

March 2023

MIRIAM'S MUSINGS

Join me in welcoming new MSAP members Timothy Miller, M.D. of New Prague and Katie Mattison of Eau Galle, WI. We hope that they will join us in taking advantage of the educational opportunities available from NAP and its districts, associations, and units.

This issue of the Minnesota Parliamentarian brings me to my last column as president. I truly have been fortunate to meet and to work with this doughty band of volunteers. We have shared a few tough moments and some grand ones. We are excited to be in a good financial position and to be able to do more outreach. There is not only a need to understand the rules of meetings, there's a big desire out there! People are genuinely grateful to learn about the rules and how to apply them. Four years ago, we could not even imagine reaching 50 people all across Minnesota and the upper Midwest with an educational session. Zoom lets us produce accessible, affordable, and educational events.



A Toolbox of Power Point presentations is now available from NAP. When all are uploaded, there will be 25 presentations. NAP members can find the Toolbox in the NAP bookstore: when you order it (it's free!), it is added to your digital library on the member portal. (If any of that sounds incomprehensible, e-mail me and I will send instructions. (Simmonstothe point@gmail.com))

Remember to check for events and workshops on the NAP event calendar. (Go to parliamentarians.org and look for "View all NAP events" on the right-hand side.)

District V held its annual convention on February 18 via Zoom, with a brief business meeting and an educational lesson. The MSAP Convention will be held in person on April 22 in Cottage Grove and includes a lesson which is guaranteed to teach you something new. Please join us. All are welcome!

Miriam G. Simmons, PRP
President

The Minnesota Parliamentarian

Editor's note: Jeanette Williams provided the following article by Daniel Seabold for the newsletter and secured his permission to include the article. Dr. Seabold is one of the authors of the 11th and 12th editions of *Robert's Rules of Order*.

I used to give a talk in which I described executive boards as a cancer on the voluntary societies of America. Pretty harsh, I know, but back then the online *Robert's Rules* Questions and Answer Forum (<http://www.robertsrules.com/mboard.html>) was filled with tales of officers and boards overstepping their authority. RONR has stated since the 7th edition that when the bylaws provide for an executive board, “the board has only such power as is delegated to it by the bylaws or by vote of the society’s assembly referring individual matters to it.” (RONR [12th ed.] 49:5) Since you can never be too careful about these things, the 11th edition further clarified that, without express authorization, a board cannot rescind or amend a motion adopted by the membership, nor can it adopt a motion that the membership has previously rejected (56:41). Take that, overreaching boards!

But reining in the board is just a start. If the membership really wants to control the society’s affairs, it needs to take charge of its committees as well. How often, after an important matter has been referred to a committee, do we learn that the committee never even met to consider it? Or that its report ignored the assembly’s intentions or exceeded the committee’s authority? The two keys, I think, to making a committee work for the membership—rather than for itself—are to provide the committee with clear instructions and to discharge it if those instructions aren’t followed.

RONR states that the membership can give instructions to a committee either at the time it refers a matter to it (13:8(d)) or at any later time before the committee has reported (13:22). A committee may be instructed when to meet, what procedures to follow when it deliberates, what actions to take, and when to report. These instructions are binding on the committee (13:8(d)). Except as the bylaws provide otherwise, binding instructions can also be given to the board (49:7).

Be as specific as you like. Suppose a motion is pending to refer to a committee a resolution selecting the banquet hall for the annual dinner. A member can move to amend the motion to *Refer* by adding “and that the committee be instructed to obtain estimates and sample menus from three competing venues, to survey our members by email as to their preference, and to report its recommendation at the October meeting”. Or suppose a special committee was appointed last month to investigate a merger with another organization, but the committee has produced no report because its widely-dispersed members have had difficulty coming together. At a meeting of the assembly, a member can make the incidental main motion “that the special committee be instructed to meet by telephone and to report at the next meeting”. Although this instruction affects the conduct of business in the

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committee, it does not create a rule of order for the assembly itself, and can be adopted by majority vote. (See 9:35 and 13:8(d). The instruction described on 50:26 can also be given by majority vote.)

