



SUMMER 2020
VOLUME 23 NUMBER 2

PRESIDENT'S ADDRESS

By Debbie Peterson, RPR

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Dear MAVRC Members,

COVID-19 has turned our working and personal lives upside down! I hope you are staying safe and adjusting to working and living remotely. The new norm for the world is shelter at home, masks, gloves, PPE, hand sanitizer and so many unknowns.

The MAVRC Board has had a small break in meetings due to COVID-19. We will have our first Zoom (another new norm) meeting the middle of May. We will be discussing resources that we could provide our members with during this pandemic. We will also be discussing options for our fall convention. We might be looking at a Zoom fall convention.

MAVRC is working with Anoka Technical College and continuing DiscoverSteno classes via Zoom. It is working quite well and we are able to answer all questions regarding opportunities in the court reporting profession.

The Official Reporters and Teamsters 320 reached a tentative agreement with State Court Administration in April. There are so many budget predictions looming out there. We will undoubtedly be in for a difficult year (or years) of



Debbie Peterson

hiring freezes or other possible cutbacks or reductions.

Justice Gildea issued Emergency Executive Order No. 20-33 on April 9, 2020. That order states, in part, the following: "Effective immediately, the provisions in the Rules of Criminal Procedure and the Rules of Civil Appellate Procedure that allow a party to request a paper copy of a transcript prepared for an appeal are suspended until further order of this court. See

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Minn. R. Crim. P. 28.02, subd. 9(a); Minn. R. Civ. App. P. 110.02, subd. 2(b). Court reporters shall deliver an electronic copy of the transcript and shall not prepare or deliver a paper copy of the transcript for an appeal, to the extent that such paper transcript has not been delivered as of the date of this order.” This, of course, has a financial impact on reporters and changes how we operate. Before COVID-19, this scenario was discussed at a Judicial Council meeting when they were discussing transcript rates.

There is so much information available on various websites regarding COVID-19. I did see a few quotes that I think are worth sharing. “Ok, but honestly, how privileged are so many of us that during a global pandemic, we can just stay warm at home, reading, working, still being educated, creating, talking to our loved ones, with little worries and a fridge stocked with food? Do remind yourself to be grateful today.” “Make sure what people catch from you is positivity, gratitude and self belief.” “Be kind.”

Keep in mind that the end of the quarantine was just announced. It will be Octembruary 47th ☺.
STAEU SAEUF! STAEU STROPBG!

Debbie Peterson, RPR
2019-20 MAVRC President
Prior Lake, MN

**MAVRC
Mission Statement**

The mission of MAVRC is to promote the use of stenographic reporters to capture the record in depositions and courtrooms and to provide closed captioning and CART services.

STENOPALOOZA!

By Deanna Oaks, RPR

As summer approaches and we’re all stuck inside or otherwise isolated, NCRA prepared webinars to keep us motivated and positive. This year’s Stenopalooza was entirely online, and it was an energizing adaptation to the traditional conferences we all attend.

I brewed some tea, popped in some headphones, and sat in pajamas while streaming the event in the comfort of my own home. In the wake of all that has happened this year, Stenopalooza on the couch was a wonderful refresher of all that is great in our profession.

There were, of course, several sessions to choose from and each one was educational and uplifting. Everything from captioning to videography was covered, and each one offered the attendants a chance to ask questions of the presenters.

The first session was given by Max Curry, NCRA’s current president, all about the climate of fear and how not to get ensnared within the grasp of the unknown. Considering the circumstances, this was a much needed

start to the day’s journey. Stenopalooza reminds us that we have an opportunity in the midst of all the uncertainty. It’s a time for reassessing, recommitting, revamping, rejuvenating, and realizing our full potential. This unpredictable time allows us all the chance to advance our careers through technology and further our education while potentially gaining additional certifications. While not everyone has identical ambitions and desires, the overlying sentiment was opportunity. The webinars gave insight into how we are faced with new innovative ways of attending legal proceedings while capturing the record and maintaining our custodianship over official matters in a time when so many things are changing, and it’s up to us to take charge.

Stenopalooza was a wonderful reminder that we have always faced adversity, and we will prevail again as the elite and unparalleled guardians of the record.

Deanna Oaks is a freelance reporter in Minneapolis, Minnesota, and serves as a director-at-large on MAVRC’s Board of Directors. ■

NEW NCRA CERTIFICATIONS FOR MINNESOTA REPORTERS



NEWLY CERTIFIED REPORTERS (As of May 1, 2020)

Congratulations to **Jayne M. Carriker, RPR, CRR, CRC**, St. Michael, Minnesota, who recently passed the CRR (Certified Realtime Reporter) certification!

BECOMING A PUNCTUATION GURU - THE USE OF THE HYPHEN

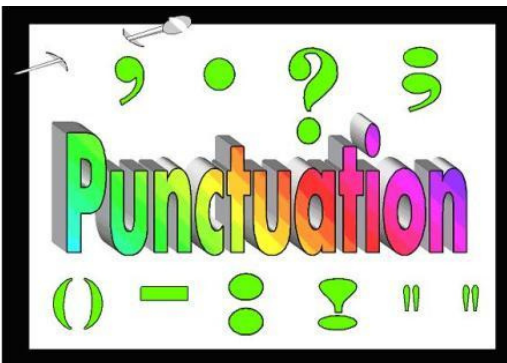
By Jackie Young, RPR, DSA

As all good reporters know, one of the main goals behind punctuation is to make the transcript easily readable and to convey the true meaning of what was said. The hyphen is a punctuation mark used to clarify language, join words, and to separate syllables of a single word. It should not be confused with dashes, which are longer and have different uses. The term hyphen comes from the ancient Greek words *hypó hén*, meaning ‘in one’ or ‘under one’ and referred to a small line placed under two letters to indicate they belonged to the same word. Over time this evolved into the modern hyphen.

