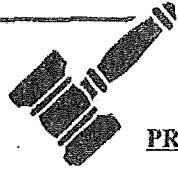




# Newsletter

## Federal Judicial Secretaries Association

Norrine Gardiner, Editor  
350 S. Main, #110  
Salt Lake City, UT 84101



November 1992  
Vol. 20  
No. 1

### PRESIDENT'S MESSAGE

The Mini-Apple Conference was again a time for renewing friendships and sharing our problems. Judy Anderson and Tammy Borchardt, and their committees, put together a conference we will long remember. There were 83 members and 7 guests in attendance, including five charter members: Clare Napoleon, Josephine Pizza, Lois Stewart, Thelma Borresen, and Nancy Thomas.

West Publishing Co. and Mead Data Central entertained us in the manner to which we have become accustomed. The tour of West's new facilities, plus the reception, certainly got us off to a wonderful start on Friday. Saturday, Mead Data Central treated us to showtime and dinner at the Murder Mystery Dinner Theater. (I guessed the murderer was the mother, with a gun in her cane. Boooh!)

Our 1993 Conference will be aboard Her Royal Majesty, from the Majesty Cruise Line; and Ann Neff has invited us to Albuquerque in 1994. I look forward to both!

A heartfelt thanks to all members who have consented to be on committees for this year. Your willingness to work for the Association is appreciated.

I want to thank all who wrote letters telling me how much you enjoyed the conference. I would also like to address the concerns expressed in a letter from some of the secretaries in the Eighth Circuit.

**Grade 12:** The Association's proposal is the same as last year. It is in the hands of the judges who are working so hard to make the grade increase a reality. A target Grade 12 (10-year service requirement added by Judge O'Brien; see detailed report from Rosemary Lightfoot, Legislative Committee Chair, p. 5) was defeated by only two votes at the last Conference Committee meeting.

**Grade 13:** This was proposed by the secretaries to Bankruptcy Judges, and was defeated by a vote of 14 to 2 by the Judicial Resources Committee.

**Assistant Secretaries:** We would like to see a raise in grade for all secretaries. There are two assistant secretaries on the Legislative Committee.

**The June 1992 Letter:** This was sent at the request of member of the Judicial Conference Committee, to ask that the Committee consider an increase to Grade 12 rather than to Grade 13. The officers authorized me to get the letter to the Committee which was meeting the next day. After that meeting, we were asked to sit back and let the judges work on the grade increase.

The Honorable Donald E. O'Brien  
Chief Judge, Northern District of Iowa  
P. O. Box 267  
Sioux City, IA 51102

is our chief advocate! He suggests that the Judges write or call members of the Judicial Resources Committee and the Judicial Conference Committee.

**Dues Increase:** The Board of Directors voted unanimously to recommend an amendment to our By-Laws to increase our dues to \$15.00 per year (beginning 1993-'94 year). The Board also voted to present a \$50.00 prize at Conference next year to the member who signs up the most new members. You are not confined to secretaries in your Circuit.

**Retirement Information:** Judy Woolley and her husband have worked on this with me. The Legislative Committee and the Long-Range Planning Committee will be working on it as well. As soon as the letter is prepared, it will be given to the Board of Directors for their suggestions. After those changes, the letter will be sent via the Newsletter so that input can be had from all members.

**We have some excellent minds in the Association, and intend to tap them to realize some changes.**

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#### CONFERENCE REPORT by Judy Anderson, Secretary

The 16th annual conference of the Federal Judicial Secretaries Association was held at the Radisson Plaza Hotel in Minneapolis, Minnesota, October 9-11, 1992. Hosting the conference were Judy Anderson, Secretary to Judge Donald P. Lay, and Tammy Borchardt, Secretary to Judge James B. Loken, both judges on the Eighth Circuit Court of Appeals. The Federal Judicial Secretaries Association is a nationwide, nonprofit organization with a membership of 601 secretaries to federal judges from the United States and Puerto Rico. The association meets once a year to exchange ideas, promote education, and conduct a business meeting. The association tries to address the needs and interests of members of the association as well as secretaries to Article III judges who have not yet joined the association. Attending the Conference in Minneapolis were 83 secretaries from across the nation, 7 guests, and 7 guest speakers.

The conference began on Friday with registration, and a tour of the new WEST PUBLISHING COMPANY facilities in Eagan, Minnesota, followed by a reception sponsored by West at the Radisson Plaza Hotel.

On Saturday, attendees participated in three educational forums. The first, presented by Susan Schuler and Mary Kay Verkennes, was the Briggs-Myers Personality Indicator, identifying personality types. After each attendee took the test, Schuler and Verkennes provided suggestions for using the information to improve work relations and understand the personalities of co-workers, friends, and family.

Kathy Keener, Coordinator for the Chambers Automation Program of the Integrated Technology Division of the Administrative Office, discussed automation advancements for judges' chambers. Keener manages the Judges' Office Automation Training Program, which develops training curricula for judges and their secretaries and providing equipment upgrades in conjunction with the training program. The program also implements a clearing house service to provide information to judicial chambers.

A hypnotist, William Harvey, of Warner Robins, Georgia, conducted an educational program on stress management. He concluded his program with a 10-minute relaxation session.

Chief Judge Richard S. Arnold, of the Eighth Circuit Court of Appeals, was the keynote speaker for the Conference. He spoke of the importance of the secretarial role in judicial chambers. Following his remarks, Chief Judge Arnold addressed questions and concerns presented to him by the members.

Saturday evening, Mead Data Central, of Dayton, Ohio, hosted a Murder Mystery Dinner Theatre for the attendees at the Park Tavern in Bloomington, Minnesota.

The conference concluded with a business meeting of the members. New officers were elected for the 1992-'93 year, as listed on page 10 of this Newsletter.

**MANY THANKS, JUDY AND TAMMY, FOR A WONDERFUL CONFERENCE!!**

1992-93 COMMITTEESMEMBERSHIP COMMITTEE:

Judy Anderson, Chair

(addresses and phone numbers listed at p. 10)

All Circuit Representatives

CONSTITUTION AND BYLAWS COMMITTEE:

Dorothy Butts, Chair  
c/o Hon. Marion T. Bennett  
717 Madison Place, N.W., No. 910  
Washington, D.C. 20439

(202) 633-5856

Becky Fitzhugh  
c/o Hon. Richard S. Arnold  
P. O. Box 429  
Little Rock, AR 72203

(501) 324-5521

Nancy Bradley  
c/o Hon. Helen W. Nies  
717 Madison Place, N.W., Suite 901  
Washington, D.C. 20439

(202) 633-6570

LEGISLATIVE COMMITTEE:

Rosemary Lightfoot, Chair  
c/o Hon. Edward L. Filippine  
1114 Marker Street, #319  
St. Louis, MO 63101

(314) 539-3623

Carole Silver  
c/o Hon. Charles R. Weiner  
601 Market Street, #6613  
Philadelphia, PA 19106

(215) 923-4450

Barbara Reagan  
c/o Hon. John F. Nangle  
P. O. Box 8287  
Savannah, GA 31412

(912) 652-4014

Josephine F. Pizza  
c/o Hon. Giles S. Sutherland  
717 Madison Place, N.W.  
Washington, D.C. 20439

(202) 633-6575

Mary E. Walls  
c/o Justice Clarence Thomas  
No. 1 First Street, N.E., Room 108  
Washington, D.C. 20543

(202) 479-3000

Betty Wilson  
c/o Hon. Michael S. Kanne  
219 So. Dearborn, Rm. 2744H  
Chicago, IL 60604

(312) 435-7535

Vicki Johnson  
c/o Hon. Monroe G. McKay  
125 So. State St., #6012  
Salt Lake City, UT 84138

(801) 524-5252

NOMINATIONS AND ELECTIONS COMMITTEE:

Linda Haukedahl, Chair  
c/o Hon. Rodney S. Webb  
P. O. Box 1578  
Fargo, ND 58108

(701) 239-5293

Jeannette M. Alexander  
c/o Hon. John T. Copenhaver  
P. O. Box 2546  
Charleston, WV 25329

(304) 343-2184

Marjorie Braxman  
c/o Hon. Collins J. Seitz  
Lockbox 32, 844 King Street  
Wilmington, DE 19801

(302) 573-6159

Ann Neff  
c/o Judge Juan G. Burciaga  
P. O. Box 67  
Albuquerque, NM 87103

(505) 766-3064

Dorothy McRae  
c/o Hon. Howard D. McKibben  
300 Booth Street, #5137  
Reno, NV 89509

(702) 784-5111

1993 CONFERENCE/CRUISE CHAIR:

Judy Woolley  
c/o Hon. Raymond Clevenger  
717 Madison Place, N.W.  
Washington, D.C. 20439

(202) 633-5909 office  
(703) 385-0362 homeHISTORIAN:

Dorothy Barnes  
419 Elm Avenue  
Tacoma Park, MD 20913

(301) 270-2431

TELEPHONE COMMITTEE:

Nancy A. Thomas, Chair c/o Hon. Eugene A. Gordon, Sr. 2881 Woodworth Drive Winston-Salem, NC 27103	(919) 765-9240	Susan Williamson - E. Time Zone c/o Hon. Donald Russell P. O. Box 1985 Spartanburg, SC 29304	(803) 582-2167
Mary Nonn - Central Time Zone c/o Hon. William L. Beatty 750 Missouri Ave., Room 216 E. St. Louis, IL 62201	(618) 482-9000	Lois Elder - Mountain Time Zone c/o Hon. David K. Winder 350 So. Main, Room 235 Salt Lake City, UT 84101	(801) 524-4501
		Cordelia Sherland - Pacific Time Zone c/o Hon. Robert J. Kelleher 312 N. Spring St., Room 1610 Los Angeles, CA 90012	(213) 894-5255

LONG-RANGE PLANNING COMMITTEE:

Susan Scobie, Chair (Past Pres.) c/o Hon. Robert M. Takasugi 312 N. Spring St., Room 520 Los Angeles, CA 90012	(213) 894-2370	Nancy Bradley (Member at Large) c/o Hon. Helen Neis 717 Madison Place, N.W., #901 Washington, D.C. 20439	(202) 633-6570
Victoria Hollard (Member at Large) c/o Hon. Frederick J. R. Heebe 500 Camp Street New Orleans, LA 70130	(504) 589-6504	Helen Monteith, President and Pamela Dambava, President-Elect	

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TREASURER'S REPORT

STATEMENT OF INCOME AND EXPENSES AS OF SEPTEMBER 30, 1992

BALANCE BROUGHT FORWARD JULY 1, 1991 \$ 7,343.38

INCOME

Dues	\$6,995.00
Interest	319.36
Balance 1991 Conference	402.60
Bal. of adv., By-Laws Printing & Mailing	46.99
In Memory of Frances Staples	10.00

7,773.95

\$15,117.33

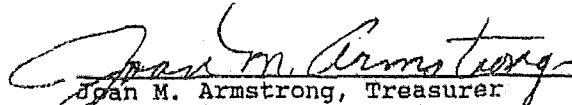
EXPENSES

Newsletters (postage and meter rental)	\$2,402.66
Ballots, By-Laws printing and mailing	917.11
Letterhead and envelopes	121.97
San Diego Conference	1,200.00
Travel allowance for San Diego Conference	3,400.00
Advance 1993 Conference	500.00
Officers & Circ. Reps., reimbursement	506.94
Representatives to JRC mtg. in D.C. re JSP 12	906.00
Rubber stamps	16.95
Gavels (1991 and 1992)	45.00
Bank charges	105.00
Bank checks	30.24

10,151.87

\$ 4,965.46

BALANCE IN CHECKING ACCOUNT AS OF SEPTEMBER 30, 1992

  
Joan M. Armstrong, Treasurer  
Fed. Judicial Secretaries Assoc.

As the new Chair of your Legislative Committee, I want to apprise you of actions which have taken place since our 1991 Conference. I planned to discuss this in Minneapolis but could not attend because my husband had open heart surgery.

The proposed grade increase for judges' secretaries was brought before the Judicial Resources Committee [JRC] in December, 1991, after a visit with Judge Ginsburg by members of the FJSA and the Association of Bankruptcy Judges' Secretaries [ABJS]. A proposal given to Judge Ginsburg by ABJS (copies of which were given to our members that morning with no chance for review or suggested revisions) contained, among other things, a request for increase to JSP-13. This proposal was defeated by a vote of 14-2 by members of JRC.

Through the efforts of Chief Judge O'Brien, with encouragement from many other judges, the proposal for grade increase to JSP-12 was put on the discussion calendar for the March, 1992, meeting of the Judicial Conference of the United States [JCUS]. [At the time, the judges requested that we sit back and let them carry the ball. Since they had brought us farther along than any of our individual efforts, we felt it was in our best interest to follow their instructions.] The proposal for an increase to JSP-12 was defeated by one vote by JCUS.

The matter was again considered by JRC at its June, 1992, meeting and again defeated. [Helen Monteith was asked by a member of the Committee to quickly prepare a proposal on our behalf. At the time, those officers who could be reached thought it protected the majority of the members.]

Once again, Chief Judge O'Brien got the matter on the discussion calendar for the September, 1992, meeting of JCUS. What he proposed was very limited: "Increase the target grade for judges' secretaries from JSP-11 to JSP-12 for secretaries who have served as a judge's secretary for a minimum of ten years and have been frozen at step 10 of JSP-11 for at least one year." During the week before the Conference, Judge O'Brien suggested that judges in favor of the proposal [not FJSA] contact JCUS members to support the proposal. The proposal was defeated by JCUS by two votes (probably because of severe budget constraints).

