



The Minnesota Parliamentarian

Official Publication of the Minnesota State Association of Parliamentarians



June/July 2024

President's Corner

Happy New Year!

This is my first official article as your president, and I am grateful to serve you in this role. I thank the many wonderful mentors who have gone before, especially Immediate Past-President David Staehlin. Some people set New Year's resolutions in January. I, for one, have never had much luck keeping those I have set in the past. However, I do have some hopes and dreams for the Minnesota parliamentarians this year:

- I would like to see an increase in our numbers because this truly is a great organization and opportunity to help society learn civil discourse. For this reason, I am appointing all of you as members of the Membership Committee!
- I would like to deepen our individual connections and build relationships. Getting to know each other was easier when we met in person. Although we appreciate the convenience of virtual meetings, we could have an in-person social event. Any volunteers?
- Finally, I would like to invite each of you to serve MSAP in whatever way you would like; on whatever committee you choose. If you have any thoughts or suggestions, please reach out to me. Consider this an open invitation to become more involved.

In this newsletter, please find a wrap-up of the 57th Annual Convention and a list of the newly elected and appointed MSAP Board members. The next Board meeting will be on August 22 via zoom.

The 2024 NAP National Training Conference will be in San Antonio Texas from September 5-8. Several MSAP members will be in attendance. Vice-President Miriam Simmons, Treasurer Josh Martin, and I will be presenting a workshop entitled "Everything was going so well. Or was it? (second guesses and second chances)." Vice-President Simmons and David Whitaker will be presenting another workshop together.

It is with great pleasure that we welcome our newest NAP/MSAP member Dan Thomas-Commings. Dan is a member of the Northern Lights Unit and passed the membership exam in May. Please congratulate him on this accomplishment. Thank you for electing me to serve as your president. I am excited for the upcoming year. Enjoy summer!



MSAP President
Lucy Johnson, PRP

Lucy Johnson, PRP | MSAP President

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MSAP Convention Report

The 57th Annual Convention of the Minnesota State Association of Parliamentarians was held on Saturday, May 4, 2024, at the Cottage Grove VFW Post in Cottage Grove.

There were 13 voting members present which from both the Northern Lights Parliamentarian and St. Paul Unit as well as members-at-large. One guest and one provisional member were in attendance for a total of 15 people.



Guest Presenter
District V Director
Laura Meade PRP, CPP

District 5 Director Laura Meade, PRP, CPP, provided an educational program entitled "The Privilege Is All Mine".

CEUs were awarded for the presentation. Director Meade gave an update on NAP and installed the newly elected officers. They included Lucy Johnson, PRP, president, Miriam Simmons, PRP, vice-president, and Alice Chapman, secretary. Josh Martin, PRP, continues in his term as treasurer.

A nominating committee for 2024-2025 was elected. Members include Alice Chapman, Michael Orr, RP, and David Staehlin with David elected as the Chair. Other business conducted was the approving of bylaws and standing rules amendments, the budget, and the Historian's Report. Reports from the Units were presented.

Members are encouraged to go to and review the 2024 photographs at <https://rw48395.smugmug.com/Groups/2024-MSAP-Convention>. A very special thank you to Bob Williams for taking photographs!!!



2024-2025 Officers (l to r): Secretary Alice Chapman, Vice-President Miriam Simmons, President Lucy Johnson, Treasurer Josh Martin



Outgoing President David Staehlin gives incoming President Lucy Johnson the MSAP gavel and Mason's Manual of Legislative Procedure

Convention Attendees on May 4th

Back Row from left:

Bob Williams, Jeanette Williams, Linda Williams-Brettigen, Jan Strand, Carrie Roach, Pat Reymann, Miriam Simmons, Dan Thomas-Commins, Michael Orr, Gloria de Meireles

Seated:

Alice Chapman, Laura Meade, David Staehlin, Lucy Johnson, Josh Martin



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MSAP 57th Annual Convention – May 4, 2024 – Financial Report