Throughout history, various word combinations have evolved through their frequent use from being two separate words to being hyphenated and, ultimately, if used long enough with a single meaning, they become one word. The word basketball and baseball are two such examples. As in other areas of punctuation style, authorities do not always agree on the rules, and your only complete guide is an up-to-date dictionary. If the word shows up in your transcript frequently, you may want to look it up in more than one dictionary as well as check other sources to ensure you have the correct form. In general, however, if the noun is not listed in the dictionary, treat the components as separate words, and always aim for clarity and readability when considering whether to add the prefix and make a solid word or to hyphenate the combination.

It also does not help the situation when a word is in “flux,” so to speak, between being hyphenated and becoming one word or is a newly created word altogether. In other words, they are still undergoing their transition phase. As an example, the Associated Press removed the hyphen from “e-mail”

but left the hyphen in “e-commerce” and “e-business”. Over time words can become open compounds, closed compounds, or even hyphenated compounds, and where they are in that process is anyone’s guess. The word *coffeehouse* is a great example. It can be spelled three different ways and still be acceptable: *coffeehouse*, *coffee house*, and *coffee-house*. Regardless of which way you choose to write it, you should be consistent throughout your transcript. Because there is not room to list every possible hyphenated word in the dictionary, it is best to aim for clarity and readability when deciding whether to make it one word or to hyphenate the combination.



Some solid and hyphenated compound nouns closely resemble verb phrases. When used as a noun, it should be written as one word. Examples: “A *breakdown* in communications” versus “when communications *break down*,” or “a thorough *follow-up* of the report” versus “to *follow up* the report thoroughly”, or “a high school *dropout*” versus “don’t *drop out* of high school.”

Many compound nouns ending in *up* are solid, especially if the first part of the compound is one syllable. Examples: *backup*, *breakup*, *checkup*, *lineup*, *lockup*, *makeup*; but you should hyphenate *follow-up*, *hang-up*, *shake-up*. Most compound nouns ending in

the word *in* are hyphenated: *break-in*, *check-in*, *drive-in*, *lead-in*, *stand-in*. Most compound nouns ending in *out* are not hyphenated.

The following is a list of rules that you should try to keep in mind whenever you are questioning whether a word should be hyphenated.

Rule No. 1 - Two or more words used as a single adjective are commonly hyphenated but not if they are an adjective and a noun.

Examples: a *motion-picture* theater versus the *motion picture* was playing at our local theater. I have a *full-time* job versus my job is *full time*.

Rule No. 2 – Words combined with adverbs to express a single meaning are commonly hyphenated and so are all combinations beginning with *self*.

Examples: a *drive-in*, a *mix-up*, *self-preservation*, *self-confidence*. However, if the word *self* is the root word, make it a solid word, such as *selfish*, *selfless*.

Rule No. 3 – Adverbs combined with adjectives are commonly hyphenated unless they end in *ly*.

Examples: a well-known fact, the best-loved flowers, a fast-moving train versus a thoroughly known fact or dearly loved flowers or a rapidly moving train.

Rule No. 4 – Compound numbers from twenty-one through ninety-nine are always hyphenated, but numbers that precede words like hundred and thousand are never hyphenated except as compound adjectives.

Examples: sixty-seven, thirty-two million people, five hundred dollars, and a five-hundred-dollar car.

Rule No. 5 – Fractions are generally hyphenated. Examples: one-fourth of a mile, three-sixteenths of an inch, a one-inch ruler.

Rule No. 6 – A hyphen is used to indicate that a word has been divided at the end of a line for reasons of space. Divide words between two syllables, generally between double consonants, after prefixes or before suffixes, or at another clear break in sound. Do not divide a word after or before a single letter.

Rule No. 7 – Hyphenate the prefix to the word when the word is a proper noun (capitalized).

Example: He is expected to arrive sometime in mid-July.

Rule No. 8 – Hyphenate certain vowel combinations that do not normally exist in the language or that form combinations that are difficult to read. The vowel combinations *aa* and *ai* do not exist in words, so when adding a prefix, those word combinations should be hyphenated. Other vowel combinations such as *ee*, *ei*, or *ea* are more common and do not need to be hyphenated.

Examples: anti-inflammatory drug, intra-abdominal, preemployment, preapplication, reapply, reorganize.

Rule No. 9 – Do not hyphenate civil, military, and naval titles of two or more words. Examples: Chief of Police Reider, Attorney General Ellingson, Vice President Pence.

Rule No. 10 – Hyphenate compound titles containing *ex* or *elect*. Examples: ex-President Young, Vice President-elect Carrow.

Rule No. 11 – Add the suffix *-like* to form a solid word for regular words unless the word ends in two l’s.

Examples: lifelike, childlike, bell-like, ball-like.

Rule No. 12 – Add the suffix *-wise* to make a solid word for regular words: lengthwise, edgewise, clockwise, environmental-wise, safety-wise.

Rule No. 13 – Hyphenate a compound noun that repeats, rhymes, or simply changes a vowel, such as no-no, walkie-talkie, flip-flop.

Rule No. 14 – Generally hyphenate a compound noun that is made up of a letter-word combination: A-frame, U-turn, V-angle, T-intersection.

Rule No. 15 – Always hyphenate two nouns when they signify that one person or one thing has two functions. Examples: secretary-treasurer, clerk-typist.

There are a number of other rules governing hyphens that I have not covered here, so the best advice I can give you is, “*When in doubt, look it up!*”

A Conundrum of the English Language

Among versus Amongst? Both *among* and *amongst* are prepositions used to describe something in the midst of, in the company of, surrounded by, or in association with. Since you can use *among* and *amongst* interchangeably, why do they exist? As it turns out, the only difference is the length of time that they have been in use. *Among* is from Old English and the word *amongst* is actually a newer term that became more popular with the rise of Middle English. Through the years *among* has gained a stronger foothold globally in English-speaking nations,

particularly in the United States.

One particular use for *amongst* would be writing historical fiction. Given the word’s popularity during the Middle Ages, it may seem more in line with the historical book’s character than using other more traditional lingo. Another possible preferential use for *amongst* would be writing for an international audience. *Amongst* is more popular in England, Canada, and Australia. *Among* is the preferred choice when writing for an American audience or for daily content such as news articles, reports, or business communication.

