

March 2022

MIRIAM'S MUSINGS

Please join me in welcoming new members Mary Dedeaux-Swinton, Diane Doolittle, Sharon Dykes, Jennifer Harris, Fayneese Miller, Josephine Myers-Kuykindall, and Catherine Roach. Member reports are sent a month or more after a new member joins and all these folks were members by the end of September. Altogether, ten new members joined MSAP, and thus NAP, in 2021.

NAP Convention 2021, held September 8 to 11, was a time to do business – amendment of bylaws and election of officers, directors, and Credentialing Commission members. Registration was an all-time high of 839, with 730 voting delegates. There were reports from officers, directors, committees, and the NAP Educational Foundation. NAPEF works to support students by giving out scholarships and it raises money for educational materials. Had the Convention been held in person, there would have been festive luncheons and dinners to distribute awards and honors. Lacking that, we had the next best thing in a tribute to former NAP Presidents, of course including our own Jeanette Williams. There also was a beautifully done Silent Gavel Memorial Service.



A convention of Parliamentarians is quite something; NAP was up to the challenge of holding it via Zoom webinar. There were some tedious moments while those seeking recognition were elevated to “speaker” status and during voting. The format results in some problems with full participation of the assembly. Nevertheless, the operation of the convention was a remarkable and admirable effort by the officers and staff. President Darlene Allen exhibited astonishing good grace as she endured six nonstop hours of motions and debate. Convention begins with the adoption of the Convention Rules, to which there are invariably many amendments. Discussion of those and the bylaws amendments involved many motions - - *Postpose Indefinitely, Amend, Previous Question, Appeal, and Points of Order.*

Many bylaws amendments were proposed and dispatched. One change adopted throughout was a change from “Professional Standards Committee” to “Professional Responsibility and Member Discipline

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Committee”, to better reflect the functions of this committee. Bylaws can be found here: <https://www.parliamentarians.org/wp-content/uploads/2021/10/NAP-Bylaws-2021-FINAL.pdf>. They also can be found on the website (under Documents on the far right side): Documents >> Governing Documents >> Bylaws 2021. I urge you to give a look to the documents available on the website, for example, the NAP Book of Reports (2021) under Documents>>Archive Documents.

Our annual seminar on January 29 was a smashing success with 50 participants; look for a report in this newsletter from the Seminar Chair, Lucy Johnson.

Miriam Simmons, PRP
President

Vice President

Greetings fellow members of the Minnesota State Association of Parliamentarians! Whether you are a newer member or have been a member for decades, we appreciate your membership and support.

Perhaps our primary purpose is to teach parliamentary procedure. We do that not only for our own knowledge but also for the public. Our recent online seminar on parliamentary procedure was a success with over 40 participants. We actually made a profit from the seminar which will help us be able to fund future training. Holding such educational opportunities can also assist us in growing our membership.

If you joined MSAP because of our recent seminar or other recent outreach, I offer a special welcome to you. I hope you check out one or both of our local groups, Northern Lights Parliamentarians and the Saint Paul Unit.

David Staehlin
Vice President

Convention Committee

Our annual convention approaches and is scheduled for April 23rd. I hope you join us as we take care of business including electing officers. Exercise your right as a member to vote for the leaders of your state association.

We'll also have an educational session that you won't want to miss. Look for information on the Convention in this edition of the *Minnesota Parliamentarian*.

David Staehlin
Chairman

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Call to Convention

The Minnesota State Association of Parliamentarians will meet in convention at VFW 8752, 9260 East Point Douglas Drive South, Cottage Grove, MN on Saturday, April 23, 2022, at 9:00 a.m. for the purpose of electing officers, hearing reports and conducting business that pertains to the organization. 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

Nominating Committee

The following individuals have consented to be candidates for the offices of MSAP for 2022-2023:

President – Miriam Simmons, PRP

Vice President – David Staehlin

Secretary – Robert Vokes

Treasurer – Josh Martin, PRP is just completing the first year of a two-year term

The following individuals have consented to be candidates for the 2022- 2023 MSAP Nominating Committee:

