

October 2022

MIRIAM'S MUSINGS

MSAP members have a wealth of information and they love sharing it. Bev Aplikowski kindly passed on some of her materials and they landed with your president. There was a book of limericks related to parliamentary procedure. Limericks? Bev also gave us many copies of the NAP quarterly publication, the *National Parliamentarian (NP)*, thus adding to a collection of NPs which we received from Jeanette Williams last year.

Here's a great quote: "As a relatively new professional parliamentarian—who now realizes that she has passed the early zealot phase of being a professional—I, too, am willing to consider the adage to *do no harm*."

--Solveiga Unger, *PRP Fourth Quarter 2004 NP*, page 16.



Year after year a discussion of *Lay on the Table* appears in the NPs. Why is that? Because it's often misused—when people make this motion, do they mean: 1) to set a motion aside for a little while; 2) to kill a motion; or 3) to go back to a motion at the next meeting?

What's a parliamentarian to do? Zealot or not? I urge clients to word it however they want, just make clear the meaning. (RONR §17 says it means to set aside a motion temporarily because something urgent has arisen.) The AIP Standard Code ended the battle by defining "Table" as "suppressing or killing a main motion, without further debate, with the intention of avoiding any further action." That'll show 'em.

As to other battles, I may go down with the ship fighting this one: approval of the minutes. I ask folks to consider what it means to ask for a motion to approve the minutes. That they look nice? Because the question should be "Are there any corrections?" If "no," the minutes are approved as distributed. If "yes", the minutes are approved as corrected.

Who cares, you say? The Chair asks for a motion to approve the minutes and the assembly votes NO. Now what? This happens: I have evidence

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Please remember to tell your friends about MSAP – invite them to learn parliamentary procedure and make their meetings better.

Miriam Simmons
President

THE NAP NATIONAL TRAINING CONFERENCE



l to r: Bob Williams, Miriam Simmons, Lucy Johnson, and Jeanette Williams at the NTC

I was privileged to attend the 2022 NAP Training Conference in person and present at a workshop. Never having been to Albuquerque, I did some touristy things such as taking a neighborhood trolley tour and the Sandia Peak Tram up 10,000 feet. I also visited the Pueblo Indian Culture Center. The New Mexico food scene can be described as “green” or “red.” All in all, it was an adventure.

As for the training itself, being in person allowed me to meet many new parliamentarians. Thanks to Jeanette

Williams and Miriam Simmons, my friend circle grew. We met with the Region 5 attendees as well.

The numerous workshops were very informative. I am looking forward to viewing on-line some of those I missed. I would highly recommend Robert Blair’s, “Developing a Business Plan for Professional Parliamentary Consulting.” His presentation was very engaging, and his message has implications for life beyond a parliamentary business.

I attended the NAP’s Youth Committee presentation, “Empowering Student ParliPro Leaders for Today and Tomorrow.” The Youth Committee unveiled a downloadable app designed by and for students. They have a new banner with their mission statement: *Supercharge your inner leader – Empowering Leaders for Today and Tomorrow*. Their take home message for us was a quote by an unknown author “Aspire to Inspire Before We Expire.”

Lucy Johnson, PRP

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THE NAP NATIONAL TRAINING CONFERENCE [*Cont'd*]

ROLES OF THE CHAIR

Lessons from the Sidecar:

Steven Bolen, PRP

Sidecar Model: The Chair runs the meeting and the Parliamentarian is along for the ride. The Parliamentarian becomes a trusted advisor who “throws his/her weight around” when it is necessary to keep the ride smooth. He or she calls the Chair’s attention to errors that violate the rights of members. If there are no problems, the Parliamentarian stays out of the way.

TIP: Have 2 pads of paper and many pens; use one pad for notes to the Chair and the other for notes to yourself. The pens will just disappear.

Sheepdog Model: Assist the Shepherd (Chair) in keeping the sheep (members) safe. Very few - maybe none! - want to learn how to make a motion or be an officer; mostly they want to know how to vote, so educate them accordingly. Don’t overcomplicate the lessons. Don’t let the sheep get lost, so sit in on the resolutions, rules, and bylaws committees. Don’t let predators use rules to harass the members. Be proactive to make the shepherd look good.

