, Seattle, WA. Karen has been with the courts since January 1999. She was employed as a legal secretary for twenty years at the firm of Perkins Coie. Karen is married and has a teenage daughter. Being a native Seattleite, she enjoys rainy day activities including an obsession of scrap booking, counted cross-stitch, crafting and sewing, and can be found outside tending to her vegetable garden. Karen would like to extend an

invitation to all FJSA members to stop by and say "hi" when in Seattle.

As I was unable to attend the Boston conference, I intend to be at Chicago Conference in 2001, and I urge all members to try to attend and see how informative it will be for you.

If someone is interested in becoming the 9th Circuit representative please let me know. My term expires in 2001, and I would like to hand over this duty to another capable person. □

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### **TENTH CIRCUIT...**

*by Sheryl Collins*

e-mail:

Sheryl\_Collins@ksd.uscourts.gov

The Tenth Circuit sends our sympathy to Judge David Sam, Salt Lake City, Utah, with the loss of his wife Betty Jean Brennan Sam, who died on August 27, 2000. Our member Susan Doty is Judge Sam's Administrative Secretary.

Sandy Malley, Administrative Secretary to Judge Stewart, Salt Lake City, is new to the court as her judge was recently appointed to the bench. Word from other Salt Lake City members tell me that Sandy will be joining our Association. We are looking forward to having Sandy as a member of the FJSA.

Mary Petty, Administrative Secretary to Judge Carlos Murguia, is retiring again effective November 30, 2000. When I say again, many of you will remember that she took retirement after Judge Earl O'Connor passed away in 1998. When Judge Murguia came on the bench and with a little persuasion, Mary agreed to be his administrative secretary. Mary tells me this time is for real and we all wish her the best and lots of fun, good health and relaxation in her retirement from the court.

It is time for renewal of dues, so

please send in your renewal forms as soon as possible.

I hope that this newsletter finds everyone well and enjoying life. I wish each and every one of you all the best for the New Year. □

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### **DC CIRCUIT...**

*by Sandi Middleton*

Brenda Lee, Secretary to Judge Ellen Huvelle, has been selected to serve on the Judges' Secretaries Advisory Group. She plans join the Federal Judicial Secretaries Association, is willing to be the new Circuit Rep for the D.C. District, and would like to become an active member of the Legislative Committee. Brenda is highly motivated and very interested in seeking ways of strengthening and defining the judicial secretary's job description, salary, title, benefits, etc. Brenda's telephone number is (202) 354-3230 and her e-mail address is:

brenda\_lee@dcd.uscourts.gov (Note the space between first and last name is an underscore).

The telephone numbers for the USDC for the District of Columbia District were changed last year. Therefore, my correct telephone number is (202) 354-3341.

My e-mail address is:  
sandi\_middleton@dcd.uscourts.gov  
and fax number is (202) 354-3342.

I have talked with several secretaries who have indicated an interest in becoming members of the Federal Judicial Secretaries' Association this year so I expect our membership will be up this year. I will share the upcoming newsletter with them give them copies of the membership form.

On a personal note, I want to apologize for not being able to contribute to the FJSA as much as I would like to. I am currently the Circuit Rep for the D.C. Circuit (and

have been for the past two-three years). When the position became vacant, I was new to the federal court and was informed that the previous CircuitRep had been the Rep for several years and deserved of a break. Thus, I reluctantly accepted the responsibility even though I shouldn't have. I am involved in two non-profit community projects in my neighborhood (one of which I write the newsletter) and I use most of my lunch periods and spare time fulfilling my commitments to these organizations. I have not had time to devote to the job of Circuit Rep and don't foresee having any additional time to put toward it in the near future. I am delighted that Brenda is so interested in becoming a member. She indicates that she will have the time, and is willing to devote the time, to both the job of Circuit Rep and serve on the Legislative Committee. I would welcome Brenda to take my place in these areas and will check the Bylaws to see if this can be done once she is a member.

Take care, and again, I'm sorry for the delay. □

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## **SPECIAL ANNOUNCEMENT**

The Administrative Office of  
the United States Courts presents:

"Administrative and Operational  
Training Workshop for  
FIFTH Circuit  
Judicial Secretaries -  
Judicial Assistants"

Crowne Plaza Hotel  
200 East Amite Street  
Jackson, Mississippi

**March 22 - 23, 2001**

(President's message cont'd. from pg. 1)

alternating cities to assure that when the Conference is held in an expensive city one year, the next year's Conference will be held in a less expensive city.

Everyone was excited about the prospects of coming to Chicago in 2001. This will be a Joint Tri-Association Conference and the Chicago Committee is all reeved up. Ferle Terry of the FMJSA reported on plans that the Committee was undertaking and whet the appetites of many with the prospect of having a "Progressive Dinner" as our initial social activity. Everyone was advised to make Chicago a family vacation, encourage attendance and share a room with a new member or secretary who has never attended a Conference, or just pamper one's self and go it alone. There is a lot to do and see in the wonderful city on the lake. (Stay

tuned to your computer for quarterly e-mail bulletin updates.)

Did you notice the new look of our Newsletter? Thanks to our editor, Bonnie Nohs, we have come into the 21<sup>st</sup> Century with a sleek, new look. Why not share a bit of news with Bonnie to be included in our publication? And why not pass it on to a non-member when you've finished reading it? Also, take a look at our website - and let someone else know that we are on the world wide web!

Along these same lines, I encourage each of you to make yourself a committee of one to seek out and encourage a non-member to join FJSA. Our Association is a viable, worthy, professional organization. We need to recruit more judicial secretaries/assistants to join us.

Cindy Grossman gave a very thorough report on the work of the JSAG. This committee is hard at work for us all. Your President had the

privilege of observing and participating in the last JSAG meeting. This committee works! It is not just a glamorous means of getting away for a few days at government expense. The JSAG is serious in its mission. (See Cecilia's report.) If you have not heard from your JSAG Representative, give her a call. The names are listed elsewhere in the Newsletter.

Also, be sure to search the J-NET. There is a lot of information there just for your use. Check out the "Judge's Corner." You will find the minutes of the JSAG meeting there. Utilize "Train Talk." Have your questions and concerns answered or addressed. All of this technology must not go to waste.

I look forward to hearing from you. Together we can make this a banner year for FJSA. □



**ABJA to Publish Cookbook**

*by Paula Funderbuck*

The ABJA will publish a cookbook, like the FJSA, in time for the 2nd Joint Meeting of the ABJA, FMJSA and FJSA in Chicago. We are soliciting recipes from any member of the three associations who would like to contribute.

We will be posting the recipe-collection form on our website at [www.abja.org](http://www.abja.org) within the next few weeks and ask that you submit your recipes by April 15, 2001. Please be sure to include your name, city and state, and which association you belong to. If you would prefer to have a paper copy of the recipe form mailed or faxed to you, or if you would like it e-mailed, please call Helen Miller at 651-848-1060, or e-mail her at [Helen\\_Miller@mn.uscourts.gov](mailto:Helen_Miller@mn.uscourts.gov).

Please look for the finished project at the ABJA registration table next October. See you all in Chicago! □

**TREASURER'S REPORT**

*by Lana Schultz*

STATEMENT OF INCOME AND EXPENSES  
AS OF DECEMBER 31, 2000

GENERAL ACCOUNT	
BALANCE CARRIED FORWARD AS OF 3/15/00	\$ 5,298.68
<u>INCOME</u>	
Dues	<u>\$ 5,275.00</u>
TOTAL INCOME	\$10,573.68
<u>EXPENSES</u>	
Postage Reimbursed	84.76
Newsletter	512.72
FJSA brochures	277.95
Incentive Award-2000	50.00
President's Gavel	27.69
Reimburse Officers & Circuit Reps	2,600.00
Printing and Postage for Ballots & Bylaws	453.95
TOTAL EXPENSES	<u>-\$ 4,007.07</u>
BALANCE AS OF DECEMBER 31, 2000	<u>\$ 6,566.61</u>
CONFERENCE FUND BALANCE - 12/31/00	<u>\$ 2,905.63</u>



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**Fourth Circuit Rep:**

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c/o Hon. Jackson L. Kiser  
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**Fifth Circuit Rep:**

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Fax: (713) 250-5719

**Sixth Circuit Rep:**

Barbara Herman  
c/o Hon. Richard A. Enslen  
U.S. District Court  
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Phone: (616) 343-7542  
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bherman@miwd.uscourts.gov

**Seventh Circuit Rep:**

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**Eighth Circuit Rep:**

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Fax: (816) 512-5658

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Marian Mon  
c/o Judge Illston  
U.S. District Court  
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Phone: (415) 522-4070  
Fax: (415) 522-2153  
marian\_mon@cand.uscourts.gov

**Tenth Circuit Rep:**

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Phone: (205) 278-1842  
Fax: (205) 278-1845  
lynda\_matson@alnd.uscourts.gov

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Nancy B. Bradley  
c/o Judge Clevenger  
U.S. Court of Appeals, Fed. Cir.  
Washington, DC 20439  
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Fax: (202) 76-6712

**D.C. Circuit Rep:**

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Washington, DC 20001  
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COMMITTEE MEMBERS**

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\* \* \*

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\* \* \*

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\* \* \*

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Gerry K. Chaisson  
c/o Hon. John V. Parker  
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Barbara E. Herman  
c/o Chambers of Judge Enslin  
U.S. District Court  
410 West Michigan Ave.  
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Phone: (616) 343-7542

\* \* \*

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### 7<sup>th</sup> Circuit:

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219 So. Dearborn St., Rm. 2744H  
Chicago, IL 60604  
Phone: (312) 435-5764

### 8<sup>th</sup> Circuit:

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600 W. Capitol Ave., Ste. 423  
Little Rock, AR 72201-3325  
Phone: (501) 324-5969

### 9<sup>th</sup> Circuit:

Edna Tucker  
c/o Hon. Franklin D. Burgess  
U.S. District Court  
1717 Pacific Ave., Rm. 3124  
Tacoma, WA 98402  
Phone: (253) 595-6307

### 10<sup>th</sup> Circuit:

Ann Neff  
c/o Hon. Bruce D. Black  
P.O. Box 1865  
Albuquerque, NM 87103  
Phone: (505) 348-2260

### 11<sup>th</sup> Circuit:

Sharon Hibbs  
c/o Hon. Kenneth L. Ryskapp  
U.S. District Court  
701 Clematis, Rm. 416  
W. Palm Beach, FL 33601  
Phone: (561) 803-3420

### DC Circuit:

Sandra Middleton  
c/o Hon. Colleen Kollary-Kotelly  
U.S. District Court  
333 Constitutional Ave., NW  
Washington, DC 20001  
Phone: (202) 273-0453



## CALLING ALL CIRCUIT REPS THERE'S A PRIZE WAITING FOR YOU!

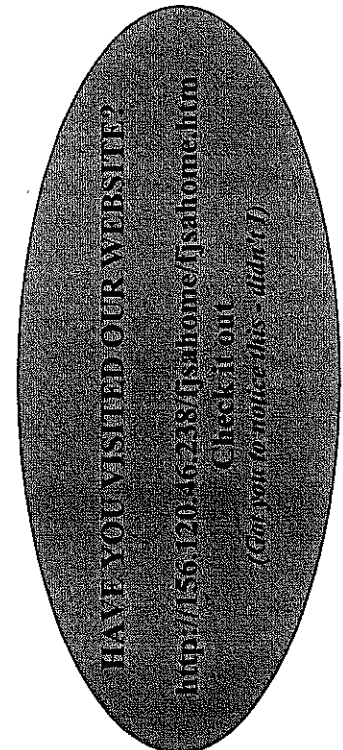
by Shirley Newsome

Each year FJSA awards a \$50.00 prize to the Circuit Representative that has recruited the most new members in her Circuit. This year's winner was Ann Wisniewski of the Second Circuit. Ann recruited seven (7) new members. Way to go, Ann!!

Why not purpose to go all out to recruit as many non-members as you can in your respective Circuits? You don't have to do the hard sell, just share some of the benefits of membership with them. Those of you who don't have an FJSA brochure enumerating those benefits need only suggest that these secretaries/judicial assistants visit FJSA's website at:

<http://www.mad.circl.dcn/fjsa.htm>.

Feel free to duplicate your Newsletter and share it with non-members in your Circuit as well. By all means, sound excited about being a member, and let that enthusiasm flow to the individuals you approach. Are we "a bag of chips and all that"? You bet -- and well worth the \$25.00 yearly membership fee!



## PAST-PRESIDENT'S MESSAGE

by Trish Kowalski

It seems almost impossible that over a year has passed since we were at the Conference in Reno and I officially took office as President of the FJSA. I have enjoyed my service, the many new (and renewed) associations I made with the members of our organization and the members of the ABJA and FMJSA, and the accomplishments I was able to achieve (with lots and lots of help) for our organization and its members. I wish to thank my marvelous Board for their tremendous work and invaluable assistance, without them I would have been lost.

Although our membership is still low, I believe that the new brochures describing our Association which we have created, the strong liaison position (Cecilia Rudden has been marvelous in serving in this capacity and will be a hard act to follow -- thankfully she will remain on the Committee to assist me) with the ABJA and FMJSA, and my continued commitment to assisting the Circuit Representatives in their important duties of recruiting and retaining members will increase our numbers and strengthen our Association in the years to come.

It was with enormous confidence that I passed the gavel to Shirley Newsome who will bring to the President's office a great deal of experience and a tremendous commitment to the Association. I am sure that Shirley's term will be one filled with dedication, energy and innovation -- just like Shirley.

I look forward to my continued involvement with the FJSA and to seeing all of you in Chicago. □



## Administrative Office to Continue Training Workshops...

The Administrative Office has announced that they will continue the Administrative and Operational Training Workshops for judicial assistants that were held last year in the 1<sup>st</sup>, 9<sup>th</sup> and 11<sup>th</sup> Circuits. This is a two-day workshop for all judicial assistants/secretaries. The goal of this workshop is to provide training in the areas of administrative and operational management that are unique to chambers staff. Each program has been changed somewhat to bring the latest breaking training needs to you.

Attendance is limited to 75 participants in each Circuit. Information will be sent to each judicial assistant/secretary and everyone will be given the opportunity to apply to attend. If more than 75 applications are received from a Circuit, a lottery will be held to determine who will attend.

In 2000 this workshop was held in the 1<sup>st</sup>, 9<sup>th</sup>, and 11<sup>th</sup> Circuits. In 2001 the workshop will be held March 22 - 23 in the 5<sup>th</sup> Circuit. If you are in the 4<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> or 10<sup>th</sup> Circuits watch for more information on when the workshop will be in your Circuit this summer. Early in fiscal year 2002 there are plans to bring the workshop to the remaining Circuits -- 2<sup>nd</sup>, 3<sup>rd</sup>, 6<sup>th</sup> and Federal. It takes some time to get this out to everyone, but remember it is live and a very interactive program and takes quite a bit of effort and time to get speakers out to all the Circuits.

This workshop was developed under the auspices of the Judges' Secretaries Advisory Group. We would like to thank R. Townsend Robinson, Deputy Assistant Director, Office of Human Resources and Statistics and Chair of the JSAG, Maurice White, Chief, Program and Workforce Development Division, and Terri Tinsley, Chief Workforce Development Branch, for all of their support, efforts, and hard work in bringing this workshop to us.

Please sign up for this workshop - you'll find it worth your time! For further information please contact Cecilia Rudden, Flay Sambrone-Metoyer, or Cindy Grossman through e-mail. □

### DO YOU JUST BELONG?

-Author Unknown

- Are you an active member, the kind that would be missed?
- Or are you just content that your name is on the list?
- Do you attend the Conferences, and mingle with the flock?
- Or do you stay at home, and criticize and knock?
  
- Do you take an active part to help the work along?
- Or are you perfectly satisfied to only "Just Belong?"
- Do you do your part, with your hand upon the stick?
- Or do you leave the work to others, then talk about the clique?

Think this message's over - you know right from wrong.  
Are you an active member, or do you "JUST BELONG?"

Provided by Shirley Newsome

# FJSA Foods of the First Millennium...

Please send your favorite "old" recipe to be included in the FJSA cookbook. The cookbook will be the Ways and Means project for 2000-2001.

Please send us any old recipes that have been handed down through the generations of your family - or others.

Include the name of the person originating the recipe and the approximate date it was created. Be sure to include some history about the recipe. Send it with your name and the name of your court.

Send by fax, e-mail, or snail mail to:

Bert Rixner  
c/o Hon. Lee H. Rosenthal  
11535 U.S. Courthouse  
515 Rusk Avenue  
Houston, TX 77002  
(t) 713/250-5980  
(f) 713/250-5213  
bert\_rixner@txs.uscourts.gov

Gerry K. Chaisson  
c/o Hon. John V. Parker  
Russell B. Long Federal Bldg.  
777 Florida St., Ste 355  
Baton Rouge, LA 70801  
(t) 225/389-3568  
(f) 225/389-3569  
gerrychaisson@lamd.uscourts.gov

Babs Herman  
Chambers of Judge Enslin  
U.S. District Court  
410 West Michigan Ave.  
Kalamazoo, MI 49007  
(t) 616/343-7542  
(f) 616/349-4652  
bherman@miwd.uscourts.gov

*"We need your help and your recipes"*



## "I HATE FILING CAMPAIGN"



In conjunction with our Joint Chicago 2001 Conference, we have a special project that we are participating in - collection of Pendaflex File Folder flaps for "I Hate Filing" promotion gifts to be given away as door prizes. These flaps are found at one end of the file folder box top, and must contain the Pendaflex brand name, the type of folder (file, hanging, etc.), the stock or product number and UPC bar code.

If all of you would be kind enough to remove these flaps from your boxes and mail them to me, I would be grateful. My mailing address is:

Shirley J. Newsome, Judicial Assistant to Judge Diane P. Wood  
U. S. Court of Appeals, 7<sup>th</sup> Cir  
2602 U. S. Courthouse, 219 South Dearborn Street, Chicago, IL 60604-1803

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## *Boston Conference*

*October 19<sup>th</sup> - 21<sup>st</sup>, 2000*  
*Sheraton Colonial Hotel*  
*Boston, Massachusetts*

*by Ann Neff, Secretary*

The FJSA/FMJSA 2000 Conference was held at the Sheraton Colonial Hotel and Golf Club in Boston North, Massachusetts. The conference committee co-chairs were Nancy Irwin, FJSA, and Debbie Perates, FMJSA. They were assisted by the judicial assistants from the District of Massachusetts. There were 57 registered participants from both organizations. If you were able to arrive in Boston on Wednesday, the conference committee had arranged for a tour in the morning of the historic towns of Lexington and Concord and in the evening of the Bewitching City of Salem. I heard the evening tour was a walking tour guided by a witch.

The conference opened on Thursday, October 19th, with welcoming remarks by Chief Magistrate Judge Robert B. Collings of the District of Massachusetts. Judge Collings paid tribute to secretaries and told us to look to the future. Technology and automation may change the way we do our jobs. And to preserve our jobs, we must lean on our association's long range committee to keep up with new changes. Judge Collings wished us success with our conference.

FMJSA President Nancy Smith told us about Saturday's luncheon which had been added to our program,

and gave us the phone number for reserving the van on Friday for our return from downtown to the hotel. She also thanked Nancy Irwin who took over for Debbie Perates after she changed jobs a few months ago.

FJSA President Shirley Newsome recognized first time attendees and retirees. She, too, thanked Nancy Irwin for her hard work on this conference. Special thanks were given to Cecilia Rudden and Ann Sherman for their conference work and to Krissy with the hotel catering for her assistance.

Cindy Grossman started off with an ice breaker which divided us into groups: oldest child, middle child, youngest child, and only child. In these groups we talked about the pros and cons of our group. A spokesperson then told the room the findings of their group. The results were very interesting. Cindy then introduced Maurice White, Chief of Program and Work Force Development Division with the AO. Maurice, as training coordinator, told us about the many things that are now on the J-Net and passed out the *FJTN Bulletin* listing all the programs available during October and November via satellite. He stated the AO is not going to stop doing traditional, live training. However, the AO has

branched out its training to audio-conferencing, video-conferencing, and satellite broadcasting. Maurice foresees within 3-5 years we will have video or online training at our desks. The FJTN programs are repeated so one can watch when convenient.

"Train Talk Judge Sec" is an online forum just for judges secretaries/assistants. Go into the J-Net and click on Training. In the PWDD Web site, click on Discussion, then click on Caucus. From this point we can follow the prompts. This should be a very useful tool when we encounter a question we know some else has dealt with.

Maurice also talked about the change in the *Guidelines* which allows for funding to attend the annual conference. He felt the annual conference was a good thing as it allowed us to establish human contacts while receiving education and training. Maurice brought regards from Townsend Robinson who was unable to join us. He read a memo from Townsend about the latest changes at the AO. Maurice encouraged us to establish local training committees in our districts or join existing training committees and request training of interest or specific to secretaries. He also said the AO is going to be bringing a training session to each

# *Federal Judicial Secretaries Association*

## Membership Application For The Year 2000-2001

NAME: \_\_\_\_\_

Active                       Retired

TITLE: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

HOME TELEPHONE #: \_\_\_\_\_

COURT/CIRCUIT

ADDRESS: \_\_\_\_\_

JUDGE: \_\_\_\_\_

TELEPHONE #:                      OFFICE \_\_\_\_\_                      FAX \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

NAME OF REFERRAL MEMBER: \_\_\_\_\_

Enclosed is my check for \$25.00 payable to **FEDERAL JUDICIAL SECRETARIES ASSOCIATION**, for the following membership (current through August 31<sup>ST</sup>):

New Member

Renewal Member

**STANDING COMMITTEES:** Constitution & By-Laws, Legislative, Nominations & Elections, Long-Range Planning, Membership, Ways & Means, Audit & Tellers (to receive Ballot returns), and Annual Conference

I am interested in working on the \_\_\_\_\_ Committee. Please contact me at the above-referenced telephone number.

I am interested in being a Circuit Representative for my Circuit.

**(FORM AND MEMBERSHIP FEE ARE TO BE SENT TO YOUR CIRCUIT REPRESENTATIVE)**



circuit but dates are not yet final.

JSAG is an AO advisory group for the benefit of secretaries/judicial assistants. Cindy Grossman shared her minutes from the last meeting in Washington, DC. She told us Karen Redman was the AO contact person if our judge is having trouble with the media. You can get direct e-mail notice of the JSAG meetings by signing up on the J-Net in "What's New." Also on the J-Net is the "Judges Corner" where law clerk information may be posted. Cindy encouraged us to apply for JSAG membership as the terms expire December 2000.

A very nice buffet was provided for lunch. During lunch, Michael Berney of the FJC passed out brochures he thought would be of interest regarding programs available through the FJC. Michael also played a few songs on the piano before we returned to the meeting room. In the afternoon, Michael led us in a session entitled "Making Decisions in a Crisis." This exercise allowed us to focus on making a decision in a crisis -- a what if? -- situation. After reading the problem, we individually answered questions. Next, as a group, we discussed and answered the questions again. Finally, we reviewed the correct answers. It was very interesting to hear how each of us analyzed the situation just a little differently, and how the group collaborated to make the right decisions. Brainstorming is always fun.

On Friday, Carolyn Weber started the morning with a demonstration of her "WeberPerfect" method for getting out those day-to-day orders. Her system is a "do it only once" program that's actually a merge function. If a name, case number, and all attendant information has been entered once, it's never necessary to enter that again.

You merely check the relevant boxes and print, and the order comes out in final form with only the information you checked. Fascinating!

Next, John Leonard and Karen Scales of the San Antonio Training Center talked about the training that is available from the Center via satellite. John walked us through electronic case filing (ECF) and encouraged us to take advantage of all Web-based training (CBT). He showed us a particular on-line learning program; i.e., how to screw in a light bulb at <http://www.sageinteractive.com/tutorial.html>. The Center is always available to answer particular questions or to make other suggestions.

That afternoon we all went on a two-hour bus tour of historic Boston which included the Freedom Trail and other interesting sites in downtown Boston. The bus dropped us off at the new U.S. courthouse for a tour and brief overview presentation, both historically and architecturally. Afterwards, we explored the waterfront area and dined at one of the many restaurants at Faneuil Hall. It was late when we got back to the hotel.

On Saturday, we heard from Dick Simmons, Chief of the Retirement Division of the AO. Mr. Simmons urged us to start planning for retirement, especially if we are within five years of taking the big step. He warned us to never cancel our health insurance once we are retired, because once canceled, we can never get back into the government insurance program. Dick also suggested that we take the low option health insurance at age 65, and pointed out that the cost for health and life insurance will not change after retirement. Only CSRS retirement applies credit for accrued sick leave. Dick gave us lots of information to think about.

After a buffet luncheon, FJSA and

FMJSA held their joint business meeting which began at 1:20 PM. Shirley Newsome, President of FJSA, and Nancy Smith, President of FMJSA, presided. Officers and Circuit Representatives were introduced as well as first-time attendees and retirees.

A presentation was made by Lael Noble and Phyllis Walker on Salt Lake City as the site for Conference 2002. The hotel will be downtown and the room rate will match per diem. The date will be October 10-14, 2002.