Judges in favor of the increase hope to get it before JRC which meets in December, 1992, and JCUS which meets in March, 1993.

The judges report that the matter of our salaries has received more discussion time from JCUS than any other proposals brought before it. We must allow the judges to fight the battle for us. They are the only ones who can make it a reality; several of them have been working on this for years and have certainly made strong efforts on our behalf.

I welcome the opportunity to serve as your Legislative Chair, especially with such talented committee members. I will contact them shortly to begin working on a policy statement. We want to have something ready when the judges request information from us, so we don't have to scramble to put something together at the last minute. Because of time constraints, we cannot always contact the entire membership. That is why we elect officers and appoint committees. We want volunteers willing to assist the Telephone Committee when we need quick, last-minute feedback.

We want input from the entire membership and will consider all suggestions. We only ask that you send your recommendations to the officers or members of the committee not to individual judges. (Please do not send letters to judges on your judges' stationery, and definitely not in franked envelopes.)

We understand your frustrations. Some members have been sitting at the top of a grade 11 for over ten years. With your help and the help of the Long Range Planning Committee, we hope to get a platform together regarding assistant secretaries, retirement, job security, etc. However, right now, we can only hope to get that door open for an increase to JSP 12.

Rosemary Lightfoot

**17th ANNUAL FIJA CONFERENCE**  
**CRUISE ON THE ROYAL MAJESTY**

Most of you are aware that Carnival Cruise Line has scheduled the "Fantasy" for "wet dock" the weekend of our 1993 conference. We have come up with a superb replacement ship, however, "M.V. Royal Majesty"--just christened September 18th. At our conference in Minnesota, it was motioned and approved to make the change. (New brochures will be mailed by Carson Travel Network to all who are currently signed up.) The 1992-93 season is the inaugural season for this nautical masterpiece. She represents understated refinement that sets new standards for the cruise industry with her size and design as well as the staff-to-passenger ratio. Take advantage of this welcomed opportunity to recharge your batteries!

**The Splendor Begins:** The evening of our departure, Majesty Cruise Line will host a one-hour cocktail party for our group with Registration prior to the reception. Following the reception will be dinner (late seating), and then you have the entire evening to explore the ship.

Saturday will be spent in the Port of Nassau (no program scheduled). There will be opportunity for shopping, touring and meeting the locals. If shopping doesn't interest you, you can tender over to Royal Isle, a secluded out island privately owned by the cruise line, where you can swim, snorkel, picnic and relax. "Royal Majesty" will work with local tenders on a shuttle schedule between the ship and Royal Isle.

On Sunday, for those of you wishing to attend religious services, an early breakfast will be available, and we will have a list of local churches for your convenience. Our program will begin mid-morning following breakfast. After a break for lunch, we will continue with our general membership meeting. We expect that everyone will be free no later than early evening to enjoy the rest of the cruise.

**Cruise Itinerary:** October 8-11, 1993 (May vary slightly)

<u>Day</u>	<u>Port</u>	<u>Arrive</u>	<u>Depart</u>
Fri.	Miami (must be on board by 2:30 p.m.)	4:30 p.m.	4:30 p.m.
Sat.	Nassau	8:00 a.m.	-----
Sat.	Nassau-Royal Isle		9:00 & 11:00 a.m.
Sat.	Royal Isle - ship		1:00 & 3:00 p.m.
Sun.	Nassau	-----	2:30 p.m.
Mon.	Miami	8:00 a.m.	



**ON BOARD THE "ROYAL MAJESTY":** The "Royal Majesty" features the Royal Observatory Panorama Bar where you can experience awe-inspiring views from early morning's first light to evening's spectacular sunsets. There is a common area (the Crossroads) which offers two-story spaciousness and convenience to the Royal Fireworks Lounge, the Rendezvous Lounge, gift shop, card room and the Epicurean Dining Room. "Royal Majesty" is the first cruise ship which offers a totally smoke-free restaurant and a number of non-smoking staterooms. There are spacious sun decks, jogging decks, swimming pool, spas and whirlpools, Bodywaves, a state-of-the-art gymnasium, small cafes, The Palace Theatre, a world-class nightclub with Las Vegas-type revues, the Frame 52 Disco where you can whirl away all evening long on a dance floor of solid granite (during the day it is a rousing sports bar with 16 TV sets), or visit the full-service Vanity Fair beauty parlor, sauna and massage. There is also the Winner's Circle Casino, golf driving, table tennis, skeet shooting, cards, wine tasting, dance lessons and shopping. All in all, there is something for everyone.

**1993 All-Inclusive Fly/Cruise Rates per Person:**

Baroness and )	\$615	Inside cabin Twin/King	(Rates have increased
Marchioness Decks )	\$678	Outside cabin, Twin/King	\$20-\$24)

Rates are all-inclusive (airfare, cruise, round-trip transfers from airport to ship at Port of Miami) from over 105 major cities in the U.S. Airfare is provided only for 1st and 2nd person sharing cabin; 3rd and 4th persons must make own flight arrangements. For those coming from the western U.S., overnight hotel accommodation in Miami is included only if flights cannot be arranged to coincide with ship departure; all scheduled flights are considered, including "early bird" and "red-eye". Flights may arrive/depart Miami or Ft. Lauderdale. Cruise-only rates are available for those coming from nearby cities.

Vacation Extensions: Ms. Sunderland has packages for Disney World, Ft. Lauderdale, Miami, Key West, etc., and will work with you on your personalized vacation plan -- early planning recommended!

Fare Excludes: A \$3.00 per person International Departure Tax, a \$2.00 per person Air Fuel Tax, and a \$61.00 per person Port Charge Tax (all taxes subject to change), a tipping charge of \$27.75 per person for the entire cruise. Charge covers your Cabin Steward, Waiter, and Bus Boy. Additional tips are always welcomed for exceptional service; use your own good judgment. These charges will be included in your final payment to the travel agency. If you are driving, Port of Miami parking is \$5/day.

Deposit/Payment Instructions: The travel agency requires an initial deposit of \$50.00 per person (\$25 non-refundable). Above rates are guaranteed after initial deposit. (Note: If you are interested, deposits should be remitted as soon as possible. We have not been given a deadline as yet, but it could come at any time.) Second payment of \$175.00 due April 2, 1993; third payment due June 4, 1993; final payment due August 2, 1993. Monthly payment plans are also available through Carlson. Mastercard and Visa will be accepted in addition to personal and cashier's checks. All checks payable to Carlson Travel Network/360° Inc., and mailed to the attention of Wanda Sunderland, President.

Cancellation Policy: A cancellation charge of \$25 per person will be assessed after initial deposit. A cancellation charge of \$75 per person will be assessed if canceled between and including 90 and 60 days prior to sailing; \$125 per person will be assessed if reservations are canceled between 59 and 30 days prior to sailing; 50% of gross fare will be assessed between and including 29 and 4 days prior to sailing. Cancellations made less than 4 days prior to sailing, or "no-shows" on day of sailing will forfeit full fare.

Insurance: Recommended by most travel agencies to cover in case of illness. Cost is per person and ranges between \$38 and \$50.

Passport Information: U.S. passengers need proof of citizenship, i.e., passport, birth certificate with raised seal or a certified copy.

Weather/Dress: Weather is variable, but should be nice. Temperatures range from high of 90° to low 70s.

Casual attire during the day, both on ship and ashore (shorts, slacks, sandals, tennis shoes), except Captain's night which is the second night out, when "after-five" wear, a Sunday morning dress or business suit is appropriate. For evenings, pantsuits, sundresses, skirt/blouse; shorts and T-shirts are not permitted in the dining room during evening meal.

Cruise Coordinators:

Judith D. Woolley  
U.S. Court of Appeals for the Federal Circuit  
717 Madison Place, N.W.  
Washington, D.C. 20439

Ph. (office) 202-633-5909  
FAX 202-786-6712

Wanda Sunderland, President  
Carlson Travel Network/360°, Inc.  
3420 Norman Berry Dr., Suite 150  
Atlanta, GA 30354

1-800-554-6003, or 404-768-9260  
FAX 404-763-8816



## *Around the Circuits*



### D. C. CIRCUIT - Dee Barrack, Circuit Rep.

Mary Groat (secretary to Judge Stephen Williams) and I (secretary to USCA Judge James Buckley) had a marvelous time at the "Minnl-Apple" conference! We met so many nice people and crammed lots of sightseeing into the three days! Thank you, Judy Anderson and Tammy Borchardt for such a well run conference and fun-filled weekend! If you've never been to a conference, by all means get on board the cruise in '93! You won't regret it!

Welcome back to FJSA's membership rolls to Barb SHULEY, currently retired on disability. Barb was secretary to Judge Winter of the 4th Circuit and, most recently, to Judge Karen Henderson of this circuit.

The secretaries of the D.C. Circuit are looking forward to our 3rd Annual Pot Luck Christmas Luncheon on December 16th (hosted this year by the district court secretaries). This wonderful tradition gives us the opportunity to make or renew friendships with people we don't see much of, even though we all work in the same building. It's a great time, and I hope everyone can be there this year!

Lastly (but perhaps most importantly, since the dues increase was voted down) -- let's get those membership renewals in! Nonmembers' names will be stricken from the mailing list if they do not renew or join the Association. The dues are only \$10.00 per year. As this barely covers postage, we need everyone to support your association! If you don't remember if you have sent me your check, please give me a call!

Happy Holidays to ALL !!!

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### SIXTH CIRCUIT - Carol Vinson, Circuit Repr.

What a great time we all had in Minneapolis! Having been on the planning end of a conference, I know just how much Judy and Tammy and their committee went through to make it a

success. Thanks for all your hard work. Special thanks for having Northwest donate the two round-trip tickets as a door prize. (Yours truly was the lucky winner of those two tickets.)

We welcome three new members to the Association: KAREN SPEDOWSKI, secretary to Judge David McKeague, and JANE M. TEPPER, secretary to Judge Gordon Quist, both newly appointed to the Western District of Michigan; and VICKI KINCAID, secretary to Judge Robert Echols of the Middle District of Tennessee.

Get those renewals in. This will be your last newsletter if you don't. Also, a vote was taken at the Conference to award \$50 to the member who recruits the most new members between now and October 1, 1993. So start taking about the Association, and be sure to put your name on the new member's form for credit toward winning that \$50.

### NINTH CIRCUIT - Marion Clark, Circuit Repr.

Faye Fischei, secretary to the late Judge Whelen of U.S. District Court in Los Angeles, has retired. Faye is enjoying luncheons with her many friends and spending time with her family.

Doris Dudley, secretary to Sr. Judge Kelleher for 16 years, retired on February 28th. Doris resided in Huntington Beach with her husband, who also retired this year. The Dudleys moved to a new home in Tuscany Hills, near San Diego. When last heard from, Doris was all comfy under her warm bedding at 7:00 a.m., listening to the rainstorm outside, and pitying all the secretaries out there waiting for their buses...(sure she was)... Good luck and enjoy, Doris and Faye. We all miss you!

The 9th Circuit also welcomes the following new FJSA members: Kellie Miller, secretary to Judge Fred Van Sickle of Spokane, Washington. and Lynn Peralta, secretary to Judge James Ware of San Jose, California.



NINTH CIRCUIT (continued):

Thanks to all who have rejoined the Association for your prompt membership replies. Please encourage your colleagues to rejoin, and also let me know when new secretaries join a judge's staff. Your membership and participation are very important and your input is always welcome. This will be the last Newsletter for those who do not renew.

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TENTH CIRCUIT - Lois Elder, Circuit Repr.

We welcome two new FJSA members: MARY PETTY, secretary to Judge Earl E. O'Connor, Kansas City, KS., and MAGGIE JOHNSON, secretary to Judge Wesley E. Brown, Wichita, KS. Mary had been a member during 1988-1991. Maggie has joined as a new member.

KAYE WEEKS retired the first part of October after many years as secretary to Judge William J. Holloway, Jr., of the Tenth Circuit. She says her plans are to travel and enjoy herself. We wish Kaye rest, relaxation, and to "remember us."

The secretaries from Salt Lake City will miss MARTY MILES, who has moved from Salt Lake City to Richland, Washington to follow her husband in his job transfer. Marty had been secretary for almost three years to Judge Stephen H. Anderson of the Tenth Circuit. We wish Marty success and happiness in her new home. She will be missed by all of us.

*Ed. note: LAEL NOBLE, our association vice president, who is secretary to Judge J. Thomas Greene, and LOIS ELDER, Tenth Circuit Representative, secretary to Judge David K. Winder, both underwent major surgery in early November, and will be "laying around, eating bon-bons, and watching soap operas" for several weeks. Best wishes for speedy recovery, Lael and Lois! (You know, we'll talk about you if you don't make it to our "Salt Lake Chapter" secretaries' dinner in December!) -- ng*

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Thanks and congratulations to all of you who made it this far!! There was a lot of information to be included in this issue, all of it important. My apologies for the small print on some of the articles--that is no way intended as a reflection on their importance. Also, the lack of "graphic relief" may be compensated for by my having perhaps overdone that in the August issue.

Your input and suggestions for the Newsletter are sincerely invited. It would appear, from comments of members at the Conferences, that most of us enjoy reading about and getting acquainted with friends we only see once a year or less.

One suggestion has been to include home telephone numbers and FAX numbers, at least for the officers and circuit representatives. There have been times when last-minute contacts were needed, and due to time zone differences and the press of office duties, the information to make an after-hours call would have been most helpful. Our first FJSA Directory is in the works, and Pam invites your ideas (see p. 11).

**NEXT NEWSLETTER DEADLINE:**

Please submit info. for February 1993 Newsletter to your Circuit Representative in time to reach the Newsletter editor by Jan. 31.

