



**Long Island**  
Chapter

**Save the Date:** May 13, 2011 8:30a.m. to 10:30 a.m.  
*ALA Managing Partners' **Breakfast***

## Give Yourself the Gift of Time

**Reduce Management Stress and Make Time for Business Development**

### Proven Strategies for Enhancing Business Development

*Presentation by*

**Bruce Libman**

*Founder and President*

*Total Networking and Consulting  
Clients for Life*

### Who Should Attend:

- Managing Partners, Attorneys and Legal Administrators
- Law Firm Administrators who seek to network, enhance skills and gain access to new resources

Co-hosted by: **CBS Coverage Group, Inc. and Israeloff, Trattner & Co., P.C.**

**Panel of Managing Partners** (*hear what other managing partners have to say*)

Moderators: **Bruce Libman**, *Clients for Life* and **Rita Thompson**, *CLM ALA Region 1 Communications officer*

**TOPICS:** Success stories of the ALA network  
Optimizing your administrator's effectiveness  
ALA's connection to educational resources

**WHY ATTEND:** Increase your time for business development  
Enhance communications between partners and administrators  
Expand your administrator's network

**LEARN:** The value of having an administrator involved in the ALA network  
Strategies for developing new business and referrals  
How to enhance an administrator's effectiveness and skills

### **\$45 per attorney**

No cost for Office Administrators accompanied by an Attorney

### **Cold Spring Country Club**

East Gate Drive  
Huntington, NY 11743  
Friday, May 13, 2011  
8:30 a.m. to 10:30 a.m.

### **For Reservations:**

Contact: Karen Goldberg  
website: [www.alalongisland.org](http://www.alalongisland.org)  
Phone: (516) 747-0300 x134  
email: [kgoldberg@meltzerlippe.com](mailto:kgoldberg@meltzerlippe.com)