Bert Rixner of the Ways & Means Committee stated as a fund raiser FJSA is going to prepare a cookbook of "recipes you got from your grandmother." E-mail your recipes to: [bert\\_rixner@txs.uscourts.gov](mailto:bert_rixner@txs.uscourts.gov). Ann Sherman reported that FMJSA is again going to sell raffle tickets. This has been FMJSA's best fund raiser.

Ferle Terry of FMJSA reported on the planning of Chicago Conference 2001. It will be held at the Chicago Regal Knickerbocker Hotel and the room rate will be \$175 double occupancy. There will be optional group activities: 3-hour City of Chicago tour; progressive dinner; shopping activities at the Apparel Center. She passed out a "Ten Best Reasons for Coming to Chicago" brochure and gum courtesy of Wrigley.

Merger of all three associations was discussed. The mission of both FJSA and FMJSA is to work in the direction of merger. ABA will be encouraged to join with us, especially in conferencing. FMJSA President Nancy Smith expressed her thanks to the FJSA Board and to Cecilia Rudden (FJSA) and Ann Sherman (FMJSA) on their successful coordination of this Conference.

Shirley introduced the JSAG members who were present: Cindy

Grossman, Trish Kowalski, and Cecilia Rudden. Cindy talked about the resources available to new judges. Cindy had copies available for application to join JSAG for a term of two years. Some of the present terms are up the end of December. Townsend Robinson of the AO will be appointing half new members and reappointing others. The Circuit JSAG representative should send out minutes of these meetings. The official minutes will be on the J-NET in a few weeks in "What's New." The deadline is November 1 for applications to join JSAG. Townsend makes recommendations to AO Director Ralph Mecham who will then make the appointments.

At 2:20 PM, the members of FMJSA adjourned and the FJSA meeting continued. Outgoing FJSA President Trish Kowalski said it was with relief and sadness that she passed on the gavel to Shirley Newsome. Shirley thanked Trish for all her hard work during the past year.

Trish advised that former Circuit Representative Karen Spiedowski had passed away a few months ago. Shirley asked Trish about a memorial. A very emotional eulogy prepared by Karen's judge was read by Trish. A moment-of-silence was held in Karen's memory.

Shirley stated she had received comments from several members as a result of the By-Laws changes that had to do with retirees not having a vote in the business of this association. She read the appropriate section of the By-Laws to those present, and stated that the vote passed by 136 to 8 with 2 abstaining which was an overwhelming passage. Shirley requested discussion regarding revisiting the issue of voting for retirees. A motion that this issue be revisited was made by Helen Anderson and seconded by Cecilia Rudden.

Passage was unanimous. Shirley will ask the Membership Committee and ultimately the By-Laws Committee to revisit this issue of retirees' voting rights. Shirley will assign follow-up on this issue to VP Ann Nielsen as chair of the Membership Committee.

The status of the *Newsletter* was reviewed. Publications are issued three or four times a year. Electronic mail is a possibility for the future. Shirley would like to see the format changed. She will discuss this with Bonnie Nohs. The President's focus for this year is going to be membership. Shirley hopes to get e-mail addresses for all secretaries and will send them copies of our *Newsletter*.

Kansas City or Houston will be the site of Conference 2003. This will be a joint conference with FMJSA.

Our Association has 348 members of a possible 900+. Our sister Associations likewise have memberships of only 1/3 of those eligible. ABA will have 21 persons at their annual conference this year. FMJSA has joined with us for the last three years and has shared equally for this conference. FJSA and FMJSA are working well together.

Twenty-four different titles for judicial secretary are being used. Some are judicial assistant, judicial secretary, paralegal, administrative assistant, administrative executive. Because of the long and hard struggle with the Judicial Conference and AO to allow title change, those who wish their titles changed should have their judges write to the AO in order to make it official.

The grand finale of the Boston Conference was the banquet. During a delicious dinner, we were entertained by Billy McGhee's Jazz Quartet. Our guest speaker was the Honorable

Nancy Gertner, United States District Judge for the District of Massachusetts. In preparing her remarks, Judge Gertner, who is a former law clerk, decided it would be more fun to reminisce about her clerkship. I think everyone in attendance thoroughly enjoyed listening to Judge Gertner and silently adapting her recollections to their own chambers. It was a delightful evening which ended with everyone saying their goodbyes. □



**HON. SEYBOURN  
HARRIS LYNNE**  
1907 - 2000

On September 10, 2000 the United States District Court for the Northern District of Alabama lost someone special, Judge Seybourn H. Lynne. Judge Lynne was appointed to the federal bench by President Harry S. Truman on January 9, 1946. He became Chief Judge in 1953 and took senior status in 1973. In August of 1992, he was recognized in the Congressional Record by Senator Howell Heflin as the most senior judge in the federal court system.

Judge Lynne was on the federal bench during the civil rights era. He was the dissenting member of a three-judge panel ruling racial segregation on Montgomery, Alabama, city buses was unconstitutional. Judge Lynne became widely known for his order which prohibited the late Governor of Alabama, George Wallace, from blocking black students from the University of Alabama. One precedent setting case decided by Judge Lynne, Petway v. American Cast Iron Pipe, prohibits maintaining segregated eating, bathing and recreational facilities by employers.

Even in his 90s, Judge Lynne made weekly trips to the courthouse in Birmingham. He will be missed!

# CHICAGO INFO

by Shirley Newsome.

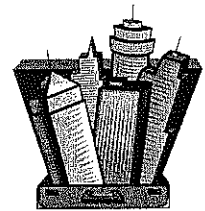


The Chicago 2001 Conferences dates are October 4<sup>th</sup> through 7<sup>th</sup>, 2001. Circle these all important dates on your calendars. The place is the Knickerbocker Hotel (of Regal International), located just off "Chicago's Magnificent Mile" at 163 East Walton Place. The nightly rate is \$175.00, plus tax. Why not share the room with another secretary/judicial assistant. Invite a non-member to come along with you. Make it a family affair. Chicago has so much to offer the family -- zoos, parks, museums, etc. If you choose to come alone for a personal "get away weekend," you can pamper yourself for days with all that this "world class city" has to offer. The hotel is within walking distance of anything and everything imaginable in the way of shopping, eating and entertainment. It is approximately two blocks from the sandy beach of Lake Michigan. Yes, Chicago does have a beach!

More to come next issue.

## Chicago's Own Top 10 List!

Top 10 Reasons to Visit Chicago



10. History and Famous Architecture! Spend time learning about our history and architecture by walking through the original Water Tower (remember Mrs. O'Leary's Cow and the fire of 1871? The Water Tower was one of the only remaining structures); visit the Chicago Historical Society - we've arranged some free tickets too; or browse our huge Visitor's Center -- check out everything you want to see and plan your visit!
9. Take a hearty walk along our famous Oak Street Beach--concrete, not sand--and wear your wind-breaker. The skyline view is spectacular. Maybe you'll see Oprah or Ann Landers or Sammy Sosa out for their morning jog on their adjacent lakefront properties! They live near your hotel on the Magnificent Mile.
8. Stroll down The Magnificent Mile (Michigan Avenue) around the corner from your hotel, or Oak Street (Chicago's Rodeo Drive) and see designer shop after shop. Even Art Galleries! You'll ooh and aah and--oh yes--bring your MasterCard AND have the stores ship it home! Go to Marshall Field's Department Store for your free visitor's gift, discounted shopping coupons, and a free sample of Eli's Cheesecake and coffee!
7. Take a two-hour sightseeing cruise on beautiful Lake Michigan on one of our many guided tour boats. They depart just blocks from our hotel. Our free trolleys will take you there. Boat tours as low as \$9.00!
6. Expand your mind by visiting our famous museums and other cultural attractions: The Art Institute (we have free passes), Field Museum, Planetarium, Aquarium/Oceanarium, Museum of Contemporary Art or the Nature Museum. You'll pass the popular Buckingham Fountain in Grant Park and Soldier Field - home of the Chicago Bears on your free trolley ride along the lakefront. The best skyline view and photos are from this area we call the Museum Campus!
5. Enough walking and viewing and oohing and aahing! Time for some serious business: Michigan Avenue shopping for real; then, perhaps we can get a group to go "behind the scenes" at the mile-long Apparel Center with a personal guide, buy the latest designer fashion samples, at bargain prices!

(Cont'd. on page 20)

## ANNUAL REPORTS...

## ANNUAL REPORTS...

## ANNUAL REPORTS...

### *Second Circuit...*

*by Ann M. Wisniewski*

In the Second Circuit, six new members have joined the FJSA during the 1999-2000 membership year.

When I came on as Circuit Representative in October 1999, I sent out an e-mail introducing myself to all members and potential members. I mentioned the work the Association had been doing (the title change had recently been approved); I offered to send members a copy of the Constitution and Bylaws; I requested circuit news; I reminded members to renew if they hadn't done so; and I invited secretaries who were not members to join.

As eligible secretaries/assistants joined the courts, I sent each a letter inviting them to join the FJSA. I attached a copy of the most recent newsletter and, after it became available, the FJSA brochure.

When the FJSA brochure was published, I sent a copy to all members and potential members.

I forwarded to all secretaries-assistants in the Circuit via e-mail a job vacancy announcement from the Court of International Trade.

In January 2000, I sent to former members who had not renewed in some time (who were, therefore, no longer receiving newsletters) a letter asking them to consider renewing now and attaching a copy of the December newsletter. I sent a separate letter to members who were still on our mailing

list but had not yet renewed, simply asking them to renew.

At the request of our newsletter editor, I updated the membership list. At that time, I sent to secretaries who were about to be dropped from the mailing list an e-mail informing them that they would be dropped if they didn't renew.

I drafted two newsletter articles.

I recently began sending a "Welcome to the FJSA!" letter to new members as they join the Association. I attach a copy of our Constitution and Bylaws. I intend to continue doing this through the remainder of my term.

Finally, I have answered dozens of questions about the FJSA and the work the Association is doing, and I forwarded to the President suggestions offered by our members. □

❖ ❖ ❖

### *Seventh Circuit...*

*by Ida Wash*

The year started out really great for me. I wanted to try and get the ladies in the District, Circuit, Bankruptcy and Magistrate Court more involved, so I tried a few new ideas to see if it would in fact help.

In February, on Valentine's Day, I had a "Coffee Klatch" to which all secretaries of the District, Circuit, Bankruptcy and Magistrate Judges were invited to get to know each other. With the help of ladies from my court, the district and magistrate courts, we

provided a festive atmosphere complete with decorations, baked goods, coffee, juice and tea. As each lady exited, I presented her with a "Valentine's Goodie Bag" of Chocolates. All the ladies were surprised and seemed to enjoy everything. I felt that if we could at least get everyone to know each other a little better, then maybe we all would work together harder to make the 2001 Conference a joint effort with representation of all courts in the 7th Circuit. I also let them know that they can participate in making the Chicago Conference a success. A lot of the ladies showed up and enjoyed the whole idea. We even saw a few new friendships made as a result.

As the year so quickly went by, I made a special effort to pay an individual visit to some of the ladies in the District Court and see how they were doing, and talk a little more about the functions of the FJSA. I also, let them know that if they needed anything that they could contact me. I also made calls to the out of state secretaries who often feel left out because of the miles. I tried to get them involved in the planning of the 2001 Chicago Conference and I did get some positive feedback.

We had several Chicago Conference "Lunch & Learn" meetings. At these meetings we updated everyone on the latest report from JSAG, which proved beneficial to us (we learned of training funds available to each judge's office for training).

In October, I attended the Boston Conference, which I enjoyed, and

found the classes informative and interesting. The tour of the courthouse in Boston was awesome. What a fantastic and beautiful building.

And just before the holidays, we gave a Christmas Party for the ladies of all the courts and all Conference 2001 Committees gave a report on their individual planning progress. Then each Association gave a report on their experiences at the Annual Conference in Boston.

This is my last year as the 7th Circuit Rep and I hope that I have served my Circuit well, because I have enjoyed being a part of the committees that make the rules, the planning of future meetings, training, and seeing firsthand how the FJSA officers work hard for the betterment of each and every secretary. I especially enjoyed making new friends all over the country only to find out that most of our concerns are the same. I truly hope that the coming year will be filled with a renewed spirit for the continued success of the FJSA. I know that I will be out there getting new members and bringing those who have strayed back home. Thank you for a wonderful experience. □



## *Eleventh Circuit*

*by Lynda Matson*

Upon taking office this officer sent a cc:mail message to each secretary/assistant in the 11<sup>th</sup> Circuit, soliciting their membership in our association. New members were obtained during this term and it is this officer's hope that the message assisted in that accomplishment.

This officer timely filed with the newsletter editor, articles for publication in each edition, as well as wrote additional articles to be included which should have been of interest to

our members.

An e-mail message was sent to each secretary (all non-members) in the Northern District of Alabama with regard to their title and the prospects of changing their title.

After attending a workshop for judicial secretaries/assistants held in Atlanta, this officer again wrote an article for publication in the newsletter, as well as a memo to other secretaries not attending giving detailed information about the workshop.

Welcome letters were mailed to any new member when dues and membership applications were received. Any dues received were timely transmitted to the Treasurer.

This officer appreciates the opportunity of serving as the representative from the 11<sup>th</sup> Circuit and looks forward to another great term. □



## *Legislative Communications Committee...*

*by DruAnn Wiley*

As my first duty, I contacted members in each Circuit to assemble a committee, and reported the names and addresses of the committee members to the President, and presented the names to the Editor for publication in the newsletter.

Three articles were furnished for the newsletter during the year. The second article was written after contacting each of the committee members, as well as AO personnel, in an attempt to learn how many members had received official title change. Unfortunately, the information was not obtained from the AO, but a number of

committee members furnished information, and the article contained the number who had changed titles, the titles selected, and instructions for obtaining AO approval for the title change.

It would be my recommendation that this year a system of e-mail communications be set up so that members may be informed of any relevant legislative changes, as well as encouraging members to participate more actively, and to gather information about members for publication in the newsletter. □

## *A Trip to Germany*

*by Bert Rixner*

My 11 year old grandson and I had a fantastic trip to Germany. We saw the Passion play in Oberammergau. My grandson thought it was the most fantastic play he had ever seen. I agree and if any of you can go to the Passion play in 2010 (held every 10 years) you must see this play. Even though it's all in German, you know what it's about and the acting by local townspeople is superb.

Robert was born in Bamberg, Germany and I took him back to see where he was from. At first he complained about missing everyone but after going to the castles and churches and climbing all over the hills of Bamberg, he complained only about missing Buster - his cat.

Germany is really a fascinating country with gorgeous scenery. We did a tour, but you can do it on your own -- trains go everywhere and it is like catching a bus here -- everyone rides the trains.

(Chicago's Top Ten List cont'd. from page 17)

4. Love the theater or orchestra music? We have variety to please everyone's taste, from the latest play on Broadway to our very own Goodman Theatre and Steppenwolf, too (founded by Gary Sinise, John Malkovich and John Mahoney who still perform there). We also take pride in our Chicago Symphony and Lyric Opera (in season in October).
3. Navy Pier--there's nothing like it anywhere in these United States--and the free trolleys can take you there too -- its right on Lake Michigan, with live theater, concert performances, an Imax Theater, fun eateries (from Bubba Gump's Shrimp Company to Joe's BeBop Jazz Café), THE biggest Ferris wheel, cruise boats and small specialty shops -- you have to see it!
2. *Food -- glorious food*. You name it, and we have it. From Chicago Style Pizza to Five Star Chefs with their very own restaurants (Wolfgang Puck's Spago or Charlie Trotter's). Also, our own "Lettuce Entertain You" group of restaurants; plus authentic Italian, Chinese, Mexican and Greek food; or the most "luxurious, yet cheap lunch" with breathtaking views from the Signature Room Restaurant on the 95<sup>th</sup> Floor of Michigan Avenue's John Hancock Building.
1. THE NUMBER ONE REASON: Well, that's simple. For the 2nd joint conference of the FJSA, FMJSA AND ABJA, to meet new friends, renew old friendships, share these huge hotel rooms for some nightly girl talk, learn a lot, and have an exciting time in our beautiful international city!

November 2000, *Money Magazine*, named the City of Chicago "the Best in the Midwest".

## J S A G REPORTS

### Judges' Secretaries Advisory Group Appointments - January 2001

Chair	R. Townsend Robinson, AO
DC Circuit	Brenda Lee, District Court - DC
Fed Circuit	Patricia Massey, Appellate Court - DC
1 <sup>st</sup> Circuit	Mari Rosa Jorge, District Court - Puerto Rico
2 <sup>nd</sup> Circuit	Cecilia Rudden, District Court - New York, NY
3 <sup>rd</sup> Circuit	Patricia Kowalski, Appellate Court - Philadelphia, PA
4 <sup>th</sup> Circuit	Paula Coley, Magistrate - North Folk, VA
5 <sup>th</sup> Circuit	Flay Sambrone-Metoyer, District Court - New Orleans, LA
6 <sup>th</sup> Circuit	Bernice Whaley, Bankruptcy Court - Chattanooga, TN
7 <sup>th</sup> Circuit	Cindy Grossman, Bankruptcy Court - Chicago, IL
8 <sup>th</sup> Circuit	Karen Krouch, Bankruptcy Court - Minneapolis, MN
9 <sup>th</sup> Circuit	Terry Kelly, Magistrate - Fresno, CA
10 <sup>th</sup> Circuit	Rita Gallegos, Appellate Court - Santa Fe, NM
11 <sup>th</sup> Circuit	Barbara Sauers, Magistrate - Ft. Meyers, FL

### JSAG REPORT MEETING AT THE AO WASHINGTON, DC SEPT. 12-13, 2000

by Cecilia Rudden

On September 12 and 13 the JSAG met in Washington, D.C. I wanted to give you a summary of what took place at that meeting. The official minutes will be available on the J-Net.

The meeting began with opening remarks by A.C. Ressler, Assistant Director, Office of Human Resources & Statistics. Mr. Ressler spoke about the National Training Needs Assessment and emphasized that this is an ongoing process and the fact that training is coming from many different medias but that live programs will continue.

Townsend Robinson, Chair of the JSAG, continued the meeting with an overall of the program. There was some discussion of our titles. Secretaries in this Circuit, along with their judges, have chosen some the following titles: Administrative Assistant, Executive Assistant, Judicial Administrative Assistant, Court Secretary (swing pool). Also, many have kept the title of Secretary.

H. Allen Brown, Human Resources Division, spoke to us regarding **Judicial Resources Committee Issues**. They believe the 2001 budget request will be fully funded and should be of little impact to individual courts. Included on the consent calendar is a revision to the leave policy to increase from 7 to 30 days for each calendar year the amount of paid leave for employees who serve as organ donors. They are expected to endorse physical fitness for court employees and the AO is working on policy which may include private club memberships, up to a certain dollar amount. Don't look for this until fall 2001 at the earliest. There was discussion that the law clerk pool is shrinking due to high salaries being offered by law firms. An informal survey showed that Magistrate and Bankruptcy Judges seem to be having the most problems. The Magistrate and Bankruptcy Judges do seem to have more career law clerks than Article III Judges: 17% - Circuit Judges; 25% - District Judges; and 60% for Magistrate and Bankruptcy Judges.

Karen E. Redmond, Office of Public Affairs, spoke regarding **Press Relations**. Each court should have a media policy and one individual to answer all requests from the press. We should keep our dealings with the press to a minimum and the court contact is someone you can refer them to. Ms. Redmond suggests that you do keep a list of name and telephone numbers of all press that you speak to in case of

any problems. Her office will provide you guidance with dealing with reporters. Please email her at the AO HUB with any questions or concerns you might have.

Clare F. DeCleen and Ahmed Abdurrezak, from the Administrative Services Office did a demonstration on **Recent J-Net Developments**. The J-Net continues to take on a new look. They are working throughout the AO to have a uniform look to the J-Net to make it more user friendly. The most recent addition to the J-Net is the "What's New" website, which can be found on the home page. You can go to it directly or subscribe to "What's New" and receive through you email postings from the AO of the ten latest entries. This is a great way of keeping informed all the latest coming out from the AO and sometimes you will find you receive memo's this way before they arrive in the mail. It was emphasized that more and more is being released over the J-Net including forms that need to be completed and sent back directly through the J-Net. If you and/or the Judge have not checked out the "Judges' Corner" take a look. It has been revised to make it easier to use and has a lot of information. They hope at some point to have a working group, but that is way down the road.

Robert Wily, Article III Judges Division, demonstrated the new **Law Clerk Information Website**. This is an information website for those applying for law clerk positions. It is being presented to the Judicial Conference on September 19 and is expected to go live October 2. This is a wonderful program that has different access for chambers and applicants. From chambers we can put information into the system about when, how, and what kind of applicant the judge might be looking for. This can be as informative as to when the judge sends

acknowledgments out that they have received applications to when her or she will be interviewing. Make sure you watch for this website after October 2. It will be found on the J-Net as a link in the "Judges Corner" on the side. It should really cut down on telephone calls to chambers from all the law students.

John R. Breslin, Accounting and Financial Systems Division, spoke on **Judges' Travel Policies and Procedures**. Mr. Breslin did a review of policies emphasizing that frequent flyer miles are government property when earned while on official business. If official and personal business miles are mixed and each cannot be documented all miles belong to the government. Ledgers for personal and official trip mileage earned should be maintained. Tax exemption information is now available on the J-Net on the program desk in the travel center.

Lee Horvath, Judiciary Benefits Initiative Staff, spoke regarding **Judiciary Benefits Initiatives**. Shortly there will be marketing on the flexible health benefit program. 25% of the judiciary took advantage of this program. This is an insurance program where you put X amount of pretax dollars to be used for medical related expenses that are not covered under health insurance. They hope to introduce a new benefit, pre-tax commuter reimbursement for judges and judiciary employees tentatively set for early 2001. Each court benefit coordinator should have more information on both of these programs.

Mary Stickney, Electronic Public Access Program, spoke with us regarding **Case Management-Electronic Case Files**. The court's are beginning to go live with electronic filing. They expect all

bankruptcy courts to be live within two years which will be followed by the district courts and then the court of appeals. It is a very flexible program and the AO is working very closely with each court as it is implemented. If you would like further information on electronic filing programs they can be found on the FJTN.

Bruce Johnson and Cathy Stephens, Budget Division spoke regarding the **New Funding for Chambers Staff Training**. There was a discussion on how this fund is to be used and whether or not it can be used for private association meetings. There are exceptions for using this fund for private association meetings with strict guidelines that have to be certified by the Chief Judge.

Bruce Johnson of the Budget Division reported that the **Budget Outlook** for FY 2001 is good. The judiciary received a 6.6% increase in the House-passed bill and a 7.4% in the Senate. The salaries and expenses account that funds the appellate, district and bankruptcy courts and probation and pretrial services increased 6.5%. A 7.5% increase is needed to maintain current services.

Maurice White and Carolyn Kinney, Workforce Development Division did a presentation on **TrainTalk and Training Initiatives**. You will see more training on the FJTN and at more convenient times. Until now most of the programs have been convenient to watch if you are in the Eastern Time zone. The AO has been able to acquire more satellite time and will be running programs until late in the afternoon to accommodate the entire country. Though training is taking on many new faces they assured us that live training will continue. Train Talk is

a new site on the J-Net where online discussions for court personnel take place on topics related to training. There is a specific site for us and it is "Train Talk Judge Sec" and can be found on the J-Net at Training. It's a great place to ask questions and exchange information with other judicial secretaries around the country.

Michael Berney from the Federal Judicial Center, did a hands on demonstration of the **Court Operations Exchange** website on the DCN. Similar to train talk this is an ongoing exchange of dialogue between court staff, but includes many aspects of operations not just training. This site is very new and they are anxious for people to use it.

The **Maintaining Your Competitive Edge** workshop from a few years ago is still available and they may be updating the contents. There was a lot of discussion about getting training for those new secretaries just coming into the courts.

Following the above presentations the JSAG met in individual focus groups to develop action items.

#### Staffing Focus Group:

Trish Kowalski (3<sup>rd</sup> Circuit), Barbara Smith (8<sup>th</sup> Circuit), Marcia Carter (6<sup>th</sup> Circuit) and Candace Jones (9<sup>th</sup> Circuit). This focus group is working on a quick reference guide for the new judicial secretary; possible benefits; job continuation placement and staffing innovations.

#### Communications Focus Group:

Donna Silva (1<sup>st</sup> Circuit), Shirley Newsome (President FJSA), Faith Lyles (DC Circuit), Liz Daigle (President Elect FMJSA), and Paul Funderburk (President Elect ABA). This focus group is going to get a mail list together of secretaries to federal judges and find a way to keep it

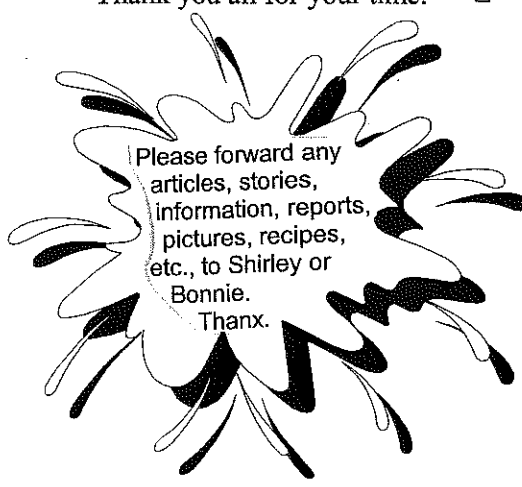
updated and to get information to all of us on a quarterly basis.

