

**Kalamazoo Parliamentary Law Unit  
Meeting Minutes  
September 24, 2020**

President Barbara Hemphill called the virtual meeting of the Kalamazoo Parliamentary Law Unit to order at 9:15 am on Thursday, September 24, 2020.

Secretary Nancy Fody called the roll. Members present were Richard Atwell, Patricia Dolan, Barbara Hemphill, Laurie Marshall, Julie Pioch, Todd Ellis, Betty Weston, and Nancy Fody. A quorum was present.

President Hemphill led the members in the Pledge of Allegiance to the Flag of the United States of America.

Guest Kenny Clevenger was welcomed to the meeting.

The agenda was approved with one correction and the addition of Todd Ellis's report of the NAP meeting.

Without objection, the minutes were approved.

**Officer Reports**

President's Report: President Hemphill was not able to attend the MSAP Special Meeting August 8, 2020.

Secretary's Report: No Report.

Treasurer's Report: Balance in checking is \$3,755.65. Report was filed for audit.

**Standing Committee Reports**

Audit Report: No Report

Bylaws: Bylaws Co-Chair Marshall is working on proposing amendments to the bylaws regarding electronic meetings. The new 12<sup>th</sup> edition of RNOR has sample rules for electronic meetings in appendix. (p 635) In general, as long as the participants can simultaneously hear each other and participate in the meeting, electronic meetings are acceptable. Discussion regarding bylaws ensued. Member Pat Dolan reminded that KPLU's bylaws should be in compliance with NAP and MSAP. Member Julie Pioch noted that following MSAP & NAP conventions is a good time to assess bylaw compliance as amendments are approved at conventions. She also noted that KPLU should send its bylaw changes to MSAP for approval. President Hemphill instructed the Bylaws Committee to propose an amendment regarding electronic meetings and circulate it to the membership at least 30 days before the November meeting so the amendment can be voted on at the Annual Meeting in November.

**Education:** Co-Chair Laurie Marshall reported that the workshop held in May on electronic meetings was very successful.

**Library:** No Report

**Membership:** Guest Kenny Clevenger was invited to join KPLU. Membership dues are \$10 and checks can be sent to Treasurer Hammond at 6045 Cypress St., Portage 49024.

**Nominating:** President Hemphill read the 2021 slate in the absence of Chair Betty Lee Ongley. The election takes place in November.  
President: Laurie Marshall  
Secretary: Nancy Fody  
Treasurer: Allison Hammond  
As Member Marshall will not be able to finish her 2020-2022 term on the nominating committee, Member Richard Atwell was nominated to finish her term. Member Atwell will be Chair of the committee. He will be eligible to serve again. Member Todd Ellis was nominated for the 2-year term from 2021-2023.  
Committee appointments will be made at the November annual meeting.

**Yearbook:** Co-Chair Betty Weston will see that the yearbook is updated with new members. She is willing to serve on the Yearbook again with Co-Chair David Bukala.

**Unfinished Business:** Member Marshall has been approached by organizations interested in parliamentary procedure. She proposed that KPLU present Zoom seminars in January and February 2021. She suggested a four-part series: Making Meetings Matter, directors' duties, writing bylaws, motions. A possible follow-up could be on preparing for the NAP exam. Member Marshall feels this could be a way to attract new members. She will need assistance from the group. Fees would be charged and KPLU members would be the instructors and facilitators. President Hemphill instructed Member Marshall to form a subcommittee. Members Davis, Atwell, Pioch and Ellis were suggested as subcommittee members. Regarding virtual meetings, Member Atwell noted that Microsoft Team and Google Meetings have closed captioning as a free feature. Zoom requires an upgraded business account.

**New Business:** Member Fody reported that the MSAP nominating committee seeks nominations from MSAP members who are willing to serve as second vice president, secretary, or director on the state level.

**Educational Lesson:** Member Ellis spoke on his experience attending the 2020 NAP Virtual Training Conference in August. Its focus was the release of *Roberts Rules of Order Newly Revised*, 12<sup>th</sup> edition. Some of the areas covered were electronic meeting bylaws suggestions, 20 obstacles to voting, abstaining from voting, how to correct mistakes in a positive manner, and what it

means to work as a parliamentarian. The new RONR is available now on the NAP website. Member Pioch noted that the 11<sup>th</sup> edition is on clearance and might be used as a workshop handout. Member Ellis noted that the 11<sup>th</sup> edition RONR tabs need only minor adjustment to use with the new addition.

## **Announcements and Information**

**Next KPLU (Zoom) Meeting:** Saturday, November 7, 2020

**Time:** 9:00 am social time, call to order at 9:15 am.

**Link:** <https://us02web.zoom.us/j/85964579639?pwd=VzV4bzNUbUVpMFdwTG1zbk1iZ3NuUTog>

2021 MSAP Winter Quarterly Meeting Saturday, January 16, 2020 (Zoom)

2021 MSAP Spring Quarterly Meeting hosted by LSPU April 9, 2021

2021 MSAP Annual Meeting (tentatively hosted by LSPU) April 10, 2021 (Easter is April 4)

The meeting adjourned at 10:28 am.

Nancy Fody