TIP: Have “office hours” during a convention so that members can ask you questions.

Watchtower Model: Be alert to dangers that are lurking out there and tell the Chair what might be coming. There may be legal issues, financial problems, bullying, theft, coup attempts, and threats to their reputation. Make them aware that there may be statutes or other higher rules that affect their decisions.

TIP: Do your best to make others look good.

The ultimate compliment for a parliamentarian after a meeting: “The Chair was terrific! Why did we need a parliamentarian?”

Pat Reymann, PRP

The NTC held in Albuquerque from Sept 8 to 11 had around 180 individuals attending in person and almost 400 virtually. The sessions attended were mostly very well done. The following seemed very good: Filling in the Blank, Making Sense of Meeting Minutes, Special Rules of Order, The History of the Two-Thirds Vote, and Wielding the Ballot. Hopefully copies of these and other lessons will be available for members to use.

Darleen Harens, PRP

THE NAP LEADERSHIP TRAINING CONFERENCE

This entire conference which was held virtually August 26-7 dealt with how leaders work with the people they are leading.

If you hear the word Fiduciary, what do you think of? When the agenda showed that one of the Roles and Responsibilities titles was listed as Fiduciary. The first reaction was that this related to something financial. However, that assumption was incorrect. As used here it means that A **fiduciary** is a person in a position of trust who obligates himself to always act in the best interests of those who trust him. That put a whole different slant on the word Fiduciary. Mainly it deals with the relationship we have with other parliamentarians or people who we work with.

There also were sessions on Hybrid Meetings, Member Retention and Recruitment, Mentoring, and Avoiding Meeting Boredom. Individuals were given the opportunity to share their experiences in these various areas.

Darleen A. Harens, PRP

The Virtual Leadership Training Conference deserves the high praise it has been receiving from those who attended. It completely held my attention as it delivered what was stated in the program guide and agenda. For example, we met the members of the NAP Board of Directors and our District Directors. We heard from President Sims, PRP, about new initiatives that are designed for NAP's associations and units and how they will benefit the members. Improvements to the website and the NAP University are among the initiatives planned.

Carl Nohr, PRP, led a session to examine the fiduciary responsibilities we have as leaders of our organizations. Evan Lemoine, PRP, spoke about financial roles and responsibilities. His presentation included definitions of financial terms commonly used but often misunderstood. Both presenters used a poll to elicit responses from members.

Helen Mc Fadden, PRP, spoke about how to deal with improper conduct that occurs outside of unit and association meetings. She presented information leaders need to know to mitigate their organization's liability and ensure fairness to their members. She explained a difficult subject in terms that were easy to understand.

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THE NAP LEADERSHIP TRAINING CONFERENCE [*Cont'd*]

C. J. Cavin, PRP, shared valuable information about best practices used to conduct effective virtual and hybrid meetings with the help of technical support. Virtual and hybrid meetings are here to stay. We need the skills to conduct them. NAP Executive Director Cyndy Launchbaugh introduced participants to staff personnel who work at NAP headquarters and she explained the resources and services that are available to members at the national level.

As promised, interactive listening sessions were the hallmark of the second day of the Leadership Training Conference. Here are some details of those sessions. Theljewa Garrett, PRP, led a lively and interactive discussion about strategies members could use to improve member recruitment and retention efforts in units and associations. This information could be useful to our membership committee and to our publicity committee.

Darlene T. Allen, PRP, presented an important session called The Power of Mentoring to help members navigate their NAP membership experience to meet their personal goals. Several members with connections to the Professional Development Committee offered suggestions to obtain mentors for members seeking credentials. According to the participants, several current members appreciate that President Sims and Past-President Allen have served as mentors. There is a need for more mentors.

Deborah Underwood, PRP, and Freddie Colston, PRP, led a session called Finding Balance: How to Avoid Meeting Boredom. During the session we discussed how to create balance for members that will energize us and our respective organizations. We also shared ideas on how to be more engaging and creative when providing parliamentary education.

