

**NATIONAL ASSOCIATION OF
PARLIAMENTARIANS®
(NAP)**

**Board of Directors
Regular Meeting
Minutes
August 8, 2017**

Call to Order:

President Mary Randolph, Professional Registered Parliamentarian (PRP) called the regular meeting of the NAP Board of Directors to order at 6:31pm Central Daylight Time (CDT), August 8, 2017. The meeting was held utilizing AdobeConnect.com.

Inspiration:

Director Ann Rempel provided the inspiration.

Welcome

The president welcomed board members, guests and advisers.

Board Members Present:

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

Quorum:

With nine voting members present, a quorum was established.

Advisers Present:

NAP Executive Director Cyndy Launchbaugh;
NAP Parliamentarian, Roger Hanshaw, PRP; and
Greg Goodwiller, PRP, AdobeConnect technological support.

Guests:

Valoree Althoff; Paul Bessel; Ferial Bishop; Barbara Braswell;
Lori Lukinuk; Weldon Merritt; Rosemary Seghatoleslami; Jan Strand;
Rosalie Stroman; Betty Tunstall; Vivian Vincent; and Jeannette Williams.

Report of Minutes Approval Committee:

Chair Wallis reported that the minutes of the NAP Board of Directors' Regular meeting held June 13, 2017 were approved, and are posted on the NAP Website.

Adoption of the Meeting Agenda:

Without objection, the meeting agenda was adopted as distributed.

Officer Reports:

A. President's Report:

President Randolph submitted a written report. In addition, the following items were brought forward for discussion and/or consideration:

1. 2017 NAP Convention:

The president reminded the board and guests that:

- a. *Rising Higher Together* is the overarching Convention theme.
- b. August 15 is the close-date of the regular NAP Convention registration fee, and after that date an increased fee will be charged.

2. Northern Colorado Unit dissolution:

After discussion, with six in the affirmative and two in the negative the following motion was adopted by the required 2/3 vote, that:
the Northern Colorado Unit is dissolved and the Charter returned to headquarters.

B. Vice-President's Report:

There was no addition to the submitted written report.

C. Secretary's Report:

There was no addition to the submitted written report.

D. Treasurer's Report:

1. Officer Report: There was no addition to the submitted written report.
2. Treasurer's Report: Treasurer Sims reviewed the Year to Date NAP budget from December 2016 to June 2017.

Director Reports:

A. Director Allen – There was no addition to the submitted written report.

B. Director Rempel – There was no addition to the submitted written report. Director Rempel reported that work continues on the Website PRP Referral Committee, including reviewing the entries submitted by PRPs under the new program.

C. Director Wallis – There was no addition to the submitted written report.

D. District Director Representative Connelly – There was no addition to the submitted written report.

E. District Director Representative Brown-Watkins- There was no addition to the submitted written report.

Executive Director (ED) Report:

In addition to the submitted written report, ED Launchbaugh provided further information on:

1. current Convention registrations and room occupancy
2. the increase of 45 NAP members for a total of 3,309 as of July 2017, compared to 3,264 in July 2016.

Cluster Coordinator Reports:

A. Communications:

President Randolph reported that:

1. the Public Relations and Marketing Strategic Planning Committee is on schedule to report to the 2017 Convention.
2. all NAP members should have received the summer edition of the National Parliamentarian (NP) as it had been mailed in July.

B. Education:

Professional Development Committee (PDC):

1. Chair Allen stated that three Professional Qualifying Courses (PQC) with 8, 8, and 9 students, and two Professional Renewal Courses (PRC) with 7 and 7 students will be held in conjunction with the Convention.

2. Membership and Registration Examiners Committee:

President Randolph reported that there have been several membership exams taken. A board member requested that the actual number and percentage of those members that passed each course be included in the 2015-2017 Biennial Report.

C. Membership:

VP Jones reported that the District Directors have finished the review of the District Directors' Manual.

Unfinished Business:

2020 NAP Training Conference (NTC) Location:

There was an introduction of potential locations for the 2020 NTC. Properties that shall have further review through site visit(s) will be Determined at a future Board meeting.

The Regular NAP Board meeting was recessed at 6:25pm in order to enter Executive Session.

At 6:44pm the Board rose from executive session and returned to open session at 6:45 pm.

Announcements:

- A. The next NAP board meeting is scheduled to be held Thursday, September 7, 2017, from 9:00am to 1:00pm CDT. Included in the time frame will be an Executive Session.
- B. Following the September 7th meeting, President Randolph has invited the Board members to her suite for a luncheon.

Adjournment:

With no further business to come before the Board, the regular meeting was adjourned at 6:48pm.

Teresa Stone PRP
NAP Secretary

Minutes Approval Committee:

Chair Alison Wallis, PRP 8/8/2017
Date Approved

Jim Jones, PRP 8/8/2017
Date Approved

Kevin Connelly, PRP 8/8/2017
Date Approved