Daniel. E. Sebold

Vice President

Greetings, fellow Minnesota Parliamentarians! Thank you for your continued membership in and support of the Minnesota State Association of Parliamentarians as we strive to provide professional and educational support to those seeking to become more familiar with Robert's Rules of Order. Our goal is to serve our members and the public in the interest of making all meetings more efficient and fairer.

We encourage and invite your active involvement in the Association as your time, health, and interests permit. Some of our current leaders hold multiple positions, such as holding an elected or appointed officer position while also serving as chair of one or more committees. When we have committee chairs who hold only that single position, it can help that committee be more productive as well as adding another viewpoint to our deliberations. The adages “More hands make light work” and “Two heads are better than one” both come to mind.

One example of an opportunity is that we’re looking for a new editor for the *Minnesota Parliamentarian*. Our current editor—who has been doing a wonderful job—wishes to retire from that position.

If you can help, please contact President Mariam Simmons or, me, Vice President David Staehlin.

- President Mariam Simmons: president@msap.us
- Vice President David Staehlin: vpresident@msap.us or 651-261-5802

David Staehlin
Vice President



The Minnesota Parliamentarian

Call to Convention

The Minnesota State Association of Parliamentarians will meet in convention at VFW 8752, 9260 East Point Douglas Road, Cottage Grove, MN on Saturday, April 22, 2023, at 9:00 a.m. for the purpose of electing officers, hearing reports and conducting business that pertains to the organization, including electing delegates and alternatives to the 2023 NAP Biennial Convention. All MSAP members are welcome to attend and will obtain voting delegate status upon payment of the registration fee. We also welcome unit members who haven't passed the NAP Membership Examination yet and other visitors.

Miriam Simmons, PRP
President

Convention Committee

We are excitedly looking forward to our 2023 MSAP Convention on Saturday, April 22, 2023. Your state association will meet to take care of important business—including the election of officers for the 2023-2024 year—and participate in an educational session led by past National Association of Parliamentarians president Jeanette Williams. We may also have a special guest.

Check in will begin at 8:30 a.m. with refreshments being available. The Convention will begin at 9 a.m. Lunch is included. Our goal is to be finished by 2 p.m.

The Convention will again be held at Cottage Grove Veterans of Foreign Wars (VFW) Post 8752 at 9260 East Point Douglas Road South, in Cottage Grove. The use of the facility is being donated by the Post, where I (MSAP VP and Convention Chair David Staehlin) and the Post Commander.

The location is just off of Highways 10/61 next to Walmart in the 'Big Red Barn.'

We hope you will register and attend. Members of MSAP who pay the registration fee will serve as delegates having full rights to make motions, speak in debate, and vote.

David Staehlin
Chairman

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CONVENTION REGISTRATION

Saturday, April 22, 2023

**VFW Post 8752
9260 E Point Douglas Rd
Cottage Grove, MN 55016**

8:30 a.m. Registration and Continental Breakfast (Included)

9:00 a.m. Convention Convenes

12:00 noon Lunch (Included)

3:00 p.m. Convention Ends, Meeting of New Board

Cost: \$15.00 Please register by April 15th. No registration at the Door!

**Education Session by NAP Past President Jeanette Williams, PRP
“Previous Question: Misunderstandings, Uses, & Abuses”**

Please mail this form with your check made out to MSAP to:

**Josh Martin
4403 Harriet Avenue, Minneapolis, MN 55419**

Name: _____

Address: _____

Phone: _____ **E-mail:** _____

Unit: MAL NLP SPU On-Line Visitor

Special food requests: _____

Please note: requests for refunds are not guaranteed and will be considered on an individual basis

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Annual Seminar

The MSAP Annual Seminar was held via Zoom on Saturday, January 28, 2023. The title was “Meetings: A Sprint or a Marathon”. Presenters included Pat Reymann, PRP (Stay on Track – agenda, script, rules of meetings); Miriam Simmons, PRP (Fitness Training – motions and their amendment, bylaws amendments); David Staehlin (Shortcuts – unanimous consent, consent calendars, previous notice, refer to committee); Robert Vokes (Wear Good Shoes – bylaws and minutes), and Lucy Johnson, PRP (Remember to Stretch – learn and teach your group Parli Pro).

