

NATIONAL ASSOCIATION OF PARLIAMENTARIANS®
Minutes
Board of Directors
Initial Regular Meeting
September 11, 2017

Call to Order:

President James “Jim” Jones called the Initial regular meeting of the NAP Board of Directors to order at 4:00 PM CDT, Monday, September 11, 2017. The meeting was held in the Maple Room of the Westin Lombard Hotel, Yorktown Center, Lombard, Illinois.

Welcome:

The president welcomed the board members and thanked them for attending the beginning of the appointees orientation meeting prior to this meeting.

Board Members Present:

President Jim Jones, PRP; