

**NATIONAL ASSOCIATION OF  
PARLIAMENTARIANS®  
Minutes  
Board of Directors  
Regular Meeting  
May 10, 2016**

**Call to Order:**

President Mary Randolph called the regular meeting of the NAP Board of Directors to order at 4:32 pm CDT, Tuesday, May 10, 2016. The meeting was held utilizing AdobeConnect.com.

**Inspiration:**

Director Darlene Allen provided the inspiration.

**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.

**Quorum:**

With nine voting members present, a quorum was established.

**Advisers Present:**

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

**Guests:**

Valoree Althoff, Burke Balch, Paul M. Bessel, Barbara Braswell, Richard Brown, M Carling, Carrie Dickson, Don Freese, Greg Goodwiller, Rhiannon Liker, Mary Loose DeVinney, Larry Martin, Weldon Merritt, Barbara C. Miller, Daniel Ross, Rosalie Stroman, Jan Strand and Jeanette Williams.

**Adoption of the Meeting Agenda:**

Without objection, the meeting agenda was adopted as posted.

**Report of Minutes Approval Committee:**

Chair Wallis reported that the minutes of the regular meeting of the NAP Board of Directors, held April 9, 2016 were approved and posted to the NAP Website.

**President Randolph's Report:**

The following oral report was provided:

1. The president announced that NAP's unrestricted 501 (c) (3) fund, has been titled the Henry M Robert III Fund.
2. The president, with the permission of Director Wallis, informed the Board of health issues facing her husband, and the need for her to step down temporarily from the chair position of the NAP Website Bookstore Committee. Director Wallis expressed appreciation for the support she is receiving.
3. The president reported that the Professional Development Committee (PDC) was working on updating the motions cards. She also reported that the Membership Registration Committee was busy with exams, and drafting future educational webinars.
4. The president reported she had received a letter from the RONR authorship team related to the extension of the time allowed members involved in the module program to complete courses and paperwork past December, 2015. The letter stated that the RONR authorship team, after careful review, declined to offer an opinion on the issue.
5. The president stated that New England Association of Parliamentarians (NEAP) has requested that the process of dissolution begin for the Lucille P. Leonard Unit, RI. President Randolph has begun the formal process in accordance with requirements in the NAP Standing Rules.
6. The president provided an update on the Board's strategic goal session, held April 9, 2016.
7. The president reminded the Board that the membership number to date and retention chart were included in the monthly NAP Update.
8. The president announced that the NAP Membership Manual was now available in the bookstore for free downloading. The cost of purchasing a spiral bound print Membership Manual is set at \$13, which includes shipping and handling, and can be ordered through the NAP website bookstore.

**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.

**Treasurer’s Report:**

The treasurer had no additions to her submitted written officer report. The treasurer provided additional detail to the written financial report covering 12/31/2015-4/30/2016, comparing adopted budget to actuals.

**Director Reports:**

Directors Allen, Rempel, Wallis, Connelly and Brown-Watkins had no additions to their submitted written reports.

**NAP Executive Director’s Report:**

No addition to submitted written report.

**Board Policy and Procedure Committee Report:**

Chair Stone stated the following motion that had been adopted by the Board at the April 9, 2016 meeting, that:

*The NAP incentive rebate (program) be approved for this fiscal year and the Policy and Procedure Committee be instructed to review for inclusion in the NAPOPP.*

After review, the P&P Committee recommended that the Board not include the Incentive Rebate (program) in the NAPOPP at this time.

Without objection, the Board adopted the Committee’s recommendation.

**Board Special Committees Reports:**

**1) NAP Website Bookstore Committee:**

As announced by the President, Director Wallis has temporarily stepped down as chair. A chair pro tem will be appointed by the Committee.

**2) NAP Website Referral System Committee:**

Chair Rempel had no addition to submitted written report.

**Cluster Coordinator Reports:**

**1) Membership Services Cluster Coordinator:**

No addition to submitted written report.

Under MSC, a written report of the NAP Youth Committee was submitted.

**2) Education Cluster Coordinator:**

No report.

**3) Communications Cluster Coordinator:**

No addition to submitted written report.

**New Business:**

The selection of the site of the 2019 NAP Las Vegas Convention.

After presentation by ED Launchbaugh, the following motion was made, that: *the Board select the West Gate as the site for the 2019 NAP*

*Convention.* The motion was adopted without objection. Per request, the Board will be consulted prior to signing the negotiated contract in relation to cost, including the desired removal of the Resort fee (if applicable).

**Announcements:**

The NAP Board will convene in Executive Session at 7:15 pm (CDT)

**Adjournment:**

With no further business to come before the Board, the meeting was adjourned at 7:10pm (CDT)

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Teresa Stone PRP  
NAP Secretary

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Chair Alison Wallis, PRP 5/20/2016  
Date Approved

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Jim Jones, PRP 5/20/2016  
Date Approved

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Kevin Connelly, PRP 5/20/2016  
Date Approved