Thanks!

FJSA -- 1992-'93 Officers

PRESIDENT ----- Helen F. Montieth c/o Judge Bruce M. Van Sickle, P.O. Box 670, Bismarck, ND  
58502 PH. [701]-250-4293

PRES.-ELECT ----- Pamela Dambrava c/o Senior Judge Wilson Cowen, 717 Madison Pl. N.W., #602,  
Washington, DC 20439 PH. [202]-633-5831

VICE PRES. ----- Lael Noble c/o Judge J. Thomas Greene, 350 So. Main St., #222, Salt Lake City,  
UT 84101 PH. [801] 524-5646

SECRETARY ----- Judy Anderson c/o Chief Judge Donald P. Lay, P. O. Box 75908, St. Paul, MN  
55175 PH. [612] 290-3838

TREASURER ----- Joan M. Armstrong c/o Senior Judge Murray M. Schwartz, Lockbox 44, 844 King  
St., Wilmington, DE 19801 PH. [302] 573-6355

FJSA CIRCUIT REPRESENTATIVES -- 1992-'93

1st Circuit ----- Cynthia Tedeschi c/o Judge Bruce M. Selya, 311 Federal Bldg. & U.S. Courthouse,  
1 Exchange Terrace, Providence, RI 02903-1755 PH. [401] 528-5170

2nd Circuit ----- Judy Baker c/o Judge Richard J. Arcara, 609 U.S. Courthouse, 68 Court Street,  
Buffalo, NY 14202 PH. [716] 846-5626

3rd Circuit ----- Carole Silver c/o Senior Judge Charles R. Weiner, 6613 U.S. Courthouse, 601  
Market St., Philadelphia, PA 19106 PH. [215] 923-4450

4th Circuit ----- Barbara Baulding c/o Judge N. Carlton Tilly, Jr., P.O. Box 3443, Greensboro, NC  
27402 PH. [919] 333-5034

5th Circuit ----- Penny Stautberg c/o Judge Jerry E. Smith, 515 Rusk Ave., 12621 U. S. Courthouse,  
Houston, TX 77002-2698 PH. [713] 250-5101

6th Circuit ----- Carol Vinson c/o Judge Robert M. McRae, 921 Federal Building, Memphis, TN  
38103 PH. [901] 544-3200

7th Circuit ----- Anne Rawlins c/o Sr. Judge Myron L. Gordon, 271 U.S. Courthouse, 517 E.  
Wisconsin Ave., Milwaukee, WI 53202 PH. [414] 297-3922

8th Circuit ----- Tammy Borchardt c/o Judge James B. Loken, 510 Federal Bldg., 316 N. Robert St.,  
P. O. Box 75848, St. Paul, MN 55175-0848 PH. [612] 290-3972

9th Circuit ----- Marion Clark c/o Judge Albert Lee Stephens, Jr., 312 N. Spring St., #233,  
Los Angeles, CA 90012 PH. [213] 894-3668

10th Circuit ---- Lois Elder c/o Judge David K. Winder, 350 So. Main Street, #235, Salt Lake City,  
UT 84101 PH. [801] 524-4501

11th Circuit ---- Rosemary Giachinta c/o Judge Peter T. Fay, 300 N.E. First Ave., Miami, FL 33132  
PH. [305] 536-5974

Fed. Circuit ---- Patti Morris c/o Chief Judge Helen W. Nies, 717 Madison Pl. N.W., Washington,  
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D.C. Circuit ---- Dee Barrack c/o Judge James L. Buckley, U.S. Courthouse, Third & Constitution  
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Newsletter  
Editor ----- Norrine Gardiner c/o Senior Judge Aldon J. Anderson, 350 S. Main, #110,  
Salt Lake City, UT 84101 PH. [801] 524-5625



*Newsletter*  
*Federal Judicial Secretaries Association*

February 1993  
Vol. 20  
No. 2

Norrine Gardiner, Editor  
350 S. Main, #110  
Salt Lake City, UT 84101



resident's Message



Can it be possible that we are one-third of the way through the 1992-93 year?

We now have one location to call if an Article III Judge has retired or otherwise created a job loss for a judicial secretary. We are asking the Circuit Representatives to file new vacancies with the secretary of FJSA. This year the secretary is:

Judith Anderson  
United States Court of Appeals for the Eighth Circuit  
P. O. Box 75908  
St. Paul, MN 55175  
PH. (612) 290-3838



We will report these vacancies in the Newsletter, but if the need arises, it is faster to call one collection point, than to wait for the Newsletter. We hope this will be of help to those secretaries who are able to relocate.

At the last Judicial Resources Committee meeting there was considerable discussion on saved grade/saved pay for secretaries. Until now it has been available only to those secretaries whose positions were lost because of the death of a Judge. They are now discussing the possibility of extending this to secretaries where the judge retires for some other reason.

I have been invited to participate in the Administrative Office's Pre-Retirement Workshop, March 3-5, 1993 at the Vista International Hotel in Washington D.C. If you have any questions, anything you would like me to get information on, please write me at:

P. O. Box 670  
Bismarck, ND 58502  
Telephone: (701) 250-4293  
Fax No.: (701) 250-4259



Our immediate past-president, Susan Scobie, had cataract surgery in January. The operation was a success, but she could use some support.

United States District Court  
312 North Spring St., Room 520  
Los Angeles, CA 90012  
Telephone: (213) 894-2370

*Helen F. Monteth*

**ERRATA** - Pardon us!

In the list of committees, on page 3 of the November Newsletter, the Association secretary, Judy Anderson, was listed as chair of the Membership Committee. In accordance with the by-laws, the vice president serves as chair of that committee. The 1992-'93 vice president is Lael Noble.

\*\*\*\*\*

**FJSA HISTORY** being updated

President Montieth has appointed the vice president, Lael Noble, as the FJSA Historian. Lael is asking for help from members:



As the newly appointed "Historian" for FJSA, I am now in the process of organizing all of our history into looseleaf notebooks. It would be my intent to have these books available at the Annual Meetings so that anyone attending would be able to peruse them in order to become familiar with what the Association has accomplished since its inception in 1972. From my review of what we presently have, there are very few pictures of past conferences, and I am sure that many members have acquired such over the years. PLEASE CHECK THROUGH YOUR MEMOIRS OF FJSA CONFERENCES AND SEND ME ANY INFORMATION AND PHOTOS WHICH YOU MAY HAVE. Your assistance in this endeavor will be greatly appreciated.

Lael K. Noble  
 c/o Hon. J. Thomas Greene  
 350 So. Main St., Room 222  
 Salt Lake City, UT 84101



Thanks!

\*\*\*\*\*



*Around the Circuits*

D.C. Circuit - Dee Barrack, Representative

**Happy New Year!** Thanks to all who renewed their memberships for 1993. Just think, I won't be beating on your doors until next year!

Welcome back (to our association) to Gloria Fuller, secretary to District Judge Revercomb).

Belated congratulations to Sharon Treichel (Secretary to District Judge Harold Greene) on the birth of her second daughter -- born on Labor Day!

I could say *Happy 40th!* to Mary Groat (secretary to Circuit Judge Stephen Williams), but she'd probably kill me. ☺

Lastly, we bid a fond farewell to Mary Rose Udstuen, (secretary to Circuit Judge D. H. Ginsburg). She is retiring from 35 years of government service and is stepping into the private sector as "Office Manager" of a CPA firm. We'll miss you, Mary Rose. We appreciate all the hard work you've done for our organization. Best wishes for a great future! Keep in touch!

\*\*\*\*\*

FOURTH CIRCUIT - Barbara Baulding, Representative

This circuit was greatly saddened to learn of the sudden death of our friend, Margaret McGimsey, secretary to the Honorable Sam J. Ervin, Chief Judge of the Fourth Circuit. We shall all miss her, and will be better for having known her.

Thanks to all who have sent in their membership renewals. This is a gentle reminder to those who have not renewed to do so, and please encourage your sister secretaries to join as well.

New members in the Fourth Circuit include: Shirley S. Hall, secretary to Circuit Judge J. Dickson Phillips, Jr.; Marilyn S. Fentress, secretary to District Judge Henry C. Morgan, Jr. of the Eastern District of Virginia; Rhonda L. Knox, secretary to District Judge Robert E. Payne, from the Eastern District of Virginia; and Elaine Judkins, secretary to District Judge Irene M. Keeley, of the Northern District of West Virginia. WELCOME !!

\*\*\*\*\*

FIFTH CIRCUIT - Penny Stautberg, Representative

What a marvelous time I had in Minneapolis last October! I met so many people, made some good friends, and will try to attend every conference from now on.

We welcome our newest members to FJSA: **Bea Adams**, secretary to Judge Sim Lake (S. Dist. TX - Houston); **Ouida Armstrong**, secretary to Circuit Judge John Minor Wisdom of New Orleans; **Sandy Baggett**, secretary to Circuit Judge Carolyn Dineen King (Houston); **Susan M. Barrios**, secretary to Judge Edith Brown Clement (E. Dist. LA - New Orleans); **Sarah F. Brannon, PLS**, secretary to Judge David C. Bramlette (S. Dist. MS - Biloxi); **Valerie Ann Dominy**, secretary to Judge Joe Kendall (N. Dist. TX - Dallas); **Andrea G. Flores** and **Anne C. Johnson**, secretaries to Circuit Judge Emilio Garza (San Antonio); **Ann A. Hawkins**, secretary to Judge David Hittner (S. Dist. TX - Houston); **Gerry Henry**, secretary to Judge Samuel B. Kent (S. Dist. TX - Galveston); **Delva Hernandez**, secretary to Judge Sam R. Cummings (N. Dist. TX - Lubbock); **Ranell Hopkins** and **Linda James**, secretaries to Circuit Judge Edith H. Jones (Houston); **Pam McCasland**, secretary to Circuit Judge Jacques L. Weiner, Jr. (Shreveport); **Linda D. Mizell, CLA**, secretary to Judge Sam Sparks (W. Dist. TX - Austin); **Veronica A. Rich**, secretary to Judge Jorge A. Solis (N. Dist. TX - Dallas); and **Sunny Shaner**, secretary to Judge D. W. Suttle (W. Dist. TX - San Antonio).

Welcome back to **Ruth Elkins**, secretary to Chief Judge Henry A. Politz of Shreveport (she is in the process of building a new home - our sympathy and congratulations); **Bobbie S. Frantls**, with Circuit Judge Carolyn Dineen King (Houston); **Doris Froisy** and **Linda Weeks**, secretaries to Circuit Judge W. Eugene Davis of Lafayette; **Maria F. Garza**, with Judge Filemon B. Vela (S.D. TX - Brownsville); and **Darlene Pluebell**, secretary to Judge Robert B. Malony (N.D. TX - Dallas).

I want to thank **Vickie Hollard**, our past circuit rep., for her help and advice during the recruitment process. It has been fun, and I've enjoyed getting to know our members "on paper". Maybe we can meet some day in person (perhaps at a conference?). But we need to keep recruiting - talk to the other secretaries in your building and get them to join! The more the merrier.

**Jean White**, formerly with Chief Judge James DeAnda of Houston (who retired in September) is now with Chief Judge Norman Black. Our heartfelt sympathy to **Loreen Perrin Rhodes** who lost her husband in September. Loreen, who was the lead secretary to Chief Judge

DeAnda, had been planning, upon Judge DeAnda's retirement, to move with her husband to Antigua, when he suddenly died of a heart attack. Loreen is now with Magistrate Milloy in Houston. Our sympathy also to **Kathy Hulse**, secretary to Circuit Judge John R. Brown. Judge Brown died January 23, 1993. Our best wishes to Kathy in her future endeavors.

One of the things I've enjoyed about FJSA has been the Newsletter and the tidbits of information in it. However, I feel woefully inadequate this time, and need your help getting information for the next Newsletter. Please call or write and tell me what is going on in your part of the circuit (or wherever), and we'll get it in next time.

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SIXTH CIRCUIT - Carol Vinson, Representative

We welcome returning member, **Diane Wykoff**, secretary to Judge S. Arthur Spiegel, in the S. Dist. OH.

For those of you who attended the Minneapolis Conference, I am using the two door prize tickets to go back to San Diego with my husband Al and son Robby during spring break in March. I'm very fortunate because in addition to the free plane tickets, a friend has given me a week in a time-share condo there. Reservations are made, and a car is waiting. I plan to see all the sights I did not see when we were there for the Conference in 1991. Robby (age 12) has not flown since he was small, and it's been a while for Al, too. We are looking forward to a great trip. Thanks again to those Minneapolis girls for the chance!

\* \* \* \* \*

SEVENTH CIRCUIT - Anne Rawlins, Representative

We have six new FJSA members: **Audrey Cheatham**, secretary to Judge J. Phil Gilbert, S. Dist. of IL. (Mary Margaret Nonn, also of the S. Dist. of IL, lost no time in recruiting Audrey. Thanks, Mary!) Also, **Suzanne M. Shead**, secretary to Judge Robert L. Miller, Jr., N. Dist. of IN - So. Bend; **Sue Dusing** and **Kathleen Engel**, secretaries to Circuit Judge John T. Coffey; **Joanne M. Dye**, secretary to Chief Judge Barbara B. Crabb, W. Dist. of WI - Madison; and **Mary Anne Collins**, secretary to Judge Brian Barnett Duff, N. Dist. of IL - Chicago. **WELCOME, ALL!**

Also, welcome back **Katie Spruell**, secretary to Judge Robert W. Warren, Eastern District of Wisconsin.

◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆ ◆

TENTH CIRCUIT -- Lois Elder, Representative

We appreciate all who have renewed their membership for 1992-93. To date we have 46 members, out of a potential 75. Talk to your co-workers and encourage them to join FISA.

