

OFFICIAL NOTICE

**August 2023, First Quarterly Conference
Legal Professionals, Incorporated**

TO: Governors, LPI Officers, LPI Committee Chairs, Members-at-Large, LSI/LPI Past Presidents, and LPI Honorary Members

The First Quarterly Conference and Board of Governors Meeting of LEGAL PROFESSIONALS, INCORPORATED, will be hosted by Legal Professionals Incorporated from August 11, 2023, through August 13, 2023, in Costa Mesa, California.

HEADQUARTERS: Hilton Orange County
3050 Bristol Street
Costa Mesa, CA 92626
(800) 445-8667 Telephone

HOTEL RESERVATIONS: By Phone: 1-800-HILTONS
Online: [Hotel Reservations](#)

**ROOM DEPOSIT
REQUIRED:** None

**DEADLINE FOR HOTEL
RESERVATIONS:** July 20, 2023 (no room rate guarantee after this date)

RATES: \$179.00 per night (single/double)
Tax and Fees for room rates 11.464% per room
per night = 199.52 per night

**PARKING CHARGE PER
DAY:** Self-Parking - \$20 per night

CHECK-IN/OUT: Check-in time is 4:00 p.m.; Check-out time is 11:00 a.m.

HOTEL AMENITIES: Free WIFI, Fitness Center, Business Center, Outdoor Pool, On-Site Dining and Room Service.

Rooms include coffee makers.

Free Hilton Shuttle to/from John Wayne International Airport (Orange County/Santa Ana Airport (SNA)). The shuttle leaves John Wayne International Airport at 15 and 45 minutes past the hour. The shuttle leaves the Hilton every 30 minutes. The first shuttle leaves at 5:45 am and the last shuttle leaves at 10:45 pm.

ON-SITE DINING OPTIONS: Bristol Palms California Bistro, Bristol Palms Pizza Bar, 24-hour Room Service

NEAREST AIRPORT: Orange County/Santa Ana Airport (SNA) (John Wayne International Airport) is 2.7 miles and a 6-minute drive from Hilton Orange County/Costa Mesa.

This Conference **has not** been designated as a remote location.

SCRIP TICKET: \$205 (includes registration, Saturday and Sunday Continental Breakfast, Saturday Roundtable Luncheon, and Saturday banquet; \$215 after July 10, 2023.

The Friday Night Optional Event will be Bingo. The fee will be \$30. (Taco Bar)

Individual tickets may be purchased as follows:

- Registration: \$ 30.00
- Registration after 07/10//23: \$ 40.00
- *Saturday Continental Breakfast: \$ 30.00
- Roundtable Luncheon: \$ 40.00
- *Banquet: \$ 75.00
- * Sunday Continental Breakfast: \$ 30.00

*Registration is not required to attend these functions
All online registrations include a \$5.00 convenience fee.

DEADLINE FOR REGISTRATION: Postmarked by July 10, 2023

NO REFUNDS AFTER: 5 pm. on July 10, 2023

REGISTRATION INFORMATION:

Registration and payment available online at:
[Conference Registration](#)

TRANSPORTATION

Hotel is located at 3050 Bristol St, Costa Mesa, CA. The hotel is in the heart of the I-405/Routes 73/55 intersection, 5 minutes from the Orange County/Santa Ana Airport (SNA) (John Wayne International Airport).

Flying:

Orange County/Santa Ana Airport (SNA) (John Wayne International Airport) is 2.7 miles and a 5-minute drive from the conference location. There is a free hotel shuttle service.

Train:

Amtrak: <https://www.amtrak.com/home.html>

Schedule of Events for August Quarterly Conference

Friday, August 11, 2023		
Time	Event	Location/Notes
8:30 AM – 12:00 PM	Executive Committee Meeting	President's Suite
8:30 AM – 12:00 PM	Education Council Meeting	Catalina 1 – Lobby Level
9:30 AM – 12:00 PM	Publications Revision Committee Meeting	Bristol 1 – Lobby Level
1:30 PM – 5:00 PM	Joint Leadership Meeting	Catalina 1 – Lobby Level
1:00 PM – 5:00 PM	Registration	Catalina Foyer – Lobby Level
1:00 PM – 7:00 PM	Exhibitors	Catalina 2 – Lobby Level
6:00 PM – 7:00 PM	Welcome Reception	Garden Terrace Lobby - Level (Outdoors)
7:00 PM – 9:00 PM	Optional Bingo Night and Nacho Bar	Catalina 1 – Lobby Level