Income	
40 paid registrations @ \$15	\$600.00
Expenses	
Eventbrite	58.80
Faculty stipends	<u>500.00</u>
	\$558.80
Income minus Expenses	\$ 41.20

There were 47 registrants. Most were from the Twin Cities, however, there were attendees from New Orleans, Oklahoma, Canada, Illinois, and Iowa. Eventbrite was used for registration. The cost of the seminar was \$15. Gross receipts were \$600 based on 40 paying registrants. The presenters, guests, and helpers attended for free. Expenses included fees of \$58.80 and faculty stipends. A profit of \$41.20 was realized.

This seminar was well received, and a number of requests were submitted to have part or all of it repeated for other groups. Additionally, the seminar was recorded. Currently, the editing of the records is in process. It is still to be decided what to do with the recording once edited.



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Education Committee

As part of a goal to reach high school students who are interested in parliamentary procedure, the Education Committee emailed a list of contacts and offered resources and assistance. Two high school coaches responded. President Simmons and Lucy Johnson met via Zoom with the students at Blue Earth Area High School and sent them various resources. Additionally, they will be meeting with Watertown-Mayer in February (at press time).

In January President Simmons and Lucy presented a workshop via Zoom to the Georgia State Association of Parliamentarians Youth Committee. The topics were “Who Let the Dogs Out – What is a Parliamentarian and Why Would you Need One” and “All About Committees.” The workshop was well attended, and students could answer and ask questions. The attendees were from high schools and middle schools across Georgia. It was heartwarming to see a class of 6th graders among those most engaged with the questions.

Lucy Johnson, PRP
Chairman

Audit Committee

01 Dec 21 to 30 Nov 22

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

Beginning Balance: 01 Dec 21	\$3475.59
Receipts	1858.20
Disbursements	1277.20
Ending Balance: 30 Nov 22	\$4056.59

NOTE: The CDs are not listed in the audit as MSAP did not add funds or use any of the funds during this fiscal year. The audit only shows what is reflected on the monthly bank statements for the checking account.

Darleen A. Harens, PRP
Chairman

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Nominating Committee

The following individuals have consented to be candidates for the offices of MSAP for 2023-2024:

President –David Staehlin

Vice-President – Lucy Johnson, PRP

Secretary – Alice Chapman

Treasurer – Joshua Martin, PRP

The following individuals have consented to be candidates for the 2023-2024 MSAP Nominating Committee:

Virginia Altman, PRP

Miriam Simmons, PRP

Chris Thorp

Except for the Treasurer who serves a two-year term, nominees will serve a one-year term from 2023-2024 once elected.

Submitted by the 2022-2023 Nominating Committee

Lucy Johnson, PRP, Chair

Michael Orr, RP

Pat Reymann, PRP

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

vpresident@msap.us

treasurer@msap.us

secretary@msap.us

editor@msap.us



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There Are No Do-Overs in Robert's Rules. *

The question came at me abruptly and tersely: “Would you stake your parliamentary reputation on that? This may end up with the lawyers.”

Several members were upset about board actions. Debate on a motion had gone on for over an hour. A vote by roll call—a tedious thing indeed—was proceeding. The Board feared that no matter how it ended, someone would make the motion again. So, this board member was asking me: are you absolutely sure it is out of order to make another motion on substantially the same thing?

“Yes!” I said, with as much assurance as I could muster. (The last thing they needed was a wishy-washy response from the parliamentarian.)