While there may not be a major difference between *among* and *amongst*, there is an appropriate time to use one or the other instead of the word *between*. *Among* and *amongst* describe a collective grouping or set of relationships, such as “The yellow roses bloomed brightly among a sea of red-flowered plants.” You should only use *between* when highlighting a one-to-one relationship, as in, “The rose bush was wedged between two rocks and did not thrive.”

Did You Know?

A number of common, everyday phrases that are still used today can be attributed to William Shakespeare. Some examples include the following: lie low (*Much Ado About Nothing*), green-eyed monster (*Othello*), heart of gold (*Henry V*), fair play (*The Tempest*), break the ice (*The Taming of the Shrew*), it’s all Greek to me (*Julius Caesar*), and wild goose chase (*Romeo and Juliet*), just to name a few.

Jackie Young is a freelance reporter from Delano, Minnesota, and is a member of MAVRC’s Publications Committee. ■

NO PANTS? NO DRIVE? NO PROBLEM!

By Crystal Joos

The past couple of months have been an adjustment for everyone as we take on COVID-19. We are dealing with unprecedented restrictions in our daily lives. As students of court reporting, my classmates and I have needed to make some changes in how we approach our education, as have our teachers. The Anoka Tech team has worked extremely hard to make it as easy a transition as possible. Jennifer Sati told us a crude version of a plan they were already devising before quarantine was even implemented.

Our classes have moved from the brick-and-mortar classroom to the online Zoom room. This was a slightly difficult step because we have all had to up our technology game. Our teachers had to adapt their lesson plans and tests into a format that would be conducive to the online platform. Students and teachers have had to deal with home equipment and services that might not be up to snuff. After a couple hiccups and several tests, things are running smoothly.

I reached out to my classmates to see how they were all dealing with the new experience, and the response was overwhelmingly positive. Of course, there are some hurdles that most, if not all, of us have had to deal with. Everyone reading this knows what court reporting school is like, and it can occasionally be demoralizing especially if you happen to be struggling with a certain speed.

One of the best benefits to a physical school location is that you get the opportunity to see your classmates for the chance to vent

and commiserate with each other. Throughout our time in school, we form bonds with our classmates and we learn how to pump each other up when we are struggling. Without that mandatory five hours a week together, you start to lose touch and become isolated. It also becomes more of your own responsibility to keep yourself motivated and accountable to your practice hours. This is not always a successful endeavor, but at least you don't have to wear pants.

These two issues aside, the biggest problem people seem to be dealing with is how to keep their nosy pets and kids busy while they are supposed to be in class or practicing! So enough of the downers. I have compiled a few quotes from my classmates about their experience that really look on the positive side of life. Here's to silver linings!

"It's been an easier transition than I expected. Testing from home has immensely calmed my text anxiety. The hardest part has been keeping my cats out of the room! I'm also a big fan of the controlled environment where I don't have to worry about noises around me. That was always a big problem for me! One small noise in the hallway could throw me off a test completely." - Shelby Lane

"The transition to online classes has been positive for me. The instructors have done a nice job keeping expectations high but reasonable. When everything else in the world has been uncertain, court reporting school has been the one constant that I've looked forward to." - Jamie Ward

"Transitioning to online schooling has been a process but I think in life

in general, and court reporting in specific, going with the flow and adapting to changes is what makes you successful. I miss my classmates and teachers, but I am adapting well." - Dina Kunin

"I've found it easy to transition, but hard to be away from other students to chat (or commiserate) with in between classes. And finding a quiet place with kids around can be difficult. I do like testing online because I'm able to start when I'm ready, and I only have myself to worry about without looking around the room at others." - Erin Watson

"I was initially nervous about the transition. What would speed tests look like? How would I keep the rest of my family quiet during class time? But I had nothing to worry about. Jennifer, Jane, and Deb created an online program overnight and showed the students how important our success was to them with a new system that runs smoothly. I've replaced my commute with additional practice time and learned quickly that when necessary silence can easily be bought in the form of candy and iTunes gift cards for my kids." - Lisa Wurtinger

"The transition to online learning has gone remarkably smooth because of all the tireless hours our instructors have put in with the students' best interests in mind. This was not an easy task, but we are appreciative for their hard work and resources like Zoom so that we can continue learning, building speed, and testing. Although I miss the social aspect of school, seeing my instructors and friends every week, there are some benefits to learning at home. I have

eight extra hours a week to practice because I am no longer commuting to school. During the stay-at-home order, I have more time to practice, which is crucial for building speed and passing tests." - Emily Deutsch

"I would say it's been a big adjustment going to online, but it's also helped me become a bit closer and appreciate the support group I have in my Real-time class!" - Chelsea Lubbers

Crystal Joos is a reporting student at Anoka Tech and a member of MAVRC's Publications Committee. ■



LOOKING FOR ST. CLOUD BUSINESS COLLEGE/RASMUSSEN COLLEGE ST. CLOUD, MINNESOTA, COURT REPORTING GRADUATES

By Linda Schwenzfeier, Retired

I am gathering names and contact information
for SCBC/Rasmussen St. Cloud
court reporting graduates.

Please email your information
and that of others you know
who may have moved out of state to:
Linda Schwenzfeier, Lschwenz01@aol.com
or call (320) 250-3108.

Submitted by Linda Schwenzfeier

Retired MAVRC member

PROFILE OF A BOARD MEMBER

By Mary Johnson, RPR, CRR, CRC

MAVRC Q: What is your name?

A: Mary Johnson.

MAVRC Q: Where did you go to court reporting school and when did you graduate?

A: Rasmussen Business College, graduated in 1988

MAVRC Q: Any particular people who have influenced you in choosing court reporting as a career or helping you during your career?