Our sincere condolences to Ginger Wentz, secretary to Senior Judge Alfred Arraj of the District of Colorado. Judge Arraj passed away in October, 1992.

We would like to share a poem written by one of our members, Joan Johanning:

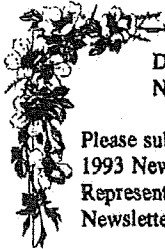
**As we travel along life's highway  
From here to eternity,  
We do not know what lies ahead  
Or what our route will be.**

**There may be sunshine  
more than rain,  
More happiness than sorrow,  
But if to us come tears and pain  
We have hope of a better tomorrow.**

**There are always those along the way  
Who need love and encouragement,  
We do not know what cares they bear  
Or how their lives have been spent.**

**Each day is a new beginning  
For living our very best,  
To help those who have our need,  
And to serve our God -- we'll  
be blessed!**

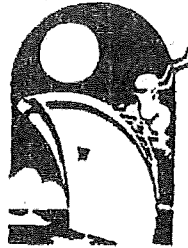
- Joan Johanning  
1991



**DEADLINE FOR NEXT NEWSLETTER:**

Please submit information for the May 1993 Newsletter to your Circuit Representative in time to reach the Newsletter Editor by April 30, 1993.

Thanks !!



**17th ANNUAL FISA CONFERENCE CRUISE ON THE ROYAL MAJESTY**

You are all acquainted by now with our cruise ship -- so let's focus on the isle:

**NASSAU/BAHAMAS:** Nassau is the capital of the Bahamas located on New Providence Island. The Commonwealth of the Bahamas became independent on July 10, 1973 and is a nation of approximately 700 islands, of which 40 are populated. The islands cover an area of approximately 100,000 square miles. The word Bahamas comes from a Spanish word "Bajamar" meaning "Shallow Sea". Christopher Columbus discovered the islands on October 12, 1492 when he landed on the island of San Salvador. The population of the Bahamas is approximately 250,000 people. English is the native language and their culture is rich, varied and often described as a "way of the people". Everyday life includes music reflecting the influence of religion. They have a folklore festival known as Junkanoo with fringed costumes and very high towering headdress. Music is everywhere and usually created by goatskin drums, horns and whistles. Their dance is known as "Rushing".

**Government:** The Bahamas function under a Parliamentary system of government headed by a Prime Minister, the Honorable Hubert A. Inghram. The Senate, or Upper House, has appointed members and the House of Assembly, or Lower House, has elected members. The present Governor General, Sir Clifford Darling, is the representative of the Queen under the British Commonwealth System.

**Sightseeing galore:** Ardastra Gardens, where pink flamingos stroll, lush tropical flora; Botanical Gardens and lily ponds; Coral World, an underwater observatory that lets you see tropical fish and corals in the wild; Government House--see the changing of the Guard at the mansion residence of the Bahamian Governor, Parliament Square, the seat of Bahamian government featuring Georgian architecture; Fort Montagu--from 1741, the oldest of our British-era forts; Potter's Cay, open-air native fish and produce market; The Cloister at Versailles Gardens, a 14th Century Augustinian monastery reconstructed from the French original, and a spectacular panoramic view from the Water Tower, the high point of the island.





**Shop 'til You Drop:** Nassau's Bay Street is the Place! It's lined with shops of imported specialties "priced to go" -- as much as 40% below U.S. prices.

Perfumes, jewelry, china, crystal--all duty free. (Stores are open from 9:00-5:00. All are closed on Sundays and public holidays.) The world-famous Straw Market is on Bay Street with its artisans creating baskets and handbags, hats and mats, dolls and woodcarvings.

**When the Sun goes down:** the curtain goes up on spectacular cabaret shows, intimate piano bars and discos. There is "island" entertainment everywhere including the throbbing rhythm of the steel drum bands and limbo dancers. Spectacular casinos on Cable Beach and Paradise Island.



**Currency:** The Bahamian dollar is based on the American currency system, 100 cents to the dollar. U.S. Currency, including traveler's checks, accepted throughout the island.



**Duty Free:** For U.S. citizens, you can take home up to \$600 of merchandise duty-free, provided you have been out of the U.S. for at least 48 hours, are over the age of 21, and

have not claimed the duty-free exemption within the previous 30 days.

**Exotic Island Cuising:** Bahamian specialties feature an array of seafood, local conch (pronounced "konk"), grouper, lobster and crab. The main staple is rice which is cooked with pigeon peas, but the fried plantains should not be missed. Most of you will be overstuffed from dining onboard The Majesty, but one should taste the local fare.



**Churches:** Nassau is home to a vital religious life -- Anglican-Episcopal, Baptist, Roman Catholic, Lutheran, Methodist, Presbyterian, LDS (Mormon), Greek Orthodox, Hebrew, Islam, Seventh-Day Adventist and other smaller denominations.

**Medical Facilities:** Two modern hospitals are fully equipped to respond to any emergency medical situation.

**Taxis & Auto Rentals:** Most taxis are metered and major car rental companies operate on the island. Advance reservations required for car rentals.

**Cruise Ship Brochures:** If any of you do not have a cruise brochure introducing the Royal Majesty and want one, please contact Ms. Sunderland, she will be happy to send you one. As of now I understand there is still no deadline for those of you that have not yet made up your minds to join us.

**Payment Schedule:**

Initial deposit \$50 per person (\$25 non-refundable). Second payment of \$175 due April 2, 1993; third payment due June 4, 1993; final payment due August 2, 1993. Monthly payment plans available through Carlson. MasterCard and VISA accepted, as well as personal and cashier's checks. All checks payable to Carlson Travel Network/360 Degrees, Inc. and mailed to the attention of Wanda Sunderland, Pres.

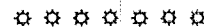


A cancellation charge of \$25 per person will be assessed after initial deposit; \$75 per person if canceled 90-60 days before sailing; \$125 per person if canceled 59-30 days prior to sailing; 50% of gross fair if canceled 29 to 4 days before sailing; full fare forfeited for "no-shows" or cancellations less than 4 days prior to sailing. (See November '92 Newsletter, p. 7.)

More details to come in May and August, including conference registration info., etc.

Judy Woolley (202) 633-5909 (office)  
U.S. Court of Appeals  
for the Federal Circuit  
717 Madison Place, N.W.  
Washington, D.C. 20439  
FAX (202) 786-6712

Wanda Sunderland, President (404) 768-9260 or  
Carlson Travel Network/360 Degrees 1-800-554-6003  
3420 Norman Berry Drive FAX (404) 763-8816  
Suite 150  
Atlanta, GA 30354



♥♥♥♥♥ Happy Valentine Day !! ♥♥♥♥♥



**HATS OFF** to Penny Stautberg (and everyone in the Fifth Circuit) for a terrific increase in memberships this year--almost doubled! WOW -- that's impressive!! ("Woefully inadequate," indeed!) How about sharing some tips with the rest of us?



FJSA --1992-'93 Officers

PRESIDENT ----- Helen E. Montieth c/o Judge Bruce M. Van Sickle, P.O. Box 670, Bismarck, ND 58502  
PH. [701]-250-4293

PRES.-ELECT ----- Pamela Dambrava c/o Senior Judge Wilson Cowen, 717 Madison Pl. N.W., #602,  
Washington, DC 20439 PH. [202]-633-5831

VICE PRES. ----- Lael Noble c/o Judge J. Thomas Greene, 350 So. Main St., #222, Salt Lake City, UT  
84101 PH. [801] 524-5646

SECRETARY ----- Judy Anderson c/o Chief Judge Donald P. Lay, P. O. Box 75908, St. Paul, MN 55175  
PH. [612] 290-3838

TREASURER ----- Joan M. Armstrong c/o Senior Judge Murray M. Schwartz, Lockbox 44, 844 King St.,  
Wilmington, DE 19801 PH. [302] 573-6355

FISA CIRCUIT REPRESENTATIVES -- 1992-'93

1st Circuit ----- Cynthia Tedeschi c/o Judge Bruce M. Selya, 311 Federal Bldg. & U.S. Courthouse,  
1 Exchange Terrace, Providence, RI 02903-1755 PH. [401] 528-5170

2nd Circuit ----- Judy Baker c/o Judge Richard J. Arcara, 609 U.S. Courthouse, 68 Court Street, Buffalo,  
NY 14202 PH. [716] 846-5626

3rd Circuit ----- Carole Silver c/o Senior Judge Charles R. Weiner, 6613 U.S. Courthouse, 601 Market St.,  
Philadelphia, PA 19106 PH. [215] 923-4450

4th Circuit ----- Barbara Baulding c/o Judge N. Carlton Tilly, Jr., P.O. Box 3443, Greensboro, NC 27402  
PH. [919] 333-5034

5th Circuit ----- Penny Stautberg c/o Judge Jerry E. Smith, 515 Rusk Ave., 12621 U. S. Courthouse,  
Houston, TX 77002-2698 PH. [713] 250-5101

6th Circuit ----- Carol Vinson c/o Judge Robert M. McRae, 921 Federal Building, Memphis, TN 38103  
PH. [901] 544-3200

7th Circuit ----- Anne Rawlins c/o Sr. Judge Myron L. Gordon, 271 U.S. Courthouse, 517 E. Wisconsin  
Ave., Milwaukee, WI 53202 PH. [414] 297-3922

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## FJSA WORD SEARCH

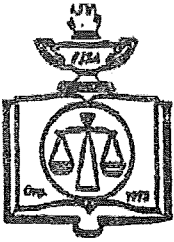
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# Newsletter

## Federal Judicial Secretaries Association

Norrine Gardiner, Editor  
350 S. Main Street, #110  
Salt Lake City, UT 84101

May 1993  
Vol. 20  
No. 3



### President's Message

On March 3rd I attended a Planning for Retirement Seminar in Washington, D.C., sponsored by the Administrative Office of the U.S. Courts; and on March 22-23 a Pilot Workshop for Judges' Secretaries in Philadelphia, Pennsylvania, sponsored by the Federal Judicial Center. Washington is my favorite city to visit; and I was thrilled to be able to stand in Independence Hall in Philadelphia and then cross the street and touch the Liberty Bell for good luck.

There will be a second workshop in Detroit in August. I urge every secretary invited to attend. Only 33 secretaries out of the 70 invited from the Philadelphia area were at the Workshop. If we want the workshops to reach everyone, we have to show our enthusiasm and appreciation. You will be asked to critique the workshop. This way the Judicial Center can decide what is beneficial and what needs to be changed or added. The workshops are like our October conferences—I came away knowing I had made some new friends, and with a feeling of pride in the people who are Judicial Secretaries.

After the Retirement Seminar I was convinced that the time to attend these seminars is when you first start working for the courts. There are so many things one can do to enhance the amount of annuity at retirement and make more knowledgeable decisions about life insurance. To that end, I share the following highlights:

Amount of annuity depends on high 3-years average salary, and length of service. **SHORTCUT FORMULA:**

**CSRS** - Years of service minus  $2 \times 2$ : You are 65 and have worked 30 years, the last high-3 average out to \$40,000.  $30 \text{ minus } 2 \times 2 = 56\%$  of \$40,000 or \$22,400 per year.

**FERS**: 1.1% of high-3 amount x years of service. You are 65 and have worked 30 years, the last high-3 average out to \$40,000.  $1.1\%$  of \$40,000 x 30 = \$13,200 per year. This amount is increased by the amount you have had deducted (1%-5%) with government matching, and your Social Security benefit which is payable at age 65 (likely to be increased to age 67).

Maximum Annuity is based on 80% of high-3 years. 41 years and 11 months of service earns the 80%. Unused sick leave is credited in addition. Unused sick leave is not included in determining eligibility, but is added to length of service in computing the annuity benefit.

Optional payments may be made to the retirement fund in addition to the regular contributions withheld from salary, and may be used to purchase additional annuity or as a savings investment plan. Each \$100 in contributions earns an additional annual retirement benefit of \$7, plus 20¢ for each full year the retiree is over age 55. Interest is paid on voluntary contributions (1992 rate was 8.125%). To make voluntary contributions make application on Form 2804 to OPM. Contributions are made directly to OPM.

A retiring employee is eligible to continue FEHB coverage. Retirees are required to pay the same premiums as are employees.

The value of Basic Life Insurance is equal to the salary at retirement, rounded to the higher thousand, plus \$2000. A retiree may continue Basic Life into retirement but must choose one of the following:

1. 75% reduction - the value begins to reduce at age 65, or at retirement, at the rate of 2% per month until it reaches 25%. Until age 65 the cost is 36¢ per month per \$1000. After age 65 the remaining 25% is free.
2. 50% reduction - value begins to reduce at age 65, or at retirement, at the rate of 1% per month until it reaches 50%. Until age 65, cost is 88¢ per month per \$1000. After age 65 the cost is 52¢ per month for life.
3. No reduction - the value does not reduce. Until age 65 the cost is \$2.05 per \$1000. After age 65 the cost is \$1.69 per month per \$1000 and continues for life.

A retiree may continue optional insurance (A, B, or C) into retirement (if entitled to an annuity sufficient to cover the cost of premiums).

Monthly rate for \$10,000	Option A:	35-39 years of age	0.87
		prior to 60	15.17
Monthly rate for \$10,000	Option B:	35-39 years of age	.087
		prior to 60	1.517
Monthly rate for \$10,000	Option C:	35-39 years of age	0.65
		prior to 60	5.63
		after 65 retired	

Social Security is another can of worms. If you were born before 1929, the number of quarters of coverage needed is your year of birth + 11. After 1929, you will need 40 quarters of coverage. Before 1978 one quarter was credited for each quarter in which you earned \$50. In 1993 one quarter will be credited for each \$590 earned, to a maximum of 4 quarters.

