

The Michigan Parliamentarian

MSAP Annual Meeting and
Education Conference
Hyatt Place Hotel
19300 Haggerty Rd.
Livonia, Michigan

April 12 – 14, 2019



Mark your calendars:

- March 20 Deadline to reserve your room at the Hyatt Place

- April 1 Annual meeting registration form due to Tina Rekau, Redford Unit

- April 5 District 4 NAP Conference, Wisconsin Dells

- April 12 -14 MSAP Annual Meeting & Education Conference

- Sept 5 - 8 42nd NAP Biennial Convention
Westgate Las Vegas Hotel

Plan to attend the

MSAP annual meeting!

Greetings MSAP Members!

I am looking forward to seeing you all at the Annual Meeting in Livonia on April 13th. We will be electing new board members, updating our bylaws and hearing annual reports from our local units. The education committee has come up with a great theme for the educational sessions that will dominate the weekend. It will be fun and educational - I am certain! The Redford Unit may be small but they are mighty creative and are planning a great experience for us in Livonia.

It has been my pleasure serving the organization over the last biennium. Our membership has stayed strong and with the dedication of our local units has grown as we celebrated our 50th anniversary. Our website continues to connect with potential new members, those seeking parliamentary education and assistance. I would like to say thank you to all of the members who helped me follow up with those website visitors. There is interest in the Grand Rapids, Lansing and Southwest corner of the state in starting new units!

Finally – thank you to my 2017-19 MSAP Board and committees for all your work this biennium! It has been fun.

Julie Pioch, PRP
MSAP President



All the World's a Stage...one meeting a time

According to Shakespeare:

"All the world's a stage, and all the men and women merely players: they have their exits and their entrances; and one man in his time plays many parts..."

(As You Like It, Act 2, Scene 7). What role do you play? See what's in store for the educational sessions at the annual meeting on page 2.

From the Education Committee

According to Shakespeare, “All the world's a stage, and all the men and women merely players: they have their exits and their entrances; and one man in his time plays many parts...” (*As You Like It*, Act 2, Scene 7).

So, it is with your role in the meetings you attend. One person plays many roles in meetings. Sometimes you are the player who presides and other times you are the committee chair who reports. Or, maybe you are the parliamentarian in your association or in another. How do you play each role?

The theme of this year's MSAP Annual Meeting workshops is exploring the various leadership roles that you may have. These lessons will be practical “how to” lessons so you can do the best job possible whatever your role. While officers seldom receive standing ovations, their performances make the difference between mediocre and magnificent meetings.

Presiding

Scripts will be provided for participants to practice bite-sized segments of a meeting as well as offering challenging scenarios so that every person can skillfully handle a motion that comes to the

assembly. Moderating a meeting correctly includes correct, consistent use of language learned by reading a script, knowledge of basic motions, and self-confidence rooted in preparation.

Recording Secretary

Taking minutes—what's included and what's not—is the focus of this workshop that will enlighten anyone who has served as secretary. The role of Corresponding Secretary will also be defined.

Parliamentarian

Exactly what are the responsibilities of a parliamentarian? How do you serve effectively and thoughtfully in ordinary meeting situations? What's the difference between paid and unpaid assignments?

Committee Chair

Nearly every committee's chair is invited to report on the committee's work at some time. Often there are recommendations a committee makes, either as the Standing Committee or as a Special (or *ad hoc*) committee. Learn how to make essential reports that reflect a committee's work.

Treasurer

There is so much more to what a treasurer does than what you see in meetings. This workshop will tell you what it means to be custodian of an organization's funds and you will learn what is reported to the membership regularly and how it's done.

While there's not a workshop on being a good member, you will learn about members' basic rights as well as the responsibility of being a good listener who participates fully in various aspects of the organization.

Plan now to attend the MSAP Annual Meeting, April 12-14 in Livonia. The workshops are going to be on Saturday and Sunday and are often the highlight of the event. If you attend Friday evening you will get a bonus lesson *But We're Not Done Yet — Adjourned Meetings* about a nifty tool for assuring compliance with bylaws or with necessary lengthy discussions.

Submitted by: Gretchen Denton, MSAP Second Vice President & Education Committee Chair and committee members: Joan Price, PRP; Eleanor “Coco” Siewart, PRP, & Barbara Bonsignore, PRP

From the Nominating Committee

The nominating committee report was presented at the MSAP Quarterly meeting in January 2019. The following members have been nominated for election at the Annual Meeting:

President—**Steven Britton**
Genesee Area Parliamentary Unit

First vice-president—**Gretchen Denton**
Louise Saks Parliamentary Unit

Second vice-president—**Thomas DeMeritt**
Genesee Area Parliamentary Unit

Secretary - **Barbara Bonsignore**
Louise Saks Parliamentary Unit

Treasurer – **No nomination**

Nominations for treasurer are welcome and encouraged and will be taken from the floor at the annual meeting.

Members to be elected to the nominating committee for the next biennium will also be taken from the floor.



The 2017-2019 MSAP Nominating Committee:
Edna Arrington
Dorothea Marti
Betty Weston

District IV Update

NAP District 4 Spring Conference Registration is open!