#### Education and Training Focus Group:

Agatha Ellis (11<sup>th</sup> Circuit), Cecilia Rudden (2<sup>nd</sup> Circuit), Flay Sambrone-Metoyer (5<sup>th</sup> Circuit), Linda Weaver (4<sup>th</sup> Circuit) and Cindy Grossman (7<sup>th</sup> Circuit). This focus group has been working with the AO on a two day Administrative and Operation Workshop. This fiscal year we have had three programs in the 1<sup>st</sup>, 9<sup>th</sup> and 11<sup>th</sup> Circuits. We expect to have five programs in FY 2001, beginning in February. Though not definite the Circuits targeted for FY 2001 are the 4<sup>th</sup>, 5<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> and 10<sup>th</sup>. Watch for more information on this program. This focus group also hopes to work with the AO to develop a CD that would be an introduction to the federal courts for new judicial secretaries.

Please don't hesitate to call me if you would like to discuss any of the information contained in this Memorandum or for anything else. If you feel you would like to apply for appointment to the JSAG, please contact me and I will fax you an application. Please note that the application must be submitted by November 1, 2000. Also, Ms. Robinson as asked me to advise you that the JSAG Candidate Questionnaire is posted on the J-NET under "What's New" and under the "Advisory Forum."

Thank you all for your time. □



Please forward any articles, stories, information, reports, pictures, recipes, etc., to Shirley or Bonnie.  
Thanx.



February 5, 2001

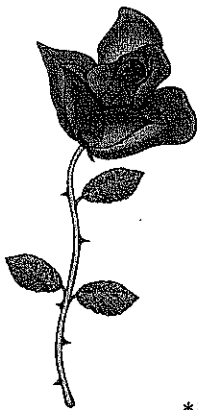
*To My Beloved Family and My Dear Friends,*

*Please don't remember me for the times I was sick,  
Remember me for the times I was well.  
Remember the good times we had together,  
For that is the way I wish to be remembered.*

*When you feel alone, I will be there.  
Just close your eyes and think of me,  
I am right inside your heart.*

*I will be with you always.  
Listen with your heart and you will hear me speak,  
I will always be there to talk to.*

*Remember my smile, and it will bring joy to your heart.  
Remember my voice, and it will never leave your ears.  
Remember my face, and it will never leave your eyes,  
Remember everything we did together,  
And it will always bring a smile to your face.*



*But whatever you do, Remember Me.*

*Love to you Always,  
Rosalie Edelstein*

*\*Rosalie has passed away and we will miss her at the Conferences. She was an active member of the Second Circuit.*

# J-NET NOTABLES

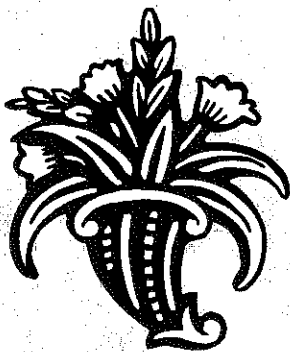
by Cindy Grossman

If you need information about anything from administrative services to zip-drives and it has to do with the Courts you'll find it on the J-Net.

One of the most recent "notables" on the J-Net is "What's New". This is a site which includes all recent additions to the J-Net. Some memos sent out by the Administrative Office can be seen at this site before they reach your office. To keep you even more up-to-date you can subscribe to the J-Net What's New list service. This service sends subscribers a list of the last ten items added to the J-Net to your e-mail each Monday morning. To subscribe just send an e-mail message from cc:Mail to "listserv@franklin.uscourts.gov" and in the body of the e-mail: "subscribe whatsnew-| Firstname Lastname".

Have you checked out the new "Federal Law Clerk Information System" yet? This can be found in the Judges' Corner of the J-Net. This is a site that allows judges to disseminate information on available clerk positions and at the same time allowing applicants to locate job opportunities through the internet. This should slow down the telephone inquiries from interested applicants seeking information regarding the application process. Of course you need to spend a few minutes filling out the informational screen, but it should be time well spent. If you need further information contact Robert Wily at the Administrative Office at 202-502-1860.

Make the time to check out these sites - they are worth it.



## *A Tribute to Karen Spedowski*

*by Trish Kowalski*

*At the FJSA Business Meeting in Boston, we took a few moments to pay tribute to a very special member who had passed away. Karen Spedowski was an active member of the FJSA for a number of years and a frequent attendee at our Annual Conferences. We will miss Karen and her enthusiasm and contributions to our organization. But we will not forget her, and I for one, am proud to have been associated with her. Karen's judge, the Honorable David McKeague, delivered the following eulogy for her. In reading it, you too will be proud of Karen and of our profession.*

# *Karen Spedowski*

*August 25, 1943 - April 26, 2000*

It's not a coincidence that April 26<sup>th</sup> was Secretary's Day - Karen was my secretary and on most any other Secretary's Day we would have been at lunch at the Country Club.

Karen's role in my life went far beyond her title, and in the next few minutes, I hope to be able to put into words what Karen meant to me and the many lawyers whose lives she touched.

I met Karen in April of 1972 when she joined Foster, Lindemer, Swift and Collins. Jim had just joined the Mason Police Department and Karen was fresh from about 10 years working with various lawyers in Big Rapids. I had become an associate with the firm in August of 1971, approximately six months earlier. Karen knew what she was doing I didn't - a point she quickly made clear. Neither of us could remember exactly when we were paired together, but it was sometime in 1972 and our futures became inseparably linked for the next 28 years.

Karen played a unique role in my life - one that no one will be able to replace.

I knew awhile ago that I would deliver this eulogy. It was never spoken between us, but it didn't have to be, because we simply knew - for better or worse sometimes - what each other was thinking most of the time. You see, Karen didn't work for me, she worked with me.

Karen's friend Karen Woodruff, who will follow me this morning, will probably tell you more about how Karen planned every aspect of this funeral, including who would speak on her behalf. It is only fitting that our relationship comes to an end on this earth with me following one last direction from Karen.

Three words come to mind in describing Karen's professional life: Loyalty, Dedication, and Determination - traits that she employed in everything she did.

When we started out together, Karen was determined to make me the best lawyer in the firm and to make herself the best secretary in the firm. It wasn't enough for Karen to be simply a legal secretary, she decided almost immediately she was going to become certified by the National Association of Legal Secretaries as a Professional Legal Secretary which she accomplished in 1978. The maddest I ever made Karen (among a long list) was when we remodeled our offices a couple of years ago and she felt I didn't rehang this PLS Certificate in a prominent enough spot next to her desk.

Once she became interested in the Lansing Legal Secretaries Association, she was determined to rise to the top among professional legal secretaries, which she did when she became President in 1980 and then Legal Secretary of the Year in 1984.

Karen drifted away from the group after we joined the Court in 1992. Every year we would be invited to the Annual Dinner, and she would decline, until this past February when she told me she wanted to go, which we did. I believe she knew in her heart that it was the last dinner we would attend together.

In 1992, Karen accepted my offer to come with me to the United States District Court. This time neither of us knew what we were doing. Karen again threw all her efforts into her new role, and, of course, there was a new association to conquer - the Federal Judicial Secretaries Association. Until her time was cut short, she had already started to move her way up through that organization too. Along the journey, Karen deeply impacted my life, as well as countless lawyers, law clerks, and members of my family. If you were a new associate or law clerk and assigned to Karen, you simply did things Karen's way - the right way - or they didn't get done.

*(Cont'd. on next page)*

When I called my eldest daughter to tell her of Karen's death, she commented that Karen always knew the good news and the bad news in my children's lives before I did, because when they called they simply weren't going to be able to talk to me until they brought Karen up to date.

As for me, I owe Karen a profound debt of gratitude, because without her loyalty to me personally, her dedication to making me the best possible lawyer and then Judge, and her determination to be the best assistant, I could not have accomplished what I have. Becoming a federal judge is the highest honor a lawyer can achieve - the proudest people at my investiture were my mother, my wife, my children, and Karen.

Karen's giving personality is reflected in this quote from Galatians 6:9-10:

“And never let us slacken in doing good; for if we do not give up, we shall have our harvest in due time. So then as long as we have the opportunity, let all our actions be for the good of everybody.”

As those of you who knew and loved Karen realize, Karen displayed this same loyalty dedication and determination with Jim, Denise and Paul, her grandchildren of whom she was immensely proud, and to other groups with which she was involved.

I don't generally listen to Paul Harvey, so I don't think it was a coincidence that I heard his news report on April 24, 1999, which was also Secretary's Day. This was his report called “Take a Letter:”

“The best way to get a job done, they say is to give it to a busy man.  
He'll have his secretary do it.  
I don't know who said that, but she was right.  
A good secretary is a gentle diplomat...a professional forger.  
But she works for a living.  
A good secretary arrives on the minute and departs on the hour.  
She plans each new day at the end of the old one...but not out loud.  
She corrects his mistakes without reminding him of them.

Shows up when she feels like staying home,  
Smiles when she feels like screaming.  
She doesn't crab, gripe, or gossip about it.  
I thought maybe these are some of the things that you would like to tell your  
secretary...if you had the nerve..and the words.  
A good secretary is something pretty wonderful.

One day when history erects an appropriate monument to the “Information Age”...  
It sure better be she - the diligent lady with her eyes on the computer and  
her ear to a telephone holding our world from falling apart.”

My life was enriched by the 28 years I was privileged to spend with Karen. I'll miss her very much.

Hon. David W. McKeague  
Eulogy for Karen Spedowski  
April 29<sup>th</sup>, 2000

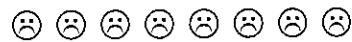
# Our Photo Album...from the Boston Conference

Photos provided by Cindy Grossman



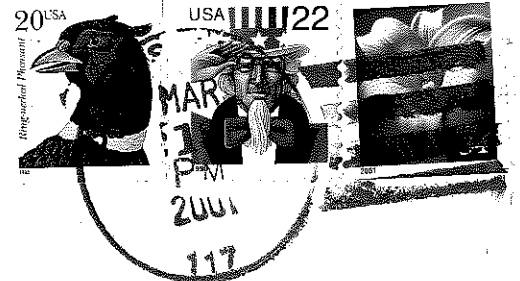


WE'RE ALL JUGGLING  
OUR TIME, ENERGY, EFFORTS  
AND A MILLION OTHER THINGS.  
BUT IT DOESN'T ALWAYS  
WORK OUT AS PLANNED.  
SO PLEASE FORGIVE THE DELAY  
IN RECEIVING YOUR NEWSLETTER.  
- YOUR EDITOR



*Federal Judicial Secretaries Association*

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The Official Newsletter of the  
*Federal Judicial Secretaries Association*

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April 2000 • Volume 27 • Number 2

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### *President's Message...*

*by Trish Kowalski*

Spring is upon us and along with the blooming flowers many things are "blossoming" with the FJSA. Our Long Range Planning Committee, chaired by Cecilia Rudden, has revised the FJSA brochure and will soon be sending it to the printer. A supply of the brochures will then be sent to the circuit representatives. The draft looks marvelous, and I thank Cecilia and her committee for all their hard work. I hope that this "new and improved" brochure will assist the circuit representatives in recruiting new members. Judy Anderson, the tireless chair of our Constitution and By-Laws Committee, has completed the amendments to the bylaws to incorporate the new membership categories and take care of some "housekeeping" matters. A ballot on the amendments will be forthcoming. The Nominations Committee has begun the task of securing nominees for next year's positions, and will be putting together a ballot. Please look for it and be sure to vote. Debbie Perates and her Committee – Priscilla Collings, Co Chair (FMJSA), Nancy Irwin (FMJSA), Gail MacDonald (FJSA), Maureen Schneider (FJSA), and Selena Valeriani (FJSA) – have been hard at work on the Boston

Conference. They have put together a great program, and I hope that all of our members (and guests) will attend. What could be better than a fall weekend at a resort in New England?

With my term as president at its halfway mark, I am pleased with what has been accomplished but, as always, had hoped to do more. I want to spend the next few months focusing on how to increase membership, especially how to assist our circuit representatives with their overwhelming duties and perhaps give them some guidance in the area of recruitment. Some of my ideas include appointing ad hoc district representatives within each circuit to assist the circuit representatives, developing e-mail address lists to ease communications within the circuits and the FJSA, and providing up-to-date information on what the Association is doing and where we are going. The circuit representatives are the true links in our organization -- they hold us together and keep us going, without them we would be lost. I encourage all of the circuit representatives to contact me either by phone or e-mail with any questions or suggestions they may have to help in performing their duties. I will also continue to look into

improved benefits options for our members. I hope that all of you have taken advantage of the Health Reimbursement Plan. It is amazing how much you can save by putting aside a small sum from each pay to cover routine medical expenses. Often it is not how much money you make, but how you manage it!

Enjoy the beauty of Spring and as you watch the new flowers bloom, plan on recruiting a new member to join and enjoy the benefits of FJSA! □

#### **BY-LAWS COMMITTEE**

*by Judy Anderson*

#### **Watch for your ballot!**

You will soon receive a ballot regarding various changes to the By-Laws. Some of the proposals are merely "housekeeping" to conform with other parts of the by-laws. However, there is a major proposed amendment regarding membership. PLEASE BE SURE TO READ AND VOTE ON EACH PROPOSAL. If anyone has a question concerning the proposals, or would like to have a complete copy of the By-Laws, or proposed new By-laws, feel free to call me at (651) 848-1319, or email at [janderson@ce8.uscourts.gov](mailto:janderson@ce8.uscourts.gov)

## CIRCUIT NEWS...

## CIRCUIT NEWS...

## CIRCUIT NEWS...

### SECOND CIRCUIT...

by Ann M. Wisniewski

Good luck to Frances Wasserman! Frances, who was one of the very first members of the FJSA, retired at the end of February. Frances was secretary to the Hon. Wilfred Feinberg, Circuit Judge, for more than 20 years. Prior to working for Judge Feinberg, she worked at the Kings County Surrogate's Court, and then as secretary to the late Orrin J. Judd, District Judge in the Eastern District. Frances has a Bachelor's Degree from Brooklyn College and a Master's Degree from NYU, which she earned while working. Frances was elected to two educational honor societies while earning her Master's Degree, and, after earning her degrees, she taught in the evenings at Katherine Gibbs School. In 1989, she received a unique Special Act Award in recognition of her exceptional service to L. Ralph Mecham, Director of the Administrative Office, during the time that Judge Feinberg served as Chief Judge. I had the privilege of being introduced to the court system and chamber's operation by Frances when I began my career with the courts. What a role model! All the best to you, Fran. Enjoy your retirement.

Welcome new FJSA members, Theresa Xavier, Secretary to the Hon. Whitman Knapp, U.S. District Judge, Southern District of New York, and Dominique Welch, Secretary to the Hon. Robert A. Katzmann, U.S. Court of Appeals. Thank you for joining -- the more members we have the more powerful our voice!

Welcome to the Judiciary, Patricia Crowley, Secretary to the Hon. Stefan R. Underhill, U.S. District Judge, District of Connecticut, who was appointed on September 1, 1999. And welcome to Maria Ramos, Secretary to the Hon. Victor Marrero, U.S. District Judge, Southern District of New York, who was appointed on December 1, 1999.

And finally, I report with great sadness that Lois Sammon-Hill, who was secretary to District Judge John G. Koeltl, passed away on January 18, 2000 after a long battle with breast cancer. There will be a memorial service for Lois at St. Andrew's Roman Catholic Church in New York City on July 10, 2000 at 1 p.m. □

•••••

### FIFTH CIRCUIT...

by Danielle Wheeler

I hope everyone is starting the new year off well. Spring is already here and it is truly a beautiful time of year here in East Texas. Our azaleas bloomed early, but they were breathtaking. Although I did not get as much news as I have from everyone in the past, I do have some news to report. For those of you who probably remember Brenda Fletcher (who is Brenda Webb now!) she was Fifth Circuit Judge Patrick E. Higginbotham's no. 2 secretary before Debbie Latham began. Brenda left that position when her husband was transferred and she went to work for the Ninth Circuit for a few years. They returned to Dallas and Brenda

has been trying to get back into the court family for a while. She is now Judge Houser's secretary. He was recently appointed as Bankruptcy Judge. She is very happy to be back in the court family. Welcome Back Brenda!!!

Dot Mullinax from Houston told me that she is taking her eleven year old grandson, who was actually born in Germany but left when he was a toddler, back this July for two weeks to let him see what Germany looks like. What an amazing experience that will be for both of them. Dot is a true traveler. She has been to China, Russia, New Zealand and several countries in Europe. I am sure she has many exciting and interesting stories to share.

Congratulations to Cathy McBroom, secretary to Judge Nancy Atlas, Southern District of Texas, on completing the Houston Marathon in January. Not only did she finish, but she raised about \$650 for Cancare, a charity organization! Thanks to the judicial secretaries who pledged their support.

Penny Stautberg, secretary to Fifth Circuit Judge Jerry E. Smith, and her son, James, performed in "Joseph and the Amazing Technicolor Dreamcoat" the first weekend in February. She was one of the wives, and James was one of the brothers. She said it was great fun to be singing and dancing again on stage! However, she doesn't necessarily recommend trying to learn to snow ski at 50 (as she tried in December!) Singing and dancing is



much easier.

Best wishes to Jennifer Phillips, secretary to Judge Vanessa Gilmore, Southern District of Texas. She is being married by Judge Gilmore on April 1 and then leaves on May 27 for her three week honeymoon in Germany!

Our sympathy goes to Cindy Cox, relief secretary in the Southern District of Texas, on the recent death of her stepfather.

Bea Adams, secretary to Judge Sim Lake (Southern District of Texas) and her daughter will be attending the Churches of God in Christ 50<sup>th</sup> International Women's Convention in Los Angeles this summer, and then will drive to San Diego before returning to Houston.

I would especially like to thank Penny Stautberg for supplying me with so much news. The Southern District of Texas is certainly represented well!

On the home front in the Eastern District of Texas, Glenda Shelton, secretary to Judge John H. Hannah, reported to me that she is the very proud great-grandmother of five month old Michael Riley Schaefer who is the son of Glenda's granddaughter. They all spent the holidays with Glenda and five generations were represented for the very special family Christmas. For those of you who know Glenda, it is hard to believe that she is a Great-Grandmother!! The lineage was as follows: Great, great-mother Blanche Williams, Glenda's Mom; Glenda; Glenda's son, James Shelton; granddaughter, Brooke Shelton Schaefer and little Michael Riley Schaefer. Michael, his mom and dad live in Mesa, Arizona.

Judge William M. Steger, Senior District Judge for the Eastern District of Texas, celebrated his 30<sup>th</sup> year on

the bench on March 21<sup>st</sup>. The Bar Association sponsored a dinner for Judge Steger at Hollytree Country Club. Chief Judge Richard Schell as well as several attorneys spoke and paid a beautiful tribute to an extraordinary man. There was a wonderful video that was shown cataloging his life and his accomplishments that everyone greatly enjoyed. His wife, Ann, attended the event with him. Betty Rinehart, Judge Steger's long-time and loyal secretary, also attended. It was a memorable evening.

And for some wonderful news — Judge Robert M. Parker, Circuit Judge for the Fifth Circuit, who I reported to you in the last few newsletters had been in a very serious automobile accident, is amazing doctors and all those who know him. He is now walking with a cane and some times without the aid of anything. He is also driving again. This is a particular miracle because initially they said he would be in a rehabilitation hospital for up to a year and may not ever walk. It has only been seven months since the accident and he has accomplished so much. Of course, we his staff, feel like every day is a blessing!

I hope the spring and summer are filled with great things for everyone. Take Care!! □

~\*~\*~

### **SIXTH CIRCUIT...**

*by Karen J. Spedowski*

I am pleased to report that the Sixth Circuit is alive and well and we are looking forward to Boston in October 2000. Some news from Sharon Roo, Eastern District of Michigan. Sharon's judge, Barbara K. Hackett, is retiring on March 1<sup>st</sup> and Sharon will not be assistant secretary to Sixth Circuit Court of Appeals Judge James L. Ryan. This position

will be available to her until September 30<sup>th</sup>. If any of you Sixth Circuiters know of a position that might be available after that time, please let Sharon know. Sharon also reports the exciting news that she became a grandmother for the 5<sup>th</sup> and 6<sup>th</sup> time this past February 22<sup>nd</sup> when she was presented with twin granddaughters -- Jenna maria and Callie Ann. Sharon had just returned from a cruise and the babies were nice enough to wait for her return.

In other news around the Circuit, Judge David McKeague of the Western District of Michigan and his staff, recently toured the Federal Prison at Milan, Michigan. Everyone who attended said it was very interesting and much different from the state facility the group had toured a few years back. They even report that the food wasn't "too bad."

The Western District of Michigan sadly reports the death of magistrate Judge Doyle Rowland. Judge Rowland was involved in a fatal automobile accident while traveling home on the evening of February 29<sup>th</sup>, 2000. The Western District and its Kalamazoo Michigan Division will certainly miss him.

We are all looking forward to the coming of Spring in our area and the sunshine sure is a welcome relief. 'Til next time -- God bless and watch over each and every one of the members of the FJSA. □

~\*~\*~

### **SEVENTH CIRCUIT...**

*by Ida Wash*

Greetings from the 7<sup>th</sup> Circuit. The New Millennium has started out pretty busy for our **FJSA, President-Elect Shirley Newsome** (As if last year wasn't). She was awarded the Friends of the Neighborhood Award on

February 13<sup>th</sup>. The award was for her twenty years of community work in the rebirth of the North Kenwood/Oakland area of Chicago, where for many years there was no development of housing or businesses in the area. But with the hard work of Shirley the area now has had 200 new homes built, 300 are now in the stages of being finished, and 700 more are slated to be built. New businesses are springing up all around the community because of her hard work. Shirley has also been the subject of several local television documentaries on how fast the community is going through its rebirth. And she still finds time to chair our Chicago 2001 Planning Committee! You go girl!!

#### **Retirements:**

We all would like to wish **Silvija Aleksionas** (Judge Joan B. Gottschall) and **Marie Williams** (Judge David H. Coar) (both from the district court) good luck to them as they retire to the good life. Silvija is already traveling as this newsletter goes out and I'm sure Marie is right behind her. The very best to both of you.

I also would like to wish my co-worker and friend **Shelby Berta** (Judge Harlington Wood, Jr., Springfield) much happiness and fun as she too is now enjoying retirement with her husband Bill. Happy traveling.

#### **Welcome:**

We would like to give a warm welcome to the following ladies who have just become new members of our District and Appellate Courts within the last few months of the new year.

**Eleanor Avila** (Judge Joan B. Gottschall) District Court, **Varsha Pandya** (Judge Ronald A. Guzman's elevation from magistrate to article three judge) District Court, **Anne Taylor** (Judge John L. Coffey), **Marilyn Renner** (Judge Ann C.

Williams, elevation to Appellate Court from District Court), **Melissa Gebhardt** (Judge Harlington Wood, Jr., Springfield), **Stacy Booth** (Judge Harlington Wood, Jr., Springfield) and **Nancy Monzingo** (Chief Judge JP Stadtmueller). Welcome ladies and we hope that you will consider becoming members of our associations. If you need to contract me please feel free to do so and I will send you all the information you need. I can be reached at (312) 435-5820.

#### **Valentines Day "Coffee Klatch":**

All four of the Chicago Secretaries Associations came together for a little gathering to greet old friends and meet a few new ones too. Coffee, juice, cookies, cake and little Valentine Day treat bags were passed out and everyone seemed to enjoy the few minutes away from their desks to have conversation with members from all the other associations, and to find out what the progress was on the 2001 Conference which will be held here in Chicago. We are looking for new members all the time, so to those of you who have not joined we would love to have you be part of what we hope will be the greatest conference ever held. Thanks to those of you who have volunteered to help.

#### **Condolences:**

Let us all keep **Terri Johnson** (Judge Kenneth Ripple) and her family in our thoughts and prayers at the recent death of her mother. God be with you Terri.

Well that's it from the 7<sup>th</sup> Circuit, I look forward to seeing everyone in Boston and I hope that all is well with everyone. □

#### **EIGHTH CIRCUIT...**

*by Lana Schultz (Temporary Rep)*

The Eighth Circuit sends a sad

farewell to Chief Judge D. Brook Bartlett of Kansas City. His assistant Mary Reynolds has our condolences on the loss of her friend.

The Eighth Circuit gives a warm welcome to its new Circuit Judge Kermit E. Bye and assistant Zue Zan Hanna of Fargo, ND. Judge Bye and Zue Zan will move into temporary chambers on April 15.

