

OFFICIAL NOTICE

**November 2023, Second Quarterly Conference
Legal Professionals, Incorporated**

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

The Second Quarterly Conference and Board of Governors Meeting of LEGAL PROFESSIONALS, INCORPORATED, will be hosted by Legal Professionals Incorporated and Santa Clara County LPA from November 10, 2023, through November 12, 2023, in Santa Cruz, California.

HEADQUARTERS: Hilton Santa Cruz/Scotts Valley
6001 La Madrona Drive
Santa Cruz, CA 95060
(831) 440-1000 Telephone

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

ROOM DEPOSIT REQUIRED: None

DEADLINE FOR HOTEL RESERVATIONS: October 10, 2023
(no room rate guarantee after this date)

RATES: \$189.00 per night (single/double)
Tax and Fees for room rates is \$27.10 per room per night = 216.10 per night

PARKING CHARGE PER DAY: Complimentary

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.

ON-SITE DINING OPTIONS: Stonehouse Bar & Grill, 24- snack shop as well as 24-hour Room Service

NEAREST AIRPORT: San Jose Mineta International Airport (SJC).

This Conference has not been designated as a remote location. Preferred mode of transportation from airport to hotel is Lyft/Uber.

SCRIP TICKET:

\$210 (includes registration, Saturday and Sunday Continental Breakfast, Saturday Roundtable Luncheon, and Saturday banquet; \$220 after October 10, 2023.

The Friday Night Optional Event will be making Mason Jar Lanterns. The fee will be \$35. (Nacho Bar included)

Individual tickets may be purchased as follows:

Registration:	\$ 30.00
Registration after 10/10//23:	\$ 40.00
*Saturday Continental Breakfast:	\$ 35.00
Roundtable Luncheon:	\$ 45.00
*Banquet:	\$ 80.00
*Sunday Continental Breakfast:	\$ 35.00

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

**DEADLINE FOR
REGISTRATION:**

October 10, 2023

NO REFUNDS AFTER:

5 pm on October 10, 2023

**REGISTRATION
INFORMATION:**

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

TRANSPORTATION

There is no hotel shuttle, however both Uber and Lift are available. Please consider sharing a ride from the airport.

Flying: San Jose Mineta International Airport (SJC) is 28 miles and a 33-minute drive from Hilton Santa Cruz/Scotts Valley.

Schedule of Events for November Quarterly Conference

Friday, November 10, 2023		
Time	Event	Location/Notes
8:30 AM – 12:00 PM	Executive Committee Meeting	Executive Boardroom
8:30 AM – 12:00 PM	Education Council Meeting	Forest I and Forest II
9:30 AM – 12:00 PM	Publications Revision Committee Meeting	Sequoia
1:30 PM – 5:00 PM	Joint Leadership Meeting	Forest I and Forest II
1:00 PM – 5:00 PM	Registration	Elevator Landing Foyer
1:00 PM – 7:00 PM	Exhibitors	Forest III
6:00 PM – 7:00 PM	Welcome Reception	Forest I, Forest II, and Forest III and Veranda (Weather Permitting)
7:00 PM – 9:00 PM	Optional Event will be making Mason Jar Lanterns and a Nacho Bar	Forest I, Forest II, and Forest III and Veranda (Weather Permitting)
Saturday, November 11, 2023		
Time	Event	Location/Notes
8:00 AM – 3:00 PM	Registration	Elevator Landing Foyer
8:00 AM – 2:00 PM	Exhibitors	Forest III
9:00 AM – 10:30 PM	Board of Governors Meeting (First Session)	Forest I and Forest II
11:00 AM – 12:00 PM	Continuing Education Committee Seminar: “Ethical Issues and Virtual Remote Work” Speaker: Alison Buchanan, Esq, Hoge Fenton	Forest I

11 AM – 12:00 PM	Continuing Education Committee Seminar: “Reasonings & Ethics” Speaker: Vivian Shreve, CCLS LPI California Certified Legal Secretary Chair	Forest II
12:15 PM – 1:15 PM	Roundtable Luncheon and EC Resume Discussion (doors open at 12:00)	Forest I and Forest II
1:45 PM – 2:45 PM	Continuing Education Committee Seminar: “Judicial Ethics and the Commission on Judicial Performance” Speaker: Greg Dresser, Director-Chief Counsel for the Commission on Judicial Performance	Forest I
1:45 PM – 2:45 PM	Legal Technology Training Seminars: “Ethical Considerations in E-Discovery” Speaker: June Hunter	Forest II
3:15 p.m. - 4:15 p.m.	Continuing Education Committee Seminar: Ethics for Legal Professionals” Speaker: Hon. Sunil R. Kulkarni, Santa Clara County Superior Court	Forest I
3:15 p.m. - 4:15 p.m.	Legal Technology Training Seminars: “Redactions in Adobe” Speaker: June Hunter	Forest II
6:00 PM – 6:30 PM	Pre-Banquet Reception	Forest I, Forest II, and Forest III and Veranda (Weather Permitting)
6:30 PM – 8:30 PM	Banquet	Forest I, Forest II, and Forest III and Veranda (Weather Permitting)

8:30 PM – 10:00 PM	Music/Dancing and Networking (Toast Hosting Association)	Forest I, Forest II, and Forest III and Veranda (Weather Permitting)
Sunday, November 12, 2023		
Time	Event	Location/Notes
9:00 AM – 10:30 AM	Board of Governors Meeting (Second Session)	Forest I, Forest II, and Forest III and Veranda

GENERAL CONFERENCE CHAIR:

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

Vivian Shreve (408) 813-8272
SCCoLPA President
President@sccolpa.org

REPORTS OF OFFICERS AND CHAIRS

All officers and chairs **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, October 19, 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 on or before October 23, 2023.

Second Quarterly Conference – November 11-13, 2023 – Santa Cruz, CA

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

Submit Expense Claims to LPI Treasurer, Erika Garduño
(treasurer@legalprofessionalsinc.org) no later than Thursday, October 26, 2023.

Dated: September 11, 2023

Bettina Jacobson

Bettina Jacobson, LPI Executive Secretary