

NEW YORK CITY BAR



EVENTS

SMALL LAW FIRM LUNCHEON

The Necessities of Opening Your Own Practice

If you are thinking about opening your own practice or have done so recently, this is a program you cannot miss. Our panel will address a number of important issues faced by attorneys who begin their own practices. Some of the important topics our panel will cover include: finding clients, choosing the correct area of practice, finding office space, choosing the right equipment and supplies for your practice, setting up bank accounts and effectively handling tax issues. This program is aimed at recent and soon-to-graduate students and newly admitted attorneys, as well as attorneys looking to go out on their own.

Thursday, May 22, 2008
12:30PM - 2:00PM

Moderator:
Olivera Medenica, Esq.
Wahab & Medenica LLC

Speakers:
Mark A. Josephson, Esq., CPA, CFP,
CFE
Murray & Josephson, CPAs, LLC

Michael C. Rakower, Esq.
Law Office of Michael C. Rakower, P.C.

**Registration by May 15 is
necessary. The fee, which includes
lunch, is \$25 for members; \$35 for
non-members. Please register
online at: www.nycbar.org.**

Sponsored By:



New York City Bar
www.nycbar.org

Small Law Firm Center

May 2008 NEWSLETTER

A NOTE FROM THE SLFC DIRECTOR...

**"He who wishes to secure the good of others,
has already secured his own."
- Confucius**

During the past few weeks I have spoken with many solo and small firm practitioners who are interested in expanding their areas of practice in view of the continuing economic downturn. If you are on your own, it is often difficult to get mentoring and training necessary to become proficient in a new practice area. While taking a couple of CLE courses may be helpful, it is certainly not enough to gain confidence and competency needed to represent clients. Over the years, I have found that one of the best ways to gain a working knowledge of a new area of the law is to participate in a pro bono project. The City Bar Justice Center has provided quality legal assistance to the public for decades through a series of its excellent programs. These programs include the following projects:

1. The Immigrant Women and Children Project with an Anti-Trafficking Component;
2. The Refugee Assistance Project;
3. The Pro Bono Consumer Bankruptcy Project;
4. The Elderlaw Project;
5. The Legal Clinic for the Homeless;
6. The Neighborhood Entrepreneur Law Project;
7. The Cancer Advocacy Project;
8. The Uncontested Divorce Project;
9. The Contested Divorce Clinic; and
10. The Legal Hotline.

Just recently, in the Spring of 2008, the City Bar Justice Center is partnering with the Federal Reserve Bank of New York to create the Lawyers Foreclosure Intervention Network (LFIN). LFIN will strive to help distressed homeowners by recruiting and training volunteer attorneys who will provide free representation to low and moderate income homeowners faced with mortgage debt problems which threaten their homes. The training for this project is scheduled for June 18 and June 19 at the New York City Bar. If you are interested, please email cbockner@nycbar.org.

Wishing Everyone a Productive Month of May,
Alla Roytberg, Esq.

AN INVITATION FROM THE NYC BAR LEGAL REFERRAL SERVICE

The Legal Referral Service warmly invites you and your guests to dance with us and enjoy the delicious food, drink, and company of lawyers and friends at the New York City Bar Association on June 12th from 7:00 to 11:00 pm. This year we have the pleasure of bringing you music that will include a wide range of tastes to embrace many dancing styles.

*LRS Dance Party June 12, 2008 from 7 - 11 p.m.
Price of \$75 per person includes hors d'oeuvres/Buffer until 9:00
Wine and Beer is also included in the price of admission*

The New York City Bar Association
42 West 44th Street
New York, NY 10036

EVENTS

NYC BAR EVENTS OF INTEREST

Dealing with Debt: A Public Forum on Consumer Credit

Thursday, May 08, 2008 6 pm

2008 Professional Development Workshop Series

New Ethical Challenges for Rising Attorneys

Thursday, May 15, 2008

Breakfast/Registration 8:00 am-8:30 am

Workshop 8:30 am- 10:00 am

2 transitional and non-transitional NY MCLE ethics credits will be granted.

Smart Marketing - II

Smart Marketing: Ready! Aim!