Cherie Weber will celebrate holy matrimony on July 15 to Rob Mastel. Our congratulations to the happy couple. □

~ ~ ~

#### **NINTH CIRCUIT...**

*by Marian Mon*

We welcome our new member, Karen Tessier, judicial assistant to Judge Jeffrey T. Miller, San Diego. Prior to working with Judge Miller, Karen was the Clerk of Court's secretary and before that, was the temporary secretary to the late senior judge Leland C. Neilsen. Karen has over 30 years of secretarial experience working at various positions with the Washington State House of Representatives and saw active duty with the U.S. Navy, assigned to JUSMAG forces, Chinhae, Korea. Karen is a single mom raising 2 children. □

~ ~ ~

#### **TENTH CIRCUIT...**

*by Sheryl Collins*

Here I go again asking that you please renew your memberships to our Association. I have 14 members that have not renewed. Please take five minutes out of your busy schedule for yourself and mail me your application and renewal check.

Our fall conference will be held

October 19-21, 2000, in Boston. Please give it your serious consideration to attend this conference. It will be a great time to make new friends and renew some old acquaintances, and also, there will be time to take in the sights. It looks like the presentations by R. Townsend Robinson, Assistant Deputy Director, Human Resources Division, Administrative Office of the U.S. Courts; Michael Berney, FJC; and Sharon Cayelli, Certified Financial Planner, will all be very beneficial to those in attendance.

I am short on newsy items this time, so if any of you members in the Tenth Circuit have news for this publication, please send it my way. I appreciate any and all information you give me. You may e-mail your news items to me at:  
sheryl\_collins@ksd.uscourts.gov

Thanks for all your help. □

~\*~\*~\*

### **ELEVENTH CIRCUIT...**

*by Lynda Matson*

Time is really clicking by and the new century is upon us. News is sparse for this newsletter but I do have a few items of interest to report from the 11th Circuit.

Judge Ryskamp of the Southern District of Florida (Sharon Hibbs' judge) took senior status on January 1, 2000 and was honored with a portrait ceremony. The occasion was held away from the courthouse and was an informal affair.

Clarence Maddox, formerly Assistant Circuit Executive for the 11th Circuit, is now Clerk of Court/Court Administrator for the Southern District of Florida.

Laura Thorne, secretary to Judge

Shelby Highsmith, and Lynn Swanson, secretary to Judge Gold took those vows that changed their last names to Laura Kallergis and Lynn Surowiec.

At a meeting of the secretaries for the Southern District of Florida, held last fall, it was unanimously agreed upon to request a title change to "Judicial Administrator." The judges tabled the request at their meeting, but most have since requested their secretary's title be changed on an individual basis.

Judge Sam C. Pointer of the Northern District of Alabama is retiring effective April 3, 2000. Judge Pointer served as chief judge for the Northern District of Alabama from 1982 until November 19, 1999 when he took senior status. He is known across the country for his work in the silicon breast implant, multidistrict litigation cases. Judge Pointer was honored on March 30th with an informal gathering with the court family and was presented with a plaque for his service to the Northern District of Alabama. □

~\*~\*~\*

### **FEDERAL CIRCUIT...**

*by Nancy Bradley*

Since it has been quite a while since the Federal Circuit has been heard from, there are old and new tidbits from our circuit:

**Brenda Mueller** retired from the Court of Federal Claims in January 1999. Brenda worked for the Administrative Office of the US Courts and came to work at the Federal Circuit in the Chambers of Chief Judge Markey and Chief Judge Nies. She then moved to the Court of Federal Claims where she was assistant to Judge Lawrence Margolis. Since retiring, Brenda and her husband, Bob, moved from Virginia to Annapolis,

Maryland, where Brenda is busy taking care of one of her four grandchildren, Tyger. Brenda tells me that while she loves retirement, she loves being a grandmother most of all. She also told me that this year she got her own program and did her taxes on her home computer. She always was computer literate and never afraid to attempt learning new things. Go, girl!

**Josephine Pizza** retired from the Federal Government after 55 years of service. Her career began in 1940 at the Department of Justice. In 1959, she moved to the Court of Customs and Patent Appeals and, in 1962, she was assigned to the Honorable Giles S. Rich for whom she continued to work as secretary through the merger of the CCPA and the Claims Court into the United States Court of Appeals for the Federal Circuit. Judge Rich and Josephine worked together for a total of 37 years. She retired at end of May 1999. Just to update: Josephine recently went to Italy and returned renewed and sounding very happy. She tells me she had a wonderful time and made lots of memories!

Josephine's beloved **Judge Rich** died in June of 1999. He was 94 years young, and we miss his charm, wit and sense of humor. Judge Rich had a great curiousness for machines. He would take things apart just to see how they would work. This secretary saw him at the copier one morning and offered to help him. He sent me on my way telling me he wanted to figure it out himself (and he did!). Judge Rich, though in his 90's, loved to use his computer, typing and editing opinions and various memos to court members. On many nights, he would be up very late answering e-mail from his many law clerks.

The Federal Circuit has two new judges on the court--**Judge Arthur Gajarsa**, appointed in 1997 and **Judge Richard Linn**, appointed 1999.

Judge Linn was sworn in by our Chief Judge at 12:01 am, January 1, 2000, in order to be the first judge of the new millennium. Judge Gajarsa's assistant is **Cindy Proctor**, who worked with Judge Gajarsa in the private sector, and Judge Linn hired **Kerri Maccini**, who worked for the court as a temporary employee in our Administrative Services Office. We congratulate Judges Gajarsa and Linn, and we welcome Cindy and Kerri to the ranks.

As well, we need to welcome another secretary to the ranks -- **Carol Kirkland** -- who has joined the staff in the Chief Chambers as 3rd Secretary/Court Floater. Carol came to us from the private sector. I will be talking her regarding membership in the FJSA.

**Eugenia Burch**, judicial assistant to Senior Judge Smith in Birmingham ALA, had to get ready for the holidays early this past season thereby avoiding that last-minute rush. Eugenia had neck surgery in late December. She is doing great, back to work and has almost fully recovered from her surgery. Because she shouldn't (in fact none of us should) bend her neck to hold the telephone receiver, she has a new toy on her phone--she now has "hands-free" capability. Glad to hear all is well, Eugenia.

Also, we need to send "Speedy Recovery Wishes" to **Senior Judge Skelton** who is in Temple, TX. Judge Skelton took a fall and did damage to his shoulder. We know this is a very painful injury and send him our hopes for perseverance and strength to get through physical therapy and back into good working condition.

Received a note from **Polly Benson** this past December, along with her FJSA dues. She and her husband Herb send their best to all who knew them. I saw Polly last year at Brenda Mueller's retirement party and Polly

looks great (a statement to the fact that retirement is good for you). Polly and Herb moved to Shenandoah Valley, VA, shortly after their retirements where they love the peacefulness and beauty of the place.

**Elaine Heffley** was at a recent court function. She also looks great and, while she is still struggling to adjust to the loss of sight in one of her eyes, she continues to exude warmth and smiles.

**Dorothy Butts** is retired from the court, but I believe she is busier than ever. I know for a fact that she is involved with the "Meals on Wheels" program. Each time I call her number, I get the recorder. Well, today I spoke with Dorothy and she says all is well and that I should extend a "Hello!" to all who knows her.

Well, that's it from the Federal Circuit. □

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#### **D.C. CIRCUIT...**

*by Sandi Middleton*

Not too much news from the D.C. Circuit but we do have a new judge -- Judge Ellen Segal Huvelle took her oath of office on January 12, 2000 and her investiture was held on February 25, 2000. Judge Huvelle's secretary is Brenda Lee and their telephone number is (202) 354-3230.

I recently took a poll and the majority of the judicial secretaries prefer, and some are already using, the title of "Judicial Assistant."

Please send me your news. Take care. □



## **WordPerfect 8/9 Macro Basics**

*by Lynda Matson*

On February 28 and 29, 2000 I sat in on the two-day, two hour broadcast on WordPerfect 8/9 Macro Basics which was moderated by Karen Scales from Technology Training and Support in San Antonio. As usual, Karen did a wonderful job!

This particular course required "push-to-talk" and prior registration. Even though our court does not have "push-to-talk," we did have computers set up for the broadcast and were able to follow along. At the beginning of the broadcast Karen gave a fax number for those watching who did not have "push-to-talk" in the event they had questions for her during the broadcast.

The course gave a basic understanding of how to record, play and edit macros. Karen cleverly devised some "games" in which viewers with "push-to-talk" were able to participate.

Each viewer had been furnished, via Internet, a workbook for the course. Each registered viewer, supposedly, had a computer terminal set up and each terminal had been furnished with the documents needed for the course.

It was an excellent broadcast and I especially enjoyed learning how simple it is to edit a macro, and how helpful it is to add comments to a macro. Karen also gave details on how to add a pause to a macro and how to add message boxes to your macro. The course taught us how to fix broken macros as well as how to add macros to the tool and menu bars and edit the icon's image on the tool bar!

*(Cont'd. on page 12)*

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**A CIRCUIT REP IS NEEDED!!!**

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Phone: (785) 295-2734  
Fax: (785) 295-2809

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c/o Senior Judge James H. Hancock  
681 U.S. Courthouse  
1729 Fifth Avenue North  
Birmingham, AL 35203  
Phone: (205) 278-1842  
Fax: (205) 278-1845  
lynda\_matson@alnd.uscourts.gov

**Federal Circuit Rep:**

Nancy B. Bradley  
c/o Judge Clevenger  
U.S. Court of Appeals, Fed. Cir.  
Washington, DC 20439  
Phone: (202) 633-5909  
Fax: (202) 76-6712

**D.C. Circuit Rep:**

Sandra Middleton  
c/o Hon. Colleen Kollar-Kotelly  
U.S. District Court  
333 Constitution Ave., N.W.  
Washington, DC 20001  
Phone: (202) 273-0453

**1999 - 2000**  
**COMMITTEE MEMBERS**

---

**LONG-RANGE PLANNING COMMITTEE**

Cecilia Rudden, Long-Range Planning  
Committee - Liaison  
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Fax: (212) 805-7909

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Jo-Anne Schiffner  
c/o Hon. John E. Sprizzo  
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Helen M. Anderson  
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Deborah A. Patton  
c/o Hon. James H. Alesia  
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•••••

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Fax: (801) 526-1164

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•••••

**WAYS & MEANS  
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Barbara E. Herman  
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U.S. District Court  
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•••••

## LEGISLATIVE COMMITTEE

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Druann Wiley  
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 Fax: (409) 654-2844

**1<sup>st</sup> Circuit:**

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 c/o Hon. Frank M. Coffin  
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 Portland, ME 04101  
 Phone: (207) 780-3291

**2<sup>nd</sup> Circuit:**

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**3<sup>rd</sup> Circuit:**

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**4<sup>th</sup> Circuit:**

Barbara Baulding  
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 Phone: (336) 332-6080

**5<sup>th</sup> Circuit:**

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**6<sup>th</sup> Circuit:**

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**7<sup>th</sup> Circuit:**

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 c/o Hon. Michael S. Kanne  
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 Chicago, IL 60604  
 Phone: (312) 435-5764

**8<sup>th</sup> Circuit:**

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 Phone: (501) 324-5969

**9<sup>th</sup> Circuit:**

Edna Tucker  
 c/o Hon. Franklin d. Burgess  
 U.S. District Court  
 1717 Pacific Ave., Rm. 3124  
 Tacoma, WA 98402  
 Phone: (253) 595-6307

**10<sup>th</sup> Circuit:**

Ann Neff  
 c/o Hon. Bruce D. Black  
 P.O. Box 1865  
 Albuquerque, NM 87103  
 Phone: (505) 348-2260

**11<sup>th</sup> Circuit:**

Sharon Hibbs  
 c/o Hon. Kenneth L. Ryskap  
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 W. Palm Beach, FL 33601  
 Phone: (561) 803-3420

**DC Circuit:**

Sandra Middleton  
 c/o Hon. Colleen Kollary-Kotelly  
 U.S. District Court  
 333 Constitutional Ave., NW  
 Washington, DC 20001  
 Phone: (202) 273-0453

## TREASURER'S REPORT

*by Lana Schultz*

### STATEMENT OF INCOME AND EXPENSES AS OF MARCH 15, 2000

GENERAL ACCOUNT BALANCE CARRIED FORWARD AS OF 11/15/99	\$ 3,819.84	
<u>INCOME</u>		
Dues	2,375.00	
TOTAL INCOME		\$ 6,194.84
<u>EXPENSES</u>		
Postage Reimbursed	52.80	
Newsletter	668.36	
Reimburse circuit rep for conf. meeting attended	100.00	
Reimburse for conference guest dinners not used	75.00	
TOTAL EXPENSES		\$ 896.16
BALANCE AS OF MARCH 15, 2000		\$ 5,298.68
<u>CONFERENCE FUND</u>		
BALANCE CARRIED FORWARD AS OF 11/12/99	\$ 2,929.61	
Pen sales	45.00	
Reno conference refund	122.47	
BALANCE AS OF MARCH 15, 2000		\$ 3,097.08

## HOW SHALL WE BE CALLED?

*by Druann Wiley*

Have you made a request to the Administrative Office for a change of title? Various members of the Legislative/Communications Committee have reported what has been done in their Circuits and Districts. There does not seem to be uniformity in the matter, and secretaries who have received approval for title change made individual requests to the Administrative Office, with the approval of their judges.

In the First Circuit, no official action has been taken by the secretaries, either at the Circuit or district level. However, in the District of Rhode Island, which only has three judges and two senior judges, committee member Gail Rice received approval from Judge Torres to change her title from secretary to executive assistant. One of the magistrate judges in Rhode Island has approved a title change for his secretary to judicial assistant. The other secretaries will keep the title of secretary.

Secretaries in the Eastern District of Texas, Fifth Circuit, met last summer and agreed on a change of title to Chambers Administrator. However, some judges in the district opposed such change, holding that secretary is an ancient and honorable profession. As a result, several secretaries in the district chose to keep the title secretary.

In the Western District of Washington, Tacoma Division, Ninth Circuit, the secretaries agreed the title Judicial Assistant seems to be acceptable, although little action has actually been taken to obtain AO approval.

The Eleventh Circuit reports that all of the Circuit secretaries except one have received a title change. However, secretaries in some districts within that Circuit voted on a specific title change, but it was left to each individual judge and secretary to request the change for his secretary.

The Administrative Office has approved a number of title changes for judicial secretaries. To date, the most popular title change has been to Judicial Assistant. The AO also received requests from secretaries to change titles to: Manager, Chambers Operations; Administrative Assistant; Executive Secretary; Paralegal; Administrative Judicial Assistant. Another title some secretaries considered requesting is Chambers Administrator.

At this time, a change of title remains an individual decision by the judges and their secretaries. However, if you and your judge agree on a change of title, such change is not automatic. You should take the initiative. Committee member Sharon Hibbs advises secretaries to request Form AO193 from your court's personnel office, or from the Administrative Office, and complete the request for title change, ask your judge to sign the form, and return it to your personnel office to forward to the appropriate department at the Administrative Office.



## REPORT ON MEMBERSHIP

*Shirley J. Newsome, Membership Chairman*

The Membership Committee presented to the Executive Committee for approval a report on proposed by-law changes for FJSA Membership. The Committee was charged with developing new membership categories that would allow for increased membership in FJSA. Additionally, suggested changes provide for a dues reduction for retired members which would be offset by new Secondary Members. The proposed category changes were presented to the membership at the Annual Conference in Reno. They will be submitted to the membership as a By-Law change for vote by our By-Laws Committee Chairman Judy Anderson.

I have provided an explanation for the proposed revisions in brackets for each category. If any FJSAer has questions or wishes to comment on these proposed revisions, please feel free to phone (312) 435-5521, fax (312) 408-5117, or e-mail me at your earliest convenience at shirley\_newsome@CA7.uscourts.gov.

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### ARTICLE III: Membership

Membership classifications of the Federal Judicial Secretaries Association shall be: **Individual, Sustaining/Transitional, Secondary, and Honorary.**

Section 1. **Individual (Active) Members** shall be those secretaries holding appointments by Justices of the Supreme Court of the United States, or by Article III Judges. They shall have the privilege of voting and holding elective office.

*[Secretaries to active and senior Appellate and District Court Judges.]*

Section 2. **Sustaining/Transitional Members** are Individual Members in good standing who are no longer employed by a member of the judiciary (Judge) through no fault of the member. This category includes retired secretaries. They may not vote or hold elective office. If reinstated as a judicial secretary, the Sustaining/Transitional Member may resume Individual Member status.

*[Judicial secretary whose Judge dies or leaves the judiciary, and is unsuccessful in immediately being rehired by another Judge, but may or may not continue working within the Court System, or other legal entity, and later returns to the Courts.]*

Section 3. **Secondary Members** are those judicial secretaries to members of the judiciary other than Supreme Court Justices, and Article III Appellate or District Court Judges. Secondary Members may, upon application, transfer their membership to Individual Member status and assume all privileges of the same when circumstances dictate.

*[Secretaries to Magistrate, Bankruptcy, or Federal Administrative Law Judges such as Court of Federal or Veterans Claims, Armed Forces Appeals, International Trade, and Tax Courts.]*

Section 4. **Honorary Members** are individuals selected by the Board/Membership at such time as deemed advisable as a result of outstanding assistance or special service to the Association. An Honorary Member shall have none of the obligations of membership, but shall be entitled to all of the privileges except those of voting and holding elective office.

*[This category can include Judges, Court Administrators, Attorneys, Administrative Office staff, Laymen, etc.]*

Lastly, the Application for Membership form will be revised to incorporate the foregoing revisions. It has also been suggested that E-Mail addresses be added to the application.

Special thanks to Membership Committee members Margaret M. Murphy, Beth Cummings and Brenda Smith, and to those Circuit Reps who offered comments on the draft proposal.

(Macro Class article cont'd. from page 6)

There was a homework assignment given for those watching. I am proud to say that I completed my homework assignment!

I would like to encourage each of you who have not watched the FJTN broadcasts to do so. I found this one to be very beneficial in what I do every day! □

## LONG RANGE PLANNING COMMITTEE

by Cecilia Rudden

We are almost finished updating the FJSA brochure and hope to get it out to our circuit reps shortly. This wonderful committee has worked very hard to put it together. I must thank Ann Nielsen for pulling it all together.

As liaison, I will be in touch with the FMJSA regarding our upcoming Boston Conference.

If you have any suggestions regarding Boston or for this committee in general, please feel free to contact me at 212-805-4733 or any other members. □

## YOU ARE THE CARPENTER

submitted by Lana Schultz

We build our lives, a day at a time, often putting less than our best into the building. Then with a shock we realize we have to live in the house we have built. If we could do it over, we'd do it much differently. But we cannot go back.

You are the carpenter. Each day you hammer a nail, place a board, or erect a wall. "Life is a do-it-yourself project," someone has said. Your attitudes and the choices you make today, build the "house" you live in tomorrow. Build wisely!

## WOMEN

submitted by Phyllis Walker

**WOMEN** have strengths that amaze men. They carry children, they carry hardships, they carry burdens, but they hold happiness, love and joy. They smile when they want to scream. They sing when they want to cry. They cry when they are happy and laugh when they are nervous.

**WOMEN** wait by the phone for a "safe at home call" from a friend or relative after a snowy drive home.

**WOMEN** have special qualities about them. They volunteer for good causes. They are pink ladies in hospitals, they bring food to shut ins. They are childcare workers, executives, attorneys, stay-at-home moms, biker babes and your neighbors. They wear suits, jeans, and they wear uniforms. They fight for what they believe in. They stand up for injustice. They are in the front row at PTA meetings. They vote for the person that will do the best job for family issues.

**WOMEN** walk and talk the extra mile to get their children in the right schools and for getting their family the right health care. They write to the editor, their congressmen and to the "powers that be" for things that make for a better life. They don't take "no" for an answer when they believe there is a better solution.

**WOMEN** stick a love note in their husband's lunch box. They do without new shoes so their children can have them. They go to the doctor with a frightened friend. They love unconditionally.

**WOMEN** are honest, loyal, and forgiving. They are smart, knowing that knowledge is power; but they still know how to use their softer side to make a point.

**WOMEN** want to be the best for their family, their friends, and themselves. They cry when their children excel and cheer when their friends get awards.

**WOMEN** are happy (or cry) when they hear about a birth or a new marriage. Their hearts break when a friend dies. They have sorrow at the loss of a family member, yet they are strong when they think there is no strength left.

A **WOMAN'S** touch can cure any ailment. They know that a hug and a Kiss can heal a broken heart. She can make a romantic evening unforgettable.

**WOMEN** come in all sizes, in all colors and shapes. They live in homes, apartments and cabins. They drive, fly, walk, run or e-mail you to show how much they care about you. The heart of a woman is what makes the world spin!

**WOMEN** do more than just give birth. They bring joy and hope. They give compassion and ideals. They give moral support to their family and friends. All they want back is a hug, a smile and for you to do the same to people you come in contact with.

**WOMEN** have a lot to say and a lot to give. The beauty of a woman is not in the clothes she wears, the figure that she carries, or the way she combs her hair. The beauty of a woman must be seen from in her eyes, because that is the doorway to her heart, the place where love resides. The beauty of a woman is not in a facial mole, but true beauty in a woman is reflected in her soul. It is the caring that she lovingly gives, the passion that she shows, and the beauty of a woman with passing years-only grows!

# PROPOSED CONFERENCE AGENDA

## FJSA/FMJSA JOINT TRAINING CONFERENCE

### BOSTON-2000

#### Wednesday, October 18, 2000

- >9:00 a.m. - 2:00 p.m.      **Optional Tour:** *(For the early arrivers)* of the historical towns of Lexington & Concord, MA
- >3:00 p.m. - 5:00 p.m.      Registration at the Sheraton Colonial Hotel/Resort  
*Main Reception Area*
- >5:00 p.m. - 8:00 p.m.      **Optional Tour:** Bewitching City of Salem, MA

#### Thursday, October 19, 2000

- >7:30 a.m. - 8:30 a.m.      Registration Continues at the Sheraton Colonial Hotel/Resort - *(Location near Conference room)*  
Continental Breakfast
- >8:30 a.m. - 9:45 a.m.      Welcoming Remarks by Distinguished Guests  
\* The Honorable Sandra L. Lynch, Circuit Judge  
\* The Honorable William G. Young, Chief Judge
- >15-Minute BREAK
- >10:00 a.m. - 11:00 a.m.      Introduce our most dedicated, talented representative R. Townsend Robinson, Acting Assistant Director A.O., Office of Human Resources & Statistics
- >11:15 a.m. - 12:00 p.m.      FJSA/FMJSA BOARD MEETINGS  
\* Results of JSAG meeting  
\* Report on Chicago Conference 2001  
\* Report on SLC, Utah Conference 2002  
\* Q&A Segment??
- >12:00 p.m. - 1:00 p.m.      Pizza/Salad Luncheon with Michael Berney of the Federal Judicial Center Training Center  
  
(Break)
- >1:00 p.m. - 4:30 p.m.      An Afternoon with the Federal Judicial Center Training with Michael Berney  
(Program/Topic t/b/a)
- >6:30 p.m. - 10:00 p.m.      Opening Reception (serving cocktails & hor d'oeuvres) Distinguished Guest Speakers  
\* Mayor Thomas Menino  
\* Patti B. Saris, DJ  
\* The Honorable Robert B. Collings, Ch. USMJ  
\* The Honorable Charles B. Swartwood, USMJ, 1<sup>st</sup> Cir. Director of the FMJA

**Friday, October 20, 2000**

- >8:00 a.m. - 9:00 p.m. Continental Breakfast - now being served  
(Conference Room t/b/a)
- >9:15 a.m. - 1:00 p.m. Financial Planning for the Millennium with Sharon Cayelli, CFP, Washington, DC

**OR, INSTEAD, WE COULD:**

BREAK INTO TWO SESSIONS creating an optional choice of the following:

- (1) "Teching" with Karen Scales, San Antonio, TX  
(What's new & improved in WP world)
- (2) "MJ Star" & the JNET with AO's Nancy Smith, USMJ Division  
(What to expect when preparing the JS-43 using MJ Star)  
(What is new and improved on JNET)

(Perhaps we could win a "per diem" for this segment)  
LOOKING FOR SUGGESTIONS HERE:)

- >1:00 p.m. - 2:15 p.m. LUNCH "*on your own*"
- >2:30 p.m. - 4:00 p.m. FJSA/FMJA BUSINESS MEETINGS & INSTALLATION OF OFFICERS (2000-2001)  
\*DJ/MJ Guest Speakers providing words of wisdom\*  
\*Go over individual Association matters  
(Two (2) Break-out rooms required by each assoc.)
- >5:30 p.m. - 11:30 p.m. BOSTON-2000 BUS TOUR (Optional, but recommended). Once we arrive at our destination, you will be provided with walking maps and coupons that will take you into the awesome "heart of the city". You will have a choice to either take the bus back to the hotel or continue "on your own."