A: A court reporter came to a business class I took as a senior in high school and demonstrated what she did. I immediately checked into it and started court reporting school right out of high school. I have always appreciated the advice, encouragement, and help from the more experienced court reporters I have worked with or that I have met through seminars, training, and NCRA/MAVRC. As I have gained that experience, I have tried to pay it forward to help and encourage the newer reporters coming into the profession.

MAVRC Q: Where have you worked since graduating and what type of work do you do now?

A: I worked as a freelance court reporter upon graduation for the first year of my career. I then got hired in Hennepin County as an Official Court Reporter for Judge Mary Davidson and worked there for five years. In 1995, I transferred to the First District in Dakota County and worked for Judge Karen Asphaug for five years. In 2000, I transferred to Scott County in the First District to get closer to home and worked for Judge Mary Theisen until she transferred to Dakota County in 2008. I then began working for Judge Caroline Lennon in Scott County and have held that position until present. I have been an Official Court Reporter in the state of Minnesota for just over 30 years.

MAVRC Q: What type of steno machine and court reporting software do you use?

A: Currently, I have a Stenograph Diamante and CaseCatalyst software.



Mary Johnson

MAVRC Q: Do you produce your work all on your own or do you use scopists or proofreaders?

A: I do all of my own work.

MAVRC Q: Do you have any tips for other reporters about work habits or routines?

A: I keep a current list of all transcripts that need to be prepared so that I can double-check that I am not forgetting a transcript request. Keep ahead of the transcript requests as you never know when a rush transcript or a long transcript will get ordered. I always try to get transcripts completed a few days ahead of deadline, which isn't always easy! The most important

piece of advice I can give court reporters is to stay up-to-date with all of the technology in the court reporting profession and don't be afraid to make yourself the best court reporter you can be.

MAVRC Q: Do you have a few favorite briefs to share?

A: As an Official Court Reporter, you can very quickly identify the many players in the courtroom by using letters on the left bank with the right bank. As an example, D-right bank for Defendant; PO-right bank for probation officer; DP-right bank for deputy; PL-right bank for Plaintiff; G-right bank for guardian; U-right bank for an unidentified speaker. I have many more that I can share with you if you contact me. I have given these short identifiers to many new reporters and interns, and it helps them greatly to adjust to the many people appearing in the courtroom.

MAVRC Q: Are you a member of the National Court Reporters Association? If so, what credentials have you earned through NCRA and how do you earn your continuing education credits?

A: Yes, I am a member of NCRA. I have the RPR, CRR, and CRC. I do online courses that focus on realtime but also attend MAVRC and other seminars for continuing education.

MAVRC Q: Do you recall when you joined MAVRC or approximately how long you've been a member?

A: I have always been a member of MAVRC.

MAVRC Q: When did you become a board member of MAVRC and when does your current term end?

A: I became a board member last year.

MAVRC Q: How often does the board meet and do you meet in person or somehow electronically?

A: The MAVRC board generally meets monthly in person, but some board members choose to connect via phone if they cannot attend.

MAVRC Q: On a more personal note, what's your hometown and where do you live now?

A: I grew up in Jordan, MN. I now live on a lake near Le Center, MN.

MAVRC Q: Tell us about your family and friends, activities you do with them, your interests outside of work.

A: I have been married to my wonderful husband, Paul, for 31 years. We have twin boys who are 25 years old, Jeremy and Jacob. Jeremy is a software developer, and Jacob will graduate from pharmacy school in May and just got hired at his first pharmacist job. I love being outdoors, on the lake. I enjoy running and kickboxing, gardening, and spending time with family and friends.

MAVRC Q: How do you balance your work and your home life?

A: Sometimes it's hard to balance work and home life when busy with transcripts, but I try to use my time wisely so that I do have some time completely away from work. Working in the courts, we hear very complex, sad, disturbing cases, and I try to forget about what I have heard all day and focus on life away from the courthouse.

MAVRC Q: Anything else you'd like to tell us about yourself?

A: I love the challenge of being a court reporter. No day is the same. It is a very interesting profession, and I have enjoyed the past 30 years of court reporting. ■

Check out
MAVRC's website @
www.mavrc.org
and Facebook page @
<http://www.facebook.com/MAVRC/>

GET ACTIVE (NOT HURT) WHILE SOCIAL DISTANCING

By Maria Ryan, M.D.

(This article is reprinted with the permission of Dr. Maria Ryan.)

Hello to all of you out there who are doing their best to socially isolate. Thank you for your efforts!

While we all work to stop the rapid spread of this virus, many people have taken this opportunity to get active. Luckily for us Minnesotans, mother nature has given us a few nice days to work with. As I see you all out walking your neighborhoods, pounding the trails and biking the roadways, I wanted to offer a few tips on how to prevent injury as you increase your exertion.

Opening Disclaimer: As always, if you have orthopedic injuries or limitations, consult your doctor before beginning a new workout routine. Also, listen to your body. If something is causing sharp pain or doesn't feel right – STOP! TCO is offering virtual visits during this time if you would like to discuss any questions or concerns you may have with beginning exercise.

Below I will outline some of the safe ways to start an exercise program. Some of the tips to enhance the exercise and how to avoid injury by adding a few steps pre- and post-exercise.

People Starting Fresh (new to exercising, or it's been awhile)

One of the benefits of exercise is the natural endorphin release that occurs which increases our "feel good" hormones – something we could all use right now. If you are new to exercise, this is hopefully one of the benefits you will start to notice right away.

Now that being said, if you are a novice to exercise, I want to encourage you to **take things slow**. Your body will reject exercise if you bite off too much on the first few days. Start slow! Beginners should plan shorter and more frequent exercise. For example, if you are someone who is typically sedentary (sitting at a desk all day) and now have found yourself with an extra hour because you no longer commute, you should splice that hour throughout your day.

Set an alarm for every 2-3 hours where you get up from your home work station and go for a 10-minute walk. Use this time to let your eyes, neck, and brain take a screen break. A brisk walk will get the blood flowing to your body, jump your metabolism, and leave you feeling ready to attack the next few hours. Do this for a few days, and this will allow your body to get used to moving so you will be ready for more sustained, regular exercise.

