

The Michigan Parliamentarian

www.michiganparliamentarian.org/our-association/

Fall 2019

President's' Message

Steve Britton, PRP, Genesee Area Unit

Your president welcomes you to the Michigan Association of Parliamentarians (MSAP).

As an introduction, my journey into the world of parliamentary procedure began while a member of a music fraternity at Olivet College during the mid-to-late 1970's.

About two decades later, as a school band director, I participated as a member of the state school band director's organization. At the time, I thought, it did an excellent job of following Robert's Rules of Order. Little did I know.

After leaving the field of teaching, around 2002, I eventually became involved with my wife's (Jill) family Newfoundland dog hobby, breeding and dog showing kennel business. It led to involvement and membership in our local kennel club. By reputation, dog clubs are known for holding contentious meetings, only surpassed by condo associations. Using parliamentary procedure is one of the best-known mechanisms to bring order to chaos at a meeting.

While attending my first local kennel club meeting, I met Dr. Gail Knapp, who had recently become a Registered Parliamentarian (RP). At that meeting, I expressed to her my interest in parliamentary procedure, that is I (thought) I wanted to become a Parliamentarian. Coincidentally, at about the same time, she and Connie Deford, PRP, were actively teaching NAP membership workshops at the local community college, with the goal of participants having an option of taking the NAP membership exam.

Soon after passing the membership exam, the Genesee Area Unit (GAU) was chartered. Dr. Knapp was elected the first President and she was elected to a position on the MSAP Board of Directors. Around the Summer of 2003, I attended a MSAP Quarterly Board meeting as the GAU representative in Dr. Knapp's stead.

I have served in some capacity on the MSAP Board continuously since that time, holding every office, except Recording Secretary. I passed the RP exam in 2010 and followed by earning my Professional Registered Parliamentarian (PRP) credentials in 2011.

Along the way my mentors/tormentors include a Who's-Who's list of MSAP Parliamentarians, Gail

Knapp, Connie Deford, Patricia Dolan, and the late Nola Pursiful. I cherish the heartfelt collegial friendships forged during my MSAP 16-year journey. These friendships include Joyce Brown-Watkins, Maurice Henderson, Julie Pioch, Edna Arrington, Judy Edwards, Gretchen Denton, Caroline Stubbs, Susan Schneiberger, Tom DeMeritt, and many others.

In closing, Hillary Clinton is correct, it does take a village. What's your story?

I look forward meeting the many MSAP members.



MSAP President Steve Britton, NAP Past President Jim Jones, and MSAP Vice-Presidents Gretchen Denton and Tom DeMeritt

Save the Date: 2020 Annual Meeting!

Gretchen Denton, PRP, Genesee Area Unit
MSAP First Vice-President

At the September 2019 MSAP Board Meeting, the MSAP Annual Meeting location and dates were approved. On April 3-4, 2020, the Michigan Unit of Registered Parliamentarians (MURP) will host the Annual Meeting and workshops at the Holiday Inn-Detroit Metro Airport, 8400 Merriman Road, in Romulus. Located off I-94, this location has been the site of other parliamentary events in recent years because it is conveniently located. More information, including the workshops, costs, etc. will arrive by email in early 2020. Reserve the dates, April 3-4, on your calendars NOW!

42nd Biennial Convention Updates

Vivian Tansil, MSAP Director, Detroit Unit

The MSAP delegates to the NAP Annual Convention in Las Vegas, September 5-8, 2019 were Steven Britton, Gretchen Denton, Frances Jackson, Tom DeMeritt, and Vivian Tansil.

The Commission on Credentialing (Commission) considered the resolution adopted at the 42nd NAP Biennial Convention to discontinue the new RP credentialing testing during development. The Commission, an independent NAP body, voted that the Commission will continue to administer the new credentialing system recognizing that the it is still in the test development phase. The Commission will reinstate the former Registered Parliamentarian (RP) examination on November 1, 2019. NAP Members can register for the examination using the application on the NAP website. Please review this website, <https://www.parliamentarians.org/New-RP-System-Implementation-09232019>, for more information.

Joyce Brown-Watkins, PRP, was re-elected as a NAP Director-at-Large; Frances Jackson, PhD, PRP, was re-elected to the NAP Commission on Credentialing; Robert Schuck, RP, Region 4 Director was elected as a NAP District Director; Steve Britton, PRP, was appointed Chairman of the Bylaws Committee; and Melanye Johnson, JD, Detroit Unit, was appointed as the NAP Legal Advisor. Please review this website <https://www.parliamentarians.org/about/board-of-directors-and-headquarters-staff/> for more information about NAP officers and staff.