**Saturday, October 21, 2000**

- >8:00 a.m. - 9:00 a.m. Continental Breakfast - now being served  
(Conference Room location t/b/a)
- >9:00 a.m. - 12:30 p.m. Pre-Retirement Seminar hosted by the AO's  
Dick Simmons, Chief of the Retirement Section
- >1:00 p.m. - 5:00 p.m. Nine-hole Golf Scramble (serving an Outdoor Luncheon Banquet under a tent)
- >6:30 p.m. - ????
- CLOSING DINNER BANQUET (with Guest Speakers)  
\* Juan Torruella, Chief Justice, COA  
\* Nancy Gertner, District Judge  
\* Kenneth P. Neiman, U.S. Magistrate Judge

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**MEMBERSHIP APPLICATION**

September 1, 199 - August 31, 2000

**NAME:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**JUDGE:** \_\_\_\_\_

ACTIVE       RETIRED

**COURT & CIRCUIT ADDRESS:** \_\_\_\_\_

**TELEPHONE #:**                      **OFFICE** \_\_\_\_\_                      **FAX** \_\_\_\_\_

**NAME OF REFERRAL MEMBER:** \_\_\_\_\_

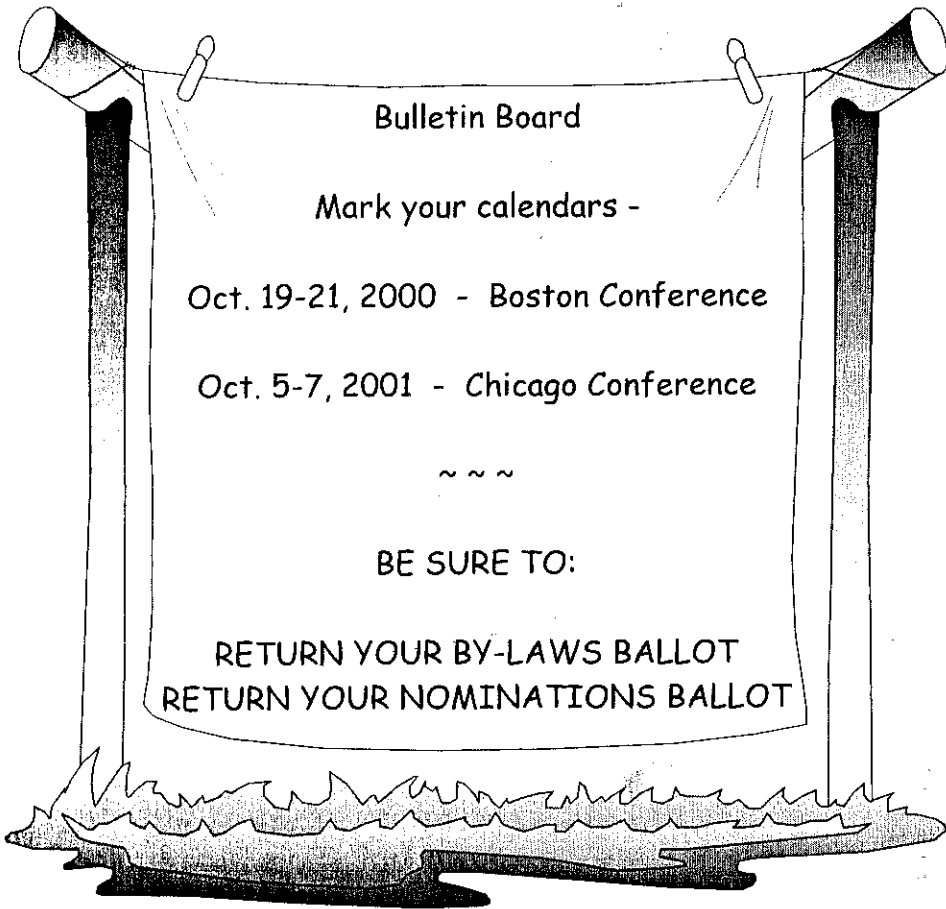
Enclosed is my check for \$25.00 payable to **FEDERAL JUDICIAL SECRETARIES ASSOCIATION**, for the following membership:

New Member                       Renewal Member

**STANDING COMMITTEES:** By-Laws, Legislative, Nominations, Elections, Long-Range Planning and Ways and Means, Audit and Tellers to receive ballot returns.

I am interested in working on one of these committees. Please contact me at the above-referenced telephone number.

**FORM AND MEMBERSHIP FEE ARE TO BE SENT TO YOUR CIRCUIT REPRESENTATIVE**



Bulletin Board

Mark your calendars -

Oct. 19-21, 2000 - Boston Conference

Oct. 5-7, 2001 - Chicago Conference

~ ~ ~

BE SURE TO:

RETURN YOUR BY-LAWS BALLOT  
RETURN YOUR NOMINATIONS BALLOT

Ways and Means

by Bert Rixner

SPECIAL DISCOUNT !!!

The beautiful pens we have with the FJSA name printed on them are going to be sold at half-price. \$2.50 each (either the maroon or the black pens)

Anyone wanting pens, should send a request to me with a check for the appropriate amount and indicate which pens they want:

Bert Rixner  
c/o Judge Lee Rosenthal  
11535 U.S. Courthouse  
515 Rusk Street  
Houston, Texas 77002

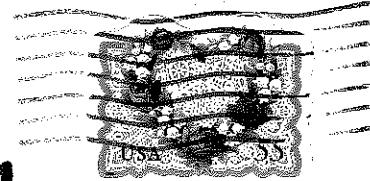
Thanks for your help.

Bert



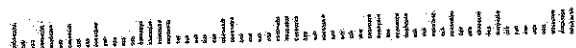
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6th Cir  
99-00



The Official Newsletter of the  
*Federal Judicial Secretaries Association*

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July 2001 • Volume 28 • Number 2

## *President's Message...*

by Shirley Newsome

Ladies, this year has virtually flown by. I had so many things that I wanted to do on behalf of the Association, but it appears that the Chicago 2001 Conference has consumed an inordinate amount of my time, and other issues have gone lacking. The good news is that as incoming Chairman of the Long Range Planning Committee, I will be able to at least propose some things for your consideration in the future.

The Chicago 2001 Conference Committees have been working like professional convention planners and are doing a "Magnificent Mile" job. Those of you who don't attend Chicago 2001 are going to miss a spectacular Conference. A special Conference mailing should go out to all members on July 1<sup>st</sup>. The hotel is great, the speakers and workshops planned are outstanding, the social activities planned are fantastic, and the beautiful City of Chicago speaks for itself. I look forward to hosting all of you here in October.

On a more serious note, I would like to encourage each member to seek out and approach at least one *non-member* with regard to her membership renewal, or joining the Association. One of my goals for this

year was to have an all-out membership drive to recruit as many new members as possible. I am sorry to report that the numbers for all three Associations are down. At a time when such great things are happening on our behalf, many of which are the result of the hard work of your Association over the years, it really does not bode well for us to fall by the way now. We need to be as united as possible. So, please consider approaching a non-member a week, and encourage her to join. There is enormous benefit for just \$25.00 per year. Other legal professional secretaries associations are assessed as much as \$125.00 per year, plus additional charges for anything extra offered. FJSA'ers get the biggest bang for their buck – by far!

I had the honor of representing the Association one last time at the recent JSAG Meeting in Washington, DC. JSAG is something that you must experience to believe. To say that it is comprehensive, is putting it mildly. To say that it is on the verge of being exhaustive is closer to the fact of the matter. There is so much going on at the administrative level and so much information relayed at these meetings, that it is almost mind-boggling. A special report appears elsewhere in this

publication. Please look for the JSAG on the J-NET, as well.

The one bit of news that I must mention (or I'll just pop) is the new CD-ROM that is being prepared by the AO in cooperation with the Education and Training Focus Group of the JSAG. It is designed to be a resource tool for both new and older judicial secretaries. The fact that our members are working with the video production company to prepare this CD-ROM, and their comments and suggestions are being heard and taken into consideration, is too much to even fathom, let alone actually experience. Do view it at your earliest convenience. Ladies, we must take advantage of all of the wonderful technology and training that we have at our fingertips just waiting to be used.

Don't forget the FJSA Website. Purpose to visit it at least once a week.

### Inside this Newsletter...

- pg. 2 Circuit News
- pg. 8 Election Results
- pg. 9 JSAG Report
- pg. 11 Technology Article
- and 11 pgs of 2001 CHICAGO Conference information

**SECOND CIRCUIT...**

*by Ann M. Wisniewski*

Lois Bloom, the District Court's Senior Staff Attorney will become a Magistrate Judge in the Eastern District of New York. Congratulations, Lois!

Charlene Rouillier, Assistant to Judge Hurd in the Northern District of New York, is a grandmother for the second time. Jacob Tyler Rouillier entered the world at 3 a.m. on July 6 at 8 lbs, 8 oz and 22 inches long. He joins his sister, Rebecca, who will be four in September.

Cecilia Rudden has been re-appointed to the Judges' Secretaries Advisory Group (JSAG) for one more year. She attended a meeting on April 24-25 in Washington, DC. Everyone in the Second Circuit should have received her notes by now. If you have not received them, call Cecilia at (212) 805-4733 and she will send you a copy. The official notes are on the J-Net and are full of good information for judicial assistants/secretaries and chambers staff.

The FJSA serves as a network to enable us to get help, advice and instructions on new procedures and seldom used procedures. Specifically, the Judges' Secretaries Advisory Group Committee on Education and Training (JSAGET) is currently working on the production of a CD-ROM to help new and veteran judicial assistants/secretaries perform their jobs more efficiently. The committee working on the project consists of eight women from all around the country. Thus, the CD-ROM will cover court differences as well as regional differences in the way we do our work. The CD-ROM will include circuit, district, magistrate and bankruptcy venues.

We have 35 active members in the Second Circuit, out of a group of 139 potential members. WE NEED MORE MEMBERS! When the Association represents us in Washington, it should be representing a majority of us. The FJSA is our group -- the only group we have that can speak for all of us. We need the FJSA to improve our salary, benefits, and training and to preserve and improve our status within the judiciary. Please renew your membership annually so that the FJSA can do its important work.

The FJSA is the best social vehicle we have for meeting our peers throughout the country. This year's annual conference promises to be one of our best. Come to meet, mingle and learn in Chicago this Fall. It will most definitely be a wonderful time. I hope to see you there! □

~\*~\*~

**FIFTH CIRCUIT...**

*by Penny Stautberg*

Welcome to our new member, Darnecia Campbell, secretary to Judge Sam A. Lindsay (N.D. Tx.). Hope she'll come to Chicago.

I hope those of you who went to Jackson enjoyed it as much as I did! So good to pout names and faces together. To those of you who haven't been to a conference, the training seminar is similar to what we do, but we also do lots of fun things. Everyone think about going to Chicago in October!!

Congratulations to Vickie Sessions, secretary to Circuit Judge Robert M. Parker on becoming the proud grandmother of twin boys - Keegan and Knox -- born January 25, 2001. Keegan weighed 6 lbs., 2 oz.,

and Knox weighed 6 lbs., 11 oz. What big boys! Danielle Wheeler, Judge Parker's second secretary, has moved to Washington, D.C., and is working for the office of the General Counsel. She's loving Washington and the new job. We wish her the best of luck.

Another grandmother, Carol Godbold, secretary to Judge Stanwood Duval, Jr. (E.D. La.) says that she is the most obnoxious Nana known to mankind. She has a "movable shrine" on her desk consisting of pictures of her two year-old grandson that easily can be taken to lunch to show anyone who might not have seen them. Another grandchild is due soon, hopefully a girl, but then that means jewelry is involved. Either way, I'll bet she'll be as proud of the new grandchild as she is the other one.

Our deepest sympathies and prayers go to Carolyn Springman, secretary to Circuit Judge Jacques L. Wiener, Jr.. Her 16-year-old son, Jon, disappeared about eighteen months ago. Sadly, his remains were found last February, and a memorial service was held in March. Two friends have been charged with his murder.

On another sad note, Brenda Jennings's father, R.J. Dodson, passed away April 25. He was almost 88, and worked until he was 86!! Our sympathy, thoughts, and prayers are with her. Brenda is secretary to Judge Paul N. Brown (E.D. Tx.).

We have lots of graduations going on. The first is Elaine Roberson, secretary to Judge Ken Hoyt (S.D. Tx.), who received her BA from LeTourneau University. Congratulations!! Carolyn McFadden's step-son graduated from Texas A & M University and has received his commission. Carolyn is secretary to Circuit Judge Emilio M. Garza. Ranell Hopkins'



daughter, Jennifer, graduated from high school. No final decision on college yet. Ranell is secretary to Judge Edith H. Jones, 5th Circuit Ct. of Appeals.

Another graduation was celebrated by Linda Weeks, secretary to Circuit Judge Eugene Davis. Whitney graduated from Episcopal School of Acadiana on May 26, and will be attending Texas Christian University in Ft. Worth, Texas, in the fall. Whitney's graduation present was a trip to New York City and the eastern seaboard with her mom and older sister.

Brenda Spurrier, secretary to Judge Terry R. Means (N.D. Tx.), has a daughter to be very proud of. Heather Lenore Bracken, 20, is attending McMurry University in Abilene, Texas, where she is majoring in education. Heather has been active as a Student Ambassador at McMurry, worked two semesters in the Public Relations Dept. at the university, and currently is employed as a part-time teller while taking a minimum of 15 hours per semester. As if that's not enough, she will be a Resident Advisor at McMurry. Mind you, while doing all of this, she has been on the Dean's List each semester, and has been inducted into Kappa Delta Pi Honor Society!! Way to go!

We have all sorts of changes taking place in our court. Judge Cobb, E.D. of Tx., took senior status in March. Druann Wiley is his secretary. Chief Judge A.J. McNamara will take senior status on June 9, 2001. Judge McNamara became chief judge for the Eastern District of Louisiana on February 27, 1999. Jan Hanberry, his secretary, has been with him for 28 years, 19 of them with the district court. I know that she is looking forward to his slowing down. Judge John Hannah became Chief Judge of the Eastern District of Texas on June 18th, 2001. That means Glenda Shelton will be taking over from V.J. Wisenbaker, secretary to Chief Judge Richard Schell. I know that V.J. will

be breathing a sigh of relief.

Judge Edith Brown Clement (E.D. La.) has been nominated to the Fifth Circuit. I'm looking forward to working with Susan Barrios, who is a FJSA member. Judge Charles Pickering, Sr., also has been nominated (S.D. Ms.). Sonya Gatlin is his secretary out of Hattiesburg, MS. I also am looking forward to working with Sonya.

Houston was hard-hit by Tropical Storm Allison. Cindy Cox, a relief secretary here in Houston, had her car totaled and her home flooded (no insurance - wasn't in the flood plain and it had never flooded there before). Our prayers still go out to her. We still have one major hospital closed; the Bank of America building was closed for two weeks; and at least 15 years of medical research went down the drain (so to speak) when research data and laboratory animals were destroyed. The main parking garage for downtown (3 stories for 5 blocks underground) will remain closed for several more months. I'm now walking about 20 minutes to our courthouse. The damage estimate has been estimated at \$4 billion. My husband and I both grew up here in Houston, and despite some devastating hurricanes, but was the worst flooding and damage that we have ever seen.

Our wishes for a speedy recovery go to Miriam Kovan, secretary to Circuit Judge Harold R. DeMoss, Jr. She was hospitalized for bacterial pneumonia, but is recovering at home now. Because of the number of hospitals closed or partially closed at the time because of the flooding, she had to go to a hospital in Sugarland. Also, Ranell Hopkins, secretary to Circuit Judge Edith H. Jones, lost her father after a lengthy illness. Our prayers and sympathy go to her.

For some happier news, I just want you gals to know that I work for a wonderful judge! I called him at 1:15 p.m. on Wednesday, June 27, to ask if I could leave town the next morning at 5:30 a.m. for 11 days to act as an

emergency fill-in sponsor for our church's youth work camp trip leaving the next morning. Without the slightest hesitation, he told me to go. (I have gone the last two years, but wasn't planning on going this year as my 17-year old son wanted to go by himself.) So, I quickly packed, and since then have flown, driven a 15 passenger van about 1,500 miles, spent a weekend in Canada, slept on the floor in a high school in Vermont, and repaired a house! It was a fabulous trip with 25 students and 5 adults in 3 vans. I have only scraped and painted in the past, but this year tore down a roof and rebuilt it (and still had to do some painting). A total of about 350 students and 100 or so adults participated at this one camp. (A total of 42 work camps are being done this summer by Group.

That's about all for now. Thanks to everyone for sending in their news. Don't forget to send in your recipes to Bert Rixner for our cookbook. And let's start thinking about Chicago! □

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### **SIXTH CIRCUIT...**

*by Barbara Herman*

Donna Vinson, Secretary to U.S. District Judge Gerald Rosen, is recuperating from ankle surgery resulting from an aggravated ankle injury of a few years ago. Our thoughts and good wishes are with her for a speedy recovery.

Marie Hullan, Assistant Secretary to Chief Judge Lawrence Zatkoff, E.D. Mich., gave birth to a beautiful baby girl, Cara Elizabeth, on March 20<sup>th</sup>. Mother and baby are doing fine. Marie is expected back to work the first week of June.

Sixth Circuit Judge Leroy J. Contie, Jr., died on May 11, 2001, from complications following surgery. Judge Contie served on the Sixth Circuit bench from 1982 until May 2000. Judge Contie was well-respected and will surely be missed.

Sharon Fuller, E.D. Mich., is a grandmother for the first time. Sharon's oldest daughter Yvette, who lives in Cincinnati, had the good timing to have her son, Samuel Fuller Gerhard, the week Sharon was accompanying Judge Alice Batchelder to Cincinnati for a sitting. Gramma Fuller is really happy with young Sammy.

Judge Richard Alan Enslin, W.D. Michigan, stepped down as Chief Judge on May 28, 2001. Judge Robert Holmes Bell was elevated on that same day to Chief Judge. Judge Enslin is taking a two-month sabbatical during the months of June and July.

The secretaries in the W.D. of Michigan are looking forward to the FJSA conference in Chicago in October. Chicago is a fabulous city to visit and it is so easy to get to. The shopping is wonderful; the food is fantastic; the oohing and aahing of the sights; the museums and the arts will make you want to return for more. I know the committee has been working diligently in planning a wonderful conference, and I hope there is an outstanding number of attendees. □

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## SEVENTH CIRCUIT...

by *Ida Wash*

### CONDOLENCES:

It is with great difficulty that I have to start this newsletter out with a death within our court family. On January 18, 2001, one of our secretaries, Mary Patton (Assoc. Secy. Judge Posner) passed away. We are still in shock, but with time and prayers we will eventually stop hurting. Mary was a shy and quiet spirit who worked with the court for 18 years. Although our hearts are broken we know that Mary is no longer suffering. She left to mourn her death a husband (Tim) and two sons (Jimmy 8 and Tyler 2) and although you may not have known or ever met Mary we ask that you keep her family in your

thoughts and prayers. It is important to live and enjoy life and to always be mindful of how short it can be.

We also would like to extend condolences to Theresa Wetzler (Secretary to Circuit Executive Collins Fitzpatrick) in the death of her father. We will keep her and her family in our prayers.

### SICK LEAVE:

On January 28, 2001 Janie Thomas (Chief Judge Joel Flaum, Cir. Court) took a terrible fall and broke her leg in three places. She underwent surgery and was confined home for five months. Janie is back at work now (unfortunately she is still walking with a cane) and may need more surgery. She said that she is thankful to everyone for all the cards, calls, and flowers sent during her unfortunate accident.

Also, in March of this year Cathy Buckbauer (Judge Daniel Manion, Cir. Judge) had hip replacement surgery. Cathy has since recovered successfully and is back at work. Cathy also would like to thank everyone for the cards, calls and well wishes.

Barbara Benzel (Judge William Bauer) also had an accident that injured her foot and she spent some time on crutches but is doing much better at this printing.

To all three ladies on behalf of all your co-workers we are very glad to hear that you are on the mend.

### WELCOME:

Let us take time out to welcome Elieen Pop (Assoc. Secy. Judge Richard Posner, Cir. Judge) to the Seventh Circuit Court of Appeals. We would like to extend an invitation to Elieen to become a member of the FJSA. Stop by, say hello, make her feel welcome.

### AHHHHH RETIREMENT:

WHERE'S WALDO? I'm sure you're all familiar with the popular search and find Waldo game. Well, we here at the Seventh Circuit have a

similar game -- it's called "Where's Retirees Marge Murphy (Judge Wilbur Pell, Jr.) and Mary Dickerson (Judge Walter Cummings). It seems the two of them have been or are currently globe trotting and having a grand time in retirement.

I received a email from Mary Dickerson letting me know that in August she will be on a tour of Scotland and England, starting with the Edinburgh Festival, to include the Military Tattoo, the York, a nod to Cambridge and then four days in London where she and friends will see quite a few plays. (Whew!) We are sure she will have a grand time.

Then there's Marge --Murphy as we call her. She just returned from New York where she was able to catch up with Cecilia Rudden (Judge Haight, Dist Court NY) and a few other friends for a fun dinner. On July 29th through September she will be off to Ireland again. From Ireland she will be on her way to meet friends in London, with a short stop in Canterbury, and then it's off to Germany where she will take a boat trip down the Rhine River. From there, she's on to Switzerland. (Double Whew!)

I'm exhausted just thinking of all the traveling and fun these ladies will have. I'm sure you'll help me extend a "YOU GO GIRL!" to both happy travelers!

Elizabeth Jender (Judge Illana D. Rovner) went to Berlin, Germany earlier this year and said that it was wonderful and she hopes to go again.

Also at the time of the printing of this newsletter, Cathy Buckbauer (Judge Daniel Manion, Cir. Court) has recovered from hip surgery and is in Berlin, Germany. Wonderful!

That's all the news for the Seventh Circuit for now and here's hoping to see all of you in "SWEET HOME CHICAGO" in October.

Have a wonderful summer. □

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## **EIGHTH CIRCUIT...**

*by Karen Hopkins*

FJSA member Lynn Stone (Judge Stephen N. Limbaugh, Eastern District of Missouri) advises that the St. Louis secretaries made the move into the Thomas F. Eagleton United States Courthouse during the week of January 22, 2001. While the building is new and is state-of-the-art in most areas, it is currently the largest federal courthouse in the United States and they find themselves somewhat isolated from each other. They hope to plan monthly luncheons or other gatherings as a way to stay in touch.

Every Tuesday this past school year at 11:10 a.m., a yellow school bus pulled up to the St. Paul Federal Courthouse to pick up 23 federal volunteers bound for Benjamin E. Mays Elementary School. The bus made additional stops to pick up volunteers from the Minnesota Attorney General's Office. The Federal and State courts have a collaboration of 132 judges, law clerks, library staff, attorneys, and support staff volunteering as reading buddies, all eager to spend the lunch hour reading one-on-one with one of 92 second-graders. The purpose of the Power Lunch-Everybody Wins program is to encourage students to read for pleasure and, in the process, positive relationships between the adults and children are formed. "Everybody wins when adults read with children" is the motto for the program.

FJSA member Rebecca Baertsch (Judge Donovan W. Frank, District of Minnesota) has been the Federal Court's Volunteer Coordinator for this program for the past two years and an active reading buddy since the program's inception in 1996. Becky reports that last school year there were 11 volunteers reading from the Federal Courts and this year their number has more than doubled. Becky also says that when you arrive at the school and are greeted with a giant hug and a

broad smile from your reading buddy, you will most definitely agree—**EVERYBODY WINS! KUDOS to you Becky!**

On Thursday, May 10, 2001, secretaries from the District of Kansas (Kansas City, Kansas - 10<sup>th</sup> Circuit) hosted a luncheon for secretaries from the Western District of Missouri (Kansas City, Missouri - 8<sup>th</sup> Circuit) at the Robert J. Dole United States Courthouse. Even though we are in two different circuits, our courthouses are only minutes apart. We enjoyed seeing our old friends, renewing past acquaintances and making new ones - not to mention the delightful lunch that was served. A reciprocal lunch is currently being planned by the ladies in the 8<sup>th</sup> Circuit to say "thank you." Who knows, maybe a new tradition is being started.

Bettye McKee, FJSA member and secretary to Judge Robert T. Dawson, U.S. District Court, Western District of Arkansas, shares a part of their Court's history with us:

We are based in Fort Smith, Arkansas, which is right on the border, separated from Oklahoma only by the Arkansas River. Fort Smith's first federal judge was Judge Isaac C. Parker, the Hanging Judge, and the Fort Smith National Historic Site was the site of his first courtroom in one of the barracks of the old fort. A replica of the gallows stands outside. Judge Parker's Courtroom has been restored as nearly as possible to its original condition, down to the pattern of the carpet. Last summer, Judge Dawson tried a civil case in Judge Parker's Courtroom and plans are being made to try another one there this year.

The Western District of Arkansas's first federal judge was Isaac Charles Parker, who came here from Missouri following the Civil War in the mid-1870's, and he served as federal judge from May 10, 1875, until shortly before his death in 1896. Judge Parker is probably one of the most publicized early judges in the nation.

After serving two terms in the U.S.

House of Representatives, Parker was appointed Chief Justice of Utah Territory by President Ulysses S. Grant. However, Parker wrote the President and asked, instead, to be appointed judge of the U.S. Court for the Western District of Arkansas at Fort Smith.

In Judge Parker's time, the area was overrun with outlaws who murdered, raped, and robbed and then crossed into Indian Territory where there was little, if any, law enforcement. Judge Parker's band of U.S. Marshals undertook the perilous job of tracking these outlaws and bringing them to justice, and many of the Marshals were killed in the process. The names of many famous outlaws can be found in the court records, including those of Cherokee Bill and Belle Starr. Unbeknownst to many, the Allen charge which is given to deadlocked juries even today, was first given by Judge Parker in USA v. Allen.

