



The Minnesota Parliamentarian

Official Publication of the Minnesota State Association of Parliamentarians



March 2026

Welcome Spring!

As I approach the end of my second term as MSAP President, I am extremely grateful. It has been an honor to serve this amazing organization and to get to know fellow parliamentarians better. New officers will be elected at the Annual Convention. The 59th Annual MSAP Convention will be held on Saturday April 11, 2026, at the Cottage Grove VFW. (see the flyer attached to your email or visit the

website at msap.us to register). The National Association of Parliamentarians (NAP) Secretary Donna Mitchell, PRP will present the educational session entitled "Debate: Do you understand the rules of engagement?" This program qualifies for

1.5 CEUs. In addition, Secretary Mitchell will provide an update on NAP. A no-host dinner will be held with Secretary Mitchell on Friday, April 10, 2026 prior to the convention. While the details are not finalized, the dinner will be at

6:30pm. If you are interested in attending, please let me know.



DUE DATE
April 7, 2026
MSAP Convention
Registration

Items from the NAP Bookstore will be available for purchase at the convention. Pricing will be at the NAP member rate and will not include shipping or handling. Requests for specific products may be emailed to lucyhjohnson@msn.com no later than Tuesday, March 24, 2026. One order will be placed with NAP. At the recent MSAP Board of Directors meeting, a request was made to decrease the amount and number of copies made for the convention. To honor this request, a select number of copies of reports and resources will be available. Some of those reports are found in this issue of the MN Parliamentarian. It may be advisable to bring your copy of the newsletter with you to the convention.

There is a bright future for MSAP. I was a judge for the BPA State Parliamentarian competition in March. Twelve teams competed. One team, coached by an MSAP member, was a first-year team. Please consider mentoring a high school team in your area. See you at the convention! Next year, 2027, will be the 60th convention.

Lucy Johnson, PRP | 651-238-0494 | lucyhjohnson@msn.com

Minnesota State Association of Parliamentarians website
You have got to go take a look!!

Visit the website at: MSAP.US



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MSAP ANNUAL SEMINAR REPORT

The MSAP Seminar was held in the morning of Saturday, January 24 on Zoom. Presenters included Josh Martin, PRP, Carrie Roach, RP, Miriam Simmons, PRP, and Briana Rose Lee. The theme of the seminar was "May I Take Your Order?" The seminar presentations focused on the various ways in which the word "order" is used in Robert's Rules of Order, including such topics as *rules of order*, *orders of the day*, *point of order*, etc. The seminar was attended by 22 registrants at a cost of \$15 each. After fees from EventBrite, the income for the seminar was \$268.62. The expenses for the seminar were \$200, consisting of a \$50 stipend for each presenter, leaving a final profit for the seminar of \$68.62.

FINANCIAL REPORT

INCOME:

Registration - 22 @ \$15.00	\$330.00
TOTAL	<u>\$330.00</u>

EXPENSES:

EventBrite Fees - 22 @ \$2.79	\$ 61.38
Instructor Stipend - 4 @ \$50.00	200.00
TOTAL	<u>\$261.38</u>

NET GAIN/LOSS	<u>\$ 68.62</u>
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Education Committee Chairman Josh Martin, PRP

AUDIT COMMITTEE REPORT

01 Dec 24 to 30 Nov 25

The account book, check book, payment vouchers, and bank statements from Huntington Bank are in agreement as presented and are accurate.

Beginning Balance: 01 Dec 24	\$6782.94
Receipts	1260.34
Disbursements	<u>3168.67</u>
Ending Balance: 30 Nov 25	\$4874.61

Audit Committee Chairman Darleen A. Harens, PRP

JUDGING AND EDUCATION OF YOUTH

BPA (Business Professionals of America) requested judges for the BPA Regional competitions which was held at Wayzata High School, Plymouth, on Friday, January 23. Lucy Johnson PRP, Dan Thomas-Commins, and Gloria de Meireles assisted with the judging. Two teams had participated.



BPA held the Parli-Pro state competitions at the Hilton Hotel in Minneapolis on March 6. Lucy Johnson PRP, Kevin Wendt, PRP, and Dan Thomas-Commins served as judges. Ten teams participated. The first place team was from Stewartville High School. Individual medallions were sent to the school for each of the six members of

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the team. A first place plaque has been sent to the school for their trophy case. Janice Strand PRP-R from Rochester has also been advising them and will continue to do the same as they prepare to compete in Nationals in Nashville.

MSAP has also been asked by The MN FCCLA (Family Community Career Leaders of America) to provide judges for their state competition to be held at the Bloomington Sheraton on March 27. Kevin Wendt, PRP and Pat Reymann PRP-R have volunteered to serve at that competition. When the winning team(s) are known, individual medallions and plaques will also be provided to them. Thank you for all of you who judged at these various competitions or assisted in any other way to help these teams succeed.

