

M A R C H 2 0 2 0



Spring Seminar & Annual Meeting Edition

Join Us in Sheridan, Wyoming
April 17th & 18th

Accommodations

A block of rooms (double or king) has been reserved at the Holiday Inn Sheridan for Friday and Saturday nights. This hotel offers two restaurants, a lounge, a pool/hot tub, a fitness room, a full-service spa, room service and more! Call (307) 672-8931 to make a reservation and mention you are with LAW to receive the special rate!

Social Event

The Carriage House Theater has kindly reserved us a block of tickets for a performance of Steve Martin's *The Underpants*. This high-speed comedy is a bawdy, innuendo-laden, verbal joust. Show begins at 7:30 on Friday, April 17th. Tickets are \$12.00 each. Please reserve tickets at least two weeks prior to the show – all unreserved tickets will be released to the general public!



Explore Sheridan!

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Spring Seminar & Annual Meeting Agenda

Sheridan County Fulmer Library
(The Inner Circle Room)
335 W. Alger Street, Sheridan Wyoming

Friday, April 17th

12:30 – 1:00 – Registration

1:00 – 2:00 – Casey Terrell

“The Struggle is Real: A Legal Assistant’s Guide to Thriving with Millennial Coworkers”

2:15 – 3:15 – Jeremy Michaels

“Avoiding Pitfalls and Potential Malpractice: Navigating the Filing of Wrongful Death and Governmental Claims in Wyoming”

3:30 – 4:30 – Michael Lansing

“Business Entities and Other Boring Stuff”

~Break for Dinner on Your Own ~

7:15 – Meet at the Carriage House Theatre for Social Event
(Tickets Required)

Saturday, April 18th

9:15 – 10:15 – Wendy
Sweeney

“Ethical Hot Water – How to Avoid Getting Burned”

10:15 – 11:15 – Christopher
Sherwood

“Estate Planning and Administration Basics”

11:30 – 1:00 – Annual
Meetings & Elections
(Lunch Provided!)

Schwartz, Bon, Walker & Studer
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141 S. Center Street, Suite 500

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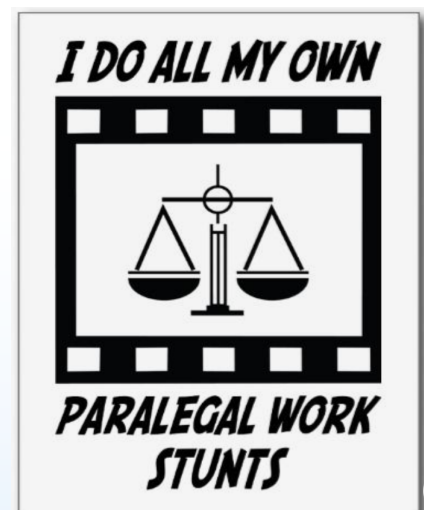
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COVID-19 Information & Advice

LAW is dedicated to following protocols and mandated procedures related to large gatherings in light of the COVID-19 pandemic. At this time, we are moving forward with the seminar as scheduled, but monitoring the situation closely and will advise of any changes in scheduling or modality as time and the situation progresses.

In the meantime, the CDC has provided the following suggestions for maintaining health:

- I. Steps to Protect Yourself:
 - **Wash your hands** often with soap, for at least 20 seconds, especially after you've been in a public place, or after you've blown your nose, coughed or sneezed.
 - If soap and water is not readily available, **use hand sanitizer with at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they are dry.
 - **Avoid touching your eyes, nose and mouth** with unwashed hands.
 - **Avoid close contact** with people who are sick.
 - Put **distance between yourself and other people** to deter the spread of COVID-19. This is especially important for people who are at a high risk of getting sick.
- II. Steps to Protect Others:
 - **Stay home if you are sick!**
 - **Cover your nose and mouth** with a tissue if you cough or sneeze.
 - **Throw used tissues** in the trash.
 - Immediately **wash your hands** with soap and water after you cough or sneeze for at least 20 seconds or use hand sanitizer.
- III. Clean and Disinfect:
 - **Clean AND disinfect** frequently touched surfaces daily, such as doorknobs, light switches, countertops, telephones, keyboards, etc.

www.cdc.gov