

**Kalamazoo Parliamentary Law Unit
Meeting Minutes
February 18, 2021**

President Laurie Marshall called the Zoom electronic meeting of the Kalamazoo Parliamentary Law Unit to order at 9:15 am on Thursday, February 18, 2021.

Member Betty Lee Ongley led the members in the Pledge of Allegiance to the Flag of the United States of America.

Secretary Nancy Fody called the roll. Members present were Richard Atwell, David Bukala, Sherri Coulibaly, Barbara Davis, Patricia Dolan, Todd Ellis, Allison Hammond, Barbara Hemphill, Laurie Marshall, Betty Lee Ongley, Julie Pioch, and Nancy Fody. A quorum was present.

President Marshall introduced guests Jackie Livesay and Susan Rigoulot and invited them to join. Both guests are long-time attendees of leadership education training and more recently attendees of KPLU's two-part, nine session webinar.

The agenda was approved as presented.

The minutes of November 7, 2020 were approved as corrected. President Marshall requested that the draft minutes and corrected minutes be sent out within two weeks any meetings.

Officer Reports

President's Report: President Marshall submitted 2 reports including a KPLU update and MSAP quarterly report. Additionally, she is maintaining a task timeline for future KPLU presidents. Reports are attached.

Secretary's Report: Secretary Fody requested clarification on when member dues are considered delinquent. According to the bylaws, dues are due in January, delinquent by February 1st and in arrears by March 1st.

Treasurer's Report: Balance in Checking is \$3,755.65. This does not include \$140 in dues and fees just deposited. Treasurer Hammond will contact two members whose dues are delinquent. She also noted that the bank account authorized signatures need to be updated to include the new President and remove the previous signer. Member Barb Davis moved that Treasurer Hammond have Betty Weston removed from the KPLU bank account at TCF Bank and add President Marshall to the account. Seconded. Motion passed with no objection. The treasurer will contact TCF Bank and have those changes made. Report is attached.

Standing Committee Reports

Audit Report: No Report. Auditor Davis will finish the audit and report at the next meeting.

Bylaws: Bylaws Co-Chairs Todd Ellis and Patricia Dolan are reviewing the bylaws. Co-Chair Ellis has generated a list of questions regarding bylaws and why KPLU does things like it does. The Bylaws are included in the membership yearbook that was sent electronically. Report is attached.

Education: Chair Barb Davis will present an educational program on Nominations and Elections at the end of the meeting. Report is attached.

Library: Chair Davis will report on the weblink update in May. Does KPLU need to acquire any publications?

Membership: Thirteen members have paid their dues. Report is attached.

Nominating: No report due.

Yearbook: Yearbook was distributed to members electronically after corrections were made.

Special Committees Reports:

Communications (Renaming Community Outreach):

Chair Sherri Coulibaly requested members to serve on the committee. President Marshall will appoint them. The Communications Committee will be working to secure contact information from the community and then provide information approved by the Education Committee. Report is attached.

Special Orders:

Annual Audit Report: see Standing Reports.

IRS 990: Member Julie Pioch questioned whether the IRS 990 is classed as special orders or part of the Treasurer's report. The Treasurer will file the 990 by April 15th (15th day of the 5th month after the close of the fiscal year).

Unfinished Business: President Marshall reported on the Leadership Education webinars. The webinars were well received. They were so popular admittance was restricted. Members Davis and Ellis assisted in small groups breakouts. It was a rewarding experience to both attendees and

instructors. Guest Livesay thanked the workshop hosts. She felt it was beneficial. Guest Rigoulot called it a valuable resource.

New Business:

Clarification was requested regarding KPLU meeting dates. Saturday, May 15th was approved at the November 2020 annual meeting. Discussion ensued regarding adding an evening meeting and making the meetings available by recording meetings and learning sessions. Member Davis moved that the President appoint a committee to survey the membership regarding an evening meeting date and time. Seconded. Motion passed.

KPLU will record future meetings and learning sessions so members who are unable to attend will be able to watch later. Barb gave permission to have her education session recorded.

The Development of an Organization and Bylaws Consulting Policy was referred to bylaws committee to consider.

President Marshall has been assigned by Incoming MSAP President Gretchen Denton to the MSAP Membership and Retention Committee. As an Incoming MSAP Director President Marshall encouraged anyone who is interested in becoming a member of MSAP Membership and Retention Committee to contact her.

Announcements:

NAP, MSAP, and MURP:

- NAP February 27, 2021, 5:00 EST
Mr. Timothy Wynn, PRP, “Navigating RONR on ZOOM.”
- MURP April 9, 2021, 4:00 PM Business Meeting, ZOOM
- MURP April 9, 2021, 4:30 PM, ZOOM.
Workshop with Dr. Alaina Jackson, “Standing Rules for Electronic Meetings.”
- MSAP April 9, 2021, 6:00 PM Spring Quarterly Board of Directors Meeting, ZOOM
- MSAP April 10, 2021, 9:30 AM to 4:00 PM Annual Meeting hosted by LSPU, ZOOM.
“Keepers of the Democratic Process”
Registration \$25 (both members and nonmembers) received prior to March 26, 2021.
- MURP July 31, 2021, 9:30 AM to 3:30 PM, ZOOM.
Workshop: Thomas “Burke” Balch, J.D., PRP, “A Deep Dive into the Motion to Amend.”

Education Program:

Education Chair Barbara Davis presented the Learning Lesson: Nominations and Elections. The lesson was recorded for so those not in attendance would be able to view the lesson. The review and new information on Nominations and Elections was from the RP study guide and membership guide.

President Marshal will investigate obtaining a shared google drive or Dropbox for storage of KPLU meetings, lessons, and archives. Some of the January and February webinars were recorded and a link is available.

The meeting adjourned at 10:46 am.

Websites:

National Association of Parliamentarians - parliamentarians.org

Michigan State Association of Parliamentarians - michiganparliamentarian.org

Kalamazoo Parliamentary Law Unit – michiganparliamentarian.org

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