This is an important part of Fort Smith's history, for the town that was known as "Hell on the Border" was tamed through the untiring efforts of Judge Parker and his band of U.S. Marshals.

Thanks Bettye, you encourage all of us to take the time to learn more about the history of our respective Courts.

Again, thanks to all for your contributions to this article. I would request that anyone with information/news to share please keep me posted between newsletters.

I would also like to ask all of the 8<sup>th</sup> Circuit FJSA members to share this newsletter with any secretary at your Court that is not a member - it may give them the information and encouragement they need to join. I am hoping to meet many of you at the conference in Chicago. Until then, many wishes for a most enjoyable summer!

My phone number is:

(816) 512-5645; and

My e-mail address is:  
karen.hopkins@mow.uscourts.gov □

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### **NINTH CIRCUIT...**

*by Marion Mon*

Since the last newsletter and renewal/new member notices, this circuit received many renewals and acquired 2 new members. The 9<sup>th</sup> Circuit welcomes **Zoretta Smith-Gipson**, Judicial Assistant to Hon. Roger L. Hunt, Las Vegas, NV. Zoretta was a past member of the Federal Magistrate Judge Secretaries Association. We also welcome **Lisa Hernandez**, Judicial Assistant to Hon. Edward F. Shea, Richland, WA. We may be losing a member, though...**Nancy Dick**, when her judge, Charles A. Legge, San Francisco, CA, will be leaving the bench to work at JAMS, a judicial arbitration mediation service, instead of taking senior status. We wish Nancy and Judge Legge the best of luck in their new endeavors.

On March 23, 2001, I received a letter from FJSA member **Sandy Persha**, District of Montana, who stated that in June 2000, one of three active judges took senior status; in July, Senior Judge Paul Hatfield passed away; in January 2001, the Chief Judge in Billings, took senior status, and that Sandy's judge, Judge Donald W. Molloy became the Chief Judge.

Sandy also expressed her frustration that little or no training is given to new secretaries but she did praised **Sherry Lincoln**, who was Judge Hatfield's secretary and is now employed at the U.S. Probation Office. Sherry helped tremendously when Sandy was new to the "court family". Sandy intends to personally contact the new Montana judges-to-be and their secretaries to offer her support and help, although they are miles apart. By the way, Sherry, although retired from the District Court, but now employed at the Probation Office, has renewed

her FJSA membership.

By now you should have received the election ballots. I encourage you to please complete and return it as soon as possible. Please remember that you need to elect a Ninth Circuit representative as my term expires this year.

Remember also that the Chicago conference is fast approaching, so think about attending. Additional information is contained in this newsletter and you should have received your conference package.

It has been a pleasure and experience to serve you the last two years as your representative. Thank you. □

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### **TENTH CIRCUIT...**

*by Sheryl Collins*

e-mail:  
sheryl\_collins@ksd.uscourts.gov

The members in Salt Lake City tell me that the FJSA 2002 Conference committee is working hard on getting things ready for us to come to their city in October 2002. They will have a full report to us in Chicago this fall. Please start your plans to attend the Chicago conference and don't forget to utilize your court's training funds to assist you.

Nicole Allison is a new member since she started working five one-half months ago for Judge Carlos Lucero in Denver, Colorado. Previously, Nicole had worked in the clerk's office.

Judge G. T. Van Bebber, who Carol Barnthson works for in Kansas City, Kansas, took senior status on December 31, 2000. His official portrait hanging was held on March 30, 2001, after many hours of preparation by Carol and the judge's staff. It was a big success. Judge Van Bebber has settled into senior status mode by coming in later on Monday mornings.

Judge John W. Lungstrum took

over as Chief Judge for the District of Kansas on January 1, 2001, after Judge Van Bebber took senior status. At that time, Mary Hale became his secretary. She had worked 18 years for Chief Judge Brook Bartlett of the Western District of Missouri, Kansas City, Missouri, until his death in January 2000.

There are number of 10<sup>th</sup> Circuit members that are looking forward to attending the workshop in Salt Lake City in June.

Judge Dale Saffels, who I work for, will be celebrating his 80<sup>th</sup> birthday on August 13<sup>th</sup> and says he is looking forward to the day. He still comes to the court every day and enjoys being in the courtroom and working with his staff and other court members.

The United States District Court, District of Kansas, has equipped one courtroom in each courthouse (Kansas City, Topeka and Wichita) with state of the art courtroom technology. From the bench there is a P.C. docking station, touch screen monitor, touch screen control panel and a remote "kill switch" (to turn off display monitor). The jury box is equipped with flat screen video/evidence monitors. For counsel, the technology for viewing evidence includes ELMO document camera, light pen annotation system, touch screen monitors, video cassette recorder, desktop computer and laptop computer connection. For the hearing impaired, there is a state of the art sound system and audio cassette player. For printing evidence, there is a color video printer which prints directly from ELMO or PC. Real-time court reporting is available upon request.

Janet Wright, FJSA member and paralegal to Chief Judge Terry C. Kern, reports the remodeling of the ceremonial courtroom for the Northern District of Oklahoma has been completed. These modifications, which took approximately 10 months, included a new judges' bench, which can seat 5 judges, a new clerk's bench,

incorporating a keyhole station for the court reporter and equipment, together with jury and witness boxes that are ADA compliant. Flat screen monitors are provided for the bench, jury, witness and attorney tables along with a video evidence presenter system (VEPS). This courtroom was built in the 60s and these updates are a welcome addition.

In the Northern District of Oklahoma (NDOK), a special ceremony was held November 4, 2000, for Circuit Judge Stephanie K. Seymour in recognition of her service as Chief Judge of the Tenth Circuit. Recognition was also given to her secretary, Joan Swope, who has been with Judge Seymour 21 years! Congratulations to both!

NDOK bid farewell to Sally Winkle, secretary to District Judge Michael Burrage when he resigned from the bench on March 1, 2001. Sally lives in Muskogee, Oklahoma, and is working in the Office of the Clerk for the Eastern District of Oklahoma.

With the resignation of Judge Burrage along with the taking of senior status by Judge Brett in 1996, the NDOk is anxiously waiting for the appointment of 1.5 district judges. Jane looks forward to greeting new secretaries and inviting them to join FJSA.

I hope to see all of you at the Chicago conference this October. I know it will be a great one! □

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## **ELEVENTH CIRCUIT...**

*by Lynda Matson*

### **In the News:**

Chief Judge Charles R. Butler, Jr., (Southern District of Alabama) has been appointed to the Executive Committee of the Judicial Conference for a three-year term. The fundamental purpose of the Judicial Conference is to make policy for the administration of the United States courts. The Chief Justice of the United States is the

presiding officer of the Judicial Conference.

The Northern District of Alabama is very proud to say that a member of their court, Judge Edwin L. Nelson has been appointed Chairman of the Committee on Automation and Technology for the Judicial Conference of the United States.

### **Changes:**

Pam Sweeden (Middle District of Georgia - Macon) reports that she has taken a job in the Clerk's office after her judge, Judge J. Robert Elliott, announced his retirement. She expressed her thanks to all for all the good memories and friendships. She said if you ever call the Clerk's office in Columbus, Georgia, ask for Pamela "who used to work for Judge Elliott."

A long-time member of FJSA, Sue Weiskopf, will be retiring as of May 30<sup>th</sup>, 2001. She has been secretary/judicial administrative assistant to Senior Judge Virgil Pittman since January of 1982, and before joining the courts, worked for the FBI for 11 years, for a total of 30 years government service. Sue is an avid Auburn Tiger fan and plans to devote some of her retirement time traveling to various sports activities. Ann Christopher, currently judicial administrative assistant to Senior Judge Alex T. Howard, Jr., will be transferring to Judge Pittman's office.

The Southern District of Florida has two new secretaries, Cynthia Reisman and Barbara Coats. Cynthia has worked with newly appointed Judge Paul C. Huck for 10 years prior to his appointment to the bench. Cynthia is from Miami originally, is married and has 4 children. She says she enjoys fishing and scuba diving. Barbara is assistant secretary (along with Kay Lang) to Chief Judge William Zloch. She had been with an attorney for 28 years when that attorney retired. Barbara has 4 children and 4 grandchildren.

Maritza Salazar, also from the Southern District of Florida, is a

replacement secretary for Judge Ungaro-Benages. She had been a "swing secretary" filling in for secretaries who were on sick or vacation leave prior to taking the position with Judge Ungaro-Benages.

Two secretaries in the Southern District of Florida, Lisa Shelnut and Linda Webb, left their secretarial positions to take that of a courtroom deputy. That district adopted a new courtroom deputy classification and compensation policy to a CL28 level (equivalent to a Grade 12). Their choice was made solely because of the ability to earn more money as a courtroom deputy and for the job security afforded that position.

Judge J. Robert Elliott of Columbus retired last December. Judge Elliott was appointed in 1962. You may have received information on his retirement from his secretary Pam Sweeden Pam is now working in the Columbus Clerk's Office. Judge Duross Fitzpatrick stepped down as Chief Judge February 1<sup>st</sup>, 2001 and took senior status. Judge W. Louis Sands of Albany assumed the Position of Chief Judge.

### **New Members:**

From the Northern District of Georgia welcome Anne Marie Caver who works for Judge Beverly B. Martin. Also welcome Cynthia Reisman of Coral Gables, Florida. Cynthia works for Judge Paul C. Huck in Miami, Florida. Also welcome new members from the Northern District of Alabama, Sharon Biro and Sharon Richards. Sharon Biro works for Judge William Acker and Sharon Richards works for Judge Sharon Lovelace Blackburn, both in Birmingham, Alabama.

### **Training:**

On March 20<sup>th</sup> through 23<sup>rd</sup>, I attended a Macro Programming class in San Antonio, Texas, which was taught by Karen Scales of the Technology Training and Support Division of the Administrative Office.

Funds made available to chambers for training were used for this trip. For those of you who are not aware these funds are available, you need to check with the clerk of your court.

Also, for those of you who do not know, Karen Scales is no longer working at the training center. She is now with the Western District of Texas as Assistant Director of Information and Technology. She will be working as a project manager with District Court, Probation and Pretrial Services. She was scheduled to do Lotus Notes training at our joint meeting in October in Chicago, but because of her new position, Karen will not be with us.

**In Memoriam:**

On September 10, 2000, Judge Seybourn H. Lynne passed away at the

age of 93. Judge Lynn had been a judge for the Northern District of Alabama for 54 years, having been appointed in 1946 by President Harry S. Truman. A tribute was made to Judge Lynne at the Eleventh Circuit Judicial Conference held in Savannah, Georgia May 9-12, 2001. The members of the court family in Birmingham will all miss his smiling face and warm personality!

Also, Senior Circuit Judge Ed Smith, of the United States Court of Appeals for the Federal Circuit, whose chambers have been in Birmingham for several years, passed away recently. On May 24, 2001 the Federal Circuit held a joint session with the U.S. District Court for the Northern District of Alabama honoring his memory. Judge Smith will certainly be missed.

The Southern District of Alabama also lost one of their judges, Senior Judge Daniel H. Thomas. Judge Thomas was also 93 years of age at the time of his death, having been appointed in 1951 by President Harry S. Truman. Ann Nielson, reports that Judge Thomas certainly will be missed by the members of the Bar and their court.

Judge J. Robert Elliott of Columbus retired last December. Judge Elliott was appointed in 1962 and his secretary, Pam Sweeden is now working in the Columbus Clerk's Office.

Judge Duross Fitzpatrick stepped down as Chief Judge on February 1<sup>st</sup> and took senior status.

Judge W. Louis Sands of Albany assumed the position of Chief Judge.

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**REPORT OF NOMINATION AND ELECTION COMMITTEE  
ELECTION RESULTS for 2001-2002**

*- submitted by Cecilia Rudden, Chairman*

Following are the results of the recent election of Officers and Circuit Representatives ✓ for the 2001-2002 term:

| <u>OFFICERS</u>      |                              | <u>VOTES</u> | <u>ABSTENTIONS</u> |
|----------------------|------------------------------|--------------|--------------------|
| PRESIDENT:           | <i>Jackie Logue</i>          | 117          | 2                  |
| Write-In             | Sharon Hibbs                 | 1            |                    |
| PRESIDENT-ELECT:     | <i>Ann Nielson</i>           | 119          | 1                  |
| Write-In             |                              |              |                    |
| VICE PRESIDENT:      | <i>Ann Neff</i>              | 119          | 1                  |
| Write-In             |                              |              |                    |
| RECORDING SECRETARY: | <i>Flay Sambrone-Metoyer</i> | 119          | 1                  |
| Write-In             |                              |              |                    |
| TREASURER:           | <i>Ann M. Wisniewski</i>     | 119          | 1                  |
| Write-in             |                              |              |                    |
| TALLY:               | Voided Ballots:              | 0            |                    |
|                      | Total Ballots received:      | 120*         |                    |

NOTE: \* 2 ballots received with no votes for Cir. Rep.; only voted for Officers.  
✓ Circuit Reps on page 25.

## Judges' Secretaries

### Advisory Group

by Cindy Grossman,  
7<sup>th</sup> Circuit JSAG Rep

#### *"Mission Statement:*

*To provide advice, assistance, and recommendations to the Administrative Office regarding matter affecting judges' secretaries."*

After seven years it seems that there are still some individuals who are not familiar with the JSAG and how it works so I thought before I report on our latest meeting that some background on the JSAG might be helpful.

The JSAG was formed in January 1993 and consists of twelve members, including one judicial assistant/secretary from each circuit, including the Federal and D.C. consolidated circuits. Appointments to the JSAG are made for two years with the possibility of reappointment. The presidents of each of the three associations, Federal Judges' Secretaries Association, Association of Bankruptcy Judges' Assistants, and the Federal Magistrate Judges' Secretaries Association, attend the meetings as observers. Ms. R. Townsend Robinson, Deputy Assistant Director, Office of Human Resources and Statistics is the chair of the JSAG. As an Advisory Group to the Administrative Office the JSAG meets annually in Washington D.C. The JSAG conducts business throughout the year by teleconferences, facsimile transmissions, and e-mail. We hope in the future to meet by way of videoconference. The JSAG also has three individual focus groups: Education & Training, Staffing, and Communications.

April, 2001 was the most recent JSAG meeting and the Administrative Office's official minutes of that meeting can be found on the FJSA website at:

<http://www.mad.circ1.dcn/FJSAhome/FJSAhome.htm>. If you have a problem getting to it just e-mail our great web master, Martine Talbot (you probably know her better as Martee!), and she'll get you there.

Now, a few highlights of the meeting:

Mr. A.C. Ressler, Assistant Director, Office of Human Resources and Statistics, opened the meeting with welcoming remarks and an overview of all the benefits that we should be taking advantage of. The judiciary is in the forefront of benefits available to its employees. If you were to take advantage of all the benefits that have become available over the last few years using pre-tax dollars your net pay could increase between \$2,500 to \$3,000. The FJTN has many programs on our additional benefits - check them out. If you work for a chief judge he mentioned a new publication coming out in a few months on the chief judge's role and their relationships to other judges and court staff.

Charlotte G. Peddicord, Chief, Human Resources Division, Office of Human Resources and Statistics, spoke on Judicial Resources issues. In March, 2001 the JRC made a recommendation to the Judicial Conference that reasonable accommodations for employees with disabilities be adopted. The AO is studying the types of reasonable accommodations and guidelines that have been developed by other agencies and the private sector in order to formulate guidelines for the judiciary.

Lee D. Horvath, Chief, Judiciary Benefits Program Office and Stan Riggenbach, Policy Analyst, Judiciary Benefits Program Office, presented updates on the flexible benefits programs. If you are enrolled in the Long Term Care program or are considering enrolling you should know that OPM will be implementing a long term care program in 2002 and the AO will be preparing a detailed comparison of both programs so that

you can make an informed decision.

Dan Patton, Computer Security Specialist, Information Technology Security Office, stressed to us the importance of computer security issues in chambers. One way to limit risks is to limit access to your computer. By taking measures to keep your computer secure you are also securing all the computers in your network. He asked us to make sure that we are all aware of our court's security policies and to support them.

Steve Levinson, Special Assistant, Office of Information Technology, Cynthia Alston, Program Analyst, Office of Information Technology and Roger Wilson, Lotus Notes Professional Services, provided a demonstration of the new Lotus Notes email that is coming soon. Some of the key benefits to this new system is that it is easier to have remote access, it can be integrated into your calendar and that there will be a national directory. It works and looks very similar to cc:mail and while there may be a few days of confusion while it is being installed it shouldn't take too much of an adjustment moving from cc:mail to Lotus.

Maurice White, Chief Program and Workforce Development and Terri Tinsley, Branch Chief of the Workforce Development Branch of the Program and Workforce Development Division. Mr. White encouraged us to take advantage of all the programs that are on the FJTN. If you are not receiving a copy of the FJTN Bulletin it can be found on the J-Net Training site along with other information on training programs. We are very fortunate that Mr. White and his staff are very interested in training issues for judicial assistants/secretaries. With assistance of the Education and Training Focus Group of the JSAG (JSAGET's) they have presented five workshops for us that have been Circuit-wide. It is an Administrative and Operational Training Workshop. This summer will bring the program to the 4, 7, 8, and 10 Circuits.

The second project that they are developing with the assistance of the JSAGET's is a CD-ROM that is a concise informational CD for both experienced and newly appointed judicial assistants/secretaries, that provides a quick resourceful overview of tasks within chambers. It will include easy to use menus, forms and links to frequently used sites. It is expected to be released in early fall.

*Please, if there is anything that you think should be included in this program email Cindy Grossman and give her your suggestions - we don't want to miss anything.*

Michele Reed, Attorney Advisor, Article III Judges Division discussed the Federal Law Clerk Information System. This program that is available

to search for judicial clerkships has been receiving 36,000 hits per month. So if you haven't put hiring information in yet for the judge please consider doing so because the students are using it. If you have any problems with it contact Ms. Reed at 202-502-1864.

The following are the focus groups of the newly appointed JSAG:

Staffing: Trish Kowalski (3<sup>rd</sup> Cir.) Chair; Bernice Whaley (6<sup>th</sup> Cir.); Barbara Sauers (11<sup>th</sup> Cir.); Brenda Lee (DC Cir.); and Rita Gallegos (10<sup>th</sup> Cir.).

Communications: Karen Krouch (8<sup>th</sup> Cir.) Chair; Mari Rosa Jorge (1<sup>st</sup> Cir.); Terry Kelly (9<sup>th</sup> Cir); along with the Presidents of FJSA, FMJSA and the ABJA, Shirley Newsome, Liz Daigle and Paula Funderburk.

Education and Training: Cindy Grossman (7<sup>th</sup> Cir.) Chair; Flay Sambrone-Metoyer (5<sup>th</sup> Cir); Cecilia Rudden (2<sup>nd</sup> Cir); Patricia Massey (Federal Cir.); and Paula Coley (4<sup>th</sup> Cir).

Remember these are just some of the highlights of the meeting, for the official notes check out the J-Net or the FJSA home page. The FJSA encourages you to find out who your representative is and to voice your views and concerns to them so that they may more accurately represent you. Please share any of your questions, comments and concerns with any member of the JSAG, the anxiously wait for your input.

**The JSAG is our voice at the Administrative Office. Let's make sure it is heard.** □

## ***FJSA's Foods of the First Millennium***

***This cookbook is the Ways and Means project for 2000-2001.***

*Response has been slow -*

*Please send your contribution to this Ways and Means project ASAP.*

Please send your favorite "old" recipes that have been handed down through the generations of your family or others to be included in the FJSA cookbook.. If your recipes are the newer variety - we'll be glad to have them too.

Include the name of the person originating the recipe and the approximate date it was created. Please try to include some history about the recipe. Send it to Bert, Gerry or Babs with your name and the name of your court Send by fax, e-mail, or snail mail to:

Bert Rixner  
c/o Hon. Lee H. Rosenthal  
515 Rusk Avenue  
Houston, TX 77002  
713/250-5980 (t)  
713/250-5213 (f)  
bert\_rixner@txs.uscourts.gov

Gerry K. Chaisson  
c/o Hon. John V. Parker  
Russell B. Long Federal Bldg.  
777 Florida St, Ste 355  
Baton Rouge, LA 70801  
225/389-3568 (t)  
225/389-3569 (f)  
gerrychaisson@lamd.uscourts.gov

Babs Herman  
Chambers of Judge Enslin  
U.S. District Court  
410 West Michigan Ave.  
Kalamazoo, MI 49007  
616/343-7542(t)  
616-349-4652(f)  
bherman@miwd.uscourts.gov

**We need your help and your recipes!!!**

P.S. Check out the FJSA Web page <http://www.mad.circ1.dcn/fjsahome/fjsahome.htm>



**TREASURER'S REPORT**

by Lana Schultz

**STATEMENT OF INCOME AND EXPENSES  
AS OF JUNE 6, 2001**

|                                      |                          |
|--------------------------------------|--------------------------|
| GENERAL ACCOUNT                      |                          |
| BALANCE AS OF 12/31/00               | \$ 6,566.61              |
| <u>INCOME</u>                        |                          |
| Conference Fund reimbursement        | 1,498.73                 |
| Dues                                 | <u>2,050.00</u>          |
| <b>TOTAL INCOME</b>                  | <b>\$10,115.34</b>       |
| <u>EXPENSES</u>                      |                          |
| Postage Reimbursed                   | \$ 13.60                 |
| Newsletter                           | 361.24                   |
| Boston Conference expense            | 1,498.73                 |
| Postage for Ballots                  | <u>75.00</u>             |
| <b>TOTAL EXPENSES</b>                | <b><u>\$1,948.57</u></b> |
| BALANCE AS OF JUNE 6, 2001           | \$8,166.77               |
| CONFERENCE FUND BALANCE AS OF 6/6/01 | \$1,437.60               |

**Business Update:** The Membership section of our By-Laws underwent major changes last year. It has been requested, however, that in **Section 2. Sustaining/Transitional Members...** that the issue of whether the retired secretaries may vote or hold office be revisited. A Proposal will be submitted to the By-Laws Committee that this issue come before the membership at the Annual Conference in Chicago for reconsideration.

**Remarks:** On behalf of the Membership Committee consisting of myself, Cecilia Rudden and Brenda Smith, **Thanks** to each of you for your interest and membership in FJSA? Your membership entitles you to the best representation the FJSA can provide. However, in order to be totally effective, we need 100% participation. Needless to say, we are a far cry from 100%.

As members of the FJSA, we count on you to spread the word to those who are eligible to join. At this time, our Association has 253 paid members out of a possible **1000**. This doesn't even constitute a third of our potential. **REMEMBER** that each year an award of \$50.00 is given to the **PERSON** who recruits the most. This applies to any member -- not just circuit representatives -- so keep this in mind!

**Technology -  
The Wave of the  
Present and Future**

*-submitted by Cynthia Alston,  
Administrative Office, U. S. Courts*

**What is Lotus Notes/Domino?**

Beginning earlier this year, the judiciary began migrating to a new nationally-supported email system, Lotus Notes/Domino, which will replace the aging cc:Mail system used by the judiciary for nearly a decade. The motivation behind replacing cc:Mail has to do with the fact that after October 31 of this year, the cc:Mail vendor will no longer provide support or updates for the cc:Mail

product. The judiciary must move on and has chosen Lotus Notes/Domino as the next generation messaging system for the judiciary.

"Notes" refers to the "client" or end-user side of the system. It offers comprehensive email with integrated calendaring, scheduling, and support for Internet mail standards and protocols. "Domino" refers to the "server" or invisible-to-the user side of the system. It is a computing platform capable of integrated messaging and rapid groupware application-development. In addition, Domino servers are "web-enabled" which means that they can serve both Notes clients and internet browser clients. The Domino server is scalable to grow

over time - from tens to hundreds to thousands of users on a single server.

The Notes/Domino product is widely acknowledged as the market-leading client server e-mail and groupware product, with a world-wide user base of over 30 million and constantly growing, in both the commercial and government environments. Notes/Domino has been available since 1989, and is now at major release level 5. As a result, it is a stable and mature product, with many add-ons. It also protects the judiciary's investment in earlier systems by allowing for integration with those systems. For example, there are developed and proven tools available to assist in converting other mail

systems, such as cc:Mail, Microsoft Exchange, Groupwise Mail into Lotus Notes/Domino. These tools will be used extensively during the Judiciary conversion process.

Notes/Domino is used by many of the world's leading companies to deliver secure email communication, collaboration and business applications. It has been deployed in 42 of the Fortune 50 companies, and 78 of the Fortune 100. These large companies, and much smaller organizations, that have deployed Notes/Domino have typically seen high returns for their investment, averaging almost double (i.e. 186%), return for the investment, with an average payback period of 2.5 years.

In addition to all of the features that cc:Mail users have become comfortable with through the years, Notes will be a much more comprehensive and powerful product. New to cc:Mail users will be the calendaring, and scheduling features as well as seamless integration with internet mail. Notes users can also manage their workflow with a variety of task assignment features. Task owners can reschedule or cancel tasks, and task assignees can accept delegate, or request modifications to the tasks.