Lucy Johnson, PRP

Michael Orr, RP

Pat Reymann, PRP

Submitted by the 2021-2022 Nominating Committee

Darleen Harens, PRP, Chairman

Ginny Altman, PRP

Bev Kennedy, RP

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CONVENTION REGISTRATION

Saturday, April 23, 2022

**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: \$45.00 by April 15th \$55.00 postmarked after April 15th or at the door

Education Session by District 5 Director Kevin Dahlman, PRP

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 29, 2022. The title was “Meetings Without Misery”. Presenters and their topics included: *Efficient, Effective, and Elegant* by Jan Strand, PRP-R; *Short and Sweet* by Josh Martin, PRP; *Avoiding Board-dom: Committees* by Miriam Simmons, Ph.D., PRP; and *Parliamentary Myths* by Kevin Wendt, PRP. Although Pat Reymann, PRP, was unable to present

How to Avoid Motion Sickness, her presentation was sent to the committee and incorporated into the other talks.

There were 51 registrants – from all over the country. Forty-six attended at least three of the talks. Two new MSAP members attended free of charge. Eventbrite was used for registration and worked well at fee collection and emails to registrants. The cost for the seminar was \$15. Gross receipts were \$600. Expenses included fees of \$58.80. Speakers were given a stipend, leaving an estimated profit of \$41.20. Twelve evaluations were received, all with favorable comments. The committee will review all of them with an eye toward future seminars.

Several people asked if the seminar would be recorded – some of these were attendees and others had scheduling conflicts. Initially there were no plans to record the seminar, but we tried it out for practice. Recording is easy. Editing is another story. Based on the number of inquiries, there appears to be a lot of interest in our topics. How best to edit the recording and where to put the results will be the subject of further discussion.

Lucy Johnson, PRP, Chairman
Education Committee

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

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Bylaws and Standing Rules

MSAP Standing Rules state that the Standing Rules may be amended by the membership or the board of directors. However, if the board does the amending, it must notify the membership in the next issue of the *Minnesota Parliamentarian*.

Therefore, this article serves to notify the membership that the board of directors approved proposed amendments to Standing Rules 3.4, 3.5, and 3.8 as moved by the Bylaws and Standing Rules committee at the board meeting on January 27, 2022.

Standing Rule 3.4 (in part) now reads: The convention committee shall prepare a budget and make all arrangements for the annual convention subject to the approval of the board of directors.

Standing Rule 3.5 (in part) now reads: Based on interest, the education committee shall organize the following study opportunities:

Standing Rule 3.8 (in part) now reads: The seminars committee shall prepare a budget and make all arrangements for the fall seminar subject to the approval of the board of directors.

Gloria de Meireles
Chairman

Audit Committee

01 Dec 20 to 30 Nov 21

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 20	\$3,511.35
Receipts	786.51
Disbursements	822.27
Ending Balance: 30 Nov 21	\$3,475.59

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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All By Myself

When there is a motion, why is there a requirement for a second?

RONR (12th ed.) 4:11 A second merely implies that the seconder agrees that the motion should *come before the meeting*....

RONR (12th ed.) 4:12 The requirement of a second is for the chair's guidance whether to state the question on the motion, thus placing it before the assembly. Its purpose is to prevent time from being consumed by the assembly's having to dispose of a motion that only one person wants to see introduced.

When we talk about parliamentary rules with non-parliamentarians, we often explain what a second is and why it is needed. There are several motions that require no second. **Why?** An easy first answer is that if a rule is being broken or a right is being violated, one person should be able to do something about it. What rights do we have as members of an assembly? Robert's Rules says this:

RONR (12th ed.) 1:4 A *member* of an assembly, in the parliamentary sense, as mentioned above, is a person entitled to full participation in its proceedings, that is, as explained in **3** and **4**, the right to *attend meetings*, to *make motions*, to *speak in debate*, and to *vote*. No member can be individually deprived of these basic rights of membership –or of any basic rights concomitant to them, such as the right to make nominations or to give previous notice of a motion—except through disciplinary proceedings.