<u>Revenue</u>	Revenue	Expense	Financial Impact
Registration (14 @ \$10 each)	\$140.00		\$140.00
<u>Expense</u>			
Food (breakfast and lunch)			
Bruegger’s Bagels (bagels, coffee, muffins)		(\$60.00)	
ALDI’s (fruit, vegetables)		(\$30.00)	
Sam’s Club (meat, cheese, rolls, snacks, misc)		(\$110.00)	
Reimbursement to Chairman Johnson		(\$200.00)	(\$200.00)
Speaker Expense (Laura Meade)			
Hotel (1 night @ \$120.00)		(\$145.71)	
Transportation (\$.67/mi.*482mi.; per Laura rounded down)		(\$300.00)	
		(\$445.71)	(\$445.71)
Gift for Speaker		(\$25.00)	(\$25.00)
			(\$670.71)
Net Income/(Expense)			(\$530.71)

Minnesota State Association of Parliamentarians 2023-2024 Report of the Historian, by Chairman David Staehlin

The 56th annual Convention of the Minnesota State Association of Parliamentarians (MSAP) was held on April 22, 2023, at Cottage Grove VFW Post 8752 in Cottage Grove, Minnesota. President Miriam Simmons presided with 14 voting members attending.

The following officers were elected for the 2023-2024 term:

- President David Staehlin
- Vice President Lucy Johnson, PRP
- Secretary Alice Chapman
- Treasurer Josh Martin, PRP (Second two-year term)

The following members were elected to the nominating committee:

- Miriam Simmons (Chairman)
- Chris Thorp
- Ginny Altman

Delegates were elected to the National Association of Parliamentarians (NAP) Biennial Convention, September 6-10, 2023, Atlanta, Georgia: Alice Chapman, Gloria de Meireles, Lucy Johnson, Josh Martin, Carrie Roach, Miriam Simmons, David Staehlin, Jan Strand, and Bob Williams. Ginny Altman was elected as an alternate delegate.

Jeanette Williams led an educational session titled “Previous Question: Misunderstandings, Uses, and Abuses.”

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Newly elected officers were installed by NAP Past President Jeanette Williams, PRP, CP-T and the Convention adjourned.

Minnesota Parliamentarian June/July 2023 The June/July 2023 edition of the *Minnesota Parliamentarian* was published on July 19, 2023, by editor Carrie Roach. The edition announced the appointments for 2023-2024.

- Editor Carrie Roach, RP
- Historian David Staehlin
- Parliamentarian Jeanette Williams, PRP, CP-T
- Audit Committee Darleen Harens, PRP
- Budget & Finance Committee Josh Martin, PRP
- Bylaws & Standing Rules Committee Gloria de Meireles (Chair) and Miriam Simmons (member)
- Convention Committee Lucy Johnson, PRP
- Education Committee Lucy Johnson, PRP
- Membership Committee David Staehlin
- Website Committee Michael Orr, RP

Association Biennial Report On September 8, 2023, President David Staehlin submitted the Association report on activities over the previous two years.

Minnesota Parliamentarian October/November 2023 In the October/November edition of the *Minnesota Parliamentarian*, several delegates from MSAP, the St. Paul Unit, and Northern Lights Parliamentarians to the 44th NAP Biennial Convention, September 6-10, 2023, reported on the national Convention. Items of note from the NAP Biennial Convention include:

- Recognition of Bob and Jeanette Williams for their many years of service as the NAP Photography Committee. NAP President Wanda Sims presented Bob and Jeanette with a digital picture frame complete with their photos taken during NAP events.
- MSAP received the 2021-2023 Membership Extension and Retention Award for Greatest Number of Association Educational Workshops in District Five.
- Election of NAP officers: President Allison Wallis, PRP; Vice President Carl Nohr, PRP; Secretary Mona Calhoun, PRP; and Treasurer Robert Schuck, PRP.
- The NAP Board of Directors was censured for removing four members of the Commission on Credentialing without providing due process to the Commission members.
- Josh Martin, PRP, served a two-year term on the NAP Bylaws Committee expiring at the 2023 Biennial Convention.
- Josh Martin, PRP, was appointed assistant editor of the *National Parliamentarian* for 2023-2025.
- Miriam Simmons was appointed to the NAP Youth Committee for 2023-2025.

