



*A Chapter of the Association of Legal Administrators*

*New Mexico Association  
Of Legal Administrators  
Newsletter*

### **EVENTS & MEETINGS**

August 6 – 12:00 NMALA Board Meeting via ZOOM, everyone's invited

August 12 – 4:00 NMALA Membership Meeting via ZOOM. Sponsor: LexisNexis, Speaker: Monty



**Interesting South Carolina Law**  
At the age of 18, you are now old enough to play pinball.

## **SETTLE, FOHR & LESS Attorneys**



“Either we change the name order or one of us has to go.”

### **National Holidays**

- Aug 03 – National Watermelon Day
- Aug 04 – National Chocolate Chip Day
- Aug 05 – National Underwear Day
- Aug 06 – National Root Beer Float Day
- Aug 07 – International Beer Day
- Aug 10 – National Lazy Day
- Aug 18 – National Fajita Day
- Aug 19 – National Potato Day
- Aug 20 – National Lemonade Day
- Aug 24 – National Waffle Day
- Aug 25 – National Banana Split Day
- Aug 26 – National Dog Day
- Aug 27 – National Just Because Day
- Aug 28 – National Red Wine Day

If you have any topics of interest you would like to learn more about, please let us know!

Email Heather at [heather@doughtyalcaraz.com](mailto:heather@doughtyalcaraz.com)

## Helpful Places on National ALA's Website

Go to [alanet.org](http://alanet.org), from the home Page at the top, click on Online Learning. There are many online tools here to help you:

Elearning, Podcasts, Upcoming Webinars, On-Demand Webinars, Conference Recordings and Solution Series Webcasts. Check it out!

*When defeat comes, accept it as a signal that your plans are not sound, rebuild those plans, and set sail once more toward your coveted goal. – Napoleon Hill*

### 2020 NM United Schedule

08.01 SAT at OKC  
08.08 SAT vs PHX  
08.15 SAT vs COS  
08.19 WED at SLC  
08.22 SAT at SLC  
08.29 SAT at COS



## HELPFUL ZOOM TIPS

Zoom lets attendees get into a video call with or without the host being present. Small groups sometimes like this option because they can have a few minutes to chit-chat before the meeting officially kicks off.

Learn How at <https://support.zoom.us/hc/en-us/articles/115000332726-Waiting-Room>

### CHAPTER OFFICERS

Penimah Silva - [pcs@fbdlaw.com](mailto:pcs@fbdlaw.com) President

Adrian Salazar - [asalazar@rodey.com](mailto:asalazar@rodey.com) President Elect

Lynde Vera - [lvera@indiancountrylaw.com](mailto:lvera@indiancountrylaw.com) Secretary

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Director of Education

Erica Nunez – [enunez@askewwhite.com](mailto:enunez@askewwhite.com) Past President



The Good Ole Days when we could get together.

### **LETTER FROM OUR PRESIDENT**

Dear Members,

A few months ago we had no idea how quickly our work would change as a result of COVID-19. We did not know we would be working remotely and our meetings would soon become Zoom meetings. Our community work would go virtual, our lunch meetings would no longer be in person, we would no longer be able to hug each other. It has been quite an adventure.

We, as leaders of our organizations, adapt quickly to change, we jump into the front lines and take action to ensure our law firms are set up to succeed, our lawyers and staff have what they need to work remotely, and most importantly, we have each other to lift each other up and support one another.

On behalf of the Board of the NMALA, we appreciate your commitment and involvement with our Chapter and ask for your continued support during this unprecedented time.

Sincerely,  
Penimah Silva

### **RECOMMENDED READING**

Here is a book recommended by Michael Allosso. He did the keynote speech for the 2020 CLI last month. The book is "Whale Done!: The Power of Positive Relationships" by Ken Blanchard.

### **TRY THIS 1-MINUTE BREATHING EXERCISE TO BOOST BLOOD OXYGEN AND PRODUCTIVITY**

Professional yoga therapist Felice Rhiannon uses this one-minute breath practice whenever she's feeling frazzled or restless. It is a centering activity based on a slow inhalation and an incremental increase in the length of exhalations.

Inhale to the count of two  
Exhale to the count of two  
Inhale to the count of two  
Exhale to the count of three  
Inhale to the count of two  
Exhale to the count of four  
Inhale to the count of two  
Exhale to the count of five

Repeat several times, then return to your normal breathing. Your improved breathing will help regulate the oxygen flow in your blood, making you more alert. With a sharper focus, you can stay on task and make fewer mistakes, saving you time in the long run.



## NMALA BUSINESS PARTNERS

Platinum Sponsor  
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Midway Office Supply  
HUB International

Silver Sponsors  
Employer's Pro  
Advantage  
Letherer Insurance  
Sabio Systems  
LexisNexis

## DID YOU KNOW: BUSINESS PARTNER

Chris Jalbert—Lexis Nexis

1. How long have you been associated with the NMALA? This is our first year.
2. What is the best memory of the NMALA? Covid 19, I have no memories yet because we just partnered and then Covid 19 hit. Looking forward to some!
3. What is the name of your company and what do you do? LexisNexis. We provide legal research and productivity tools to law firms.
4. What do you love most about your job? I love working with lawyers and firms of all sizes. The law has always interested me.
5. What are your hobbies and interests? Golf, fishing and travel
6. Who inspires you? My family.
7. What is your favorite food? Anything NEW MEXICAN.
8. What was the first concert you ever attended? I think it was RUSH at Tingley.
9. What is something that we don't know about you? I am from Los Alamos, but have not lived in the state since 1986.
10. Did you binge watch anything during quarantine? Yellowstone.
11. If you didn't binge watch anything, what did you do to pass the time during quarantine? Too many puzzles.