Here's the citation:

RONR 10:26 (3) No main motion is in order that presents substantially the same question as a motion that was finally disposed of earlier in the same session by being rejected...A main motion that was thus disposed of can, however, be renewed (**38**)—that is, the same question can be introduced again as if new—at any later session...

A majority vote was needed for adoption, but over two-thirds of the votes were “No.” Thus vanquished, the unruly faction seemed to vanish.

* The motion to *Reconsider* being the exception, of course, but that is the subject of another article.

Miriam G Simmons, PRP

Membership Committee

We continue to grow our Association and are pleased to welcome several new members of the National Association of Parliamentarians and the Minnesota State association. Some new members are newer to parliamentary procedure, but others have years of experience so we're seeing a nice mix.

We encourage you to invite your clients and fellow members of deliberative assemblies to join NAP and the State Association. A good way to do that is to invite them to attend meetings with one or both local units: the St. Paul Unit and Northern Lights Parliamentarians.

David Staehlin

Chairman

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Editor's Note: Because of the MSAP fiscal year and in order to operate, the board of directors gave initial approval of the 2023 proposed budget below in January 2023. The proposed budget will be reviewed and approved during the Annual Convention in April.

MSAP BUDGETS	Dec 2021 - Nov 2022	Dec 2022 - Nov 2023
Fiscal Year is	Adopted Budget	Proposed Budget
REVENUES		
1.DUES	\$700.00	\$700.00
2.SEMINAR REGISTRATIONS	\$150.00	\$675.00
3.CONVENTION REGISTRATIONS	\$700.00	\$300.00
4.EDUCATIONAL MATERIAL SALES	\$250.00	\$0.00
5.MISC PROJECTS	\$0.00	\$0.00
6.DONATIONS	\$25.00	\$0.00
TOTALS	\$1,825.00	\$1,675.00
EXPENDITURES		
7. SEMINARS	\$250.00	\$500.00
8. CONVENTION	\$900.00	\$600.00
9. NAP REPRESENTATIVE	\$400.00	\$400.00
10.NAP CONVENTION DELEGATES	\$200.00	\$1,800.00
11.OFFICERS EXPENSES	\$50.00	\$50.00
12.NEWSLETTER EXPENSE	\$50.00	\$50.00
13.STATIONERY/SUPPLIES	\$0.00	\$0.00
14.DISTRICT 5 CONFERENCE	\$0.00	\$0.00
15.PARLI TEAMS SECONDARY	\$250.00	\$250.00
16. EDUCATIONAL MATERIALS	\$200.00	\$0.00
17.HISTORIAN	\$15.00	\$15.00
18.MISC GIFTS	\$35.00	\$80.00
19.SPECIAL PROJECTS	\$0.00	\$500.00
20.WEB	\$200.00	\$200.00
BANK CHARGES	\$0.00	\$0.00
TOTALS	\$2,550.00	\$4,445.00
Profit / Loss	\$(-725.00)	\$(-2,700.00)

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MSAP TREASURERS' REPORT

January 26, 2023

BALANCE ON HAND		10/27/2022	\$4,081.34
Receipts			
	NAP Dues	1 Member @ \$18.75	\$18.75
	NAP Dues	32 Members @ \$15	\$480.00
TOTAL REVENUE:			\$498.75
Disbursements:			
	RONRIB Copies Website Renewal 2022/2023	Reimbursement for Miriam Simmons	\$43.50
		Reimbursement for Steve Peer	\$96.00
TOTAL EXPENSES:			\$139.50
BALANCE ON HAND		1/26/2023	\$4,440.59
<u>CERTIFICATE OF DEPOSITS:</u>			
#1 SAVINGS BALANCE		Total 12/31/22	\$2,651.78
#2 SAVINGS BALANCE		Total 12/31/22	\$2,114.53
CD TOTALS:			\$4,766.31
TOTAL EQUITY:			\$9,206.90

Judging and Education of Youth

Thank you to all of our volunteers who assist in judging the Parli-Pro high school teams.

