



Practice Areas

Corporate and Business
Organizations

Education

The Ohio State University, B.S.,
Primary Education, 1977
The Institute for Paralegal
Training, Corporate Law
Certificate, 1978

Joan C. Makley

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Ms. Makley is an intellectual property and business paralegal in the Vorys Columbus office.

Her intellectual property experience includes domestic and international intellectual property prosecution, protection, mark use and packaging review, license administration, and world-wide portfolio management and maintenance.

She also has extensive experience with transactional matters, such as mergers, acquisitions, divestitures, business tax restructurings, commercial bond financings, real property transactions and secured commercial transactions under the Uniform Commercial Code. Ms. Makley's work also includes securities research, compliance and disclosure under the Securities acts of 1933 and 1934, federal corporate tax disclosure preparations, corporate document management, compliance and records maintenance.

Ms. Makley is involved in the coordination and implementation of customizations to database programs and other technologies to facilitate efficient document and data management. She is the administrator for corporate records/information and intellectual property programs.

Ms. Makley, since 1987, has been a co-instructor and guest lecturer in the areas of business law, securities compliance and intellectual property for the Capital University Law School Paralegal Program, Columbus State University, the Columbus Bar Association, and regional paralegal associations. She also served Capital University Law School Paralegal Program in curriculum development with the business and intellectual property courses.

Ms. Makley has authored articles on the topics of paralegal professional growth, regulation and education for various professional paralegal newsletters and *The Daily Reporter*.

SPECIAL SKILLS

- CPI

Joan C. Makley (Continued)

- hCue
- OPEN
- Sequel
- Access
- e-Counsel
- Summation

Professional and Community Activities

Business Advisory Committee to Ohio Secretary of State Taft, 1991-1998, Ohio Secretary of State Blackwell, 1999-2006, and Ohio Secretary of State Bruner, 2007-present.

International Trademark Association, Member and host of various Roundtable and Workshop programs, 1990-present.

The Paralegal Association of Central Ohio, Primary Representative to the National Federation of Paralegals, 1989, President and Secondary Representative to the National Federation of Paralegals, 1988; Executive Board Member and Parliamentarian, 1986 and 1987, Committee on Regulation, Co-Chair, 1985.

North American Securities Administrator's Association, Associate Member, Network Directory Coordinator and Paralegal Education Track Committee Chair. 1987-1989.

Scioto Ridge United Methodist Church, Confirmation Instructor, VBS Curriculum Coordinator and Founder of pre-teen outreach program, D.E.T.O.U.R., 1983-present.

Girl Scouts, Volunteer and Co-Leader, 1984-present.

Honors and Awards

Seal of Ohio Girl Scout Council, Hilliard, Ohio Service Unit, Outstanding Volunteer Award, 2003