The following motions do not require a second:

- *Call for the Orders of the Day* (every member's right to ask that the Agenda be followed) RONR (12th ed.) 18:1-11
- *Raise a Question of Privilege* (every member's right to fix something that is wrong) RONR (12th ed.) 19:1-17
- *Raise a Point of Order* (every member's right to make sure rules are followed) RONR (12th ed.) 23:1-21
- *Call for a Division of the Assembly* (every member's right to make sure a vote is properly called) RONR (12th ed.) 29:1-8
- *Object to Consideration of the Question* (every member's right to object to an inappropriate or offensive motion) RONR (12th ed.) 26:1-9

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- *Request Information* or make a *Parliamentary Inquiry* (every member's right to know what is going on) RONR (12th ed.) 33:1-23
- *Fill a blank*, e.g., during amendment of a motion (every member's right to suggest a choice) RONR (12th ed.) 12:92-113
- *Nominate* a person for an office, committee, etc. (every member's right to run for office) RONR (12th ed.) 46:1-8

You may be able to find a few more motions that you can make all by yourself by perusing the tinted pages in RONR.

Miriam Simmons, PRP

Thank You, Bev!

A gigantic thank you is due to Beverly Aplikowski for her generosity in permitting MSAP and various groups to use her meeting room at Lakeside Homes in New Brighton - free of charge - for more than 20 years (by my count).

They say that you don't fully appreciate what you have until you lose it. In 2017 Bev sold her business and retired, which meant that MSAP had to search - and often pay - for meeting space elsewhere. We owe Beverly a huge debt of gratitude for use of her facilities for all those years - as well as for serving many terms as an MSAP officer.

As a token of our gratitude, MSAP has donated \$250.00 to the NAP Educational Foundation in Bev's honor.

Notes or cards may be sent to Beverly at her home: 1443 Bousard Court, St. Paul 55112. Her current phone number is 651.478.7934. I'm sure she would love to hear from you!

Pat Reymann, PRP

Membership Committee

Our association has grown in the last year, which is exciting to see. We hope you'll take advantage of the educational opportunities that we offer through our two local units as well as events hosted by the state association. No matter how long someone has been attending or leading meetings or even acting as a parliamentarian, continued studying keeps us sharp and effective in whatever position we may serve with various organizations.

Don't keep it all to yourself. You likely work or volunteer with others who would benefit from and enjoy learning effective parliamentary procedure. Let's share our knowledge.

David Staehlin, Chairman

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Editor's Note: "Spoiler Alert!" If you have not already taken the quiz prepared by Jeanette Williams for the October issue, please stop! Both the questions *and the answers* are listed below.

AN ASSORTMENT OF PARLIAMENTARY QUESTIONS

1. A member proposes a main motion in writing. It is seconded. No subsidiary motions are offered. When asking for discussion, the presiding officer paraphrases the motion through the lengthy debate. The vote is finally taken. How is the motion recorded in the minutes?

Answer: "... the exact wording the chair uses in putting the question is definitive, and the wording in the minutes must be the same." RONR (12th ed.) 4:34

2. Prepare a tellers' report. Demonstrate how illegal ballots are listed in a tellers' report and describe how they affect the result.

Answer:

- i. See sample tellers' report. RONR (12th ed.) 45:37*
- ii. Note that illegal ballots are counted in determining the total number of votes cast. In this example, the illegal votes did not affect the result*
- iii. However, if the number of votes cast does not include the number of illegal ballots, there could be a different result in certain situations. For example, if the number of legal votes is 50, a majority vote is 26. If there are also 10 illegal votes and they are counted in the number of votes cast, the total number of votes (legal and illegal) is 60 and a majority is 31. Therefore, if a candidate receives 26 votes, s/he would be elected if only legal votes were counted in determining the results. That same candidate would not be elected if both legal and illegal votes were counted in determining the results.*

3. Define session and meeting, and how they relate to each other.

Answer:

- i. "A meeting of an assembly is a single official gathering of its members in one room or area to transact business for a length of time during which the members do not separate ..."* RONR (12th ed.) 8:2(1)
- ii. "A session of an assembly ... is a meeting or series of connected meetings ..."* RONR (12th ed.) 8:2(2)

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4. List debate rules.