If you did not register for the Leadership Training Conference this year, consider doing so next year. Here are some benefits: the virtual conference is well organized and interactive; knowledgeable presenters cover topics that are important to all members of an organization, not just the leaders. Additionally, you will have access to a recording of the conference through the NAP member portal for several weeks after the conference ends.

The Leadership Training Conference delivered what it promised. It was one of the best. I hope you will be able to attend next year.

Gloria de Meireles

Note: To access the photo album from the Leadership Conference, go to:

<https://parliamentarians.smugmug.com/Professional/2022-Leadership-Conference/>

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PROPOSED AMENDMENTS

In accordance with our Standing Rules, proposed amendments to the bylaws and standing rules initiated by a member or members are due to the bylaws and standing rules committee no later than January 15th, 2023. Please send proposed amendments to Gloria de Meireles, chair of the bylaws and standing rules committee at franglo8@msn.com.

Gloria de Meireles
Chairman

EDUCATION COMMITTEE

The MSAP Annual Seminar will be held virtually on Saturday, January 28, 2023. The audience for this seminar is the public i.e., non-parliamentarians. Thanks to the creativity of Pat Reymann, the working theme will be MEETINGS: A SPRINT OR A MARATHON?

Suggested workshop topics include Stay on Track (Agenda, Script, Rules of Debate); Fitness Training (motions, how-to- and most- useful); Shortcuts (Unanimous Consent, Consent Calendars, Previous Question, Refer to Committee); Wear Good Shoes (Miscellaneous); Remember to Stretch (Learn and teach your group Parli Pro).

If you are interested in presenting one of the topics, contact Lucy Johnson. This seminar will not be recorded. Please help MSAP promote the seminar by encouraging potential attendees to “save the date.”

On another note, President Simmons and Lucy Johnson met with the NAP Committee Chair on Youth Committee via Zoom. The NAP Youth Committee is working on several projects which will be attractive to high school students and young adults. When complete, these programs will be available for MSAP to promote. Additionally, the Education Committee is working with a high school coach to provide some guidance and resources. If you are interested in helping on any of these initiatives, please contact Lucy Johnson.

Lucy Johnson, PRP
Chairman

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NOMINATING COMMITTEE

The MSAP Nominating Committee consists of Michael Orr, Pat Reymann, and Lucy Johnson, chair. The President, Vice-President, and Secretary will be completing their second term in their respective office. The treasurer will be completing his first term as treasurer. Additionally, this committee will be slating candidates for the Nominating Committee. If any MSAP member would like to be considered for nomination or would like to nominate someone else, please contact one of the committee members.

Lucy Johnson, PRP
Chairman

AUDIT COMMITTEE

The treasurer's material is needed after the end of the fiscal year, November 31, to prepare the audit to be presented at the January 2023 BOD meeting.

Darleen A. Harens, PRP
Chairman

JUDGING AND EDUCATION OF YOUTH COMMITTEE

The committee will wait to hear from BPA and/or FCCLA as to when they will want MSAP members to serve as judges for either their regional or state level competitions. This will be after school starts.

Darleen A. Harens, PRP
Chairman

SAVE THE DATE!

April 22, 2023

MSAP Annual Convention

VFW 8752, Cottage Grove

MSAP BOARD VOTES ON 2023 CONVENTION LOCATION

The Board of Directors voted to set the location of the April 22, 2023, MSAP annual meeting as the Cottage Grove Veterans of Foreign Wars (VFW) Post 8752 at 9260 E. Point Douglas Rd. S, in Cottage Grove. While the location is a bit distant for some members, the hall is again being donated by the VFW, where MSAP Vice President David Staehlin is Post Commander. This is a significant cost savings for both attendees and the Association.

Additional details on the Convention will be shared early in the new year.

David Staehlin
MSAP Vice President

VICE PRESIDENT

Your State Association is looking at opportunities to use our funds to further our mission to educate the public in parliamentary procedure. We've established a Spending-Down Committee to recommend the use of some of our funds to execute our mission. You can look forward to Committee recommendations to use some funds to spread parliamentary knowledge and likely support member parliamentarians when they are teaching parliamentary procedure. Look further for your Board of Directors to be making related decisions soon.

