

**NATIONAL ASSOCIATION OF
PARLIAMENTARIANS®
Minutes
Board of Directors
Regular Meeting
February 9, 2016**

Call to Order:

President Mary Randolph called the regular meeting of the NAP Board of Directors to order at 6:30 pm CT, Tuesday, February 9, 2016. The meeting was held utilizing AdobeConnect.com.

Inspiration:

Inspiration provided by Director Kevin Connelly.

Welcome:

The president welcomed board members, guests and advisers.

Board Members Present:

President Mary Randolph PRP, VP Jim Jones PRP, Secretary Teresa Stone PRP, Treasurer Wanda Sims PRP, Director-at-Large Darlene Allen PRP, Director-at-Large Alison Wallis PRP, Director-at-Large Ann Rempel PRP, District Four Director Joyce Brown-Watkins PRP and District Seven Director Kevin Connelly PRP.

Board Member(s) Absent:

None

Adviser Present:

NAP Executive Director Cyndy Launchbaugh

Guests:

Paul M. Bessel, Barbara Braswell, Ferial Bishop, Richard Brown, Mona Calhoun, M Carling, Rhonda Clark-Randle, Carrie Dickson, Mary Loose DeViney, Steve Glanstein, Greg Goodwiller, Denise R. Irminger, Baofeng Ma, Dollie McPartlin, Weldon Merritt, David Mezzera, Eli Mina, Julie Pioch, Mary Remson, Rosemary Seghatoleslami, Gayla Stone, Jan Strand, Rosalie Stroman and Nancy Sylvester.

Quorum:

With nine voting members being present, a quorum was established.

Adoption of the Meeting Agenda:

Without objection, the meeting agenda was adopted as presented.

Report of Minutes Approval Committee:

Chair Wallis reported that the minutes of the regular meeting of the NAP Board of Directors, held January 12, 2016 was approved and posted to the NAP Website.

President Randolph's Report:

The following oral report was provided:

1. **Meeting Protocol.** The president reminded attendees of meeting protocol, including free and open debate and all Board members are equal.
2. **Resignation/Appointments.** The president announced the resignation of Chair Sandra Olson (NE) from the Professional Development Committee (PDC) and that Marcella Morrison (IL) is resuming the chair position, and the appointment of Wanda Davis (DE) to the PDC. Without objection from the Board, the resignation and appointment designations stand.
3. **National Parliamentarian.** The president thanked Editor Martha Haun and her team on their *NP* work. The president announced that the next publication was at the printers and is to be received by the membership around the end of February. Included in the *NP* will be the overview and preliminary schedule of the National Training Conference (NTC), being held just outside Denver in Broomfield, Colorado, August 26-28, 2016.

Board Member Reports:

Vice-President's Report:

There was no addition to the submitted written report.

Secretary's Report:

There was no addition to the submitted written report. A board member requested a description of the two communications received and referred to in the secretary's report, which were as follows:

- 1) 1/29/2016 communication referring to: December 8, 2015 Board action: Membership Manual available on-line free to members, and hard copy available for purchase.
- 2) 2/3/2016 communication referring to: December 8, 2015 Board action; Extension of Professional Registered Parliamentarian (PRP) Credentials

After verbal report on the communiqués by the secretary, the board member stated a motion concerning the Membership Manual. The president indicated the motion would be addressed under this meeting's New Business.

Another board member stated that a motion concerning the extension of the PRP credentialing period would be introduced under New Business.

Treasurer's Report:

The treasurer provided additional detail to submitted report concerning the NAP Budget to date. Without objection, the submitted financial documents were opened for all meeting attendees to view. This practice will continue for this biennium's NAP Board meetings.

Director Reports:

Director Allen reported that, along with Wanda Sims, she has been assisting in the establishment of a new parliamentary unit in Maryland. Director Rempel had no addition to submitted written report. Director Wallis had no addition to submitted written report. Director Connelly reported he will attend the Oregon Association of Parliamentarians' Annual Meeting, March 19, 2016. He also reported, he has rejoined the Board Special Committee, the NAP Website Bookstore Committee.

NAP Executive Director's Report:

In addition to her submitted written report, ED Launchbaugh provided the following verbal update on membership renewal: 851 individuals have not renewed their NAP membership, which at this time, is less than the non-renewals as of 2/15/2015. The ED stated a renewal reminder has been sent to those individuals, and the Association presidents will be sent the list of individuals in their state that have not renewed.