Youth and Judging Chairman Darleen A. Harens, PRP

During the Leadership Conference of the MN School Boards Association a *Robert's Basic Rules* workshop was given to allow the association members the ability to participate more fully in their school board meetings. A variety of scenarios with a parliamentarian were demonstrated by the Minnesota Association of Parliamentarians and the FFA Parliamentary Procedure team from Dassel Cokato on Thursday, January 15, 2026. The workshop included sixty minutes on the correct usage of parliamentary procedure on small boards. The students demonstrated many different motions. This was also done for this organization in 2025 and this year's full house was full of questions which the students handled very well!



Dassel Cokato FFA Coach Kevin Dahlman, PRP

Congratulations Stewartville BPA Parli Pro Team!

Two Business Professionals of America parliamentary procedure teams from Blue Earth and Stewartville high schools participated in the BPA Regional Competition in Rochester in early January 2026. Because there were two teams, both could proceed to the State Competition.

Having judged the competition in Rochester for several years alone, I asked a new NAP member, Benjamin Zastro, to participate as a judge. The team members take a written test; the scores are added to the performance score. Both teams showed competence and went on to the State BPA Leadership Conference. Ben was impressed with the work of the teams. Because Stewartville had not had a team in recent years, I offered to meet with the team before the State Competition.

The competition gives the team three issues, each with two or three motions to be carried out in addition to the main motion introducing the issue. The team has fifteen minutes to plan the meeting to be performed and use all the motions correctly. The team members may use Robert's Rules of Order Newly Revised, 12th Edition and other materials in preparation. Each member can make notes on a note card to be used during the meeting. The team also has fifteen minutes for their performance.

In meeting with the team and the instructor in late January, I provided questions to study for the written test, sample scripts for processing motions, and other written materials for use in preparation for the state competition that would include more experienced teams. I encouraged each of the five members of the team to become a 'specialist' in one or more of the subsidiary motions, privileged motions, incidental motions, etc.

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so that they could guide the team to efficiently plan the meeting during competition. I gave encouraging words to cheer them on! The Ag teacher was also in attendance and offered assistance.

The State BPA Leadership Conference was held in Minneapolis on March 5, 6, and 7. On Saturday, March 7 I received a text from the Stewartville advisor that the team was recognized as the top team of twelve teams in competition. The team “was so very excited and proud that they beat teams that have historically won! They were so impressed with how willing the judges were to engage them in conversation.” The team of five students (four seniors and one junior) put in great effort to master the procedures necessary to achieve this deserved recognition.

I will invite Ben to join me as we meet with the team in April to give them additional pointers and cheer them on to the competition in Nashville, TN on May 6, 7, and 8! Hopefully, other Stewartville High students, who have now seen their classmates’ recognition will be motivated to be part of the parliamentary team for competitions in 2027!!

Jan Strand, PRP-R



CALL TO THE MSAP CONVENTION

THE MINNESOTA STATE ASSOCIATION OF PARLIAMENTARIANS CONVENTION WILL CONVENE
AT
VFW POST 8752, 9260 EAST POINT DOUGLAS ROAD SOUTH, COTTAGE GROVE, MN
ON
SATURDAY, APRIL 11, 2026
AT
9:00 A.M.

FOR THE PURPOSE OF ELECTING OFFICERS, AMENDING THE BYLAWS AND STANDING RULES, HEARING REPORTS, AND CONDUCTING ANY NECESSARY BUSINESS. **NAP SECRETARY DONNA MITCHELL, PRP** WILL PRESENT THE EDUCATIONAL LESSON, **DEBATE: DO YOU UNDERSTAND THE RULES OF ENGAGEMENT?**

(NAP credentialed members attending can receive 1.5 CEUs)

A REGISTRATION FEE OF **\$15** IS REQUIRED FOR ALL ATTENDEES. **MSAP** MEMBERS OBTAIN VOTING DELEGATE STATUS UPON PAYMENT OF THE REGISTRATION FEE. **PROVISIONAL** MEMBERS OF THE **ST. PAUL UNIT** AND **NORTHERN LIGHTS PARLIAMENTARIANS** AND OTHER VISITORS ARE WELCOME TO ATTEND AND OBSERVE.

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MERC Course Offers Instruction for Membership Exam

In April, the NAP Membership Extension and Retention Committee (MERC) will also honor Parliamentary Law Month by offering a course designed to help prospective members prepare for the NAP Membership Exam. The course will be held on four consecutive Wednesdays **beginning April 8**. Current members are encouraged to share this opportunity with colleagues, students, and others who have an interest in parliamentary procedure and may wish to join the NAP community. Registration and additional details are available in [the NAP Portal](#).

2025–2026 Nominating Committee Report

The MSAP nominating committee nominates the following members for election to the listed offices and elected committee positions for the 2026–2027 year at our Annual Convention on April 11, 2026.