David Staehlin

MEMBERSHIP COMMITTEE

We're well into autumn and attendance at meetings tends to increase as vacations and other summer activities are over. This may be a good time to invite fellow members of deliberative groups to which you belong to attend one of our local study groups, the St. Paul Unit or Northern Lights Parliamentarians. A personal invitation may be just the thing to encourage them to try us out. As with closing a sale, the more people you ask, the more opportunities you have to hear a YES response!

David Staehlin
Chairman

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WEB SITE



Fall in for a visit!

New inquiries for unit membership, professional service inquiries, and general inquiries are regularly occurring through the website.

Congratulations!

Help MSAP to visualize and maintain our website as the most vibrant, active, useful, and attractive tool and marketing endeavor for the state association and your unit. If you have specific comments or feedback, your idea could be implemented!

Visit the website at: www.friendsofrobert.org.

Michael Orr, RP
Chairman

NORTHERN LIGHTS PARLIAMENTARIANS

The NLP unit continues to meet on the second Tuesday of each month at 6:30 p.m. via Zoom, except there is no meeting in December. The business meeting is followed by a member-led study session where participation by attendees is encouraged. The unit is happy to report the addition of several new provisional members in recent months.

David Staehlin
President



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ST. PAUL UNIT

The Saint Paul Unit (SPU) meets virtually on the third Monday of the month beginning at 9:30 a.m. A study session precedes the business meeting at 8:30am. All are welcomed to attend.

MSAP President Miriam Simmons and Lucy Johnson presented a workshop at the NAP National Training Conference (NTC) entitled *Now You're a Parliamentarian: Where do you go from here?* President Simmons also presented a workshop on *Committees*. Several SPU members attended the NTC either in-person or virtually.

During each monthly SPU meeting, there is an educational session directed by Miriam Simmons, chair of the Education Committee. Some of the recent topics were *Rescind or Amend Something Previously Adopted*, *Adjournment*, *Vacancies in Organizations*, and *Learning Parliamentary Procedure*. In addition, SPU member Carrie Roach shared her experience with the NAP testing program for credentialing.

At the SPU meetings, an icebreaker question is discussed during the Good of the Order. This was begun to help make virtual meetings more personal and continues to be well received. Some of the questions have been *If you could go anywhere in the world, where would you go and why? What heritage do you claim? What is your must-do or eat or see at the MN State Fair?*

Lucy Johnson, PRP
President



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Vice President.....	David Staehlin
Secretary.....	Robert Vokes
Treasurer.....	Josh Martin, PRP
Immediate Past President.....	Robert Vokes
Editor.....	Robert Vokes
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Nominating Committee.....	Lucy Johnson, PRP; Michael Orr, RP; Patricia Reymann, PRP
Public Relations Committee.....	Judy Twisk
Seminars Committee.....	
Web Site Committee.....	Michael Orr, RP
Northern Lights Parliamentarians.....	Dave Staehlin
St. Paul Unit.....	Lucy Johnson, PRP

¹ Non-Board Position

FUTURE EVENTS

MSAP BOD Meeting
October 27, 2022
via Zoom

Dahms-Bierbaum Workshop
November 4-6, 2022
Hilton Hotel, Bloomington

MSAP BOD Meeting
January 26, 2023
TBD

MSAP Annual Seminar
January 28, 2023
Via Zoom

MSAP BOD Meeting
March 9, 2023
TBD

Annual Convention
April 22, 2023
VFW 8752
Cottage Grove

THE DEADLINE FOR SUBMITTING ARTICLES FOR THE March 2023

The Minnesota Parliamentarian is February 15, 2022.

Please submit to Robert Vokes at hisfootness@comcast.com

Photos are always welcome.

MSAP: www.friendsofrobert.org

Editor's Note: the approved minutes of the 2022 MSAP Convention are attached to an e-mail with this newsletter. To include the approved minutes *within* the newsletter would have made it inordinately long.