There were several bylaw amendments. Please review the "Proposed Bylaw Amendments" pamphlet that was US Postal mailed to you for the exact language. The convention voting results are as follows.

- Amendment 1:** Similar to new bylaws, allow NAP to review the amended bylaws for existing associations, units, and youth groups. **Failed.**
- Amendment 2:** Reduce NAP dues for some international members. **Failed.**
- Amendment 3:** Eliminate district conferences and redefine the District Director positions. Amendments 3.1 to 3.5 were attached with the conforming changes. **Failed.**
- Amendment 4:** Increase the number of District-at-Large Directors from 3 to 5. **Failed.**
- Amendment 5:** Add the Chairman of the Membership and Retention Committee to the Board of Directors as a non-voting member. **Failed.**
- Amendment 6:** Add two elected District Directors as officers. **Passed.**
- Amendment 7:** Change the call to meeting times for district conferences to allow more planning, from 60 days to no more than 180 days. **Passed.**
- Amendment 8:** Assign electronic associations outside North America to a District for electronic associations not assigned to a District, unless it was established by the Board of Directors. **Failed.**
- Amendment 9:** Allow electronic Units to change or designate an association. **Passed.**
- Amendment 10:** Allow electronic members, who are not assigned to a District, to vote in the district conference of residency. **Passed.**
- Amendment 11:** Addresses the consequences of member conduct. **Passed.**
- Amendment 12:** Gives the Board of Directors control of member discipline complaints. **Passed.**
- Amendment 13:** Clarifies the processing of ethics complaints and member discipline, with conforming Amendments 13B to 13E. **Passed.**
- Amendment 14:** Change the name of the Ethics Committee to the Professional Standards Committee throughout the Bylaws with conforming Amendments 14A to 14E. **Passed.**



2019-2021 NAP Board of Directors including Joyce Brown-Watkins, NAP Director-at-Large; Past President Jim Jones; Current President Darlene Allen; and Robert Schuck, Region 4 District Director

The current edition of the District 4 Newsletter can be read at <https://www.parliamentarians.org/wp-content/uploads/2019/07/D4-Newsletter-Spring.Summer-2019.pdf>.

The authors of *Robert Rules of Order Newly Revised* announced that the 12th Edition will be available by September 2020. A conference workshop session, with the author team, was conducted.

The 2020 Training Conference is August 28-30, 2020, at the Hilton Palacio del Rio Hotel in San Antonio, TX.

MSAP Membership Report

Dianne Bostic Robinson, RP, Louise Saks Parliamentary Unit
MSAP Director, Membership and Extension Committee

As of August 2019, NAP reports that the Michigan State Association of Parliamentarians (MSAP) has 154 members.

- 122 Regular Members
- 21 Professional Registered Parliamentarians (PRP)
- 9 Registered Parliamentarians (RP)
- 2 Registered Parliamentarians-Retired (RP-R)

Michigan Unit Memberships (in order of chartering):

- Detroit Unit-41
- Louise Saks Parliamentary Unit-21
- Redford Unit-5
- Genesee Area Unit-16
- Kalamazoo Parliamentary Law Unit-9
- Michigan Unit of Registered Parliamentarians-4
- Members-at-Large-56

NAP counts the Unit Members as those that have passed the Membership Test. It does not count the Provisional members in Units that have not passed the Membership Test. Once passing the Membership Test, a person becomes a member of MSAP with a designated Unit or as a Member-at-Large (MAL).

Get Plugged In!

Tom DeMeritt, PRP, Genesee Area Unit
MSAP Second Vice-President

Losing some of the fire you once had regarding parliamentary procedure? Feeling just a bit disenfranchised? How would you feel about getting a little more "bang for your membership buck?"

Currently, about 30% of MSAP members are officially a "MAL" which stands for Member-at-Large. As a MAL you are a member of MSAP, but not connected to a local Unit. Although being a MAL entitles you to full membership of MSAP with all its benefits, you are missing the many advantages of being a member of a local Unit!