Fire! - Targeting

Thursday, May 15, 2008 8:30 am -10 am

Annual Meeting of the Association

Wednesday, May 28, 2008 6 pm

CLE PROGRAMS OF INTEREST

The Dirt on Ground Leases

Monday, May 5, 2008 6-9PM

Current Developments in Commercial Division Practice

Tuesday, May 6, 2008 6-9pm

Article 81: Certified Training For Guardians, Court Evaluators & Attorneys for Alleged Incapacitated Persons

Wednesday, May 7, 2008 9am-4:30pm

Video Replay: Cybersleuth's Guide to the Internet: Super Search Engine Strategies for the Legal Professional

Friday, May 16, 2008 9am-12pm

SAVE THE DATE!

June 19, 2007 12:30 - 2:00pm
Small Law Firm luncheon

BUSINESS OPPORTUNITIES THROUGH THE ASSOCIATION'S LEGAL REFERRAL SERVICE

New York City Bar
www.nycbar.org

ABA BOOK OF THE MONTH



Regular Price:
\$221.00

Member Price:
\$187.85

Start or grow your practice with **The Lawyer's Toolkit**. This package, valued at over \$425, includes four essential, comprehensive resources for managing your practice and developing your clients.

THE LAWYER'S TOOLKIT includes **four** essential, comprehensive resources for managing your practice and developing your clients. It contains:

- **Attorney and Law Firm Guide to the Business of Law, Second Edition** - learn how to create an easy and practical system for developing and implementing a workable and realistic business plan that can be used - and adapted - constantly.
- **Letters for Lawyers: Essential Communications for Clients, Prospects, and Others, Second Edition** - simplify the task of communicating with clients, prospects, and others with these sample letters, announcements, survey forms, press releases, and more.
- **How to Capture and Keep Clients: Marketing Strategies for Lawyers (audio CDs)** - the best and most innovative solo and small firm lawyers share their secrets approaches, and strategies to assist you in asking for business, partnering with other lawyers, branding your firm, building a virtual law firm, and other activities for growing your firm.
- **Exercise Your Options: Evaluating, Selecting and Budgeting Case Management Software (audio CD and course materials)** - increase your firm's profitability, efficiency, and client satisfaction with products that are designed specifically for law firms and the way they work. After listening to this program and reading the course materials, you will be able to: calculate return on investment; perform a needs assessment for legal-specific software; identify the practice management software options that fit your practice; and create an effective budget for software that meets your needs.

Please note, that this price does not include shipping/handling and taxes, charged by ABA. To order books please email aroytberg@nycbar.org

BENEFITS FOR SOLOS AND SMALL FIRMS

A BRIEF LIST OF LIBRARY RESOURCES FOR SOLOS AND SMALL FIRMS

- *Westlaw and Lexis available in Library free to members;*
- *Remote and Library electronic access to law reviews and/or journals Via HeinOnline;*
- *Numerous print treatises and forms also in CD format;*
- *Library server-based access to Matthew Bender treatises/forms and McKinney's Forms;*
- *Remote access to limited Westlaw forms;*
- *Copy service fax and e-mail (PDF) requests;*

For Further Information - Click here <http://www.nycbar.org/Library>

To reach the reference desk call (212) 382-6666

SMALL LAW FIRM FACILITIES: A UNIQUE FREE BENEFIT TO MEMBERS

Attorney Work Space

Mon-Thur 9:00 a.m. - 8:30 p.m.
Fri 9:00 a.m. - 6:30 p.m.
Sat 10:00 a.m. - 3:30 p.m.

Conference Room

Mon-Thur 9:00 a.m. - 8:30 p.m.
Fri 9:00 a.m. - 6:30 p.m.
Sat 10:00 a.m. - 3:30 p.m.

NOTE: *Attorney Work Space is available on a walk-in basis, except during the hours of 12:00 p.m. and 2:00 p.m., when it requires advance reservations. The Conference room can be reserved for 2 hour intervals daily except during the hours of 12:00 p.m. and 2:00 p.m., when it is unavailable. If you wish to reserve a conference room during those times. To make a reservation contact the reference desk of the Library at (212) 382-6666 or email rnrvis@nycbar.org.*