Board Special Committees Reports:**1) NAP Website Bookstore Committee:**

Chair Wallis added to her submitted written report, welcoming Director Connelly back to the committee. She also stated that the information gathered by the committee thus far, has been turned over to the NAP Headquarters for evaluation.

2) NAP Website Referral System Committee:

Chair Rempel added to her submitted written report that the committee's work is progressing, and a defined list of issues and suggestions has been sent to HQ. The next step will be a thorough evaluation at the staff level.

Cluster Coordinator Reports:**1) Membership Services Cluster Coordinator:**

Coordinator Jones stated that he had no addition to his submitted written report. The president informed the board that she had received an update from the Youth Committee, but it was too late to be distributed for this meeting. The president will be forwarding the full report to the board and a summary of the report to the NAP membership.

2) Education Cluster Coordinator:

No report.

3) Communications Cluster Coordinator:

No report.

Unfinished Business:

- 1) At the January 8, 2016 NAP Board meeting, a motion with amendment pending, concerning the 2016 NTC registration fee for a non-member, was postponed to this meeting. The following motion and pending substitute motion were moved at this time:

to set the non-member price at \$350 for the early bird and \$400 for on-site.

followed by the amendment:

to substitute fees for the 2016 NTC non-member to: early bird \$530; regular \$550 and on-site \$570.

The president, without objection, allowed non-board members Gayla Stone, NTC Coordinator and Dollie McPartlin, Assistant NTC Coordinator moved to speaker status for this motion.

After Board discussion, the following amendment to substitute for the main motion was adopted by a vote of 5 in the affirmative to 4 in the negative:

to substitute fees for the 2016 NTC non-member to: early bird \$530; regular \$550 and on-site \$570.

The following motion was adopted by a vote of 5 in the affirmative to 4 in the negative:

to set the fees for the 2016 NTC non-member to: early bird \$530; regular \$550 and on-site \$570.

The fees for the 2016 NTC non-member registration are set at early bird \$530; regular \$550 and on-site \$570.

- 2) The following was postponed from the January 8, 2016 NAP Board meeting: the setting of the registration fee for the 2017 Leadership Conference.

The following motion was moved at this time:

the registration fee for the 2017 Leadership Conference be set at \$90.

The motion was adopted by a vote of 7 in the affirmative to 0 in the negative.

The registration fee for the 2017 Leadership Conference is set at \$90.

New Business:

- 1) The following motion was made, that:

the NAP provide members, if renewing before the drop date, with a printed Membership Manual at no additional charge.

The motion received a vote of 4 in the affirmative and 4 in the negative. The president voted in the negative, and the motion was lost by a vote of 5 in the negative to 4 in the affirmative.

A printed Membership Manual will not be provided to members if renewing prior to the drop date.

2) A communiqué received from an NAP member concerning a motion passed by the Board at the December 8, 2015 meeting was brought forward for discussion, with no motion pending. Upon request, the secretary read the motion adopted 12/8/2015, which was as follows, that:

the NAP board of directors ratify the Professional Development Committee's decision to grant a one-time, two-month extension for members who require no more than three modules to complete their 2015 professional renewal requirement subject to procedures adopted by the Committee.

The following motion was made, that:

the president contact the RONR authorship team to request a free, formal written opinion on the board's ratification of extension of time for completing modules after expiration of the 6 year term.

The motion was adopted by a vote of 7 in the affirmative to 2 in the negative. The president will contact the RONR authorship team to request a free, formal written opinion on the board's ratification of extension of time for completing modules after expiration of the 6 year term.

Announcements:

- a. The President announced that the next Board meeting will be held March 8, 2016 at 6:30pm CT per AdobeConnect.com. If there is no business to warrant holding the meeting, it will be cancelled.
- b. The in-person Board meeting and strategic planning session will be held April 7-9, 2016 at the Denver/Broomfield Omni Hotel, Denver Colorado.

Adjournment:

Without objection, the board meeting adjourned at 8:37pm (CT).

Teresa Stone, PRP
NAP Secretary

Chair Alison Wallis, PRP 2/16/2016
Date Approved

Jim Jones, PRP 2/16/2016
Date Approved

Kevin Connelly, PRP 2/16/2016
Date Approved