First and foremost, you are missing out on the opportunity to interreact with many other good people, such as yourself, who are interested in learning more about parliamentary procedure. Virtually all the local Units have an educational lesson at each of their meetings. Many of them put on workshops at some point during the year that cover a variety of parliamentary topics. The Units are interested in and committed to learning more about the proper application of parliamentary procedure. You will find local Units located throughout Michigan. Some Units meet in the evening, others meet during the daytime or on a Saturday morning.

Some of the Unit members attend meetings just to learn more about parliamentary procedure for personal knowledge. Some are there to gain knowledge and be more effective within an organization which they are affiliated. And some, participate for professional reasons. Regardless of their reason for involvement in a local Unit, the members come away from their Unit meetings with increased knowledge, improved presiding skills, and the ability to participate in local organizations with confidence and skill. This all makes for better meetings and more effective organizations. These are just a few of the advantages for being a member in a local Unit.

Check out the MSAP website at www.michiganparliamentarian.org. Find a local Unit near you and “get plugged in!” Get a little more “bang for your membership buck” and make that investment pay off. And, just see if you can’t rekindle that excitement you once had.

EDUCATIONAL ARTICLES FROM UNITS

Reports: Informational Only or Informational with Recommendation(s) for Action

Jewel Johnson Jones, PRP, and Jacalyn Shelton Wallace, Detroit Unit

Whether dealing with a small social group or a large organization, the practice of adopting an informational report is a common misused practice. According to RONR, the following two correct procedures should be used in the reporting process for most deliberative assemblies.

- Informational Only
- Informational with a Recommendation(s) for Action

Informational Only reports can be made by officers, board chairmen, committee chairmen, or a designee. Members can ask questions. When the reporting is completed, the Presiding Officer takes no action. The “Adoption” of an entire report is seldom wise except when it is issued/published in the name of the organization. References: RONR p. 508, ll. 8-10 and p 525, ll. 1-5.

Informational Reports with a Recommendation(s) for Action has a different procedure. After the presentation is rendered by the reporting officer/member, the action is in the form of a Motion, “I move” A second is required when the action is made by an officer or a single member. Once presented to the assembly, the Presiding Officer restates the motion and opens debate, calls for the votes, and announces the voting results.

Informational Reports with a Recommendation(s) for Action from a board/committee, the presenting member states, “On behalf of the (board/committee), I move” No second is required when the board/committee is comprised of two or more members. Once presented to the assembly, the Presiding Officer restates the motion and opens debate, calls for the votes, and announces the voting results. References: RONR p. 506, ll. 30-34; p. 507, ll. 4-29; and p. 36, ll. p 15-25.

Board Business in Brief

Barbara Bonsignore, PRP, Louise Saks Parliamentary Unit
MSAP Recording Secretary

How valuable is the position of Recording Secretary to the functioning of the state board of directors? Have you ever wondered why *Robert’s Rules of Order Newly Revised* (11th Edition) specifies that a Presiding Officer and a Secretary (or their substitutes) must be present to allow a meeting to take place? The creation of Minutes for each meeting is the responsibility of the Recording Secretary. They are the documents that could be called into evidence in a court proceeding, if necessary. For that reason, they should be both accurate and brief.

It is well known by students of parliamentary procedure that the Minutes of a meeting contain the official record of the proceedings of a deliberative assembly, and that they include what was done, or action taken at the meeting, and not what was said during the meeting.

How is that demonstrated in the creation of the Minutes? The following are a few examples of actions typically taken in a state board meeting that could have application in local Units or in other organizations. They include:

- record of the officers elected to serve on the board;
- approval of an auditor’s report;
- election of convention delegates;
- approval of a donation for a convention advertisement to support a candidate;
- adoption of an annual budget;
- financial support of the work of committees, when appropriate;

- creation of resolutions, including courtesy resolutions, to show appreciation for the exceptional contributions of officers, guest speakers, groups and individuals.

MSAP COMMITTEE UPDATES

MSAP Youth Committee

Joyce Brown-Watkins, PRP, Chairman

The 2019 Youth Day Program will be Saturday, November 16, 2019 at Eastern Michigan University in Ypsilanti. The theme is "Lead: Be in the Driver's Seat!" Registration is \$5.00 for all attending, from 9:00 AM to 1:00 PM. This committee encourages MSAP members to attend and participate. The MSAP Youth Committee Members includes Edna Arrington, PRP; Barbara Bonsignore, PRP; Gretchen Denton, PRP; and Jewel Johnson-Jones, PRP.