OFFICERS

President: Carrie Roach, RP
 Vice President: Alice Chapman
 Secretary: Dan Thomas–Commins

NOMINATING COMMITTEE

David Staehlin
 Larry Souther
 Alice Chapman
 Nominating Committee Chairman, Alice Chapman
 with members David Staehlin, and Carrie Roach, RP

Nominated for the Position of President:	Nominated for the Position of Vice President {incumbent}:	Nominated for the Position of Secretary {incumbent}:
<p><u>Carrie Roach</u>, RP, is the editor of <i>The Minnesota Parliamentarian</i> and the MSAP Historian. She holds the office of Vice President of the St. Paul unit and serves as its Historian as well as its past–President (2023 & 2024). Carrie received her NAP credential in February 2023 after becoming a member in August 2021. She enjoys educating people on the usefulness of RONR (12th edition), as well as judging youth parliamentary procedure events. Her former work as a statistical analyst and mathematics teacher, along with mission trips like the one to Rwanda in February, enable her to boldly side step the <i>quid pro quo</i> to truly know the people she works with and for.</p>	<p><u>Alice Chapman</u> joined the St. Paul Unit in 2019 as a provisional member, became a member of NAP in 2023, served as SPU’s Secretary in 2022 and President in 2025. She also served as MSAP Vice President in 2025.</p>	<p><u>Dan Thomas–Commins</u> joined NAP in 2024 as a member of the Northern Lights Parliamentarians unit. He has served as a chair or parliamentarian at dozens of local meetings and conventions over the past eight years. He has also served in secretary roles for a variety of committees and conventions since college. Dan is zealous about organized and accurate recordkeeping and has employed his skills as the 2025 MSAP Secretary.</p>

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reminder

MSAP CONVENTION REGISTRATION

(sent as an attachment to your email)

MSAP E-Mail Addresses

Not sure who to e-mail or who is filling a current position? We use e-mail forwarding for your convenience. Below are some msap.us e-mail addresses that you can use. Your e-mail will be automatically forwarded to the personal e-mail address for that office holder or position.

President@MSAP.us

Editor@MSAP.us

VicePresident@MSAP.us

President.NLP@MSAP.us

Secretary@MSAP.us

President.SPU@MSAP.us

Treasurer@MSAP.us

BYLAWS and STANDING RULES COMMITTEE REPORT

(this report is required to be included in this issue)

(to save space and for the reader's enjoyment)

(this report is sent as an attachment to your email)

NORTHERN LIGHTS PARLIAMENTARIANS

The Northern Lights Parliamentarians meet on the second Tuesday of every month at 6:30 pm, except there is no meeting in December. We continue to have educational presentations based on a discussion of different aspects of Robert's Rules of Order Newly Revised (12th ed.), and on occasion, on Robert's Rules of Order in Brief (3rd ed.). Recent topics have been Appeal, Reconsider, and Postpone. Feel free to join us when you can. The discussions are informative, and participation is always welcome and encouraged. Please contact President.NLP@MSAP.us for meeting links and further information.

Northern Lights Parliamentarians
President, Richard Skimland

SAINT PAUL UNIT

The newly elected officers of the St Paul Unit for 2026 are: Carrie Roach, RP, Vice President; Kathy Panek, Secretary; Jan Strand, PRP-R, Treasurer; and Alice Chapman, President. The SPU meets via Zoom on the third Monday of every month except for February when there is no meeting. A study session begins at 8:30 am and the business meeting follows beginning at 9:30 am. The education sessions presented during each business meeting dive deeper into parliamentary topics. Guests are always welcome to attend our study sessions and our business meetings. Please contact President.SPU@MSAP.us for meeting links and further information.

Saint Paul Unit
President, Alice Chapman

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FUTURE EVENTS

NAP Spring Training | March 28, 2026 | Online | {pre-register \$\$}

MSAP Annual Convention | April 11, 2026 | VFW Post 8752 Cottage Grove | {pre-register \$\$}

NE State Assoc. Workshop | May 29, 2026 | contact LGCook08@gmail.com | {in person and pre-register \$\$}

NAP National Training Conference | August 26-30, 2026 | Birmingham, AL | {pre-register \$\$}

<https://www.parliamentarians.org/membership/events>

Dahms Foundation Workshop - Who Counts: Quorum Quandaries and Voting Thresholds | November 6-8, 2026 | Oklahoma City, OK | {pre-register \$\$} <https://DahmsFoundation.org>

Many more wonderful events at:
<https://www.parliamentarians.org/events>



JUNE/JULY 2026 ARTICLE DUE DATE:
The Minnesota Parliamentarian
*** Friday, the 12th of June, 2026 ***

Please submit articles to
Editor@MSAP.us
Photos are always welcome!