Annual Seminar The MSAP Annual Seminar was held via Zoom on Saturday, January 27, 2024. The title was "Let's Get Practical". Presenters included Jeanette Williams, PRP, CP-T, (Governing Documents); Patricia Reymann, PRP (Nominations & Elections); and Josh Martin, PRP, (Presiding). Each session included small group participation in breakout rooms. There were 47 registrants. Most were from the Twin Cities or greater Minnesota. In addition, there were attendees from Florida, Iowa, Michigan, North Carolina, Oklahoma, South Carolina, Wisconsin, and three Provinces in Canada: Alberta, Manitoba, and Quebec. Eventbrite was used for registration. The cost of the seminar was \$10. Gross receipts were \$360 based on 36 paying registrants. The presenters, facilitators, and organizers (11 in total) attended for free. Expenses included fees of \$83.30, a returned registration, and faculty stipends. Education Committee Chairman Lucy Johnson, PRP reports that

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the seminar was well received. Handouts and reference material were emailed to participants. The breakout rooms with facilitators worked very well.

The Minnesota Parliamentarian March 2024 In the March 2024 edition of the *Minnesota Parliamentarian*, President David Staehlin reported an increase in membership in MSAP with additional members joining the Northern Lights Parliamentarians and Saint Paul Unit and announced that long-time members, Robert Vokes and Beverly Kennedy, were retiring from membership. Judging and Education of Youth Chairman Darleen Harens, PRP, reported: Business Professionals of America (BPA), a student group, held their regional competition on January 26, 2024 at Wayzata High School in Plymouth. Miriam Simmons, PRP, and Patricia Reymann, PRP, served as the Parli-Pro judges for 3 teams from 2 schools. They were able to also advise them in areas to help prepare them for the state competitions. BPA held their state competition on March 15 at the Hyatt Regency Hotel, Minneapolis. Miriam Simmons, PRP, Patricia Reymann, PRP, and Carrie Roach, RP, served as judges for that competition. When the winning school is known, the school will receive individual medallions for each participant of the winning team. Also, the school will receive a first-place plaque for their trophy case. FCCLA has also contacted MSAP for judges for their state competition on April 7 and 8. At the time of publication, Carrie Roach, RP, volunteered to assist as a judge.

Nominating Committee Report The Nominating Committee, consisting of Chair Miriam Simmons, PRP; Ginny Altman, PRP-R; and Chris Thorp, reported their nominations for MSAP officers and for the MSAP Nominating Committee for 2024-2025. Members who consented to be 2024-2025 officer candidates: President: Lucy Johnson, PRP; Vice President: Miriam Simmons, PRP; and Secretary: Alice Chapman. Members who consented to be 2024-2025 Nominating Committee candidates: Alice Chapman; Michael Orr, RP; and David Staehlin.

New Association Website The Association created a new website to replace the old site that was accessed at friendsofrobert.org. The new website address is msap.us.

Northern Lights Parliamentarians The Northern Lights Parliamentarians met via the remote conferencing platform Zoom on the second Tuesday of each month except for December at 6:30 p.m. and included an educational session at each meeting led by unit members. The unit was led by President Michael Orr, RP; Vice President Richard Skimland; Secretary Darleen Harens, PRP; and Treasurer David Staehlin.

Saint Paul Unit The Saint Paul Unit met in person and via the remote conferencing platform Zoom on the third Wednesday of each month except February from 9:30 to 11:30 a.m. with an educational session led by unit members or guest facilitators. The Unit had an RONR review session that met from 8:30 to 9:15 a.m. before the business meeting. With elections of officers in December 2023, the unit is being led in 2024 by President Carrie Roach, RP; Vice President Pat Reymann, PRP; Secretary Mickey Nickelson; and Treasurer Gloria de Meireles.