Social Security generally provides a higher proportion of benefits to lower income employees. The windfall benefits elimination provision is designed to cancel out this effect, particularly for those who reached 62 in 1990 or later.

Normal retirement age is 65. The age is increasing for anyone born after 1938. A retiree may elect to receive benefits at age 62, but will suffer a reduction of 5/9 of 1% per month under age 65. For a person born before 1938 this would result in a 20% reduction. For a person born after 1960, this would result in a 30% reduction. For each year the retiree delays taking Social Security beyond 65, the credit is currently 3½% and will increase until it becomes 8% per year.

Earnings limitations in 1993:	Under age 65	\$ 7,680
	65 - 69	\$10,560
	70 or older	No limit

For persons under 65, Social Security will withhold \$1 for every \$2 earned over the limit; for persons 65-69 \$1 for every \$3 earned over the limit.

I think our Legislative and Long-Range Planning Committees need to work with other associations to make some changes in retirement. Especially in the amount retirees have to pay for health and life insurance.

Then came day 3 of the Seminar, or *LIFE AFTER RETIREMENT*. They began by talking about job options, goal setting, self assessment, transferable skills, best/worst jobs, and where to retire. Then came what to put in your resume and how to answer tough interview questions. By this time we had the message - you will need to go back to work. They did recommend a honeymoon first. "Take some time to do the traveling you have looked forward to."

### 10 Steps For Successful Retirement:

Sell yourself a 1-year plan, prepare profit-and-loss statement, sell house - buy a less expensive one, use over-age-55 tax benefits, relocate in the south, get out of debt - pay off house, prepare treasure chest of \$30,000 to \$50,000, realign investments, make analysis of cost of working versus retirement, DON'T WORRY, BE HAPPY, JUST DO IT!

Now go back to the shortcut formula, and subtract from your estimated monthly annuity:

Federal and state income tax, mortgage/rent, insurance (health, home, life, car), dentist, glasses, car license, car upkeep, utilities, food, clothes, shoes, entertainment, the travel honeymoon, and relocation expense.

Are they right? Will you have to go back to work? If your retirement income is \$22,000 in 1993, estimated inflation tables say you will need \$32,578 by 2001. Will your COLAs keep up?

Then it was suggested you cut up your credit cards. You've spent all your life shopping, now use it up.

I quote from the report of the Judicial Conference March 15-16, 1993, sent by Judge Donald E. O'Brien:

"There was just no way to present any secretaries' ... raises to the Conference. There just isn't any money now. To assist secretaries, the Conference amended the saved grade/saved pay policy to provide to judges' secretaries the same coverage as is provided for other downgraded employees, in cases where the judge's secretary takes a lower-graded position with the judiciary for reasons outside the secretary's control. Additionally, severance pay was approved which would help secretaries. A secretary would, of course, continue to remain eligible for employment with the judiciary for up to 210 days, as appropriate, after the judge leaves the court. Payment of severance pay would begin when the secretary terminates employment."

I want to take this opportunity to thank Judge O'Brien and the many other judges who have worked on our behalf to try and make the Grade 12 become a reality. Your confidence in us is appreciated.

To the secretaries in the Chicago area: I will be working in Chicago on June 7, 1993. Can we get together for lunch?

To the secretaries in the Boston area: I'll be working in Boston June 8-26, 1993. I hope to get a chance to visit with all of you.

To the secretaries in the D.C. area: I will be working there Sept. 13 - Oct. 1. Should be an exciting visit.

It is almost cruise time! I am really looking forward to boarding the Royal Majesty and stretching out in the sun. This will be a more relaxed conference, which will give us more T-I-M-E to enjoy being together.

*Helen Mantooth*

P.S. Remember that the FISA fiscal and membership year is October 1-September 30, and our new officers and circuit reps. for 1993-'94 will take office October 1. (Art. XI, Bylaws, as amended and adopted in May of 1992.) Results of our May elections (and outcome of balloting on the proposed dues increase) will be included in the August *Newsletter*, as well as a membership renewal form. The recent amendments to the Bylaws are included with this May issue, to be removed and placed with your Bylaws. Thanks to our Constitution & ByLaws committee and the Nominations & Elections Committee for their work!!

\*\*\*\*\*

☞ PLEASE SUBMIT ANY ITEMS FOR THE AUGUST  
NEWSLETTER TO YOUR CIRCUIT REPRESENTATIVE ☞  
IN TIME TO REACH THE NEWSLETTER EDITOR  
BY JULY 30. THANKS !!

### MESSAGE FROM THE LONG-RANGE PLANNING COMMITTEE

In keeping with the purpose of FJSA, "...to promote the general welfare and status under the law of its members..." (Art. II, Constitution and Bylaws), this committee has been formed to address your concerns.

Needless to say, we will not be able to tackle every issue at once. The committee will collect responses, total each category, and concentrate on the biggest ones first. We will keep you apprised as we go along.

In order to give the committee time to collect and tabulate responses and get something in the next *Newsletter*, we need to hear from you as soon as possible. When replying, please be specific, i.e., how it is now and how you feel it should be. Responses should be in writing rather than by telephone. Please respond by June 18 to:

Susan Scobie  
c/o Judge Takasugi  
520 U.S. Courthouse  
312 N. Spring Street  
Los Angeles, CA 90012

\*\*\*\*\*

### SECRETARIAL VACANCIES ???

If you know of any secretarial vacancies in your area (district judgeships, circuit judgeships, magistrates, clerk's office, etc.) please let me know as soon as possible. I will then have them printed in our *Newsletter*. I have not had anyone inform me of any vacancies as of yet, but I have had two calls from secretaries who are losing their positions and are desperately seeking information on secretarial vacancies. They are:

Melanie Matesic  
602½ E. Fort Avenue  
Baltimore, MD 21230

Barbara Shimek  
3130 Pierce Street  
Hollywood, FL 33021

Barbara Shimek is looking for a position in Omaha or Lincoln, Nebraska (first choice), or in the Southern District of Florida (second choice).

If you have any information for them as to possible vacancies, please contact me as soon as possible so I can get in touch with them.

Judy Anderson  
c/o Judge Donald P. Lay  
P.O. Box 75908  
St. Paul, MN 55175  
Phone: [612] 290-3838

\*\*\*\*\*

*If you don't have time to do it right,  
when will you have time to do it over??*

*The greatest energy waste is the time and effort  
we expend worrying over things we can't do anything about.*

*You may not be able to change or control people or circumstances around you,  
but your attitude is one thing you can change or control.*

## *Around the Circuits*



### Federal Circuit - Patti Morris, Representative:

This is my first contribution to the *Newsletter* and, first and foremost, I thank **Nancy Bradley** for familiarizing me with the role of a circuit rep. Nancy did a super job as our circuit rep. We all thank her for her efforts!

My first contribution to "*Around the Circuits*" will be short (and hopefully sweet)! Here's the latest:

First, we extend our congratulations (but sad farewell) to **Brenda Mueller**, who left her position as second secretary to Chief Judge Helen Nies to become secretary to Judge Lawrence Margolis of the Court of Federal Claims (i.e., Claims Court). Brenda didn't go too far though - she's on the 7th floor of our building. We see her some - but not nearly enough!

I was offered the position as second secretary to Chief Judge Nies, and accepted. Brenda will be a hard act to follow! I guess you could say I've moved up in the world - both professionally and logistically!

We extend a warm welcome to **Barbara McKnew**, new third secretary to Chief Judge Nies (and 'court floater'). This is the position I left to become second secretary to the Chief. Barbara came from the same law firm in D.C. as Sandy Jansen (Judge Archer's secretary). I sincerely hope that Barbara enjoys the job half as much as I did!

\*\*\*\*\*

### Fifth Circuit - Penny Stautberg, Representative

We have some more new members! Joining us is **Lisa Cabe-Maury**, secretary to Judge Rebecca F. Doherty (W.D. La. - Lafayette), who, incidentally, has a new little girl; **Kathryn Childress**, secretary to Circuit Judge Jacques L. Wiener, Jr., of Shreveport, La.; and **Joyce (Breux) Haley**, secretary to Judge Richard J. Putnam (W.D. La. - Lafayette).

Welcome back to **Linda Weeks**, secretary to Circuit Judge W. Eugene Davis of Lafayette, La.

Our deepest sympathy to **Pam McCasland**, secretary to Circuit Judge Jacques L. Wiener, on the unexpected death of her mother; and to **Rita Mitts**, whose boss, Judge Arceneaux (E.D. La.) passed away April 6. Also,

the wife of Circuit Judge Irving Goldberg passed away (**Donna Hocker** works for Judge Goldberg). And although this does not involve an FJSA secretary, y'all might like to know that the U.S. District Clerk for the So. District of Texas, **Jesse Clark**, passed away April 23 after a year-long fight with leukemia.

On a happier note, **Sandy Baggett**, secretary to Circuit Judge Carolyn King, rode on a Mardi Gras float in New Orleans in the Iris parade! What fun! **Kathy Hulse**, secretary to the late Circuit Judge John R. Brown, went on a Caribbean cruise in March (which I guess means she won't be on ours in October). Hope she had lots of fun. During spring break I (**Penny Stautberg**) took my son camping in Big Bend National Park. This from a woman who believes that roughing it is staying at the Ritz-Carlton! **Linda Weeks**, secretary to Circuit Judge Eugene Davis, went canoeing on the Buffalo River in Arkansas. We wish speedy recovery to **Ann Hawkins**, secretary to Judge David Hittner (S.D. Texas); she had major surgery in mid-April. **Ruth Elkins**, secretary to Chief Judge Henry A. Politz of the Fifth Circuit, moved into her new home. (See what I mean about tidbits of gossip or information? You, too, could see your name in print! Actually, you may think this a bit of over-kill, but at least keep in touch with me about things important to you that you would like to share with others, please.)

In March all the Federal secretaries in Houston got together for a pot-luck lunch. We had a wonderful time, although we still need name-tags since we all don't know the bankruptcy and magistrate secretaries as well as we do FJSA secretaries. We're planning to do this at least quarterly, with our next one planned for June 15.

A quick review of Fifth Circuit statistics: 21 circuit secretaries are members of FJSA, 13 circuit secretaries are not; 53 district court secretaries are members of FJSA; 37 are not. Our membership in the Fifth Circuit has been growing, and I am thrilled, but you can see that we can do much better. I've cajoled, nagged, pleaded, etc., but have reached a dead end. So, it's now up to you - please talk to your friends and urge them to renew their memberships, or join!

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### Tenth Circuit - Lois Elder, Representative

I want to take this opportunity to thank the secretaries of the Tenth Circuit for their friendship and help during the past two years. It has been a pleasure being your

representative. I have enjoyed talking to a number of you and getting acquainted. It certainly proves that Judges' secretaries are special people. If any of you find yourselves in Salt Lake, give me a call, and I'll get the other secretaries together for lunch.

One of our secretaries lost her judge several months ago. She has been trying since then to keep her saved grade, saved pay. She has gone through much heartache and has been "educated" in her quest. We should take advantage of her experience and be aware that this could happen to any one of us. Following is her account:

Death of a judge leaves the secretary virtually helpless. In my case, I had to communicate directly with the AO for information regarding retention, which is neither automatic nor for a period exceeding seven months from date of the judge's death. Severance pay, based upon age and length of government service, lasts for only one year. The saved grade/saved pay plan isn't any help unless one is able to transfer to a position within the court system.

In response to my applications for employment, court offices report that they are overstaffed due to the new staffing policies and budget constraints. One office didn't even have the courtesy to acknowledge my application. My retention ends on May 21, but my story has a somewhat happy ending. Again, through the AO, I learned that because of my length of service, 29 years, I am eligible to retire with a slight reduction in annuity for my age under 55.

**My advice to other secretaries: Pay attention to all AO communications regarding personnel. You may need the information tomorrow!**

I suggest that the Association establish a committee to provide support for displaced secretaries.

If anyone finds themselves in this situation, please call me at (801) 524-4501, and I will give you her telephone number.



### A SENIOR CITIZEN'S LAMENT

Thought I'd have my doctor check me  
'Cause I didn't feel quite right;  
All those aches and pains annoyed me  
And I couldn't sleep at night.

He could find no real disorder,  
But he wouldn't let it rest;  
What with Mailhandler's and Medicare,  
It wouldn't hurt to do some tests.

To the hospital he sent me,  
Though I didn't feel that bad.  
He arranged for them to give me  
Every test that could be had.

I was fluroscoped and cystoscoped,  
And my aging frame displayed  
Stripped upon an ice-cold table  
While my innards were X-rayed.

I was checked for worms and parasites,  
For fungus and the crud,  
While they pierced me with long needles  
Taking samples of my blood.

Doctors came to check me over,  
Probed and pushed & poked around;  
And to make sure I was living,  
They wired me for sound.

They have finally concluded  
(Their results have filled a page)  
That what I have will someday kill me;  
My affliction is OLD AGE!



(Author unknown...probably died of the same cause)

\* \* \* \* \*

**PLEASE NOTE that the recent amendments to the Bylaws are included as pages 7-8 of this issue of the Newsletter. Please remove those pages and place them with your copy of the Bylaws.**

A M E N D M E N T S T O B Y L A W S  
(As amended May 1993)

**FULL-OUT SHEET**  
Please attach the  
1993 amendments to  
your Bylaws as  
amended May 1992.

ARTICLE V--OFFICERS, § 2(a)-(b), (d)-(e). At the end of subsections (a), (b), (d), & (e), add Rule 5 to those Standing Rule(s) mentioned.

