



The Michigan State Association of Parliamentarians 16th Annual Parliamentary Youth Day

Saturday, October 30, 2021

9:30 a.m. to 1:00 p.m.

Via Zoom

[Click Here for Online Registration](#)

Effective Meetings Using Parliamentary Procedure! Take a tour of parliamentary procedure with Michigan's most experienced Registered and Professional Registered Parliamentarians. From the basics to more advanced parliamentary knowledge, develop your skills to ensure successful, productive meetings. Whether for competition or exercising leadership responsibilities, these workshops will enhance your skills and strengthen your organization. Students, get pointers on how to prepare for successful competition at all levels – regional, state and national.

SCHEDULE	
9:30 a.m. – 9:40 a.m.	Welcome and Introduction
9:40 a.m. – 10:25 a.m.	Workshop #1: Member Rights and Responsibilities, Barbara Bonsignore, PRP A member of a group or organization is encouraged to be an active, contributing participant in meetings. This workshop will provide a framework for understanding the “rules of engagement” each member should know in order to get the most out of a meeting environment.
10:25 a.m. – 10:30 a.m.	Break
10:30 a.m. – 11:15 a.m.	Workshop #2: Introduction to Meetings, Bethany Prykucki An introduction to parliamentary procedure based on <i>Robert's Rules of Order Newly Revised</i> (12th edition). This session will focus on parliamentary principles, including how to make a motion. Participants will have the opportunity to explore scenarios and engage actively.
11:15 a.m. – 11:20 a.m.	Break
11:20 a.m. – 12:05 p.m.	Workshop #3: The Duties and Responsibilities of a Treasurer, Jewel Johnson Jones, PRP This presentation will list the many duties and responsibilities of the Treasurer, an elected officer. A general review of the many documents that must be prepared with accuracy will also be shared. Honesty, integrity, thoroughness and a willingness to serve are the most important attributes of a treasurer.
12:05 a.m. – 12:10 a.m.	Break
12:10 p.m. – 12:55 p.m.	Workshop #4: Develop/Fine Tuning Presiding Skills, Edna Arrington, PRP Participants will learn the proper terminology and techniques to be effective presiders. The main focus will be following the order of business, basic amendments, and the motions "division" and "previous question."
12:55 p.m. – 1:00 p.m.	Wrap-up

There is NO Registration fee.

Registration Deadline: Registration via Zoom on or before October 23, 2021.

For additional information or questions on registration, contact Mrs. Joyce Brown-Watkins at watkins.j261@gmail.com.