Report adopted as amended on May 4, 2024, at the MSAP Annual Convention.

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Thank you from Jeanette Williams

As you may know, I am sorting folders and boxes and finding duplicates of many parliamentary items that may be of interest to others. The MSAP board gave me permission to bring those free items to the annual convention so participants could take what they wanted. Thanks to everyone who donated generously to Front and Center, Inc.

(frontandcenter.live) which is a food shelf, thrift store, and gathering place in Eyota, MN. The \$85.00 in contributions will be put to good use to help feed the hungry in our community. THANK YOU!

Jeanette N. Williams, PRP, CP-T

Youth Judging and Education

Thank you to everyone who assisted this past year in judging students either for the BPA (Business Professionals of America) or FCCLA (Family Community Career Leaders of America) parliamentary teams. Once school is again in session and judges are requested, individuals will be contacted to assist in this endeavor. Members who have done so in the past have found the experience to be very rewarding.

Darleen A Harens, PRP
MSAP Youth and Judging Chairman

Northern Lights Unit

Northern Lights Parliamentarians continue to meet on the Second Tuesday of the month at 6:30 PM via Zoom.

New officers elected at the May 14, 2024 Northern Lights Parliamentarians meeting:

President: Richard Skimland

Vice President: Michael Orr, RP

Secretary: Jason Cassady

Treasurer: David Staehlin will continue in his second year of his two-year term

Our most recent meeting topics have been 'Minutes' by Richard Skimland, 'What do you Know?' by Darleen Harens, PRP, and 'Urban Myths of Parliamentary Procedure' by David Staehlin. We have been fortunate in recruiting some new members this year. Guests and visitors are always welcome! Join us!

Richard Skimland
Northern Lights Parliamentarians President



**SPU Regular Business Meeting
06/17/2024**

Saint Paul Unit

The Saint Paul Unit (SPU) of the National Association of Parliamentarians currently has eighteen members. Business meetings are on the third Monday of the month from 9:30-11:30 a.m. CT during the months of March through January (we do not meet in February). Each business meeting includes an educational program focusing on the 2024 theme of Practicing Democratic Decision-making. Our April session was on 'Mass Meetings: How to form an Incorporated Organization' by Pat Reymann, PRP. Our May session was on 'Organizing an NAP Parliamentary Unit' by Dave Whitaker, PRP. Our June session was on 'Amendments: Step-by-Step' by

**Visit our
Minnesota State Association of Parliamentarians
website:**

<https://MSAP.us>

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Thomas (Burke) Balch, PRP and was available for 2.0 CEUs to NAP credentialed RPs and PRPs. Our July session was on 'Members' Rights' by Miriam Simmons, PRP. Ahead of our business meetings, from 8:30-9:15 a.m. CT we have an RONR review session. We typically hold hybrid meetings. All are welcome to attend our review sessions and our business meetings. Please contact President.SPU@msap.us for further information and the meeting materials.

Saint Paul Unit President Carrie Roach, RP

Do you know how to access your CEU Transcript on the NAP website?

- (1) Go to parliamentarians.org (*Firefox may not operate well for this*)
- (2) Logon to your NAP Member Portal with your username and password
- (3) Click on "certifications"
- (4) Scroll to the bottom and set "Items per page" to 50 (or 25) to maximize your listings on a single page.
- (5) Click on "view my credit history" (*the screen will show overall credits with not much detail*)
- (6) Click on "download transcript" for detailed information

?? SIGNIFICANT DIFFERENCES IN TERMINOLOGY ??

Find significant differences, if any, in RONR (12th edition) and AIPSC 2nd edition) for each set of options.