Notes, compared to cc:Mail, reduces cc:Mail's "hover" factor, requiring that cc:Mail be up and running to get the benefits of the product. Notes has an extensive message checking capability which occurs even when the user's computer is turned off because the activity is taking place on the server. Notes can watch for messages from a certain sender or messages that contain a certain subject and then select what to do when those messages arrive. When a user's computer is turned on, Notes does not have to be running for a user to get a notice that a new message has come in.

Notes supports signatures files, giving a simple way to further identify the user and add pertinent information to every email message.

For the increasingly important world of mobile and remote computing, Notes allows users to fully participate in the business process, whether or not they are connected to the network. Notes can be used when disconnected to the network to read and prepare mail and to schedule meetings. Then, when communication is required, the mobile user can very easily connect using either dial up software or Notes. When the need arises to take the calendar on the road, Notes gives multiple print formats to choose from.

Of particular interest to court technical staff and systems managers is the scalable Domino server which accommodates thousands of users, over a million hits per day and a 99 gigabyte mail storage capacity per server. The Domino server supports the different internet mail standards and protocols such as IMAP, POP3 and SMTP in addition to allowing access to mail from a browser or over the Internet. Other features include directory synchronization with other mail systems and Message Transfer Agents (MTAs) to provide message conversion and routing between different mail systems. Domino supports the Lightweight Directory Access Protocol (LDAP) for addressing external users in third part web-based directories.

To ease the transition to the new system, the AO's e-mail project team has developed an internal web site for systems managers, court unit managers and interested end-users. The site plays a key role in communicating the progress of the migration. The site features include project updates, product features, readiness kit, technical information, training and support, answers to frequently asked questions, a discussion forum and document libraries. The site can be found on the JNET Info Tech page under "Nationally Supported Software Applications" or at [www.elab.ao.dcn](http://www.elab.ao.dcn) □

**CIRCUIT NEWS...  
LATE SUBMISSION -  
BUT NEVER TOO  
LATE**

*DC CIRCUIT...*

*by Sandi Middleton*

I am happy to report that the D.C. Circuit has four new members for the 2000-2001 membership year. Saulene Brown (Judge Royce Lamberth), Sheridan Ellis (Judge Norma Holloway Johnson), Ann Hennigan (Judge Glayds Kessler), and Brenda Lee (Judge Ellen Huvelle). This is a great improvement over last year when we lost three FJSA secretaries due to retirements, leaving this Circuit with only two active members, myself and Marlene Taylor. Part of the recent decline in FJSA membership is due to the fact that many judges on this circuit have decided to hire career law clerks in lieu of secretaries when their secretaries retire or leave for greener pastures.

Brenda Lee, our Circuit's representative to the Judges' Secretaries Advisory Group (JSAG), is willing to work on the FJSA Legislative Committee for the coming year; Ann Hennigan has expressed an interest and is willing to serve as the FJSA Circuit Rep for the D.C. Circuit for the upcoming year; and Sheridan Ellis is willing to work on the Membership Committee next year.

We received the information on the Chicago Conference which looks to be very educational, interesting, and fun! Several D.C. Circuit members are hoping to attend and we look forward to meeting secretaries from the other circuits and sharing ideas, etc.

Thomas F. Hogan is the new Chief Judge for the U.S. District Court for the D.C. Circuit Court caseload. Douglas H. Ginsburg is the new Chief Judge for the U.S. Court of Appeals for the D.C. Circuit and former Chief

Judge Harry T. Edwards remains an active Circuit Judge. Judge Stanley Sporkin, Judge Joyce Hens Green and Judge Stanley Harris are very happily retired from District Court, as well as their secretaries, and we will miss them very much.

It is with great sadness that I report the loss of Judge June L. Green who passed away February 2<sup>nd</sup>, 2001. Judge Green served as a U.S. District Judge for 33 years. She was well known by attorneys and staff alike to be "a Judge and a Gentlewoman" who "shared wisdom and compassion." See article by Peter Nickles, *Legal Times*, Feb. 12, 2001, Vol. XXIV, No. 7. I can truly say that she was well respected and admired by all who knew her and/or encountered her, and she respected everyone as well.

The year 2001 marks the bicentennial of the Courts of the D.C. Circuit. The Historical Society of the D.C. Circuit, et al., put together a wonderful bicentennial program to celebrate the occasion, which was held this past March. The Historical Society sent each judge a complimentary copy of Jeffrey Brandon Morris' book entitled *Calmly to Poise the Scales of Justice: A History of the Courts of the D.C. Circuit*, which included a forward by Justice Ruth Bader Ginsburg. The book is a great tribute to the work and evolution of the courts in this circuit over the last two hundred years. □

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*A Friend Remembered...*

*Linda Mazzella*

Madeline Kelly, Secretary to Judge Arthur D. Spatt, recently gave me this article with a very appropriately worded cover memorandum, stating the following: "Attached is a copy of a Letter to the Editor that appeared in today's New York Law Journal. What a magnificent tribute to Linda and, by reflection to our profession. I thought all of you would enjoy reading this moving eulogy – it is so seldom that the secretary receives public accolades. □



## *Friend Remembered ... Linda Mazzella*

The Eastern District of New York lost one of its stars last week. She was not a brilliant judge handling down learned opinions. She was not a bold prosecutor seeking justice, nor a daring defense attorney seeking vindication for the wrongly accused. She was not a partner in a powerful firm. She was

**LINDA MAZZELLA**, a secretary to a magistrate judge, and a fixture in the Brooklyn Federal Courthouse.

Linda served as secretary to the Magistrate Judge A. Simon Chrein, for the last 25 years. Prior to that she worked as a secretary for the United States Attorney's Office. It was there that a younger Chrein, a federal defender at the time, discovered that Linda had a particular gift for removing him from the offices of his adversary smoothly and with aplomb. So impressed was Mr. Chrein with Linda's abilities that when he became Commissioner Chrein (the title of the position has since changed to Magistrate and later Magistrate Judge), he asked Linda to work with him. She joined his chambers and assumed the position of secretary.

Over the last 25 years, Linda served admirably. She prepared orders, filed reports and recommendations, arranged conferences, schedule hearing, trained law clerks, greeted attorneys, maintained a docket system, trained other secretaries and performed a multitude of other too numerous to mention or imagine. She handled all of these tasks without complaint. She loved her job and the people with whom she worked. She was forever loyal to "the Chief" as she called Magistrate Judge Chrein (even after Magistrate Judge Azrack assumed the title of Chief Magistrate Judge). She was devoted to her friends, to her job, and to the people of the Eastern District. It is likely that during her tenure, she greeted more attorneys appearing in the Brooklyn Federal Court than any other person. She was for many, including me, the face of the Eastern District.

Born and raised in Cobble Hill and Carroll Gardens, Linda knew all of the Brooklyn Neighborhood hot spots. She could quote "Moonstruck." She took friends out for lunch in Red Hook for panelles and along Court Street for garlic pizza (reserved for special days where there was no afternoon calendar). She loved Elvis – even owned one of his outfits. She was a character. She laughed easily with law clerks (like me), janitors, judges, marshals, court reports and attorneys.

Last week she died of cancer. Few knew what she was going through these past few months. She handled her burden as she handled her life, with dignity and class. The funeral took place in Cobble Hill. Among those attending were numerous Eastern District judges, former law clerks, Clerk's Office personnel, Assistant U.S. Attorneys, defense counsel and of courts, Linda's family and friends. At the end of the funeral Mass, at her sister's suggestion, the congregation rose and gave Linda a heartfelt standing ovation. As the funeral procession left the Cobble Hill church where Linda attended Mass every week, it headed up Court Street and along Cadman Plaza for one last look at her courthouse.

The Eastern District has lost one of its stars, and I one of my friends.

**Christopher P. Morrison**, *Brooklyn, N.Y.*

July 19<sup>th</sup>, 2001 New York Law Journal Letter to Editor

## OUR KINDA' TOWN, CHICAGO IS . . .

By: Ferle Terry, FMJSA  
Rosemary Alexander, ABJA

The Presidents of all three Associations have been diligently working to provide us with the best, most all-inclusive educational workshop possible for our joint annual conference in Chicago on October 4-8, 2001.

We, too, on the Special Events Committee, have been busy checking into exciting tours and as many cultural, artistic, historic, culinary and "fun" options to enjoy during every free moment of your stay. Some special events are highlighted here, so please, read on. We look forward with great pride to showing you why Chicago should also be "your kinda' town."

You will arrive at your hotel, **The Millennium Knickerbocker**, in the safest and most beautiful area of Chicago--North Michigan Avenue. See your prior newsletter regarding some of the great hotel amenities. At your doorstep you'll find shops and restaurants galore, but also one of the five Great Lakes--Lake Michigan. You can put on your walking shoes and literally be walking along the lakefront in mere seconds! Or--you can jump aboard our prearranged guided city tour bus to sightsee for three hours. We plan to dazzle you with all the sights and sounds of our city. Scheduled viewing on the tour includes our spectacular Museum Campus (**Field Museum; Shedd Aquarium and Oceanarium; Adler Planetarium**) to **Navy Pier**, our outdoor mecca of entertainment sitting right on Lake Michigan; to the **Sears Tower; Harpo Studios** (home of "Oprah"); our downtown business and architecturally awarded buildings (plus our three Federal buildings); back up Michigan Avenue (also known as the "Magnificent Mile") with glimpses of our malls and designer shops; returning you to your hotel doorstep. This tour will give you an idea of what is close to your hotel and what you can return to for an extended visit on Sunday or Monday.



### We're Glad You're Here!

Richard M. Daley, Mayor

Another activity in the planning stage is an **Ethnic Progressive Dinner** encompassing three of our authentic culinary neighborhoods: **Chinatown, Little Italy, and Greektown** where you'll enjoy a bit of each culture and cuisine! Again, should you wish to participate in this feast, we will transport you from place to place via a private bus with a tour guide to enjoy 3-5 delicious entrees, or one course of your meal in a great restaurant or café at each location. You'll be returned to the Knickerbocker's front door after a wonderful evening of viewing and experiencing much more than would ever be possible on your own.

But--speaking of "on your own," Chicago offers so many options that you might just need to vacation here for an entire week to enjoy all that we offer. **Navy Pier** -- visit it during the day -- stroll out to the end of the Pier and see (or take a ride on) our fabulous cruise ships; climb aboard the breathtaking Ferris Wheel which operates day and night - what a view! The **Pier** has a great free fireworks display on Saturday nights; or enjoy BBQ or seafood and listen to some hot jazz entertainers at one of the restaurants lining the **Pier**.

How about more culture--The world-famous **Art Institute** will be featuring the **Van Gogh/Gauguin** exhibit, 130 pieces of their artwork -- this is the **only** museum in the United States hosting their exhibit! When it leaves, you'd have to travel to Amsterdam to see it. The **Art Institute** also boasts the largest collection of French Impressionist art: Monet, Renoir and Degas! We're also extremely proud of our **Museum Campus**; you'll want plenty of time to explore the planets at the **Adler Planetarium**, view the dolphins and whales at the **Shedd Aquarium and Oceanarium**, and let's not forget **Sue!** the most famous T-Rex dinosaur which occupies most of the main floor of the **Field Museum**. Chicago's heritage is displayed at the **Chicago Historical Society** - only a short walk from our hotel, at the corner of Clark St. and North Avenue. Don't miss hearing all about Mrs. O'Leary's Cow and the great Chicago Fire of 1871. Their café, **Big Shoulders**, definitely symbolizes another nickname for us: "the city of big shoulders"; and lastly, walk down the street from the hotel and you'll see the **Museum of Contemporary Art**. It's in a beautiful setting, amidst the

downtown campus of Northwestern University and its many graduate schools.

While we're conducting our business meetings, your spouse may enjoy watching the **Chicago Marathon**, also in town on Sunday morning. Bring the kids, too. They'll enjoy **ESPN Zone, Disney Quest, famous sports arenas, Michael Jordan's statue and the Children's Museum at Navy Pier**. And, you can go up and down Michigan Avenue to the **Pier** and the **Museum Campus** on our **free trolleys!!**

We all know that a conference (or a city) isn't complete without enough time to shop. If you can't find it here, you can't find it anywhere. Take a walk down North Michigan Avenue and stop at one of our four--yes, **four shopping malls: 900 North Michigan Avenue Mall** (directly across the street from the Millennium Knickerbocker) featuring **Bloomington's** and many boutique shops and restaurants; down the street about two blocks you'll come to **Water Tower Place**, home of **Lord & Taylor, Marshall Field's**, other shops and eateries; **Water Tower Place Mall** got its name from the "real" Water Tower across the street -- the only building that survived the Chicago Fire of 1871! Keep walking another two blocks and, ladies, feast your eyes upon the **American Girl Place**, (their only store in the country)--Christmas won't be far off so think of some gifts for those daughters and granddaughters back home; walking another block lands you at **Chicago**

**Place**, featuring **Saks Fifth Avenue**, hordes of more shops and a lovely, tree-lined food court. And last, but certainly not least, is the newly-opened **North Bridge Mall** anchored by **Nordstrom's** just a few blocks farther south on Michigan Avenue. That store is quite a treat to behold.

Now--if that isn't enough shopping for you, just stick around until Monday and we'll again offer a private excursion. This time your coach and guide will escort you to **The Merchandise Mart** and **The Apparel Center**, both of which are normally not open to the public. First we'll get a tour, hear about its art deco architecture, then they will feature showrooms of furniture and clothing from well-known manufacturers and fashion designers; only people who work in the trade have access to the Marts; but we can get you there to browse and, in the **Apparel Center**, to shop--at great **50%-off** prices!!

Besides the **Ethnic Progressive Dinner**, we are offering more fun restaurant suggestions, plus city maps and things to do (at our hotel's **Hospitality Table**) on any type of food or attraction--from our famous pizza to Chicago-style hot dogs, to huge steaks, to world-famous chefs and their very own restaurants. Even information on tours of Frank Lloyd Wright homes!

Our theaters feature the best of Broadway, and our own local talent; we will give you information regarding plays, as well as opera, symphony, live jazz and other evening or supper club

entertainment. Theater performances scheduled for the Fall season that we already know about are: **"Could It Be Magic - The Barry Manilow Songbook"** with a full orchestra and Broadway cast. Although not performing, Manilow is directing the play himself. At the Tony Award-winning **Goodman Theater** is **"The Visit"** a musical starring the legendary **Chita Rivera**; **Navy Pier** is home to the marvelous **Shakespeare Theater**, which will be showcasing a live production of **Richard II**, our historic **Auditorium Theater** will feature an old Broadway musical, **"The Boys from Syracuse,"** and don't forget to check out **Second City**, our famous improvisational theater, the original home of many **"Saturday Night Live"** cast members.

We're still working on obtaining free tickets to **The Oprah Show** and **The Judge Mathis Show**, both of which they tape on Thursday mornings in our immediate area.

So get your colleagues, friends and family together today to plan your vacation in Chicago. Don't forget to also ask your Judge about the possibility of available training funds.

We don't believe you can find much to compare with Chicago -- although we're a bit biased -- and we know that the combination of education, skills enhancement, camaraderie, and entertainment (some with free admission or discount coupons), will have you saying that **Chicago is your kinda' town**, too. □



## "I HATE FILING CAMPAIGN"



In conjunction with our Joint Chicago 2001 Conference, we have a special project that we are participating in -- collection of Pendaflex File Folder flaps for "I Hate Filing" promotion gifts to be given away as door prizes. These flaps are found at one end of the file folder box top, and must contain the Pendaflex brand name, the type of folder (file, hanging, etc.), the stock or product number and UPC bar code.

If all of you would be kind enough to remove these flaps from your boxes and mail them to me, I would be grateful. My mailing address is:

Shirley J. Newsome, Judicial Assistant to Judge Diane P. Wood  
U. S. Court of Appeals, 7<sup>th</sup> Cir  
2602 U. S. Courthouse, 219 South Dearborn Street, Chicago, IL 60604-1803

**"ON YOUR OWN"  
SUGGESTIONS**

**Shedd Aquarium and Oceanarium  
Museum Campus - Downtown**  
**Tickets: \$11 Seniors or \$15 Adults**  
**(312) 939-2438**  
**"On Your Own"**



(Photo provided by City of Chicago/Peter J. Schulz)

From whales to sea otters to lively penguins, sharks and exotic eels -- with an hourly Dolphin Show, our aquarium is home to a myriad of fascinating aquatic animals. It also has a Caribbean Reef Exhibit, a 90,000-gallon aquarium where divers hand-feed fish, sharks and a sea turtle. The Amazon Rising Section showcases the diversity and abundance of animals that exist in the Amazon River flood plain forest. Restaurants are also on the premises.

**Chicago Trolley City Tours**  
**Tickets: \$17 or \$20**  
**Tour "On Your Own"**  
**See their web site [www.chicagotrolley.com](http://www.chicagotrolley.com)**  
**Call (773) 648-5000**



This "on your own," 90-minute trolley tour allows you to hop on and off the red and green, San Francisco style trolleys as often as you like! But, you see only 2/3 of the sites on our "Best of Chicago" guided tour. Board at any of their stops throughout the city. Tickets \$17 or \$20 -- the \$17 ticket allows you one complete tour - no reboarding of the trolley. The \$20 ticket allows you to reboard anywhere along the route for one full day. Trolley tours run from 9-5 daily; the trolley stops every 10 to 15 minutes at the following points of interest:

- |                        |                                                 |
|------------------------|-------------------------------------------------|
| The Sears Tower        | State Street Shopping Area                      |
| Lincoln Park Zoo       | The Art Institute                               |
| Navy Pier              | Shedd Aquarium & Oceanarium                     |
| The Field Museum       | Museum of Science and Industry                  |
| Adler Planetarium      | Chicago Historical Society                      |
| Hard Rock Café         | Rainforest Café                                 |
| Chicago River          | The House of Blues                              |
| Civic Opera House      | Mercantile Exchange                             |
| Chicago Board of Trade | State of Illinois Building                      |
| Chicago Theatre        | City Hall                                       |
| Prudential Building    | Amoco Building                                  |
| Orchestra Hall         | Harold Washington Library                       |
| Buckingham Fountain    | Northwestern University Campus                  |
| Three Beaches          | John Hancock Center (closest stop to the hotel) |
| The Tribune Building   | The Wrigley Building                            |

***Broadway in Chicago***  
***"On Your Own"***



***The Mercury Theatre***  
***3745 North Southport***  
***(773) 325-1700***

**(Photo provided by City of Chicago/Peter J. Schulz)**

"Could It Be Magic? The Barry Manilow Songbook." The world premiere musical opened June 13th for only five months! Barry's not in the play, but he wrote it AND is directing. It features all of his songs with a full orchestra and Broadway cast! Weeknight tickets are only \$40. This theatre is located in a nearby, trendy neighborhood with an excellent Italian restaurant next door called Strega Nona.

***The Goodman Theatre***  
***Dearborn and Randolph - Downtown***  
***(312) 443-3800***

"The Visit." The world premiere of the musical based on the play about the world's richest woman who returns home to seek revenge. Directed by Frank Galati and stars the legendary Chita Rivera. The Goodman Theatre is one of our Tony Award Winning Theatres!

***The Cadillac Palace Theatre***  
***State and Randolph - Downtown***  
***Toll Free (877) 890-0174 "Broadway in Chicago"***

"South Pacific" runs October 2 -14, 2001. Enjoy the famous Rodgers and Hammerstein musical.

***Steppenwolf Theatre***  
***1650 North Halsted at North Avenue***  
***(312) 335-1650 after 11:00 a.m.***

"Mother Courage and Her Children" runs from September 23 through November 4, 2001. Renowned playwright Bertolt Brecht's darkly comic tale of war and survival at any price, adapted by David Hare and directed by Eric Simonson. Steppenwolf Theatre was co-founded by well-known actors John Mahoney, Gary Sinise, John Malkovich and Laurie Metcalf.

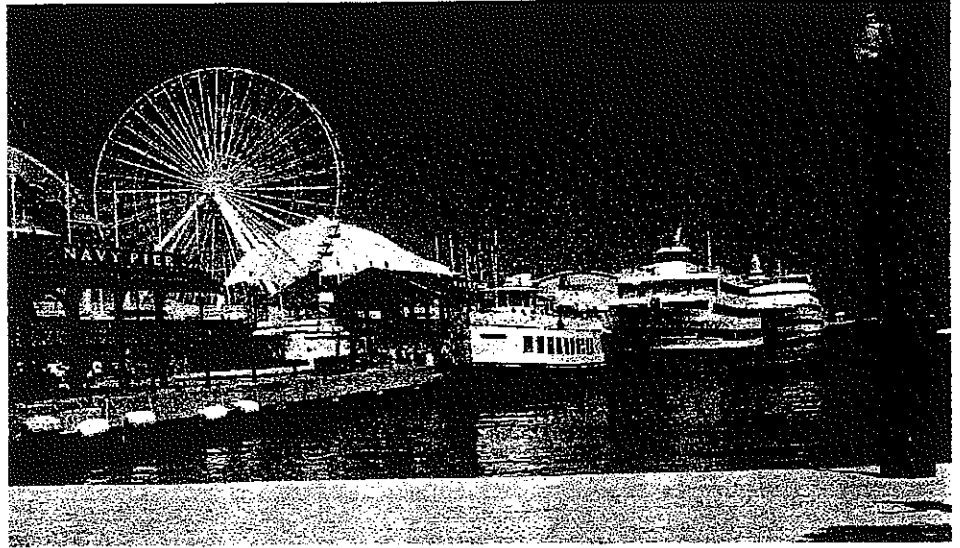
***The Briar Street Theatre***  
***3133 North Halsted at Belmont Street***  
***(773) 348-4000***

"Blue Man Group." Open Run in Chicago. Contemporary Performance Art the Kids Will Love! The silent, cobalt-blue painted men's trio has fun with Capt'n Crunch, Twinkies, and paint-splattered drums. Tickets are \$43 and must be purchased 2-6 weeks in advance through your Ticketmaster or the theatre.

***The Auditorium Theatre***  
***50 East Congress Parkway at Michigan***  
***(312) 922-2110 ext. 0***

"The Boys from Syracuse" runs October 3-7, 2001. Music by Richard Rodgers, Lyrics by Lorenz Hart and Book by George Hart. Rodgers and Hart, at the top of their game, dazzled Broadway with their adaptation of The Comedy of Errors, Shakespeare's twisted tale of mistaken identity as Antipholus and Dromio search for their lost twin brothers. Call Ticketmaster for tickets \$20-\$75 depending on seat location.

*Navy Pier*  
*600 East Grand Avenue*  
*Free Admission*  
*"On Your Own"*



(Photo provided by City of Chicago/Willy Schmidt)

After our closing banquet, you may want to visit another Chicago landmark -- a former Naval training base turned entertainment mecca on Lake Michigan. Navy Pier has an excellent mix of attractions on more than 50 acres along the lakefront. Stroll along the pier, enjoy the quiet, serene setting in the Crystal Gardens botanical oasis, the 150-foot Ferris Wheel from the World's Fair, the 1,500 seat Skyline Concert Stage, a new Museum of Stained Glass Windows, **the Shakespeare Theatre featuring "Richard II,"** a Children's Museum, Festival Hall will exhibit "Sculpture, Objects and Functional Art," **the Imax Theatre (a 10-story movie screen featuring Michael Jordan to the Max)** -- a Carousel, fireworks every Saturday night, The Time Escape (travel through time), the Miller Lite Outdoor Beer Garden with live music, a food court, PLUS a dozen restaurants including Bubba Gump's Shrimp Company, and Joe's Bebop Café for barbecue and Live Jazz with no admission or cover charge! Call (312) 595-PIER or [www.navypier.com](http://www.navypier.com). **Be sure to arrive by 10 p.m. for the free Saturday night fireworks display!**

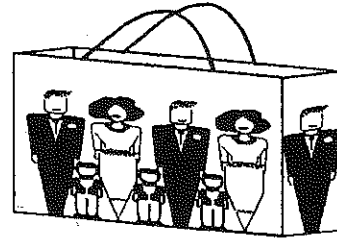
*The Chicago Marathon*  
*Free - Begins at 7:30 a.m.*  
*"On Your Own"*



Jogging and marathon enthusiasts from all over the world. Grab yourself a muffin, a cup of coffee and come cheer on the pack! Walk west from your hotel about four blocks to LaSalle Street where the runners will be heading north. There are 17 aid stations, live bands and music all along the lakefront course. Sponsored by LaSalle Bank, the race begins and ends in beautiful Grant Park at south Michigan Avenue and Jackson - just south of the Art Institute. The 26.2 mile race begins at 7:30 a.m. and shuts down at 1:30. **This is something the spouses may want to do while we're in our Business Meeting!**



***Shopping on the Magnificent Mile  
Oak Street South to the Chicago River  
Along Michigan Avenue  
"On Your Own"***



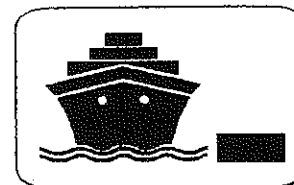
Bring your walking shoes and **discount shopping cards**. Check your seminar packets for the "Ultimate Shopping Excursion" booklets and the "Welcome to Chicago" discount shopping cards! Shopping cards are good for all sorts of discounts and freebies, even admission to attractions -- so shop til you drop on Michigan Avenue! Oak Street Boutiques, considered Chicago's Rodeo Drive, plus Water Tower Place, the 900 North Michigan Shops, North Bridge, and Chicago Place, the Magnificent Mile's four shopping malls. Shop at Bloomingdale's, Marshall Fields, Nordstrom's, Lord and Taylor, Gucci, American Girl Place, Eddie Bauer's, The Gap, Crate & Barrel, Coach, Saks Fifth Avenue, Kenneth Cole, Ralph Lauren, Tiffany's and much more! Have lunch at Marshall Field's and present your "Welcome to Chicago Card" for a free slice of delicious Eli's cheesecake, coffee AND 10% off shopping at Fields for the entire day. Remember the phenomenally popular "Cows on Parade?" This year, artists feature "Suite Home Chicago," sofas and chairs as Art. You can sit and relax on each sofa and chair while admiring their artwork along Michigan Avenue!