MICHIGAN UNIT UPDATES

Detroit Unit

Jewell Johnson Jones, PRP, President

- June 22: *Procedures and Authority for Boards and Committees*, RONR Pages 481-502, Jackie Shelton Wallace, Instructor
- July 22: *What Was Agreed Upon for Boards and Committees*, RONR Pages 503-529, Kimberly Fisher-Alexander, Instructor
- August 24: Review and Preparation for the NAP Membership and RP Examinations, Edna Arrington, PRP, and Jewel Johnson Jones, PRP, Instructors
- September 28: *Conventions*, RONR Pages 600-642, Frances Jackson, PRP, Instructor
- October 26: *So, You Think You Know RIBs?*, RONR *In Brief* (Second Edition), Pages 1-197, Edna Arrington, Instructor
- November 23: Review and Study for the RP Examination: Research Questions, Motions, Related Procedures, Edna Arrington and Jewel Johnson Jones, Instructors
- December 21: Holiday Celebration, *It's Parliamentary*, TBD-Instructor

The Detroit Unit meets on the on Fourth Saturdays at the Northwest Activities Center in Detroit, except in the months of May (Annual Workshop) and December (Holiday Celebration) where the meeting will be held on the Third Saturday. 10:00 AM begins the RONR lessons; 11:30 AM is Hospitality (Brown Bag Lunch), 12:00 PM begins the Business Meeting, and from 1:30 PM to 2:00 PM, questions and answers.



Members of the Detroit Unit with Past President, Jim Jones, and Current President, Darlene Allen

Redford Unit

Garthe Christie, President

The Redford Unit is a small but fun organization. The 8 members meet on the fourth Thursdays of the even-numbered months, at 10:00 AM, in the Boardroom of the Redford Township Hall. They take turns teaching lessons and recently completed *RONR in Brief*. They will use the NAP periodical as a teaching aid. Refreshments is everyone's favorite part of the meeting.

Genesee Area Unit

Carolyn Stubbs, PRP, President

GAU held its' first meeting on September 16, 2019 at Mott Community College. The educational topic was exciting, Unusual Motions experienced at the 2019 NAP Convention in Las Vegas. Members attending the NAP Convention presented reports on the actions and election results. The Unit celebrated the election of Joyce Brown-Watkins, PRP, to the NAP Board and the appointment of Steven Britton, PRP, as Chairman to the National Bylaws Committee! The creation of the GAU website was the other exciting announcement! Thanks to member Erica Shifflet-Chila, PhD.

Michigan Unit of Registered Parliamentarians

Elizabeth Haynes, PRP, President

The MURP meeting schedule is as follows:

November 2, 2019: Grand Traverse Pie Company, Lansing

February 1, 2020: via Zoom

April 3, 2020: MSAP Annual Meeting, Holiday Inn-Detroit Metro Airport, Romulus

2019-2021 MSAP BOARD OF DIRECTORS

Officers

President:	Steven Britton
First Vice-President:	Gretchen Denton
Second Vice-President:	Tom DeMeritt
Recording Secretary:	Barbara Bonsignore
Corresponding Secretary:	Frances Jackson
Treasurer:	Diane Schrifft
Directors:	Dianne Bostic Robinson, Sharon Jones, Vivian Tansil
Historian:	Edna Arrington

Committee Chairmen

Bylaws and Standing Rules:	Elizabeth Haynes
Membership and Extension:	Dianne Bostic Robinson
Education:	Tom DeMeritt
Public Relations:	Sharon Jones
Budget and Finance:	Susan Schneberger
Youth:	Joyce Brown-Watkins
Publication:	Vivian Tansil
Nominating:	Nancy Fody
State Coordinating:	Gretchen Denton
Auditor:	Blinda Baker

Unit Presidents

Detroit:	Jewel Johnson Jones
Louise Saks Parliamentary:	Dorothea Martin
Redford:	Garth Christie
Genesee Area:	Susan Schneberger
Kalamazoo Parliamentary Law:	Barb Hemphill
MI Unit of Registered Parliamentarians:	Elizabeth Haynes

You may submit articles and photos to this newsletter by emailing Vivian L. W. Tansil, Publisher, at tansilv@comcast.net or telephone (517) 393-0870 for questions. This newsletter will attempt to be published twice a year, depending on submissions.