The recommendation for exercise is 60 minutes (not all at once) per day and doing this 5-6 days a week.

People Ramping Up (ready to take on more)

If you are already used to doing some exercise but are finding yourself with more time to increase the intensity and duration of exercise, here are a few tips to avoid getting injured.

When we move our bodies for longer time frames and at a quicker pace, our tendons may not be able to take the load. Think of a tendon as a rope that connects your muscles to your bones. If the rope is overloaded, it will fray and even rip. As we mature, our bodies become less efficient at repairing those frays as we sleep, and so the next day when you are ready to exercise again, you can build more damage which can lead to a very painful and dreaded condition called "tendonitis."

Patients often come into the office and report, "Doc, I'm just not sure how this happened, I didn't have an injury." But the above scenario is typically the cause, microdamage that accumulates in the setting of inadequate repair. But what you care about is this: How can we PREVENT this from happening?

The answer is stretching, strengthening, cross training, and foam rolling. I get it. However, most of us have been cooped up all day (winter) and want to get outside and do some cardio, but this can be a recipe for tendonitis.

What I would encourage you to do before your ramp up are the following steps:

1. Always hydrate prior to exercise.

- Drink water throughout your day, rather than soda or coffee.
- Aim for urine to be nearly clear.

2. Stretch AFTER a 5-minute cardio warm-up.

- This may be a new concept, but stretching a cold muscle is not nearly as effective as stretching a muscle that has been slightly warmed with movement.
- I would not recommend running as your warm-up, but rather a brisk walk, followed by stretching the major muscle groups (quads, hip flexors, hamstrings, calves, lumbar spine, oblique abs).
- Hold a stretch for 20-30 seconds and repeat stretch 1-2 times.

3. Add strengthening days.

- When we strengthen our muscles and tendons, they are able to handle more load.
- This allows us to improve our performance (speed and distance).
- You do not need weights to strengthen. Your body can do this with its own weight.
- Simple exercises to add in every 2-3 days:
(start with 10 reps and 2-3 sets)
 - i. Push-ups
 - Variation: against a wall, against a counter, on edge of bed (soft for wrists), knees down
 - ii. Plank-holds x 15 – 30 seconds
 - Variation: against a wall, against a counter, on edge of bed (soft for wrists), knees down
 - Add side planks if able
 - iii. Lunges
 - Variation: if you have knee issues, do not bend as deep as you step forward
 - I like to do these outside in the middle of a walk
 - iv. Side Lunges (Left and Right)
 - Variation: Keep the leg straight as you side step
 - v. Air Punches in Squat Position
 - Variation: No squat
 - Add overhead punch as well as straight forward

3. Add Cross-Training days

- If you are typically a runner/walker, try adding in some biking.
- If you like to golf, find a spot to work on your swing.
- If you like to play tennis, find a wall to do some hitting.
- If you have access to HOME cardio equipment, make sure you are using them (EX: elliptical, rowing) 1-2 days a week to switch the stress on your body.
- YouTube offers many free workouts – consider Yoga, Tai Chi, HIIT, or Core workouts for variation.
 - i. Yoga: <https://www.youtube.com/watch?v=VaoV1PrYft4>
 - ii. Tai Chi: <https://www.youtube.com/watch?v=cEOS2zoyQw4>
 - iii. HIIT: <https://www.youtube.com/watch?v=q20pLhdoEoY>
 - iv. Core: <https://www.youtube.com/watch?v=qfoW2PKugyk>

(continued on page 14)

(continued from page 13)

5. Foam Roll AFTER workouts

This is something I learned from experience. As I've become a more mature athlete, I've learned my body does not recover from exercise like it used to. I now roll each of my major muscle groups after working out.

I recommend a foam roller that is medium to firm density: https://www.amazon.com/Original-Body-Roller-Back-Myofascial/dp/B07Q78NXSX/ref=sr_1_3?dchild=1&keywords=foam+roller&qid=1585667131&s=hpc&sr=1-3

- When you roll, you want to let the muscle relax.
 - I found in the beginning I was unknowingly tightening the affected muscle, which limited the effect of the roller.
- Think of each muscle in 3 sections (top, middle, bottom).
 - Roll each section of the muscle with 5 passes (more if it feels good).

If you have never used a foam roller before, there are some great videos on YouTube for instruction:

<https://www.youtube.com/watch?v=xFCGFXBT5qw>

- Muscles to Roll:
 - Calves
 - Hamstrings
 - Quads
 - Gluteals
 - IT band
 - Adductors
 - Hip Flexors
 - Lumbar Spine
 - Thoracic Spine

Another option is to purchase a handheld massager that can also help with the recovery process after exercise: <https://www.amazon.com/Handheld-Massager-Percussion-Machine-Hand-Relaxation/dp/B07FXX559G>

By adding some of the things above to your typical routine, I hope you can find yourself in better shape and equipped with new healthy habits to carry forward.

If you have any questions regarding the above information, I'd be happy to schedule a virtual visit to help you become and stay active.

Be Well!

Maria Ryan, MD CAQ, is a primary care sports medicine physician at Twin Cities Orthopedics and can be reached at (763) 302-2171 or MariaRyan@tcomn.com. ■



WORK IN THE TIME OF COVID-19

By Kristi Arntzen, RPR, CBC, CCP

What a year 2020 has been already. So many words have been used -- and overused -- to describe this time of global pandemic we have been experiencing: unprecedented, extraordinary, unpredictable. (I hope everyone has briefs for those words!) So many things have changed in the last few months, including the way many people do their jobs. With the exception of our brave essential workers who are on the front lines every day, it seems like nearly everyone is working remotely now, which is nothing new to me as a CART Captioner, but it has still made my life different in many ways.

One way it has been different for me is that I started captioning a local church service on a pro bono basis, both things I have never done before. My neighbor is the pastor of a local church, and while we were having a properly socially distanced "happy hour," she mentioned that her church was going to try Zoom for their church services. Since I have experience captioning into a myriad of online meeting platforms (Adobe Connect, WebEx, YouTube, StreamText, Zoom, et cetera), I offered to try captioning the services for her. She thought it was a great idea particularly because she has a lot of elderly members in the congregation, and even though they may not admit it, they would probably benefit from captioning.

