

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

Call to Order:

President Mary Randolph called the regular meeting of the NAP Board of Directors to order at 9:02 a.m. (MT), Saturday, April 9, 2016. The meeting was held in the Aspen Room of the Omni-Interlocken Hotel, Broomfield, Colorado.

Inspiration:

Inspiration was provided by Secretary Teresa Stone.

Welcome:

The president welcomed board members 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 (per AdobeConnect.com); 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.

Advisers Present:

NAP Executive Director Cyndy Launchbaugh.
NAP Parliamentarian Roger Hanshaw, PRP.

Quorum:

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

Adoption of the Meeting Agenda:

Without objection, the meeting agenda was adopted after the removal of the *Special Order: NTC Coordinator Report and hotel tour*, as both had occurred April 8, 2016 and the following two amendments made to New Business:

New Business A.: to *remove all words after the initials NAPEF;*
and to add:

New Business C, titled: *Unrestricted Fund*

Report of Minutes Approval Committee:

Minutes Approval Committee member Director Connelly reported that the minutes of the regular meeting of the NAP Board of Directors, held March 8, 2016 was approved and posted to the NAP Website.

Board Officer Reports:

President Randolph's Report:

The following oral report was provided:

1. The president reported her attendance at the Oregon Association of Parliamentarians Annual Meeting, along with District 7 Director and NAP Board member, Kevin Connelly. The OAP Annual Meeting was held in Portland, Oregon March 19, 2016.
2. The president reported that as of this Board meeting, the requested written opinion from the RONR Authorship Team had not been received.
3. The president announced the resignation of Joy Meyers from the Commission on Credentialing, and the appointment of Gayla Stone. The president also announced receiving a letter of resignation from District Six Director Daniel Ivey-Soto, and explained the process for filling the unexpired term to the Board.
4. The Spring, 2016 *NP* will be published soon and will include the registration and information for the 2016 NAP National Training Conference and Leadership Conference.

At the completion of the President's Report, the following motion was made that:

the NAP incentive rebate be approved for this fiscal year and that the Policy and Procedure Committee be instructed to review for inclusion in the NAPOPP. The motion was adopted by a vote of 6 in the affirmative and 1 in the negative.

Vice-President's Report:

There was no addition to submitted written report.

Secretary's Report:

There was no addition to submitted written report.

Treasurer's Report:

There was no addition to submitted written report.

Board Director Reports:

Directors Rempel and Connelly had no additions to their submitted written reports.

Directors Allen, Wallis and Brown-Watkins provided verbal updates to their submitted written reports.

NAP Executive Director's Report:

ED Launchbaugh provided a verbal update to her submitted written report.

Board Committee Report:

Policies and Procedures Committee Chair Stone provided a verbal update to her submitted written report.

Board Special Committees Reports:

1) NAP Website Bookstore Committee:

Chair Wallis had no addition to submitted written report.

2) NAP Website Referral System Committee:

Chair Rempel provided an additional update to her submitted written report.

Cluster Coordinator Reports:

1) Membership Services Cluster Coordinator:

No addition to submitted written report.

2) Education Cluster Coordinator:

No report.

3) Communications Cluster Coordinator:

Coordinator Pioch, notified the Secretary, that she had no report, and to consider the written report submitted by Abigail Hood, chair of the Public Relations and Marketing Committee, sub-committee titled,
DRAFT NAP Strategic Plan for Social Media 2016-2017.

Treasurer's Report:

Treasurer Sims reported the NAP Budget Update through a Power Point presentation that included trends from Budget year 2011 to present, fund allocations, non-dues revenue and member dues received compared to NAP member services provided.

Executive Session:

The NAP Board entered into executive session at 1:20 p.m. (MT). The NAP Board rose from the executive session at 2:25 p.m. (MT).

Regular Session, reconvened:

The NAP Board reconvened into Regular Session, at 2:40 p.m.(MT), addressing the next business in order, New Business:

C. Strategic Planning:

The Board reviewed the strategic planning session held April 8. Discussion centered on values, provision of services, fiscal stability, membership recruitment and retention.

D. Unrestricted Fund:

The following motion was made that:

The current (NAP) unrestricted fund will be named the Henry M. Robert III Fund and shall serve as the primary repository of unrestricted donations (to NAP).

The motion passed by unanimous consent.

Announcements:

The President announced that the next Board meeting would be held per AdobeConnect.com, 6:30 p.m. (CT), Tuesday, May 10, 2016.

Adjournment:

With no further business to come before the Board, the meeting was adjourned at 4:15 p.m. (MT).

Teresa Stone PRP
NAP Secretary

Minutes Approval Committee

Chair Alison Wallis, PRP 4/20/2016
Date Approved

Jim Jones, PRP 4/20/2016
Date Approved

Kevin Connelly, PRP 4/20/2016
Date Approved