The regional BPA Parli-Pro competiiton was held on Friday, January 27 at Wayzata High School, Plymouth. MSAP provided two judges for that competition. They were Robert Vokes and David Staehlin. There was one team there to be judged.

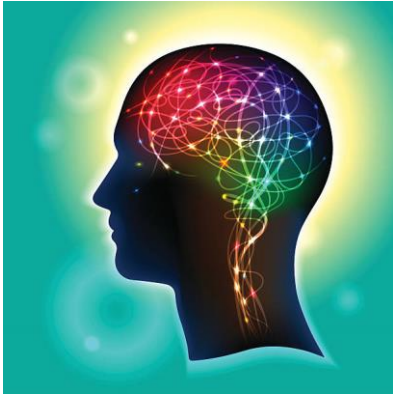
The state BPA judging will be held Friday, March 10 at the Hyatt Regency Hotel, Minneapolis. The three persons who have consented to judge this state Parli-Pro competition are Kevin Wendt, PRP, David Staehlin, and Carrie Roach. At the state level there usually are about 10 teams to judge.

Darleen A. Harens, PRP
Chairman

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Saint Paul Unit

The Saint Paul Unit (SPU) of the National Association of Parliamentarians currently has sixteen members and we would very much enjoy having you consider being part of our regular gatherings. During our December meeting we elected officers for 2023; they are Carrie Roach as President, Pat Reymann as vice-President, Gloria de Meireles as Secretary, and Pat Reymann as Parliamentarian. Ginny Altmann is continuing into the second year of the two-year term as our Treasurer.



Our unit of avid learners and gentle teachers meets on the third Monday from 9:30-11:30 a.m. CT for its business meeting which includes a formal educational program, and ahead of that, from 8:30-9:15 a.m. CT we have an RONR review session when we quiz ourselves and discuss a particular topic. Both events are held on the third Monday of January, and each of the months March through December. We do not meet during the month of February.

We typically meet via Zoom, and at times we hold hybrid meetings so people may attend in-person or via Zoom.

All are welcome to attend our review sessions and our business meetings. We seek to educate ourselves and others on Robert’s Rules of Order Newly Revised, which is in its twelfth edition. From this source we find clear and concise procedural rules to consistently rely upon. If you, or someone you know of, could benefit from smoother and more efficiently run meetings, I encourage you to join us in our learnings!



Take care.

Carrie Roach
President

Northern Lights Parliamentarians

The Northern Lights Parliamentarians (formerly known as the Minneapolis Unit) is doing well, meeting on the second Tuesday of each month at 6:30 p.m. via Zoom.

The unit continues to grow with new members. Our meetings—held monthly except in December—include a business meeting and then a lesson on parliamentary procedure. Our February lesson was on “Principles of Interpretation” with our March and April lessons being “The Power of No!” and “Meeting Myths,” respectively.

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Contact NLP President David Staehlin at president.nlp@msap.us to request an invitation with the Zoom link.

David Staehlin
President



Michael Orr, RP
Chairman, Web Site Committee



Minnesota State Association of Parliamentarians website

**We've got work going on, but
still up and running!**

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

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**

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MSAP BOARD MEMBERS 2022-2023

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

¹ Non-Board Position

FUTURE EVENTS

MSAP BOD Meeting
March 16, 2023
TBD

Annual Convention
April 22, 2023
VFW Post 8752
Cottage Grove

NAP Biennial Convention
September 6-10, 2022
Atlanta

THE DEADLINE FOR SUBMITTING ARTICLES FOR THE JUNE/JULY 2022

The Minnesota Parliamentarian is
May 15, 2023.

Please submit articles to
Vice President David Staehlin
david@staehlin.us

Photos are always welcome.

MSAP: www.friendsofrobert.org

Editor's Note:

The MSAP
Standing Rules are attached to
an e-mail with this newsletter.
To include this document
within the newsletter would
have made it inordinately
long.

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