My neighbor, or Pastor Heidi as she is known, presides over Peace Presbyterian Church, which is a small congregation of about

80 members located in St. Louis Park. Pastor Heidi has been very active in trying to keep her church members connected to each other while they can't meet in person. They were even featured in a news story on MPR about it.

The first service I captioned for them was their Palm Sunday service. To be honest, I was quite nervous! I didn't know how people would react to this stranger infiltrating their service and typing everything everyone was saying, including the comments from people before and after the service. On top of that, the captioning feature in Zoom isn't very easy to read due to its formatting, and I thought people might find it distracting rather than helpful. A lot of these online meeting platforms have added captioning as an afterthought, and most of them are not quite the quality that is needed for equal access.

But that Palm Sunday was a great success, and Pastor Heidi asked me if I would also be willing to caption their Maundy Thursday and Easter Sunday services. Ah, Holy Week in the Christian tradition, yes. There were a lot of church services that week. Since most of my other work had slowed down or cancelled altogether, I agreed. That week was a crash course in captioning song lyrics and Bible passages and references to names and places with which I was only vaguely familiar.

As the weeks have gone on, however, I have become quite well versed in all of those song lyrics

and Bible passages and names and places, and I have built up quite a job dictionary. I have only missed one Sunday service due to my work schedule conflicting, but I do plan to keep going on with it until it is decided that churches can have in-person worship again. And perhaps I can continue captioning even then. A lot of the parishioners have come to rely on the captioning, and they have said that it adds to their participation in the service and understanding of the messages.

And I must say that it has been a welcome addition to my weekly schedule as well. I've gotten to know a lot of the church members, and I look forward to the sense of community as well as the positive, supportive messages that emanate from the services. It has been one of the few positives in a sea of negatives during this unprecedented (TPHOEUPD), extraordinary (STROERD), and unpredictable (TPHOEUBL) time.

Kristi Arntzen is a CART captioner with Veritext/Paradigm Reporting & Captioning. ■



A to Z Realtime - Stenographic CART & Broadcast Captioning



This new realtime course series will teach court reporters the skills necessary to offer Realtime, CART Captioning, and/or Broadcast Captioning as a professional service. Each class will focus on specific realtime principles AND each week new realtime evals will be provided. There is always something new to learn while working on your realtime! Curriculum was carefully designed by experts in the captioning field.

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This class teaches the basic realtime principles needed to become a realtime writer, including resolving conflicts, word boundaries, one word/two words, punctuation, troublesome words, basic setup for writing realtime, and much more! New realtime evals will be given each week at 180 wpm literary and 200 wpm Q&A, with individualized feedback provided.

-January 9 - February 27, Th, 6-8:00 p.m. (CST)

• **Dictionary Essentials**

This class focuses on the use of prefixes/suffixes, dictionary building, alphabets, numbers, and much more! New realtime evals will be given each week at 180 wpm literary and 200 wpm Q&A, with individualized feedback provided.

-April 2 - May 21, Th, 6-8:00 p.m. (CST)

• **CART Captioning**

This class teaches CART Captioning principles, setup, and software needed to provide Educational and Legal CART, remote and on-site CART, and other delivery options and venues for CART Captioning. New realtime evals will be given each week at 180 wpm literary and 200 wpm Q&A, with individualized feedback provided.

-July 2 - August 20, Th, 6-8:00 p.m. (CST)

• **Broadcast Captioning**

This class focuses on how to caption live broadcast programs, such as sports, news, entertainment, and others. Learn how to script, when and how to use music notes, how to prep for a show, line placement of captions, and much more! New realtime evals will be given each week at 180 wpm literary and 200 wpm Q&A, with individualized feedback provided.

-October 1 - November 19, Th, 6-8:00 p.m. (CST)

Reporters will earn a **Certificate of Completion** after each course completed and a **Certificate of Proficiency-Literary** upon passing three 5-minute literary realtime evaluations at 180 wpm with 97% realtime accuracy and a **Certificate of Proficiency-Testimony** upon passing three 5-minute testimony realtime evaluations at 200 wpm with 97% realtime accuracy.

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- For questions, contact Jennifer at JSati@anokatech.edu or 763-576-4064

To register, visit www.ProWorkTraining.com or contact Laura Cleveland at LCleveland@anokatech.edu or 763-576-4079

CONGRATS, GRADUATES!



Amanda Leitzke

"I am so grateful to have been offered a job straight out of school, especially in the state of our economy during the pandemic. I will be starting my court reporting career as the District Nine Court Reporter in Marathon County, Wisconsin. This job is considered a floater position, so I'll be traveling throughout the Ninth District where I'm needed. I'm really excited for this specific position because I will be able to see so many different courts and meet several new people, all while still getting the feel of an official court reporter position. I feel so blessed to have had experienced my schooling with such an amazing program, taught by the best in the Midwest, and I can't wait to start my career in such a wonderful profession."

REPORTER HUMOR

I'm mentally adding dashes after all your false starts and thought-changes.



Do you ever listen to a story and think, Lie, Lie, Lie, Lie, Lie,



STUDENT PROFILE

By Shannon Parkhurst

Name: Shannon Parkhurst

School: Anoka Technical College

Speed: Excited to get there! I'm at the end of my first semester and loving it.

Hometown: Brooklyn Park, MN

Tell us a little about yourself. My background includes a BA in Speech Language Pathology and Deaf Culture and Language studies, but my passion is becoming a court reporter. On my free time, I love to be creative and learn languages.

What made you decide to pursue a career in court reporting?

After attending graduate school for a semester, I knew that the major I chose wasn't exactly what I wanted to go into. Then I found out about court reporting and knew that learning a language like steno and being able to type as fast as people spoke was going to be a good fit. With this major, I can help people and yet keep a good work/life balance.