## COVID-19 CASES AUGUST 3, 2020

	<u>CASES</u>	<u>DEATHS</u>
Worldwide	18M	689K
United States	4.77M	157K
New Mexico	21.016	654

## COVID-19 Things to Remember:

WASH YOUR HANDS!

Avoid close contact

Cover coughs and sneezes

No, you shouldn't go to a COVID-19 party!

Exercising outdoors is considered low risk

Stay home if you are not feeling well

Find a trusted source when looking for information

At this time there is no evidence that pets can spread COVID-19

## DID YOU KNOW: MEMBER Monty Morton— Rodey Law Firm

1. How long have you been a member of the NMALA? 33 years.
2. What is your best memory of the NMALA? Too many to pick just one.
3. Where do you work and what is your role? Rodey—Executive Director.
4. What do you love most about your job? The people I work with, working to maintain the financial security of the firm.
5. What are your hobbies and interests? Reading (primarily fiction), bothering Shelli and Gale, college football, major league baseball, and being a lifelong learner.
6. Who inspires you? My maternal grandfather was my role model and mentor.
7. What is your favorite food? Steak.
8. What was the first concert you ever attended? Chicago (the band) in Lubbock, TX.
9. What is something that we don't know about you? I'm really 6'2".
10. Did you binge watch anything during quarantine? I didn't quarantine much, but did watch a few seasons of "Homeland" with my daughter.
11. If you didn't binge watch anything, what did you do to pass the time during quarantine? Reading.

## Easy At-Home DIY Projects that make a big difference during quarantine:

1. Change the hardware on your cabinet doors.
2. A fresh coat of paint on anything makes things look new and fresh.
3. Make over your closet—Donate those items that you said you would wear and still haven't.
4. Install new light fixtures.
5. Organize the garage.
6. Make a backyard oasis.
7. Start Gardening.
8. Repair window and door screens.
9. Rearrange pictures hanging on the wall or replace them.
10. Paint a piece of furniture to give it a new look.
11. Paint moldings and Trim.
12. Paint your front door.
13. Make your home a smart home.

Aug 2020 ▾						
SUN	MON	TUE	WED	THU	FRI	SAT
26 87° 68°	27 86° 68°	28 86° 66°	29 89° 66°	30 91° 68°	31 92° 68°	1 92° 68°
2 92° 68°	3 93° 67°	4 93° 67°	5 92° 67°	6 92° 68°	7 Avg 88° 66°	8 Avg 88° 66°
9 Avg 88° 66°	10 Avg 88° 66°	11 Avg 88° 66°	12 Avg 88° 66°	13 Avg 88° 66°	14 Avg 88° 66°	15 Avg 87° 65°
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30 Avg 86° 63°	31 Avg 86° 63°	1 Avg 85° 63°	2 Avg 85° 63°	3 Avg 85° 62°	4 Avg 85° 62°	5 Avg 84° 62°



## DID YOU KNOW: BOARD MEMBER

### Lynde Vera—Secretary

1. How long have you been a member of the NMALA? 3 years
2. What is your best memory of the NMALA? Erica who has taken me under her wing.
3. Where do you work and what is your role? Barnhouse Keegan Soliman & West, LLP, Legal Administrator.
4. What do you love most about your job? My amazing work family, the overall experience of being an administrator, being an advocate for employees and doing my best to understand individual situations and solve problems.
5. What are your hobbies and interests? Reading, crafting, gardening, volunteering, scrapbooking, Pinterest. My daughter's and I turned the spare bedroom into a craft room.
6. Who inspires you? My daughters inspire me to strive for more. They've made me into a fighter, enrich my life and put things into perspective. They are my greatest achievement, hardest challenge and purpose in life.
7. What is your favorite food? Italian.
8. What was the first concert you ever attended? This will give away my age, but my first concert was Boys II Men at Tingley Coliseum.
9. What is something that we don't know about you? I'm extremely shy.
10. Did you binge watch anything during quarantine? I didn't have time for TV during quarantine.
11. If you didn't binge watch anything, what did you do to pass the time during quarantine? Besides being one of two people in the office while everyone worked remotely, I began or finished projects at home. I created a comfortable backyard entertainment space (for when we can get together again), painted and made a craft room, started to redo our waterfall, bought and maintained a swimming pool and spent quality time with my kiddos. Oh, and my daughter and I both graduated. Our family surprised us with a drive-by parade.

Since it is National Dog Day on the 26<sup>th</sup>, here is a picture of Erica's dogs, Bocitos and Nugget. Please share pictures of your furry friends to Erica for future newsletters. Pets offer much needed companionship during COVID-19 along with a host of mental and physical benefits.



## HOW TO MAKE AN ORIGAMI DOG FOR NATIONAL DOG DAY