***The Art Institute of Chicago  
111 South Michigan Avenue - Regenstein Hall  
Van Gogh and Gauguin: The Studio of the South  
[www.artic.edu/aic/exhibitions](http://www.artic.edu/aic/exhibitions)  
(312) 443-3600  
"On Your Own"***



The Art Institute of Chicago will be the sole American host for the **Vincent Van Gogh and Paul Gauguin art exhibition!** Miss it here and you'll have to go to Amsterdam to see these 130 pieces of Art. The Art Institute also houses the **largest collection of French Impressionist Art**, including paintings by Monet, Degas and Renoir. There is a small general admission fee and a separate fee for admission to the special Van Gogh/Gauguin exhibit. Special exhibit tickets went on sale in June. Purchase your tickets in advance by calling (312) 930-4040, or via their web site as listed above. Brochures will be in your seminar materials, if you want to attempt to get tickets at the last minute through our hotel concierge.

***Odyssey Cruises at Navy Pier  
(312) 990-0800  
"On Your Own"***



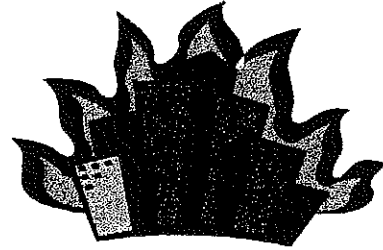
The Odyssey Yacht has an array of unique brunch, lunch, dinner, skyline and midnight cruises. Dine on appetizers, entrees and sumptuous desserts prepared daily. Cruise Lake Michigan while dining and enjoy the vibrant pulse of live music! Experience the skyline from a new perspective - on Lake Michigan. The Odyssey cruise line has huge, beautiful ships with three decks, wonderful food, a cash bar and lively Sunday jazz brunches. Reservations Required. The 3-hour Skyline Cocktail Cruise is approx. \$30. Just in time to relax, have a glass of wine and watch the sailboats at sunset!

*Frank Lloyd Wright's Home and Studio*  
*The Frederick C. Robie House*  
*Frank Lloyd Wright School of Architecture*  
*Transportation "On Your Own"*  
*Tour: Adults \$9 - Seniors \$7*  
*(708) 848-1976 or [www.wrightplus.org](http://www.wrightplus.org)*



Three great architectural points of interest! Are you an architectural buff or do you simply enjoy browsing around old prairie style houses with beautiful stained glass windows? Architect Frank Lloyd Wright's own home and studio offers tours in the nearby western suburb of Oak Park, Illinois. The Frank Lloyd Wright Prairie School of Architecture is also in Oak Park and available for tours. The Robie House, another Frank Lloyd Wright building is on the campus of the University of Chicago, just south of downtown Chicago. The Robie House is a National Historic Landmark and features dramatic cantilevers, continuous limestone sills and 174 art glass panels. Go on a guided tour of all three sites for less than \$10. See their web site at [www.architecture.org/group\\_tours](http://www.architecture.org/group_tours), then scroll to "Frank Lloyd Wright by Bus." The Hospitality Table will also have more information on these tours, as well as directions to drive out yourself. Ernest Hemingway's house is also in suburban Oak Park.

*The Chicago Historical Society*  
*Clark and North Avenue*  
*Free Admission on Mondays*  
*[www.chicagohistory.org](http://www.chicagohistory.org)*  
*Open 9:30 a.m. to 4:30 p.m.*  
*"On Your Own"*



The Great Chicago Fire of 1871. Chicago's population was only 330,000 (it's 2.9 million now), but the fire lasted three days and only a few buildings remained standing! The Water Tower pumping station, which now houses our Visitors' Center, is one of only a few structures that survived the fire. Did Mrs. O'Leary's cow really start the fire by kicking over a lantern? Hear about Chicago's history and its famous awarding winning architecture. Chicago's resurrection was as remarkable as its destruction. Learn all about Chicago's famous land developers and why the French came to help us rebuild. Relax in their Big Shoulders Café with outdoor seating and a view of Lincoln Park and the Lake. The Chicago Historical Society is near your hotel. See the Ultimate Shopping Excursion packets if you'd like to go on another day. The Shopping Excursion packets and the Visitors' Center "Museum Book" both have discounted or two-for-one admission coupons! **Call the Chicago Historical Society at (312) 642-4600 for more information on the Stereograph Collection and the Prints and Photograph Collections on the Chicago Fire and how Chicago looked before and after the fire.**

*"On Your Own" Suggestion for Thursday, October 4, 2001*

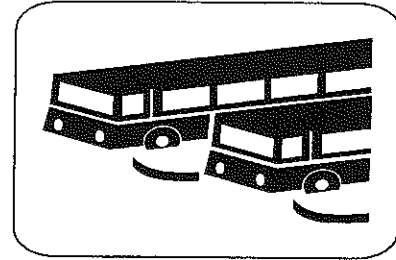
*American Sightseeing Tours*

*Reservations: (312) 251-3100*

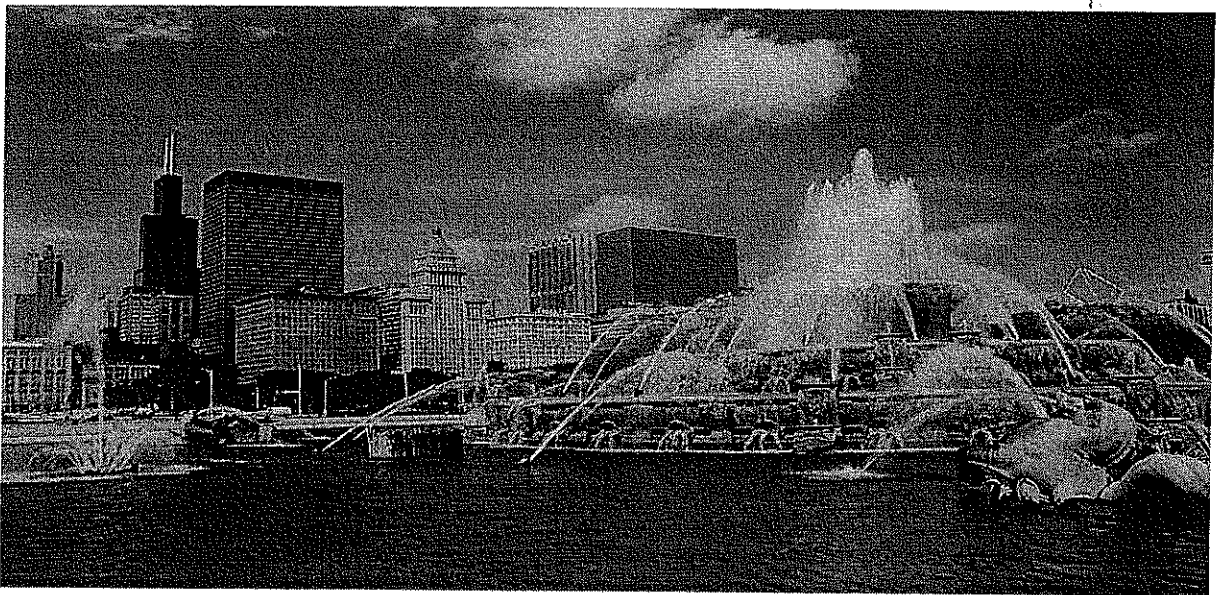
*Tours from 10 a.m. to 4 p.m.*

*\$17 for 2 hours*

*\$27 for 4 hours*



This is an advance-reservation tour with pick-up from our hotel. Rated the best sightseeing tour Chicago has to offer. The 2-hour bus tour highlights points of interest in our general hotel area and northward, through beautiful Lincoln Park, the Zoo and Wrigley Field - Home of the Chicago Cubs; OR from the hotel area and southward, to the museum campus which includes the Field Museum, Shedd Aquarium/Oceanarium, Adler Planetarium and the University of Chicago. The 4-hour tour includes a combination of both tours, north and south from the hotel. The Hospitality Table will have a brochure on these tours or see your hotel concierge for more information.



**(The Photo of Buckingham Fountain Provided by the City of Chicago/Willy Schmidt)**

Your sightseeing coach will return you to your hotel. Look in your Marshall Field's Visitor Pack for a two for one admissions coupon to **the John Hancock Observatory**. On a clear day you can see three states from high atop the John Hancock Building!

On the 95<sup>th</sup> floor of the Hancock Building is the elegant Signature Room Restaurant with their grand buffet lunch (**an all-you-can-eat luncheon buffet, with spectacular views of the city for \$14**). Another ideal spot for lunch is the nearby Hotel Raphael Restaurant at 201 East Delaware. The Raphael's all-you-can-eat luncheon buffet is only \$10, but no view. These are both weekday only buffets.

# REGISTRATION FORM FOR SPECIAL EVENTS ONLY

**RETURN THIS FORM AND YOUR CHECK  
BY AUGUST 31<sup>st</sup> TO:**

**Ms. Ferle Terry  
c/o Honorable Arlander Keys  
Dirksen Federal Courthouse  
219 South Dearborn Street  
Chambers 2578  
Chicago, Illinois 60604**



See the Associations website for suggested events, such as advance museum and theatre tickets  
Hotel rooms and the same discount hotel rate are available for October 3-8, 2001

\_\_\_\_\_ **The Judge Mathis Show**  
**Thursday, October 4<sup>th</sup> - (3 shows taped between 9 a.m. and 5 p.m.)**  
**30 Free Tickets, 1<sup>st</sup> Come, 1<sup>st</sup> Serve**  
**Please note preference \_\_\_\_\_ AM Show or PM Show \_\_\_\_\_**

\_\_\_\_\_ **The Oprah Winfrey Show**  
**Thursday, October 4<sup>th</sup> at 12:00 Noon**  
**(No Guarantee of Tickets Yet**  
**Only 3 Free Tickets, if any - 1 per Assn.)**

\_\_\_\_\_ **An Ethnic Progressive Dinner**  
**Friday, October 5<sup>th</sup> from 6:00 p.m. to 11:00 p.m.**  
**\$65 per person for minimum of 35**

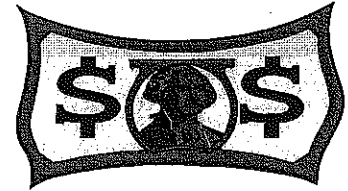
\_\_\_\_\_ **Total Amount of Check for Special Events Only**  
**Make Your Check Payable to: The Chicago 2001 Conference**

**Return this Special Events Registration form AND check to the above address**  
**Note: your check for Special Events MUST be separate from the registration check**  
**For those requesting talk show tickets, you will be notified by fax on or about 9/6/01**

**Your Full Name** \_\_\_\_\_  
**Association** \_\_\_\_\_  
**Your Address** \_\_\_\_\_  
**Your Fax #** \_\_\_\_\_  
**Office Phone** \_\_\_\_\_

**(Must include a fax number and full name)**

## A Few Tips for Chicago 2001 Conference



### 1. Concerned About the Cost?

Answer: Why not use the "payment plan" method?

Send off your Registration Fee in July. Make your Airline Reservation as soon as possible to take advantage of the low fares being offered by the various airlines and our Conference discounts, and pay for your ticket in August. That leaves your hotel costs and incidental expenses -- which you can begin setting aside during September.

### 2. Wondering What to Wear?

Answer: "Business casual" is appropriate for our Welcoming Reception, as we will be entertained by some very special people. "Business attire" for the meeting and workshop sessions would be the appropriate order of the day. "Dressy" would be the way to go for our Closing Banquet. Save your casual for the optional activities and do bring along your walking shoes and a light jacket.

### 3. Should You Bring Gifts or Door Prizes?

Answer: Not this year. The gifts are on us!

### 4. Does the Conference qualify for the Court Training Funds?

Answer: You bet. This is an Educational and Training Conference. There are lots of great things to do, places to go, and people to see in Chicago, but they are secondary in the pecking order of things. We want you all to have a good time, but we must take care of business first!

See you in "Chi Town."

The Chicago 2001 Conference Committee

**FJSA/FMJSA/ABJA JOINT EDUCATION  
AND TRAINING CONFERENCE  
CHICAGO, ILLINOIS  
OCTOBER 4-8, 2001**

**CHICAGO 2001 CONFERENCE REGISTRATION FORM**

Name: \_\_\_\_\_ Association (circle one): FJSA FMJSA ABJA  
 Judge's Name: \_\_\_\_\_ Court: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Fax No: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

\_\_\_\_\_ I HAVE MADE RESERVATIONS AT THE MILLENNIUM KNICKERBOCKER HOTEL

\_\_\_\_\_ I am looking for someone to share a room.  
 I prefer to share a (circle one) Smoking Non-Smoking Room.

I plan to arrive on \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m.  
 I plan to depart on \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m.

I will be bringing \_\_\_\_\_ guest(s).  
 Guest(s) Name: \_\_\_\_\_

# of Persons

|       |                                                                                                                                                                                                                                                                                  |          |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| _____ | Conference Registration Fee for Members<br>Includes Conference Materials, Continental Breakfasts on Friday, Saturday and Sunday, Luncheons on Friday and Saturday, and the Closing Banquet                                                                                       | \$125.00 |
| _____ | Conference Registration Fee for Non-Members<br>Includes Conference Materials, Welcoming Reception, Continental Breakfasts on Friday, Saturday and Sunday, Luncheons on Friday and Saturday, and the Closing Banquet                                                              | \$175.00 |
| _____ | Guest Registration Fee (Circle Days)<br>Includes Welcoming Reception (\$25.00 per person);<br>Breakfasts on Friday, Saturday and Sunday (\$10.00 each/per person);<br>Luncheons on Saturday and Sunday (\$20.00 each /per person);<br>Closing Banquet (\$50.00 each/per person). |          |

Total Enclosed: \_\_\_\_\_

**PLEASE MAIL COMPLETED REGISTRATION FORM WITH CHECK  
MADE PAYABLE TO CHICAGO 2001 CONFERENCE  
NO LATER THAN AUGUST 31, 2001 TO:**

Deborah A. Patton  
 c/o Honorable James H. Alesia  
 219 South Dearborn Street - Room 2270, Chicago, Illinois 60604

Please complete both your Fax and E-Mail Addresses as a  
 a confirmation of your Registration will be sent to you via E-Mail or Fax  
 Please direct registration questions and comments to Debbie Patton, Registration Chairperson (312) 435-7614.  
 All other questions, comments or special needs should be directed to Shirley Newsome, Chairperson (312) 435-2621.

**REPORT OF NOMINATION AND ELECTION COMMITTEE  
- CONTINUED FROM PAGE 8 -**

**CIRCUIT REPRESENTATIVES**

|                                |                                                                    |                                                        |
|--------------------------------|--------------------------------------------------------------------|--------------------------------------------------------|
| <i>1<sup>st</sup> Circuit</i>  | No ballots sent; none received                                     |                                                        |
| <i>2<sup>nd</sup> Circuit</i>  | <b>Mary Wieczorek</b> , Judge Straub, New York, NY                 | 20 votes received                                      |
| <i>3<sup>rd</sup> Circuit</i>  | <b>Helen Leonard</b> , Judge Kelly, Philadelphia, PA               | 17 votes received                                      |
| <i>4<sup>th</sup> Circuit</i>  | <b>Pat Walker</b> , Judge Kiser, Danville, VA                      | 1 votes received                                       |
| <i>5<sup>th</sup> Circuit</i>  | <b>Penny Stautberg</b> , Judge Smith, Houston, TX                  | 18 votes received                                      |
| <i>6<sup>th</sup> Circuit</i>  | <b>Cathy Kennedy</b> , Judge Hillman, Grand Rapids, MI             | 12 votes received                                      |
| <i>7<sup>th</sup> Circuit</i>  | <b>Ida Wash</b> , Judge Wood, Chicago, IL                          | 10 votes received                                      |
| <i>8<sup>th</sup> Circuit</i>  | <b>Karen Hopkins</b> , Judge Smith, Kansas City, MO                | 20 votes received                                      |
| <i>9<sup>th</sup> Circuit</i>  | Write In:<br><b>Opal Madaris</b><br>Connie Armstrong<br>Marion Mon | 2 votes received<br>1 vote received<br>1 vote received |
| <i>10<sup>th</sup> Circuit</i> | <b>Sheryl Collins</b> , Judge Saffels, Topeka, KS                  | 10 votes received                                      |
| <i>11<sup>th</sup> Circuit</i> | <b>Linda Matson</b> , Judge Hancock, Birmingham, AL                | 4 votes received                                       |
| Write In:                      | Janice Tinsman                                                     | 1 vote received                                        |
| <i>Federal Circuit</i>         | No ballots sent; none received                                     |                                                        |
| <i>D.C. Circuit</i>            | No ballots sent; none received                                     |                                                        |

**What To Do If You  
Lose Your Purse or  
Wallet**

*Thank you Betty Wilson (Judge Michael Kanne, 7th Circuit) for passing on the very helpful information she received from a friend.*



We've all heard horror stories about fraud that's committed using your name, address, SS#, credit, etc. Unfortunately I (author of this piece) have firsthand knowledge, because my wallet was stolen last month and within a week the thief(s) ordered an expensive monthly cell phone package, applied for a VISA credit card, had a credit line approved to buy a Gateway

computer, received a PIN number from DMV to change my driving record information online, and more. But here's some critical information to limit the damage in case this happens to you or someone you know.

As everyone always advises, cancel your credit cards immediately, but the key is having the toll free numbers and your card numbers handy so you know who to call. Keep those where you can find them easily (having to hunt for them is additional stress you WON'T need at that point!). On a personal note, I remember losing a MC and until I got the toll free number from information, etc. I was a wreck.

File a police report immediately in the jurisdiction where it was stolen, this proves to credit providers you

were diligent, and is a first step toward an investigation (if there ever is one).

But here's what is perhaps most important: I never ever thought to do this. Call the three nations credit reporting organizations immediately to place a fraud alert on your name and SS#. I had never heard of doing that until advised by a bank that called to tell me an application for credit was made over the Internet in my name. The alert means any company that checks your credit knows your information was stolen and the have to contact you by phone to authorize new credit.

By the time I was advised to do this - almost 2 weeks after the theft all the damage had been done (there are records of all the credit checks initiated by the thieves' purchases,

none of which I knew about before placing the alert). Since then, no additional damage has been done, and the thieves threw my wallet away this weekend (someone turned it in). It seems to have stopped them in their tracks. The numbers are: Equifax 1-800 535-6285, Experian (Formerly TRW) 1-800 301-7195, Trans Union 1-800 680-7289. The Social Security Administration also has a fraud line at 1-800 269-0271. Think about passing this information along....it could help someone else.

Keep safe while out in large crowds, shopping, eating out and vacationing always remember to be aware of your surroundings.

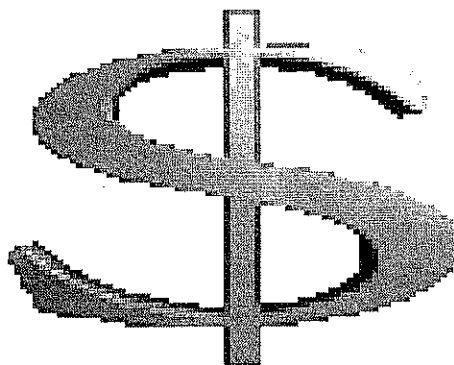
Have a great summer and hope to see you in SWEET HOME CHICAGO in October. □

## Do You Know Your U.S. Currency?

*-submitted by Barbara Herman*

Take out a one dollar bill and look at it. The one dollar bill you're looking at first came off the presses in 1957 in its present design. This so-called paper money is in fact a cotton and linen blend, with red and blue minute silk fibers running through it. It is actually material. We've all washed it without it falling apart. A special blend of ink is used, the contents we will never know. It is overprinted with symbols and then it is starched to make it water resistant and pressed to give it that nice crisp look. If you look on the front of the bill, you will see the United States Treasury Seal. On the top you will see the scales for the balance a balanced budget.

In the center you have a carpenter's T-square, a tool used for an even cut. Underneath is the Key to the United States Treasury. That's all pretty easy to figure out, but what is on the back of



that dollar bill is something we should all know.

If you turn the bill over, you will see two circles. Both circles, together, comprise the Great Seal of the United States. The First Continental Congress requested that Benjamin Franklin and a group of men come up with a Seal. It took them four years to accomplish this task and another two years to get it approved.

If you look at the left hand circle, you will see a Pyramid. Notice the face is lighted and the western side is dark. This country was just beginning. We had not begun to explore the West

or decided what we could do for Western Civilization. The Pyramid is un-capped, again signifying that we were not even close to being finished. Inside the capstone you have the all-seeing eye, and ancient symbol for divinity. It was Franklin's belief that one man couldn't do it alone, but a group of men, with the help of God, could do anything.

"IN GOD WE TRUST" is on this currency. The Latin above the pyramid, ANNUIT COEPTIS, means "God has favored our undertaking." The Latin below pyramid, NOVUS ORDO SECLORUM, means "a new order has begun." At the base of the pyramid is the Roman Numeral for 1776.

If you look at the right-hand circle, and check it carefully, you will learn that it is on every National Cemetery in the United States. It is also on the Parade of Flags Walkway at the Bushnell, Florida National Cemetery and is the centerpiece of most hero's monuments. Slightly modified, it is

*-cont'd. on page 28*



**FEDERAL JUDICIAL SECRETARIES ASSOCIATION**  
**Membership Application**

September 1, 2001 - August 31, 2002

**NAME:** \_\_\_\_\_

**PREFERRED MAILING ADDRESS:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_ office \_\_\_\_\_ fax \_\_\_\_\_ home

**COURT & CIRCUIT:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**JUDGE:** \_\_\_\_\_  
 CHECK HERE IF RETIRED

**NEW MEMBERS:**

**PLEASE LIST THE NAME OF THE MEMBER WHO ASKED YOU TO JOIN FJSA:** \_\_\_\_\_

Standing committees are: By-laws, Legislative, Nominations, Elections, Long-Range Planning and Ways & Means. Also, as needed the President appoints an Audit Committee, as well as Tellers to receive ballot returns. If you are interested in working on one of these committees, check here  or contact the current President of the Association.

Enclosed is my check for \$25 payable to Federal Judicial Secretaries Association, to become a  NEW member; or, to  RENEW my membership.

**PLEASE MAIL MEMBERSHIP FORM AND DUES TO YOUR CIRCUIT REPRESENTATIVE.**

Cont'd. from page 26

the seal of the President of the United States and it is always visible whenever he speaks, yet no one knows what the symbols mean.

The Bald Eagle was selected as a symbol for victory for two reasons: first, he is not afraid of a storm; he is strong and he is smart enough to soar above it. Secondly, he wears no material crown. We had just broken from the King of England. Also, notice the shield is unsupported. This country can now stand on its own. At the top of that shield you have a white bar signifying congress, a unifying factor. We were coming together as one nation. In the Eagle's beak you will read, "E PLURIBUS UNUM", meaning "one nation from many people."

Above the Eagle you have thirteen stars representing the thirteen original colonies, and any clouds of misunderstanding rolling away. Again, we were coming together as one. Notice what the Eagle holds in

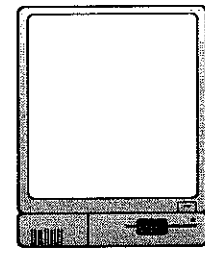
his talons. He holds an olive branch and arrows. This country wants peace, but we will never be afraid to fight to preserve peace. The Eagle always wants to face the olive branch, but in time of war, his gaze turns toward the arrows.

They say that the number 13 is an unlucky number. This is almost a worldwide belief. You will usually never see a room numbered 13, or any hotels or motels with a 13th floor. But, think about this: 13 original colonies, 13 signers of the Declaration of Independence, 13 stripes on our flag, 13 steps on the Pyramid, 13 letters in the Latin above, 13 stars above the Eagle, 13 plumes of feathers on each span of the Eagle's wing, 13 bars on that shield, 13 leaves on the olive branch, 13 fruits, and if you look closely, 13 arrows. And for minorities: the 13th Amendment.

"Why don't you know this?" Your children don't know this and their history teachers don't know this.

Too many veterans have given up too much to ever let the meaning fade. Many veterans remember coming home to an America that didn't care. Too many veterans never came home at all. Tell everyone what is on the back of the one dollar bill and what it stands for, because nobody else will.

□



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