ARTICLE V--OFFICERS, § 2(c).

(c) Vice President: The Vice President shall preside in the absence of the President; shall assist the President when called upon; shall chair the Membership Committee; shall serve as the Historian of the Association; and shall perform such other duties as ordinarily pertain to this office. See also Standing Rules 3 and 5.

ARTICLE V--OFFICERS, § 2(f), 1st ¶ on p.4 of present Bylaws.

The Circuit Representative shall enlist membership; collect dues; forward dues to the Treasurer; provide each new member with a copy of the Constitution and Bylaws and Standing Rules; provide the President with a copy of the membership form of any member who has indicated a willingness to be of assistance; provide the Vice President, Secretary, and the Treasurer with a listing of the members' names and addresses; disseminate mailings; distribute ballots; enlist and recommend members for committee assignments; provide the required number of sets of labels for the mailing of newsletters, ballots, etc.; and shall act generally as a liaison between officers and members. See also Standing Rules 3 and 5.

ARTICLE VIII--COMMITTEES, §§ 1 & 3 on pp.5-6 of present Bylaws.

SEC. 1. The President shall appoint the following standing committees, with the approval of the Executive Committee, and shall designate the chairperson, except as provided in subsections (e) and (f) (see also Standing Rules 3 and 5):

(a) Audit Committee, to consist of three (3) members to be appointed no later than May 1. See Sec. 3, this Article. It shall be the duty of this committee to perform audits as provided by Article XIII.

(b) Communications Committee, to consist of five (5) members (the chairperson and one member for each Time Zone) to be appointed no later than December 1. See Sec. 3, this Article. It shall be the duty of this committee to be of assistance to any Board member for contacting the members when time is of the essence to gather or disseminate vital information.



(c) Constitution and Bylaws Committee, to consist of three (3) members to be appointed no later than December 1. See Sec. 3, this Article. It shall be the duty of this committee to review the Constitution and Bylaws and Standing Rules and, in accordance with Article XV, submit any proposed amendments to the Board for approval and to the membership for voting.

(d) Legislative Committee, to consist of three (3) members to be appointed no later than December 1. See Sec. 3, this Article. It shall be the duty of this committee to promote the general welfare and status of judicial secretaries under the law; shall keep abreast of all legislation, directives and other information of interest to the Association; and so far as is practicable shall keep the membership advised.

(e) Long-Range Planning Committee, to consist of three (3) members (one of whom shall be the immediate Past President) to be appointed no later than December 1 who shall serve with the President and President-elect. See Sec. 3, this Article. It shall be the duty of this committee to prepare a program of actions to be taken by the Association for the advancement of judicial secretaries and for the good of the Association. The immediate Past President shall be the chairperson of this committee for a period of one (1) year.

(f) Membership Committee -- reletter paragraph from (b) to (f); also, between 1st and 2d sentences insert: -- See Sec. 3, this Article. --

(g) Nominations and Elections Committee -- reletter paragraph from (c) to (g); also, between 1st and 2d sentences insert: -- See Sec. 3, this Article. --

SEC. 2. [no change]

SEC. 3, line 1 -- between words "of" and "three (3)" insert: -- at least --

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S T A N D I N G   R U L E S

Rule 2.

The Secretary shall notify members of their election to office and, at the request of the President, shall notify members of their appointment to committees or other assignments; shall supervise the maintenance of a roster of members, including court addresses; and shall provide notice of dues changes for inclusion on the ballot.

RULE 5.

Each Board member and committee chairperson shall maintain complete records and shall turn the entire file over to a successor at the Annual Conference, if possible, or as soon as possible after appointment. If a successor is not appointed within six (6) months of the beginning of the fiscal year, then such Board member or chairperson shall turn the entire file over to the Secretary.

## FJSA --1992-'93 Officers

PRESIDENT ----- Helen F. Montieth c/o Judge Bruce M. Van Sickle, P.O. Box 670, Bismarck, ND 58502  
PH. [701]-250-4293

PRES.-ELECT ----- Pamela Dambrava c/o Senior Judge Wilson Cowen, 717 Madison Pl. N.W., #602,  
Washington, DC 20439 PH. [202]-633-5831

VICE PRES. ----- Lael Noble c/o Judge J. Thomas Greene, 350 So. Main St., #222, Salt Lake City, UT  
84101 PH. [801] 524-5646

SECRETARY ----- Judy Anderson c/o Chief Judge Donald P. Lay, P. O. Box 75908, St. Paul, MN 55175  
PH. [612] 290-3838

TREASURER ----- Joan M. Armstrong c/o Senior Judge Murray M. Schwartz, Lockbox 44, 844 King St.,  
Wilmington, DE 19801 PH. [302] 573-6355

## FJSA CIRCUIT REPRESENTATIVES -- 1992-'93

1st Circuit ----- Cynthia Tedeschi c/o Judge Bruce M. Selya, 311 Federal Bldg. & U.S. Courthouse,  
Exchange Terrace, Providence, RI 02903-1755 PH. [401] 528-5170

2nd Circuit ----- Judy Baker c/o Judge Richard J. Arcara, 609 U.S. Courthouse, 68 Court Street, Buffalo,  
NY 14202 PH. [716] 846-5626

3rd Circuit ----- Carole Silver c/o Senior Judge Charles R. Weiner, 6613 U.S. Courthouse, 601 Market  
St., Philadelphia, PA 19106 PH. [215] 923-4450

4th Circuit ----- Barbara Baulding c/o Judge N. Carlton Tilly, Jr., P.O. Box 3443, Greensboro, NC 27402  
PH. [919] 333-5034

5th Circuit ----- Penny Stautberg c/o Judge Jerry E. Smith, 515 Rusk Ave., 12621 U. S. Courthouse,  
Houston, TX 77002-2698 PH. [713] 250-5101

6th Circuit ----- Carol Vinson c/o Judge Robert M. McRae, 921 Federal Building, Memphis, TN 38103  
PH. [901] 544-3200

7th Circuit ----- Anne Rawlins c/o Sr. Judge Myron L. Gordon, 271 U.S. Courthouse, 517 E. Wisconsin  
Ave., Milwaukee, WI 53202 PH. [414] 297-3922

8th Circuit ----- Tammy Borchart c/o Judge James B. Loken, 510 Federal Bldg., 316 N. Robert St.,  
P.O. Box 75848, St. Paul, MN 55175-0848 PH. [612] 290-3972

9th Circuit ----- Marion Clark c/o Judge Albert Lee Stephens, Jr., 312 N. Spring St., #233, Los Angeles,  
CA 90012 PH. [213] 894-3668

10th Circuit ---- Lois Elder c/o Judge David K. Winder, 350 So. Main Street, #235, Salt Lake City, UT  
84101 PH. [801] 524-4501

11th Circuit ---- Rosemary Giachinta c/o Judge Peter T. Fay, 300 N.E. First Ave., Miami, FL 33132  
PH. [305] 536-5974

Fed. Circuit ---- Patti Morris c/o Chief Judge Helen W. Nies, 717 Madison Pl. N.W., Washington, DC  
20439 PH. [202] 633-6570

D.C. Circuit ---- Dee Barrack c/o Judge James L. Buckley, U.S. Courthouse, Third & Constitution Ave.,  
N.W., Washington, DC 20001 PH. [202] 273-0620

Newsletter  
City, Editor Norrine Gardiner c/o Senior Judge Aldon J. Anderson, 350 S. Main, #110, Salt Lake  
UT 84101 PH. [801] 524-5625

**17th ANNUAL FISA CONFERENCE**  
**CRUISE ON THE ROYAL MAJESTY**  
**OCTOBER 8 - 11, 1993**



Wanda tells me space is still available on our conference cruise! For those of you that have not yet decided to join us, do reconsider. Feel free to bring along family members and friends. Camaraderie, relaxation, and fun are the order of the day.

Short vacations are "in." What could be better than combining a vacation and business into a "mini-cruise" that offers diversity and pampering without a long commitment. You might find that the biggest drawback to our cruise is that the adventure will end too quickly. Just when you really know your way around the ship and have gotten into the rhythm of the cruise, it's over. The only antidote is to begin planning next your own, perhaps longer, cruise!

I will, of course, supply each of you with maps and brochures on board ship. For those of you that may have additional questions, there is a Tourist Information Centre at Prince George Wharf (where our cruise ship docks). And for you walkers, there is even a free guided walking tour offered of downtown Nassau.

If you are making a deposit for the first time, you will need to send \$225.00 per person or put your deposit on a credit card. \$25.00 of this deposit is non-refundable. June 1st will be the last day to retain the cabins we are currently holding. After that, bookings will be on a "space available" basis. Remember, final payment must be by check or cash and will include balance of cruise cost, port taxes, gratuity, insurance (if desired and not yet paid) and any additional charges for package add-ons. An invoice will be sent to you for the final charges.

Rates: (based on per person)

Category G - \$615.00 Inside	Baroness/Marchioness	Twin/Double
Category D - \$678.00 Outside	Marchioness	Twin/Double
Cruise <u>only</u> - \$390.00 Inside/\$445.00 Outside		

**NOT INCLUDED:** \$64.00 per person port/govt. tax (subject to increase)

Cruise Coordinators:

Judith D. Woolley, Chair  
 U.S. Court of Appeals, Fed. Circuit  
 717 Madison Place, N.W.  
 Washington, D.C. 20439  
 Phone: (office) 202-633-5909  
 FAX 202-786-6712



Wanda Sunderland, President  
 Carlson Travel Network/360° Inc.  
 3420 Norman Berry Dr., Suite 150  
 Atlanta, GA 30354  
 1-800-554-6003 or 404-768-9260  
 FAX 404-763-8816

Nancy Bradley, co-Chair  
 Phone: (office) 202-633-6570  
 FAX 202-786-6457



Jackie Squires, Registrar  
 (office) 818-710-7791  
 FAX 818-710-7816



*Expert Advice*

*"EVERY NOW AND THEN, go away, take a little relaxation, because when you come back to your work, your judgment will be surer. To remain constantly at work will cause you to lose power of judgment. Go some distance away, because then the work appears smaller and more of it can be taken in at a glance, and a lack of harmony or proportion is more readily seen."*

The author of this advice? Leonardo da Vinci.

*Wouldn't this be a great time to implement this suggestion?  
Fill out the registration form below, and join us in October !!*

REGISTRATION FORM  
17TH ANNUAL FJSA CONFERENCE  
ROYAL MAJESTY CRUISE  
OCTOBER 8-11, 1993

NAME: \_\_\_\_\_  
JUDGE: \_\_\_\_\_  
COURT: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: ( ) \_\_\_\_\_ RETIRED: YES \_\_\_ NO \_\_\_ NO. YRS. OF SERVICE \_\_\_\_\_

\*\*\*\*\*

I plan to attend the 1993 Conference/Cruise aboard the Royal Majesty Cruise ship, and enclose my registration fee of \$12.50. \$ \_\_\_\_\_

I will bring a guest or guests.  
Enclosed is my \$12.50 registration fee for each guest. @ \$12.50 = \$ \_\_\_\_\_

NAME AND ADDRESS OF EACH GUEST:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TOTAL ENCLOSED: \$ \_\_\_\_\_

MAKE CHECKS PAYABLE  
AND MAIL, WITH THIS  
FORM, TO:

JACKIE SQUIRES, REGISTRAR-FJSA  
c/o JUDGE HARRY PREGERSON  
21800 OXNARD STREET, SUITE 1140  
WOODLAND HILLS, CA 91367

REGISTRATION MUST BE RECEIVED NO LATER THAN AUGUST 23, 1993

NOTE: This registration form is a supplement to the form provided by Carlson Travel Network/360°, Inc.



# Newsletter

## Federal Judicial Secretaries Association

Norrine Gardiner, Editor  
350 So. Main Street, #110  
Salt Lake City, UT 84101

August 1993  
Vol. 20  
No. 4

### **P**resident's Message

I start this, my final President's Message, with mixed feelings. I am honored to have been your President and value the opportunity you have given me to work with and for you.

I want to take this opportunity to express my special thanks to the officers and wish you and the new secretary, Victoria Hollard, the very best for 1993-'94:

To Pam Dambrava, President, I offer my congratulations and promise to help in any way I can.

To Lael Noble, President-Elect, who so graciously as Vice President agreed to be the Historian for FJSA. She has worked very hard to bring our history up to date, and hopes to have it ready for us to see at conference in October. That responsibility will now pass to Judy Anderson.

To Judy Anderson, Vice President, who as secretary - also without hesitation - agreed to be the liaison for secretaries of Article III Judges who have had a job loss, and for Circuit Representatives to file new vacancies and new appointments of judges. This responsibility will now pass to:

Victoria L. Hollard  
c/o The Honorable Frederick J.R. Heebe  
C-525 United States Courthouse  
500 Camp Street  
New Orleans, LA 70130

To our Treasurer, Joan Armstrong, who has served in that capacity since 1989. We all owe her a heartfelt thank you.

To our Newsletter Editor, Norrine Gardiner: We are extremely grateful for your expertise, your patience, your reminders of deadlines and need for mailing labels. You make the Newsletter interesting and informative and I am sure spend more hours on FJSA than any officer or circuit rep.

To our Conference/Cruise Chairman, Judy Woolley: Why did you take on such a formidable task? You are incredible!

To the Constitution and Bylaws Committee: I remember asking the present Chair to stay on with the promise that there would be few, if any, changes this year. So much for that promise! But Dorothy Butts and her committee came through with their usual excellent work.

To the Legislative Committee: Rosemary Lightfoot and her committee have done a lot of undercover work. Every time they chip away at an obstacle, we move a little bit ahead. Their combined background and expertise in FJSA is impressive.