What area of reporting interests you the most at this time- official, freelance, or captioning/CART? My passion is for official reporting, but after learning about CART, I am also considering earning that certification as well.

What's been the most challenging or rewarding part of your schooling thus far? The most rewarding part of my educational path has been that steno is very much like Braille. A couple of years ago I started teaching myself Braille because I thought it would be different to be able to read books by my fingers instead of my eyes. Braille has two main forms: contracted and uncontracted. With contracted Braille, the words like /and/, are shortened into briefs. Steno is the same way! There is the "uncontracted" steno like the finger spelling alphabets, and then words can be typed as briefs as well.

Do you know any working reporters or anyone that's been an influence to you? Jennifer Sati is one of my main professors at Anoka Technical College. She is not only a wonderful professor and adviser, but she is also experienced in the field along with being connected with many people. Her passion for the field, career, and students shows through how she teaches.

If you had an hour of free time, what would you be doing (besides practicing on your steno)? I would be doing any type of crafts with my hands, learning, watching either Netflix or Doctor Who, or crafting and watching something at the same time. I enjoy woodwork, such as carving; needlepoint, such as embroidery and sewing; tanning to make leather; playing piano or violin; gardening (my new experimental plants this year are luffa and peanuts); learning languages such as French, ASL, Hebrew, Dutch, and others; and taking free online classes to learn new topics, such as neuroscience.

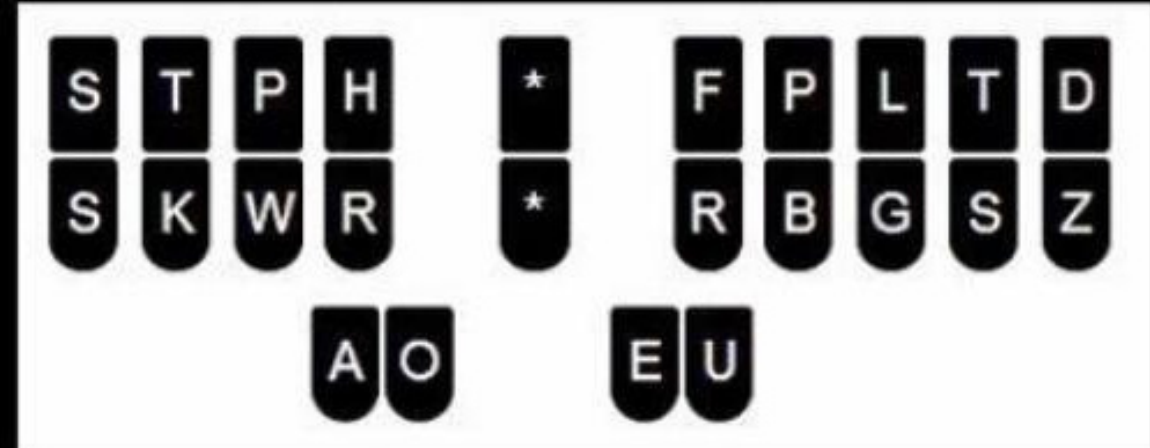
What is your favorite band or type of music? I don't have a particular one as my range of music is a broad span of music types. I enjoy classical music; Christian music, including Petra and Lecrae; soundtracks; kid songs, especially since I work in a daycare currently and sing to them constantly; and occasionally music from Pink Floyd.

(continued on page 19)



Shannon Parkhurst

10 fingers - 22 keys -
4,194,303 possible strokes



Court reporters:
Making the impossible look easy.

(continued from page 18)

What is your favorite food or restaurant? I love fruit except for oranges. I'll eat fruit fresh, frozen, in a smoothie, dried, and occasionally mixed together. I also enjoy more wild or unheard of ones as well, such as gooseberries, wild raspberries, mulberries, and huckleberries. I almost prefer making my food than going out to eat, but Subway would be one of restaurants I do enjoy.

Where is a place you would like to visit? I consider myself lucky to have been able to live in WI, AL, and D.C/ Maryland already for college and work. Since I love traveling and found out that taking the Amtrak train is a great way to move or travel, I wouldn't mind traveling to other places in the USA. Outside of the US, I would like to live with local people in any country and learn what their traditions are.

The last book you read? The last three books I read were Dune (English), a book in Braille about the solar system, and PippyLongStockings (Braille). I love to read, but I don't have much time currently to read. I also have a really hard time putting down a book once I start it.

The last movie you watched? When I have time, I have been watching through the "Doctor Who" series. ■

1ST DISTRICT OFFICIAL COURT REPORTER MEETING VIA ZOOM

By Rhonda Franken, RMR



(Top to Bottom)
 Row 1: Lisa Thorsgaard, Debbie Peterson, Scott Ryan, Timothy McGowan, Lori Krenik
 Row 2: Sheila Smith, Peggy Etchison, Lu Bayer, Karen Lebens, Terri Gall
 Row 3: Debi Johnson, Mary Johnson, Dianna Armstrong, Kari Opsal, Kevin Klein
 Row 4: Tom Piltoff, Davis Wille, Mary Jo LeGrand, Jackie Knutson, Rhonda Franken
 Row 5: Rhonda Route, Krisie McCallum, Kim Julius, Jackie Stockman

First Judicial Reporters held an official reporter meeting via Zoom. Some comments regarding videoconference remote hearings from reporters included:

From **Mandy Woods**, official court reporter in Dakota County: “My contribution about the pandemic and work: I have not been in the courthouse since March 20. My work life now is Zoom and Citrix. The judge I work for schedules daily a.m. and p.m. family hearings via Zoom and sends me invites. The hearings go hourly or half hourly, with parties logging in for their hearings at the appointed times. Things actually go relatively smoothly with this technology. We are still learning our way around Zoom. Amazingly, parties are able to get into their hearing without too much trouble. To minimize background noise, the judge has all parties mute their microphones unless they are talking. Working at home has all new inconveniences...uncomfortable office chair, noisy neighbors, barking dogs, loneliness.”

