

Minutes of the South Carolina Roster Administrators
Meeting Date: Tuesday March 16th, 2010

Location: McAngus Goudelock & Courie, LLC
700 Gervais Street
Suite 300
Columbia, SC
Host: Nelda Canada

Attendees:

1. Michael J. Cerkez, Haynsworth Sinkler Boyd (HSB), MCerkez@hsblawfirm.com
2. Laurie Jennings, Nelson Mullins, Laurie.Jennings@nelsonmullins.com
3. Jay-Jay Flanagan-Grannemann, McWhirter, Bellinger & Associates, PA (MBA), jayjay1971@gmail.com
4. Nicole Wright Frey, HSB, NFrey@hsblawfirm.com
5. Sheri Neely, Law Office of Daryl G. Hawkins, LLC (LODGH), sneely@dghlaw.net
6. Kim Harbison, LODGH, kharbison@dghlaw.net
7. Nelda Canada, McAngus Goudelock & Courie, LLC (MGC), ncanada@mgclaw.com
8. Sharon P. Hyland, Nexsen Pruet, SHyland@nexsenpruet.com

Michael called the meeting to order at approximately 1:14 p.m. after everyone assembled a lunch plate. Thanks were offered to Nelda and MGC for providing the wonderful spread.

There were no changes to last month's minutes.

Michael confirmed that no one has heard any more from David Hamilton at SCCCROD. It appears that the organization's website is not being updated, as the Spring meeting dates listed are for 2009. Discussion continued regarding the guerilla marketing campaign suggested at the February meeting. While attendees at the February meeting felt a notice should be sent to SCCCROD's leaders as a courtesy letting them know our plans to contact the Clerks directly before any such communications are sent out, attendees at this month's meeting felt strongly that that would not be necessary. A press release or open letter to the Clerks directly appears to be the preferred method at this time. **Members: if you have any comments or suggestions regarding this issue, please submit them to any of the officers, BEFORE Tuesday's meeting if possible.**

Laurie and Jay-Jay relayed that the organization's EIN/TIN (Employer Identification Number/Tax Identification Number) has been procured, so we can move forward with procuring a web domain and designing a website. Michael asked for volunteers to form a website team. Kim will print out some predesigned website templates for our consideration; Sharon will offer some options for a logo. Jay-Jay will start a rough draft

of a mission statement and Nicole will help her out so that something can be presented to the membership within the next couple of months.

Michael suggested that now that the group has settled into a routine and a set roster of members and we are all generally “up to speed” on the nuts and bolts of roster searching, we should set a specific topic to discuss at each monthly meeting. **If you have any nominations for topics to be covered, please email them to Michael and copy Laurie and Jay-Jay.**

For a short period of time between meetings, the Dorchester County Motions rosters were posted in a different place from the other rosters, but they are now in the CMS where you would expect to find them.

A couple of counties have recently cancelled rosters. It was suggested that, when known, a note should be added to the header of the roster providing the date on which the term would be rescheduled. *E.g.*: The term of court for May 7 has been cancelled; it will be rescheduled for May 28.

It was again reiterated that we should not rely upon information in the Notes column of any roster without verifying the information with the Clerk’s office. Most of the Clerks’ offices are telling our members that information in that column is for their internal use only and is not to be relied upon by outside parties. A recent example was a roster that said cases or Motions were “completed” without using proper legal terminology like “dismissed,” “stayed,” “continued,” or “resolved.”

Nelda noted that the rosters were designed for the convenience of the courts, not us as end-users. She suggested that we include something in our mission statement about this issue. Nelda also suggested we might want to write Justice Toal, the Bar Association, the Clerks of Court, the Trial Lawyers Association, Court Administration, the Chief Administrative Judges, and anyone else who might be able to help to make our case for allowing non-lawyers to receive emails of roster notices from the Clerks’ offices to allow for more efficient operations. She also suggested a general letter of introduction to these groups might be in order so that they are all aware of our existence and how we can help them.

A reminder: Berkeley County is publishing rosters on Friday for foreclosure hearings being held on Monday, the next business day. Beware! Laurie is trying to send a special email to the membership on Friday as soon as that roster is posted, but if your firm has foreclosure cases in Berkeley County, please remember to keep an eye on this one in case Laurie and Michael are both out on Friday, as Jay-Jay does not have access to her SCRA emails until the evening.

The biggest problem members brought to the table for March was disappearing rosters. A number of rosters were posted and checked by members and then disappeared. We discussed the best way to document these instances. Some members print a PDF file of

every roster they check, while at least one physically prints every roster and another makes a written log of every roster she sees and reviews.

Michael mentioned that he is going to be profiled in *Carolina Paralegal News (CPN)* at some point in the future. His written interview and article have been completed and approved. He also mentioned that the *CPN* reporter wants to do a follow-up interview with Laurie about SCRA, since our first article was over a year ago (in case anyone missed it: <http://www.sclawyersweekly.com/archives/pdf/sc/08/CPNJan2009.pdf>).

Michael has been discussing our organization more with Don Michel, the Charleston County Jury Docket Coordinator. He is going to try to bend his Clerk's ear about SCRA so that perhaps we can leverage our good relationship with him for an introductory meeting or correspondence with Ms. Armstrong.

Nelda suggested we try and come up with something we can offer "the powers that be" to make meeting with us and working with us more attractive to them. She suggested trying to procure a grant for a statewide roster training officer. Since we have been told that there is not even a manual about the CMS, that would be a wonderful place to start.

Sharon asked if anyone is using any specific docketing software. Laurie has stated in the past that Nelson Mullins has such software, but they don't make much use of it. Most of the remaining members present stated that they just use Outlook. Sharon said Nexsen Pruet had a meeting with a representative for American LegalNet's eDockets software and the firm is investigating it further. Hopefully she will keep us updated on what they find in case other members might be interested in considering it.

Our next meeting is scheduled for April 20th, 2010 at Nexsen Pruet with Sharon Hyland as host. The May meeting (May 18th, 2010) will be held at the Law Office of Daryl G. Hawkins, LLC with Kim Harbison and Sheri Neely as hosts. Please mark your calendars and plan to attend both meetings, as we need your input into our Mission Statement, logo, By-laws, etc. All contributions are welcome!

We are still seeking other locations for future meetings. Remember: lunch does *not* need to be provided; we just need a conference room, but would prefer to have a computer, Internet hookup, screen, and teleconference capability if possible. Please contact Michael at the email address above if you are interested in hosting a future meeting. Thanks!

The meeting was adjourned at approximately 2:08 p.m.

Respectfully submitted,

Lay-Lay Flanagan-Grannemann

Secretary
South Carolina Rosters Administrators
04/18/2010