To the Nominations and Elections Committee: Again, I probably played down the amount of work involved. I'm sure Linda Haukedahl would take out the word "probably". Again, my thanks to Linda and her committee, with special thanks to Ann Neff for counting and certifying the ballots.

To the Long Range Planning Committee, Susan Scobie, Chair. Thank you for finding your way through new beginnings.

To the Telephone Committee, Nancy Thomas, Chair. I haven't had to call on you this year, but it was comforting to know that you were there in case we needed to get to the members in a hurry.

TO THE CIRCUIT REPRESENTATIVES:

How can I express my thanks for the work you do? Maybe by asking you to do one more thing that will be a big boost to the FJSA? Will you please send me a list of the secretaries in your Circuit, including the name of the judge and court they work for, and mark the ones that are current members? I would like to ask the secretary to make these lists a part of the minutes. If we do this every year, we will have a win/lose record of our members.

Do you feel it is time to divide some of our circuits and have more than one Representative? If so, which ones?

Who among you is going to win the \$50.00 for signing up new members? It will be announced at conference - but - you don't have to be present to win. You don't have to be a Circuit Representative to win, either.

I have been asked to be a facilitator for the Workshop for Judges Secretaries, August 30-31, 1993, in Dearborn, Michigan. Pat Funni and D'Arcy Lietz from the Eastern District of Michigan (6th Circuit) will also be facilitators. Some changes have been made since the pilot workshop in Philadelphia, and I am again looking forward to this opportunity.

I urge each of you to read Volume I, Chapter X, Subchapter 1536.1 of the Guide to Judicial Policies and Procedures, Saved Grade and Saved Pay Plan. 1536.1 has been revised to extend the full provision of this policy to secretaries who accept a lower-graded position in the court for reasons outside the secretary's control, such as death, resignation or retirement of the judge, or the reduction of a judge's staff complement. However, that lower-graded position can be no more than three grades lower than the former position.

As you know, the midwest has had very few days of sunshine this summer - so - I am looking forward more than ever to our conference/cruise. Do they allow palefaces on board?

§ §

SECRETARIAL VACANCIES

Rhonda Knox has contacted me. Her position ended on June 18th. She is looking for a position in either Virginia or Illinois. If any of you know of anything, please contact her at:

317 Begonia Lane  
Chesapeake, VA 23225  
Phone (home): [807] 420-5264

It has been reported to me that a secretarial position for Chief Judge Tjoflat of the Eleventh Circuit will be available on or about September 30, 1993. Judge Tjoflat's address is:

P.O. Box 960  
Jacksonville, FL 32201

- Judy Anderson, Liaison

Following are the results of the recent election of officers and amendments to the bylaws. The newly elected officers and circuit representatives will take office October 1, 1993, and serve through September 30 of 1994. The November *Newsletter* will be the first issue for '93-'94, and each one will list the officers and representatives for that year.

Please note that, while the bylaws amendments passed, the proposed dues increase did not. A dues increase requires the majority vote of the membership eligible to vote, not just a majority of those who return ballots.

Perhaps this is as good a place as any to put in a preliminary "plug" for a dues increase this coming year. Mailing costs and other expenses have increased significantly since the \$10.00 dues were adopted.

OFFICERS	VOTES	NO VOTES
President Pamela Dambava	320	3
Write-in: Judy Anderson	2	
Write-in: Helen Moweth	1	
President-Elect Lael Noble	322	4
Vice President Judy Anderson	325	1
Secretary Victoria L. Hollard	324	2
Treasurer Joan M. Armstrong	326	
Invalid ballots		4
<b>TOTAL BALLOTS</b>	<b>330</b>	

CIRCUIT REPRESENTATIVES	VOTES
1st Cir. Rep. Janice L. Cavaco	15
2nd Cir. Rep. Kathleen M. Kellick	21
3rd Cir. Rep. Carole Silver	28
4th Cir. Rep. Barbara Baulding	29
5th Cir. Rep. Penny Stautberg	35

Dues increase	265	65	0
<b>TOTAL BALLOTS</b>	<b>330</b>		

6th Cir. Rep. Marcia Carter	33
7th Cir. Rep. Mary D. Dickenson	24
8th Cir. Rep. Tammy Borchardt	18
9th Cir. Rep. Donna L. Peck	34
10th Cir. Rep. C. Victoria Wager	28
Write-in: Bobby Smith	1
Write-in: Susan Dory	1
11th Cir. Rep. Jean Shrader	23
Fed. Cir. Rep. Nancy Bradley	18
D.C. Cir. Rep. Kay F. Walkinshaw	13
Invalid ballots	9
<b>TOTAL BALLOTS</b>	<b>330</b>

AMENDMENTS TO BYLAWS:	YES	NO	BLANK
Art. V, Sec. 2(c)	321	4	5
Art. V, Sec. 2(f)	326	2	2
Art. VIII, Sec. 1	317	0	13
Art. VIII, Sec. 1(b)	325	2	3
Art. VIII, Sec. 1(c)	328	0	2
Art. VIII, Sec. 1(d)	328	0	2
Art. VIII, Sec. 1(e)	326	2	2
Art. VIII, Sec. 3	324	0	6
Standing Rule 2	322	4	4
Standing Rule 5	324	0	6

## Around the Circuits



### D.C. Circuit - Dee Barrack, Representative:

I've enjoyed my two years as D.C. Circuit Rep. A word of warning: *Kay Walkinshaw* (our new circuit rep.) just earned her "BO Black Belt" in Tae Kwon Do! Get those dues in pronto!

Herewith my parting news:

Best wishes to *Linda O'Donnell* and *Cathy Vaughn* who will be accompanying boss USCA Judge Ruth Bader Ginsberg when she is elevated to the Supreme Court. Keep in touch, ladies! ©

Our heartfelt sympathy is extended to *Doris Brown*, whose boss USDC Judge Gerhard Gesell passed away in February; also, condolences to *Gloria Fuller*, whose boss USDC Judge George Revercomb died August 1.

We're Grandmothers! (1) Hope Suzannah, born to our daughter Gretchen on April 29, made me a grandmother for the second time! (2) *Kay Walkinshaw* became a grandmother for the first time when daughter Fran gave birth to Jessica on July 7th; and (3) *Joan Journey's* son Bobby presented her with her first grandchild, Brianna Nicole, on July 21st! PHEW!

D.C. Circuit - (continued)

Do you all know that one of the other "loves" of my life is "Jazzercise"? I attended two conventions this spring--the Internatl Convention in Orlando, Mar. 11-14, and a local convention at Virginia Beach, VA, April 30-May 2. Jazzercise founder and CEO Judi Sheppard Missett (our "guru") attended both conventions. I highly recommend this program if you've never tried it!

Jazzercise and the Washington Bullets helped raise over \$15,000 for the American Lung Ass'n of Maryland at the Capital Centre on April 25. Generous contributions by "Dance w/Dee" students, court employees and friends helped me raise \$410 (4th highest in the area)! ☺

Judy Harrigan's (USCA Judge Henderson) son Sean graduated from St. Vincent Pallotti High School in Laurel on May 21st. He will study "Political Economy" at the University of Wyoming.

Peggy Manuel (USCA J. Sentelle) has reason to be proud of son Dennis, who may well be on his way to a singing career. In addition to helping Dematha High School's Chamber Chorus win the "gold" medal in competition in Florida this winter, Dennis was selected as a member of the P.G. County Chorus, which performed at the Kennedy Center. He was chosen to sing with the Maryland State Chorus in Ocean City and, ultimately, was selected to the All East Coast Chorus, which meets once every 2 years and includes approximately 400 voices chosen from 11 states. Dennis is quite the performer, and if you've never heard him sing, you've really missed something. He graduates high school next year and has his eye set on Broadway or Hollywood!

\*\*\*\*\*

Fourth Circuit - Barbara Baulding, Representative

The Fourth Circuit welcomes four new members: **Janice R. Whitmore**, secretary to Judge Marvin J. Garbis (D. of Maryland); **Peggy A. Bogardus**, secretary to Judge Henry M. Herlong, Jr. (D. So. Carolina); **Gladys S. Brothers**, secretary to Judge Terrence W. Boyle (E. Dist. N. Carolina); and **Pearl E. White**, secretary to Sr. Judge James M. Sprouse, U.S. Ct. of Appeals. **WELCOME TO EACH OF YOU!**

A note from **Betty Sibley** reports that she retired as of June 1, 1992, following an accident while jogging which resulted in a severely broken wrist. Betty was secretary to Dist. Judge Thomas S. Ellis, III, E. Dist. of Virginia. Now that she has recovered from the accident, Betty is enjoying retirement. Future plans include moving to the NC mountains and attending FJSA conferences.

Congrats to University of N. Carolina Tarheels, 1993 NBA basketball champions!

\*\*\*\*\*

Fifth Circuit - Penny Stautberg, Representative

I have very little to report this go-around, except to thank those who voted me Circuit Rep. I've enjoyed the position this year, and hope we can improve our membership in the upcoming year, which starts October 1. Get ready for me to start reminding you about dues!

Thanks to **Sherry Taylor** (USDJ Melinda Harmon, S.D. Tex.) from FJSA secretaries in Houston for the wonderful newsletter she puts out monthly, with helpful articles, word processing tips, shortcuts, announcements. **Rita Mitts** (secty to the late USDJ George Arceneaux, E.D. La., who passed away in April) has a position with the Probation Department in New Orleans. Alas, it is not a judicial secretary position, but that may come later if and when any new judges are appointed. At least she was able to stay with the government. We wish her well. **Vickie Hollard** (USDJ Heebe, E.D. La.) has been tournament fishing again.

Sorry -- no further news to pass along, but if y'all don't let me know, I can't print it (maybe that's exactly what you prefer!) Have a great time the rest of the summer.

\*\*\*\*\*

Eighth Circuit - Tammy Borchardt, Representative

Judy Anderson and I would like to thank each of you who attended the FJSA conference in Minneapolis last October. We have received so many positive compliments for our efforts. We enjoyed every minute!

We welcome new members, **Sherrie Thomas Byers**, secretary to Circuit Judge John R. Gibson in Kansas City, Missouri; **Linda Leugoud**, secretary to Dist. Judge Donald Stohr in St. Louis, Missouri; and **Stephanie Williams**, secretary to Dist. Judge Henry Woods in Little Rock, Arkansas. **WELCOME!!**

\*\*\*\*\*

Tenth Circuit - Lois Elder, Representative

On behalf of FJSA, I thank **Ginger Wentz** (formerly secretary to the Late Judge Arraj, Dist. of Colorado) for her assistance in helping a number of secretaries throughout the nation who inquired about losing the position as a judge's secretary. She spent many hours talking to others who had questions about her situation



Tenth Circuit - continued:

after her judge passed away. We thank all who called to inquire about her and to find out more information. We especially thank you, Ginger!

As Ginger expressed in her memo in the April Newsletter, "Pay attention to all AO communications regarding personnel. You may need the information tomorrow."

An unsolicited note was received from Brenda Baker, secretary to Chief Judge Alan B. Johnson of the Dist. of Wyoming. It states:

"I'm puzzled about FJSA's lack of membership. I cannot imagine any person who makes the salary we do not spending \$10 to support our organization. Do we need a certificate? pin? a nudge from the judge? Any reason not to join is incomprehensible to me. It's worth \$10 (or more) to me

just to know what's going on--and why. Medical transcriptionists (AAMT-Modesto, CA) have to pay hundreds of dollars per year and have to qualify by taking a test."

It has always been hard to understand why so many secretaries have not joined our Association. I have talked to several secretaries whose comments have been, "What does it offer me?" An association can only "offer" what each member "offers" to the association. One can either sit back and reap the rewards of others' hard work, or they can become involved by attending the meetings, calling the circuit representative with suggestions, or just a quick call to say "thank you for your help." We all need to become involved.

**YOU ARE IMPORTANT AND CAN MAKE A DIFFERENCE IN THE SUCCESS OF THE ASSOCIATION.**

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.....  
REGISTRATION FORM  
17TH ANNUAL FJSA CONFERENCE/ROYAL MAJESTY CRUISE  
OCTOBER 8-11, 1993

NAME: \_\_\_\_\_  
JUDGE: \_\_\_\_\_  
COURT: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: ( ) \_\_\_\_\_ RETIRED: YES \_\_\_ NO \_\_\_ NO. YRS. OF SERVICE \_\_\_\_\_

\*\*\*\*\*

I plan to attend the 1993 Conference/Cruise aboard the Royal Majesty Cruise ship, and enclose my registration fee of \$12.50.

**MAKE CHECKS PAYABLE  
AND MAIL, WITH THIS  
FORM, TO:**

JACKIE SQUIRES, REGISTRAR-FJSA  
c/o JUDGE HARRY PREGERSON  
21800 OXNARD STREET, SUITE 1140  
WOODLAND HILLS, CA 91367

**REGISTRATION MUST BE RECEIVED NO LATER THAN AUGUST 23, 1993**

NAME AND ADDRESS OF EACH GUEST:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTE: This registration form is a supplement to the form provided by Carlson Travel Network/360°, Inc.

**17TH ANNUAL EISA CONFERENCE CRUISE ON THE ROYAL MAJESTY**  
OCTOBER 8 - 11, 1993

AHOY MATES!

As you know, our conference this year is going to be a "first" for our Association, being held aboard a cruise ship, The M.V. Royal Majesty. Excitement is running high! We want you to share in this experience. A super program is being planned for Sunday, with lots of surprises in store.

For those of you still contemplating, "to sail or not to sail," just jump in -- the water's fine.