April 5th, 2019 will be here before we know it, so be sure and book your hotel room and register for our District Four Spring Conference in Wisconsin Dells. *(If you have not yet renewed your membership in the National Association of Parliamentarians please be sure to do that too!)*

A special invite goes out to all Unit Presidents and Association Presidents, Please to plan to attend this year's District Conference! We want to take time during the District Conference to recognize you for your service to your local Units, Associations, and to NAP. The theme for our conference is:

Parliamentarians, First Responders to Meeting Emergencies, Ready When Called!

Your parliamentarian friend, Robert G. Schuck, RP

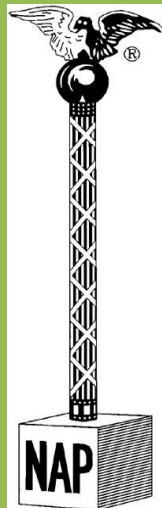
NAP District Four Director

For more information and to register go to:
<https://sites.google.com/view/nap-district-4/>

News from the Detroit Unit

2018 Detroit Unit
 RISING STARS NAP
 MEMBERSHIP ACHIEVED

Tanique Carter-Brown
 Gytina Roy
 Joseph Person
 Sharon Kelly Person
 Murray Gorchow
 Robert Zawadski
 Dedria Willis



DETROIT UNIT ANNUAL WORKSHOP **“Why You Need To Know Robert’s Rules of Order” Using the Underlining Principles of Parliamentary Procedure According to RONR**

Saturday, May 18, 2019

9:00 a.m. – 2:00 p.m.

Greater Grace Temple

Charles H. Ellis Conference Center

23500 W. Seven Mile Road

Detroit, MI 48219

The workshop will cover what your rights are as a member of a deliberative assembly, how to make a motion, how to amend a motion, how to debate a motion and a Q & A Session—Ask the Parliamentarians!

Who show attend? Presiding Officers, presidents, chairmen, officers, moderators and members of organizations such as boards, unions, sororities/fraternities, churches/faith-based organizations, Masonic, civil, social youth/teen/school/ college groups, committees and anyone interested in knowing parliamentary procedure according to RONR.

Detroit Unit Member	\$35 paid by May 8 th	\$40 at the door
Guest	\$40 paid by May 8 th	\$45 at the door
Full time Student		\$25

Registration Includes – Continental Breakfast and Lunch

Mail payment to: NAP Detroit Unit
 c/o Mrs. Inealia Potts
 3457 Belvidere Street
 Detroit, MI 48214-2056

From the Bylaws Committee

As of 2018, financial control and oversight of the MSAP annual meeting has been placed under the duties of the MSAP treasurer. Amendment to the bylaws, standing rules and procedures manual are intended to reflect the change in practice. At the 2019 Annual Meeting motions to amend Article V.5.E.3 of the MSAP bylaws and Standing rule 3.7 will be presented as follows:

Existing Clause	Amendment	Amended Clause to read
Bylaws Article V.E	Insert new 3. Renumber succeeding clauses.	
	Be a member of the State Coordinating Committee and provide financial oversight of MSAP Annual Meetings and Institutes.	3. Be a member of the State Coordinating Committee and provide financial oversight of the MSAP Annual Meetings and Institutes.
Standing Rule 3.7	Strike “Audit Report is adopted” and insert “Financial Report is reviewed by the State Coordinating Committee”	
3.7. Revenue. After the Annual Meeting Audit Report is adopted: The Host committee (unit) for the MSAP Annual Meeting shall receive from the MSAP Treasurer twenty-five percent (25%) of the net income. When a contingent of Members---at---Large (MAL) serves as the MSAP Annual Meeting Host committee, twenty--five percent (25%) of the net income shall be allocated to the MAL Delegate fund to defray convention registration for MAL Delegates to the NAP Biennial convention.	3.7 Revenue. After the Annual Meeting Audit Report is adopted Financial Report is reviewed by the State Coordinating Committee: The Host Committee (Unit) for the MSAP shall receive from the MSAP Treasurer twenty-five percent (25%) of the net income. When a contingent of Members-at-Large (MALs) serves as the MSAP Annual Meeting Host Committee, twenty-five percent (25%) of the net income shall be allocated to the MAL Delegate fund to defray convention registration for MAL Delegates to the NAP Biennial convention.	3.7 Revenue. After the Annual Meeting Financial Report is reviewed by the State Coordinating Committee: The Host Committee (Unit) for the MSAP shall receive from the MSAP Treasurer twenty-five percent (25%) of the net income. When a contingent of Members-at-Large (MALs) serves as the MSAP Annual Meeting Host Committee, twenty-five percent (25%) of the net income shall be allocated to the MAL Delegate fund to defray convention registration for MAL Delegates to the NAP Biennial convention.

Rationales:

1. Article V.5.E.3: Amendment to bylaw V.3 will be forwarded to the MSAP membership for vote if approved by the MSAP board of directors. Prior to 2018, the Annual Meeting financial controller, provided by the host unit, was a part of the State Coordinating Committee. Including the MSAP treasurer on the State Coordinating Committee maintains the appropriate communication and financial oversight of the annual meeting.
2. Standing rule 3.7: VIII.3.A.6&7 empower the MSAP board of directors to amend the standing rules and procedures. In the past, audits of the Annual Meeting expenses and adoption of the audited report has resulted in delays in returning the host unit share of net proceeds to the host unit. Placing review of the financial report in the hands of the State Coordinating Committee can insure that the host unit share is returned in a timely fashion.

For a current copy of the MSAP Bylaws and Standing Rules go the www.michiganparliamentarian.org/governingdocuments