- | | |
|--|--|
| 1. Agenda
Consent Agenda
Hidden Agenda | 17. Consolidation Precedence
Merger
Dissolution |
| 2. General Orders
Special Orders
Orders of the Day | 18. Previous Notice
Waiver of Notice
Notice to Object to Consideration of a Motion |
| 3. Executive Session
Executive Committee
Executive Board | 19. Debate
Discussion
Request for Information |
| 4. Call of the House
Roll Call
Signed Ballot | 20. Candidate
Nominee
Ex-Officio |
| 5. Rescind
Expunge
Gordian Knot | 21. Association
Corporation
Legislative Body |
| 6. Caucus
Hearing
Informal Consideration | 22. Main Motion
Incidental Main Motion
Resolution |

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- | | |
|---|--|
| 7. Precedent
Precedence
Custom | 23. Amendment
Friendly Amendment
Amend Something Already Adopted |
| 8. Bullet Vote
Cummulative Vote
Absentee Vote | 24. Rescind
Repeal
Annul |
| 9. Proxy Vote
Plurality Vote
Majority Vote | 25. Adjourn
Recess
Adjourned Meeting |
| 10. Postpone Indefinitely
Postpone Definitely
Lay On The Table | 26. Annual Meeting
Continued Meeting
Special Meeting |
| 11. Constitution
Bylaws
Charter | 27. Task Force
Called Meeting
Mass Meeting |
| 12. Vice President
President Elect
Past President | 28. Specific-Purpose Main
Subsidiary Motion
Specific Motion |
| 13. Unanimous Consent
General Consent
Consensus | 29. Ranking Motion
Incidental Motion
Reaffirm |
| 14. Majority Report
Committee Report
Minority Report | 30. Policy
Proviso
Protocol |
| 15. Seeking Recognition
Right to Recognition
Privilege of the Floor | 31. Standing Committee
Task Force
Ad Hoc Committee |
| 16. Resume Consideration Hearing
Take From the Table
Table | |

This handout is adapted from material originally prepared by Miriam Butcher.
“Significant Differences In Terminology”

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CHRONOLOGY OF THE LIFE

OF GENERAL HENRY MARTYN ROBERT

By Gerald E. "Gerry" Olsen, PRP – Submitted by Jeanette Williams, PRP

- 1837 (May 2) - Henry Martyn Robert born in Robertville, SC. 1853 -Appointed to US Military Academy at West Point at age 16.
- 1857 - Graduates from US Military Academy with honors at age 20 (returns twice, first to teach in 1858 and to head Dept. of Practical Engineering in 1865).
- 1858 - Assigned to Washington Territory in charge of engineering operations.
- 1860 (Dec. 24)-Marries Helen Marie Thresher in Dayton, Ohio at age 23 (Children - four daughters, one son).
- 1860-61 -Helps plan defenses of Washington, DC and Philadelphia Harbors. 1863 -First encounter with parliamentary law in New Bedford, MA.
- 1867 -Assigned to West Coast in charge of lighthouse and harbor construction and to scout Arizona.
- 1868 - Begins intensive study of parliamentary law. 1869 -Publishes first pamphlet on PL in San Francisco.
- 1873 - Assigned to Milwaukee supervising construction of lighthouses and river and harbor and improvements.
- 1873-74 - Writes manuscript of Robert's Rules of Order in Milwaukee. 1875 - 4000 unbound copies of RRO set and printed in Milwaukee.
- 1876 (Feb. 19)-"Pocket Manual of Rules of Order for Deliberative Assemblies (RRO)" published by S.C. Griggs Company in Chicago. HMR is 38.
- 1876 (July)- Second Edition of Robert's Rules of Order published with 16 additional pages.
- 1889 - 1895 - Helps engineer and supervises construction of deep-sea port at Galveston Island, Texas.
- 1893, 1915, 1943; 1951, 1970, 1981, and 1990-New editions of RRO, RROR and RRONR published.
- 1895 - Helen Marie Thresher Robert dies.
- 1901 (April 30)-Receives rank of Brigadier General Chief of Engineers in US Army. 1901 (May 2)-Retires from US Army Corps of Engineers at age 64. He served 44 years. 1901 (May 8) - Marries Isabel Livingstone Hoagland in Owego, New York.
- 1901- 1904 - Designs and supervises building of Galveston Sea Wall.
- 1915 - "Robert's Rules of Order Revised" with new material and new copyright published.
- 1921 - "Parliamentary Practice: An Introduction to Parliamentary Law" published. 1923 - "Parliamentary Law" published.
- 1923 (May 11)- Dies in Hornell, New York at age 86, followed by services at Owego, NY, and burial at Arlington National Cemetery in Washington, DC.