From **Kevin Klein**, official court reporter in Dakota County: “Extremely difficult and taxing at best and almost impossible at worst.”

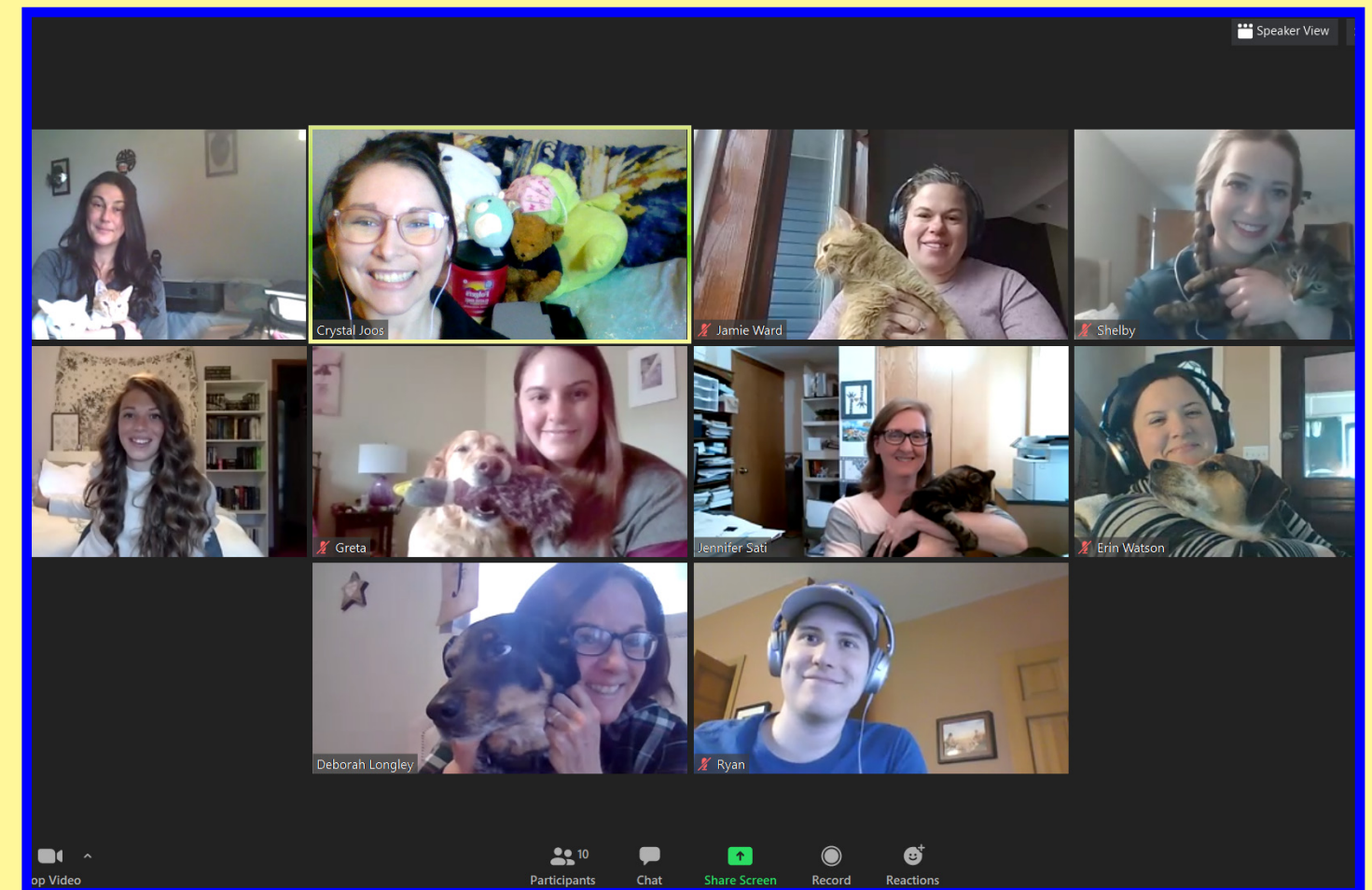
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From **Timothy McGowan**, official court reporter in Dakota County: “Our team is handling all orders for protection and harassment restraining orders for Dakota County. Zoom has worked very well for us. I schedule our Zoom sessions, one for the morning and one for the afternoon. When a case needs to be heard on the record, we include the Zoom information within the order, and we email it separately to the parties as well. Obviously, the quality of the hearing is impacted by the quality of individuals’ microphones, my speakers, and the Internet connection between us all. However, as a judge team, we also maintain control of the record to make sure nothing gets missed. We correct immediately anyone who mutters and especially those who speak over another, even if just treading lightly; that’s a slippery slope we don’t even walk the edge of. We’ve tried other technologies, and we’ve found Zoom to be the best possible remote hearing solution for us.”

ONLINE REPORTING CLASS VIA ZOOM

By Crystal Joos



A screen grab of reporting students and instructors and their motivation, i.e., pets and coffee, during an online Zoom session!

Top Row: Dina Kumin, Crystal Joos, Jamie Ward, Shelby Brown
 Middle Row: Emily Hutcheson, Greta Ellingson, Jennifer Sati, Erin Watson
 Bottom Row: Deborah Longley, Ryan Judge

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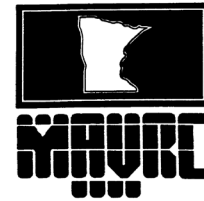
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UPCOMING EVENTS

June

18, 2020

MAVRC Board Meeting
5.00 p.m.
Videoconference Zoom

August

6-9, 2020

NCRA Conference & Expo
Hyatt Regency Orlando
Orlando, Florida

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MINNE-*strokes* is published quarterly.

Statements of fact and opinion within this newsletter are the responsibility of the individual writers and do not necessarily reflect the opinion of the officers or members of MAVRC. All advertisements are the sole responsibility of the advertiser alone and do not express the opinion or endorsement of MAVRC. Articles submitted are subject to editorial revisions.

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