Answer: *Debate rules are covered in RONR (12th ed.) 43:8; 43:12; 43:20-28*

5. What is the correct term to use when a meeting adjourns but will be completed at a later time?

Answer: “... an adjourned meeting - that is, another meeting that will be a continuation of the session ...” RONR (12th ed.) 22:9

6. Is the organization president automatically a member of all committees by virtue of his/her office?

Answer: *No. The president is a member of committees only if authorized in the bylaws.* RONR (12th ed.) 47:20; 50:16; 56:47

7. What is the purpose of a second?

Answer: “A second implies that the member agrees that the motion should come before the assembly.” RONR (12th ed.) 4:11

8. Should the quorum requirement in the bylaws be a percentage of all members?

Answer: “It may lead to confusion if the bylaws specify that a quorum shall be a percentage of the membership.” RONR (12th ed.) 40:3

9. What does “intrinsically irrelevant” mean?

Answer: *The term “intrinsically irrelevant” is used in reference to taking the negative vote on a motion. If a motion requires a specific number or a percentage of members voting in the affirmative to approve, the negative vote is not taken.* RONR (12th ed.) 4:35

10. ~~What are the two types of inquiries?~~ Note the typo: The correct question is: What are the five types of inquiries and requests?

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Answer: *Refer to RONR (12th ed.) 33:1; 33:3; 33:6; 33:11; 33:20; 33:22*

11. Who assumes the duties of the president if the president is absent at a meeting? What rights and responsibilities does that person have?

Answer: *The vice president normally presides in the absence of the president. RONR (12th ed.) 47:11(1). If the bylaws provide that the president shall appoint all committees, this power does not transfer to a vice president occupying the chair, even when the president is absent. RONR (12th ed.) 47:26*

12. Can a motion which has been withdrawn at a meeting be made again later in the same meeting?

Answer: *"A motion that has been withdrawn can be renewed whenever it would originally have been in order." RONR (12th ed.) 38:2*

13. What motion, if adopted, disposes of a main motion without further debate and without a direct vote on the main motion?

Answer: *Postpone indefinitely. RONR (12th ed.) 11:1*

14. In a convention, how may action be delayed until the next convention?

Answer: *The motion "to commit" to a specific committee with instructions to report at the next convention is the only way to postpone action until the next convention. RONR (12th ed.) 13:1 The motion "postpone definitely" cannot be used unless the next convention will be within a quarterly time interval. RONR (12th ed.) 14:1; 14:6*

15. Can one member demand that an inconclusive vote be re-taken as a counted vote?

Answer: *No. Only the chair or assembly may order that an inconclusive vote be counted. RONR (12th ed.) 4:53*

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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 2022 proposed budget below in October 2021. The proposed budget will be reviewed and approved during the Annual Convention in April.

MSAP BUDGETS	Dec 2020 - Nov 2021	Dec 2021 - Nov 2022
Fiscal Year is	Adopted Budget	Proposed Budget
REVENUES		
1.DUES	\$700.00	\$700.00
2.SEMINAR REGISTRATIONS	\$150.00	\$150.00
3.CONVENTION REGISTRATIONS	\$700.00	\$700.00
4.EDUCATIONAL MATERIAL SALES	\$250.00	\$250.00
5.MISC PROJECTS	\$0.00	\$0.00
6.DONATIONS	\$25.00	\$25.00
TOTALS	\$1,825.00	\$1,825.00
EXPENDITURES		
7. SEMINARS	\$250.00	\$250.00
8. CONVENTION	\$900.00	\$900.00
9. NAP REPRESENTATIVE	\$400.00	\$400.00
10.NAP CONVENTION DELEGATES	\$1,100.00	\$200.00
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
	\$200.00	\$200.00
17.HISTORIAN	\$15.00	\$15.00
18.MISC GIFTS	\$35.00	\$35.00
19.SPECIAL PROJECTS (meetup)	\$0.00	\$0.00
20.WEB	\$200.00	\$200.00
BANK CHARGES	\$0.00	\$0.00
TOTALS	\$3,450.00	\$2,550.00
Profit / Loss	\$1,625.00)	\$(-725.00)