**Tentative Itinerary:**

**Friday, October 8:**

**ALL ABOARD**

- |           |   |  |
|-----------|---|--|
| 2:30 p.m. | - | Must board 2 hours prior to sailing            |
| 4:30 p.m. | - | Set sail (all gather on deck)                  |
| 5:15 p.m. | - | Board of Directors/Executive Committee meeting |
| 5:15 p.m. | - | REGISTRATION/CHECK-IN                          |
| 7:30 p.m. | - | Cocktail party sponsored by Royal Majesty      |
| 8:30 p.m. | - | Dinner (late seating)                          |

**Saturday, October 9:**

**FREE DAY**

- |                   |   |  |
|-------------------|---|--|
| 6:30 a.m.         | - | "Eye-Opener" Breakfast (coffee/donuts)         |
| 7:00-10:00 a.m.   | - | Buffet breakfast                               |
| 8:30 a.m.         | - | Arrive Nassau - free time to do as you please  |
| 9:00 & 11:00 a.m. | - | Nassau-Royal Isle (optional side trip)         |
| 1:00 & 3:00 p.m.  | - | Royal Isle - Ship                              |
| 8:30 p.m.         | - | Captain's "Gala" night dinner (after-5 attire) |

**Sunday, October 10:**

**MEETING DAY**

- |                 |   |  |
|-----------------|---|--|
| 6:30 a.m.       | - | "Eye-Opener" Breakfast (coffee/donuts) |
| 7:00-10:00 a.m. | - | Buffet breakfast                       |

**P R O G R A M** (our reason for being here)

- |                            |   |                       |
|----------------------------|---|-----------------------|
| late afternoon and evening | - | "free"                |
| 8:30 p.m.                  | - | Dinner (late seating) |

**Monday, October 11:**

**SHIP TO SHORE**

- |           |   |                      |
|-----------|---|----------------------|
| 8:00 a.m. | - | Arrive Port of Miami |
|-----------|---|----------------------|



**EISA CONFERENCE Registration:**

Jackie Squires, our Registrar, tells me that many who are signed up for the cruise have not yet sent in their Registration Form and Fee (\$12.50, for members only). It's **DUE NO LATER THAN AUGUST 23**. (Conference registration form is on page 5 of this *Newsletter*.)

Out of Harm's Way (a/k/a preventative maintenance):

## HEALTH

### Preventing Illness Aboard Ship

By Karl Neumann, M.D.  
Special to The Washington Post

**C**ruises are healthy vacations. Illnesses and mishaps are rare, most can be prevented, and the leading reasons for passenger visits to ships' physicians are to replace medications left behind at home and to treat sunburn or minor upper respiratory infections. (No, surprisingly, not seasickness.)

Nevertheless, there are precautionary measures to be taken, and who better to give advice than a ship's physician? Ian Entwistle MD, former medical officer of the Queen Mary, Queen Elizabeth and the QE2, says there's much passengers can do to guard against rough crossings:

#### Aboard Ship

Take your medications with you, along with your physician's phone number (you can call from most ships) and medical records pertaining to any chronic conditions. (Most ships do, however, stock common over-the-counter and prescription items.)

In the tropics, forget about tanning and worry about burning. With the sun almost straight overhead, there are more hours of sunlight; reflection of the sun's rays off the water increases your exposure and you can burn in 20 minutes.

Cover up instead of peeling down. Wear loose-fitting, tightly woven, dark-colored cotton garments, which have a sun protection factor (SPF) of more than 1,000. Wear a hat with a broad brim, and good sunglasses.

Take an ample supply of appropriate sunscreens and moisturizing cream from home, and use them. The sun outside and the air-conditioning inside combine to dry out your skin.

Most upper respiratory infections that passengers experience are mild and require no medication and no rest, unless they feel tired. Cough preparations and cold remedies are available aboard ship.

Drink plenty of liquids your first few days in the tropics to replace fluids you lose from excessive perspiration. It takes your body time to adjust to the heat and humidity.

Drink even if you are not thirsty. Thirst also takes a few days to adjust to needs, and insufficient intake causes dehydration and fatigue. The best fluids are water, fruit juices and soft drinks.

Minimize alcoholic beverages, which cause dehydration and are the result of many shipboard mishaps. Also be aware that individuals with drinking problems and with serious psychological conditions do not do well at sea. Many large ships have Alcoholics Anonymous meetings for passengers and crew. Ask the purser.

Watch your step aboard ship, especially the first day, when shipboard mishaps tend to occur. Leave a light burning in your cabin, clear floors of suitcases and other objects, mind the storm step between cabin and bathroom, hold on to safety grips when showering and keep fingers out of doorways. The movements of the ship can slam doors shut.

Wear comfortable, low-heeled, slip-proof shoes. Decks, especially around pools, can get slippery and gangways sometimes slope, which makes walking them difficult. Watch out for bulkheads in passageways.

Beware of overdoing aerobic and other exercises: Many aches and pains result from overindulging in fitness programs.

Notify the medical department of the cruise line if you are coming aboard with a major illness or handicap.

If you require a special diet, notify the cruise line two weeks before sailing. Some special diets are available only on prior notification.

#### Shore Excursions

On cruises, the ship is the haven, not the ports, says Entwistle. "Passengers swarm ashore to be exposed to a broad spectrum of hazards in each and every port they visit. Unfamiliar places, strange customs, often heat and humidity, cars that drive on the 'wrong' side of the road, and, in some places, lurking behind those swaying palms are tropical diseases ready to pounce on unsuspecting holidaymakers." For example:

## HEALTH

HEALTH, From D3

In some ports cruise ships do not pull up to dockside, and getting into and out of ships' launches can be a hazardous pastime, particularly if the ship is anchored in high swells. Let crew members assist you, especially in holding packages. If you have difficulty walking, look for itineraries where the ship pulls up to dockside.

Think twice about renting cars, bicycles and mopeds. In many ports, roads have huge potholes, blind drive-ways and children and animals darting into the road. The safest shore excursions are by bus, next by taxi. Mopeds are especially dangerous.

Generally, cruise ships and ports are not equipped to handle major accidents and illnesses. When problems occur, patients are stabilized aboard ship and then quickly evacuated to appropriate hospitals, at great expense to the individual.

Ask the ship's physician or purser if food and water are safe ashore. In the tropics, be wary of outdoor restaurants and buffets, especially street stalls. Eat raw seafood only in well-recommended restaurants. Consider taking a box lunch and beverage ashore.

Many ships list "safe itineraries" for the ports they visit—for example, places where it is safe to swim. Some beaches have no lifeguards, are polluted and have strong undertows. The fact that local people swim there is no assurance of health and safety for you. Use insect repellents in tropical ports, although ships today generally do not call at ports where tropical diseases are a problem.

#### Seasickness

Seasickness cures abound: folk medicine's ginger root or olives, acupuncturists' leather band to be worn around the arm just above the wrist, ship bartenders' brandy and port or creme de menthe with bitters. Some old salts recommend sailing on an empty stomach, but an old British medical journal says "cold pork and chumney or corned beef and pickles will sometimes stay down when the faintest substances the pantry can prepare are promptly rejected."

In fact, seasickness is a minor problem on most cruises today. Ships have satellite weather reports and radar to avoid choppy seas, stabilize to mini-

mize roll and pitch, and good air-conditioning to eliminate stuffiness and odors that tend to bring on seasickness. Generally, cruises in the tropics and on inland waterways make for the smoothest sailing.

Should rough seas occur, there are effective methods and medications to prevent illness:

In your cabin, lie down, close your eyes and avoid moving your head. On deck, do the same or try keeping your eyes fixed on the horizon.

Apply an ice bag or cold cloth to your forehead and the back of your neck.

Avoid strong odors and spicy or greasy foods that may unsettle your stomach. Get some fresh air.

Never watch or talk to someone who is experiencing seasickness.

Do some slow, deep breathing.

Avoid reading.

Take medication when rough seas are ahead, ideally before symptoms appear. Over-the-counter items available are antihistamines—Bonine, Dramamine, Benadryl and Phenergan. Read instructions for cyproheptadine and to learn about side effects. (Phenergan is available by injection, is very effective in severe cases and is usually stocked by ships' physicians.)

The most effective preventative is scopolamine, the active ingredient in Transderm Scop, the small disks that are placed on the skin behind the ear and are effective for two to three days each. The disks require a prescription but are available from most ships' physicians. (Note that the disks may cause dryness of the mouth, dizziness, drowsiness and, rarely, hallucinations and should not be used by children. Also be sure to wash your hands with soap and water after applying a disk. If you rub your eyes with scopolamine on your fingers, you will experience temporary blurring of vision.)

Wristbands have become very popular preventatives. The bands apply pressure to an acupressure point in the center of the forearm at a distance from the wrist equal to the width of the first three fingers. A commercial band, Seaband, is available for \$14.95 (including shipping) from Seaband International, 550 Lisbon St., Lewiston, Maine 04240, 800-922-0932. Note that two recent studies found about the same incidence of seasickness in individuals wearing bands as in those not wearing them.

Karl Neumann is a pediatrician in Forest Hills, N.Y., who writes about travel and health.

Now, pull up the ladder -- I'm aboard!

## FJSA --1992-'93 Officers

PRESIDENT ----- Helen F. Montieth c/o Judge Bruce M. Van Sickle, P.O. Box 670, Bismarck, ND 58502  
PH. [701]-250-4293

PRES.-ELECT ----- Pamela Dambrava c/o Senior Judge Wilson Cowen, 717 Madison Pl. N.W., #602,  
Washington, DC 20439 PH. [202]-633-5831

VICE PRES. ----- Lael Noble c/o Judge J. Thomas Greene, 350 So. Main St., #222, Salt Lake City, UT  
84101 PH. [801] 524-5646

SECRETARY ----- Judy Anderson c/o Chief Judge Donald P. Lay, P. O. Box 75908, St. Paul, MN 55175  
PH. [612] 290-3838

TREASURER ----- Joan M. Armstrong c/o Senior Judge Murray M. Schwartz, Lockbox 44, 844 King St.,  
Wilmington, DE 19801 PH. [302] 573-6355

## FJSA CIRCUIT REPRESENTATIVES -- 1992-'93

1st Circuit ----- Cynthia Tedeschi c/o Judge Bruce M. Selya, 311 Federal Bldg. & U.S. Courthouse,  
Exchange Terrace, Providence, RI 02903-1755 PH. [401] 528-5170

2nd Circuit ----- Judy Baker c/o Judge Richard J. Arcara, 609 U.S. Courthouse, 68 Court Street, Buffalo,  
NY 14202 PH. [716] 846-5626

3rd Circuit ----- Carole Silver c/o Senior Judge Charles R. Weiner, 6613 U.S. Courthouse, 601 Market  
St., Philadelphia, PA 19106 PH. [215] 923-4450

4th Circuit ----- Barbara Bauding c/o Judge N. Carlton Tilly, Jr., P.O. Box 3443, Greensboro, NC 27402  
PH. [919] 333-5034

5th Circuit ----- Penny Stautberg c/o Judge Jerry E. Smith, 515 Rusk Ave., 12621 U. S. Courthouse,  
Houston, TX 77002-2698 PH. [713] 250-5101

6th Circuit ----- Carol Vinson c/o Judge Robert M. McRae, 921 Federal Building, Memphis, TN 38103  
PH. [901] 544-3200

7th Circuit ----- Anne Rawlins c/o Sr. Judge Myron L. Gordon, 271 U.S. Courthouse, 517 E. Wisconsin  
Ave., Milwaukee, WI 53202 PH. [414] 297-3922

8th Circuit ----- Tammy Borchardt c/o Judge James B. Loken, 510 Federal Bldg., 316 N. Robert St.,  
P.O. Box 75848, St. Paul, MN 55175-0848 PH. [612] 290-3972

9th Circuit ----- Marion Clark c/o Judge Albert Lee Stephens, Jr., 312 N. Spring St., #233, Los Angeles,  
CA 90012 PH. [213] 894-3668

10th Circuit ---- Lois Elder c/o Judge David K. Winder, 350 So. Main Street, #235, Salt Lake City, UT  
84101 PH. [801] 524-4501

11th Circuit ---- Rosemary Giachinta, c/o Judge Peter T. Fay, 300 N.E. First Ave., Miami, FL 33132  
PH. [305] 536-5974

Fed. Circuit ---- Patti Morris c/o Chief Judge Helen W. Nies, 717 Madison Pl. N.W., Washington, DC  
20439 PH. [202] 633-6570

D.C. Circuit ---- Dee Barrack c/o Judge James L. Buckley, U.S. Courthouse, Third & Constitution Ave.,  
N.W., Washington, DC 20001 PH. [202] 273-0620

Newsletter  
City, Editor Norrine Gardiner c/o Senior Judge Aldon J. Anderson, 350 S. Main, #110, Salt Lake  
UT 84101 PH. [801] 524-5625

The November issue of the *Newsletter*  
will be the first for 1993-'94

Please submit news, suggestions, questions or  
comments to your Circuit Representative  
in time to reach the *Newsletter* editor  
(whoever that may be)  
no later than November 1.

Ed. note: As you are probably aware, the *Newsletter* editor is not an elected position, but serves at the request of the President. If any member is interested in this opportunity, let President Dambrava know. A new editor may wish to establish a different schedule.

**Hope to see you all on board the Royal Majesty, October 8!!**

The 1993-'94 membership year begins October 1. Dues must be paid in order for members to be eligible to vote at the business meeting during our October conference.

Let's all become involved in FJSA for the coming year! To join, or renew your membership, complete the form below, and send it with \$10 to your current circuit representative listed on the preceding page. Please inform your circuit representative if you change address.

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