



**In partnership with the CBA, Affinity will provide a wealth of resources to assist our members in managing and developing their practices, understanding and using appropriate technologies, and becoming better lawyers.**

## MGMT HQ

A New Resource for Managing Your Practice

BY DICK GAST

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If you're like me, you prefer the practice of law to the business of managing your law practice. You'd rather be in the thick of oral argument or studiously crafting a contract than evaluating the best billing and accounting software for your practice. For those of you at big firms, law practice management largely is handled by a cadre of talented support staff, leaving you to focus on the nuts and bolts of your practice. But the majority of Colorado lawyers (including yours truly) practice in small to mid-size firms or on their own as solos. For us, it can be daunting to juggle the competing tasks of serving clients and staying on top of the latest technology developments that may benefit our practices.

In today's world, the rapid pace of business technology development greatly impacts our daily routines as lawyers, and all indications are that this trend will continue for the foreseeable future. We face unique challenges in growing our practices, and the increased reliance on ever-changing technologies, while simplifying life in some areas, can also leave even experienced practitioners feeling up a creek without a paddle.

### **Help Has Arrived with MGMT HQ**

To the rescue rides the CBA with an innovative new membership benefit: MGMT HQ, offered in conjunction with Affinity Consulting Group. Affinity is an established leader in the areas of

strategic technology and management solutions for lawyers of all types and brings to the table a team of 50 consultants who are experts in various technologies and disciplines. It has entire departments specializing in legal case/matter management, time billing and accounting, trust accounting, document automation, software training, technical support, document and email management, paper reduction, trial presentation, security, and general practice management. In partnership with the CBA, Affinity will provide a wealth of resources to assist our members in managing and developing their practices, understanding and using appropriate technologies, and becoming better lawyers.

### ***MGMT HQ Web Portal***

The centerpiece of the MGMT HQ program is the web portal at [cobar.org/MGMTHQ](http://cobar.org/MGMTHQ). Only accessible to CBA members, this resource is filled with valuable and useful content, includ-

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ing articles and white papers related to legal technologies, practice management, marketing, billing, and other relevant topics—content not otherwise accessible through your typical Google search. The portal allows members to quickly and easily access up-to-date information on the latest in technological and management developments and best practices, including recommendation lists for notebook and desktop computer configurations, software and hardware providers, and more. Affinity prides itself in following up on recommended resources and learning how they work in practice, enabling it to stay abreast of developments and constantly improve the content available to CBA members.

### **Affinity University**

In addition to the CBA-specific web portal, members will have access to Affinity University, an online, on-demand training center for popular legal software applications such as PracticeMaster, Worldox, and standard billing programs, as well as commonly used applications such as Microsoft Word, Excel, and Outlook and the Adobe suite.

### **Webinars and Other Resources**

The online materials are just one portion of MGMT HQ. Affinity will also present monthly 30- to 60-minute webinars covering current topics relevant to those practicing throughout Colorado. Some of these webinars may qualify for CLE credit. In addition, weekly MGMT HQ blog posts will appear on [soloincolo.com](http://soloincolo.com) to ensure that Affinity can responsively address breaking developments on the legal landscape.

### **Fee-for-Service Support**

Just being a CBA member provides you with access to all of these MGMT HQ benefits. For those seeking additional support, Affinity offers a range of supplementary programs, available at an additional cost. These include:


- issues and recommendations reports for use as technology plans and practice management roadmaps;
- New Firm Launch, providing consultation on all aspects of starting a firm practice;
- paperless office assessment, to evaluate and develop processes for document

scanning, retention, archiving, storage, and sharing;

- Trust Account Review, for identifying and resolving any trust account issues;
- productivity/profitability assessments; and
- one-on-one coaching at members' offices.

For more information about these and other supplementary services, contact Katie Kennedy at (727) 483-5101 or [kkennedy@affinityconsulting.com](mailto:kkennedy@affinityconsulting.com).

### **The Whole Package**

The MGMT HQ package provides abundant resources that will be useful to a broad range of CBA members, from experienced practitioners working to stay ahead of technological developments to newly minted attorneys trying to understand the modern practice landscape. In conjunction with other CBA membership benefits, MGMT HQ will help Colorado lawyers better manage their careers and practices in an era characterized by constant change. 

## **COLORADO NUGGETS**

Nestled in the San Luis Valley at a bit over 7,600 feet is the town of Monte Vista. In Spanish, the town's name means "mountain view." And the view certainly doesn't disappoint with the spectacular Sangre De Cristo range (including fourteeners such as Blanca and Crestone Needle) rising to the east.

The Gast family trips to Monte Vista go back a ways. My dad, who was born in Pueblo and practiced law there until 1960, had a bit of a cowboy streak in him. As a young man, he would take pack trips on horseback from the Rye area southwest of Pueblo over the Sangres to attend the legendary Ski-Hi Stampede in Monte Vista. The Ski-Hi Stampede is Colorado's oldest pro rodeo, dating back to 1919. In those early days it attracted crowds approaching 10,000 people (including that lawyer/cowboy from the eastern slope). The Stampede continues to this day, offering both local and PRCA rodeos as well as parades, dances, and concerts.

More recent Gast family adventures in Monte Vista have included staying at the Movie Manor, a true motel located on the west side of town. Billed as one of the world's most unique lodging concepts, the Movie Manor is a motel attached to a historic drive-in movie theater. It opened in 1964, and the 14 original rooms are angled so that from May to September, guests can lie in bed, flip on the in-room switch, and watch the drive-in screen from an expansive picture window. The movie soundtrack and snack bar announcements are piped directly into speakers mounted above the beds. As claimed on the motel's website, "the sound quality is too good." The entry door for each room has a nameplate of a movie star, and celebrity "signatures" are scrawled in the concrete outside the motel office. The owner of the motel, George Kelloff Jr., admits that the movie stars themselves have not made any personal appearances ("I don't think Monte Vista is a movie star destination"), but he guesses that over the years one or two stars may have spent the night incognito, perhaps watching themselves on the motel's big screen.

If you're looking for the perfect road trip, pack up and head over to Monte Vista, spend a night or two at the Movie Manor, and soak in all the great sights the San Luis Valley has to offer.