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Judging and Education of Youth

MSAP has been contacted to provide judges for the BPA (Business Professionals of America) regional parliamentary team judging on Friday, January 28. Due to Covid, no judges were available for in-person judging, therefore it was done virtually using Google Meet. Robert Vokes and Darleen Harens, PRP, were the judges for this competition.

MSAP has also been contacted to provide judges for the BPA state parliamentary teams judging to be done on Friday, March 11, at the Hyatt Regency Hotel, Minneapolis. Four individuals have registered to be potential judges (three to judge and one substitute if needed),

Thank you for all who have indicated an interest in this very worthwhile opportunity to assist our future leaders to be better leaders.

Darleen Harens, PRP
Chairman

Web Site Report



Michael Orr, RP, Chairman
Web Site Committee

Minnesota State Association of Parliamentarians web site
continues to “get the word out.”

Numerous new inquiries for unit membership, professional service inquiries, and general inquiries have happened lately.

Congratulations!

Help us to maintain and create our website as the most vibrant, active, useful, and attractive tool and marketing endeavor for the 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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Northern Lights Parliamentarians

The Northern Lights Parliamentary Study Group continues to meet on the second Tuesday at 6:30 P.M. CST except in December using a Virtual (Zoom) format. We are presenting educational topics such as General vs Special Orders this month and Appeal and Point of Order next month. Visitors are always welcome. For an invitation to our meeting (and helpful materials), please contact President Skimland at skimlandr@gmail.com.

Richard N Skimland
President

SPU Update

It is with great sadness that we learned of the death of longtime St. Paul Unit (SPU) and MSAP member Nancy Grosskrueger. Nancy passed away in December of 2021. Our thoughts are with her friends and family.

The SPU continues to meet electronically on the third Monday of the month. Such arrangements allow for members who live farther away to attend and it allows for special guests. Last October, David Whitaker, PRP (from North Carolina) joined our meeting to share the “behind the scenes” technical workings of the NAP Convention. David is a technical consultant to the NAP President.

Four SPU members attended the Dahms-Bierbaum Workshop held in Kansas in November. They provided a review of the workshop to SPU members as an educational session. In December, officers were elected as follows: Lucy Johnson, PRP, president; Gloria de Meierles, vice-president; Alice Chapman, secretary; and Ginny Altman, PRP, treasurer. Carolyn Loeffler and Carrie Roach, both new NAP members, have joined the SPU as members.

The SPU Executive Committee met to discuss the future of in-person meetings. While in-person meetings are on hold for now, when they do resume, we will make available a way to attend by Zoom. If you are interested in attending a SPU meeting, please contact me for the link.

Lucy Johnson, PRP
President

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Vice President.....	David Staehlin
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Treasurer.....	Josh Martin, PRP
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Web Site Committee.....	Michael Orr, RP
Northern Lights Parliamentarians.....	Richard Skimland
St. Paul Unit.....	Lucy Johnson, PRP

¹ Non-Board Position

FUTURE EVENTS

MSAP BOD Meeting
March 24, 2022
TBD

Annual Convention
April 23, 2022
VFW Post 8752
Cottage Grove

NAP National Training Conf.
September 8-11, 2022
Albuquerque Hotel
Albuquerque, New Mexico

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

THE DEADLINE FOR SUBMITTING ARTICLES FOR THE JUNE/JULY 2022

The Minnesota Parliamentarian is
May 10, 2022.

Please submit to Robert Vokes at
hisfootness@comcast.com

Photos are always welcome.

MSAP: www.friendsofrobert.org

Editor's Note: The MSAP
Standing Rules amended by
the board of directors are
attached to an e-mail with this
newsletter. To include this
document *within* the
newsletter would have made it
inordinately long.