Saturday, August 12, 2023		
Time	Event	Location/Notes
8:00 AM – 3:00 PM	Registration	Catalina Foyer – Lobby Level
8:00 AM – 2:00 PM	Exhibitors	Catalina 2 – Lobby Level
9:00 AM – 10:30 PM	Board of Governors Meeting (First Session)	Catalina 1 – Lobby Level
11:00 AM – 12:00 PM	Continuing Education Committee Seminar: “AI in the Court Reporting Industry – Beware Before you Schedule” Speaker: Mary Pierce	Bristol 1 or Bristol 2
11:00 AM – 12:00 PM	Legal Technology Training Seminars: “Citations” Speaker: Bethany Ensz	Bristol 1 or Bristol 2
12:15 PM – 1:15 PM	Roundtable Luncheon and EC Resume Discussion (doors open at 12:00)	Catalina 1 – Lobby Level
1:45 PM – 2:45 PM	Continuing Education Committee Seminar: “Deposition Subpoenas for Business Records, Notice to Consumers, Custodian Declarations” Speaker Jim L. Ayer, Vice President, Titan Legal Services, Inc.	Bristol 1 or Bristol 2
1:45 PM – 2:45 PM	Legal Technology Training Seminars: “Table of Authorities” Speaker: June Hunter	Bristol 1 or Bristol 2

3:15 p.m. - 4:15 p.m.	Continuing Education Committee Seminar: “The Nuts and Bolts of a Multi-Million Dollar Settlement: How to Maximize Your Recovery in a Personal Injury Case: Speaker Kevin McDonough, Esq. Morey & Upton LLP	Bristol 1 or Bristol 2
3:15 p.m. - 4:15 p.m.	Continuing Education Committee Seminar: “Real Estate 101” Speaker: Vivian Shreve, CCLS, Chair California Certified Legal Secretary	Bristol 1 or Bristol 2
6:00 PM – 6:30 PM	Pre-Banquet Reception	Garden Terrace – Lobby Level (Outdoors)
6:30 PM – 8:30 PM	Banquet	Catalina 1 – Lobby Level
8:30 PM – 10:00 PM	Music/Dancing and Networking (Toast Hosting Association)	Catalina 1 – Lobby Level
Sunday, August 14, 2023		
Time	Event	Location/Notes
9:00 AM – 10:30 AM	Board of Governors Meeting (Second Session)	Catalina 1 – Lobby Level

GENERAL CONFERENCE CHAIR:

Rod Cardinale, Jr. (408) 461-0972
President@legalprofessionalsinc.org

REPORTS OF OFFICERS AND CHAIRS

All officers and chairmen **must** submit a written report for this meeting. E-mail your report in MS Word format to LPI Administrator Kim Oreno, CAE, and LPI President Rod Cardinale, Jr., by **Thursday, July 20, 2023**.

OFFICIAL CALL TO LPI OFFICERS AND CHAIRS

DETERMINATION OF QUORUM

In order to determine whether a quorum will be present at the meeting, each Governor must advise the LPI Executive Secretary in writing or by e-mail whether the local association will be represented by a Governor or Governor Pro Tem.

OFFICERS AND CHAIRS OFFICIALLY CALLED

Only the four elected officers are required to give an oral report. If any appointed officer or Chair wants to give an oral report, please advise the LPI President before August 1, 2023.

First Quarterly Conference – August 11-13, 2023 – Costa Mesa, CA

- All Elected and Appointed Officers
- All Members of the Education Council
- All Marketing Committee Members

Editor-in-Chief, PRCLinda Lane, CCLS
 Editor, The Legal Professionals Handbook Lisa De La O
 Editor, Law Office Procedures Manual..... Elizabeth Adame, CCLS

Submit Expense Claims to LPI Treasurer, Erika Garduño (treasurer@legalprofessionalsinc.org) no later than Thursday July 27, 2023.

Dated: July 17, 2023

Bettina Jacobson

Bettina Jacobson, LPI Executive Secretary