9/10/99

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MSAP BOARD MEMBERS 2023-2024

President.....	Lucy Johnson, PRP
Vice President.....	Miriam Simmons, PRP
Secretary.....	Alice Chapman
Treasurer.....	Josh Martin, PRP
Immediate Past President.....	David Staehlin
Editor.....	Carrie Roach, RP
Historian.....	Alice Chapman
¹ Parliamentarian.....	Pat Reymann, PRP
Audit Committee.....	Darleen Harens, PRP
Budget & Finance Committee.....	Josh Martin, PRP
Bylaws & Standing Rules Committee.....	Gloria de Meireles
Convention Committee.....	Miriam Simmons, PRP
Education Committee.....	Jeanette Williams, PRP
Judging & Education of Youth Committee.....	Darleen Harens, PRP
Membership Committee.....	EVERYONE
Nominating Committee.....	David Staehlin; Alice Chapman; Michael Orr, RP
Public Relations Committee.....	Carolyn Loeffler
Web Site Committee.....	Miriam Simmons, PRP
Northern Lights Parliamentarians.....	Richard Skimland
St. Paul Unit.....	Carrie Roach, RP

¹ Offboard Position

FUTURE EVENTS

NAP Leadership Conference
August 9-10, 2024
Virtual

MSAP BoD Meeting
August 22, 2024
Zoom

NAP Training Conference
September 5-8, 2024
In-person | San Antonio, TX
Workshops (virtual option)

MSAP BoD Meeting
October 24, 2024
Zoom

Dahms-Bierbaum Workshop
November 1-3, 2024
Minneapolis, MN

MSAP BoD Meeting
January 9, 2025
Zoom

MSAP MEMBERS (July 2024)

Virginia Altman, PRP-R	Phillip Hernandez de Wright, PRP	Catherine Roach, RP
Beth Carlson	Lucy Johnson, PRP	Miriam Simmons, PRP
Alice Chapman	Sigrid Johnson	Richard Skimland
Patty Commerford	Art Johnston	Larry Souther
Jill Curry	Michael Landers	David Staehlin
Kevin Dahlman, PRP	Carolyn Loeffler	Janice Strand, PRP-R
Gloria de Meireles	Randy Maluchnik	Sandra Thompson
Mary Dedeaux-Swinton, RP	Joshua Martin, PRP	Chris Thorp
Diane Doolittle	Katie Mattison	Judy Twisk
Daron Gersch	Brian Melendez	Kevin Wendt, PRP
Gregory Hanzalik	Fayneese Miller	Linda Westrom
Rita Hardy	Timothy Miller	Jeanette Williams, PRP
Darleen Harens, PRP	Michael Orr, RP	Robert Williams
Jennifer Harris	Patricia Reymann, PRP	Linda Williams-Brettingen

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Richard Skimland, President
{see *Bylaws Comm.*}

Historian

Alice Chapman
{see *Secretary*}

Judging & Youth Educ.

Darleen Harens
{see *Audit Comm.*}

St. Paul Unit

Carrie Roach, President
{see *Editor*}

SUBMISSION DEADLINE for the OCTOBER 2024 Issue of

The Minnesota Parliamentarian is

November 20, 2024

Please submit to Carrie Roach at

Editor@MSAP.us Photos are always welcome.

Editor's Note: the MSAP Standing Rules stipulate that the June/July issue of *The Minnesota Parliamentarian* shall include the MSAP *Bylaws & Standing Rules*. Rather than including these documents *within* the newsletter (which would make the newsletter inordinately long), they are attached to the email sent with this newsletter.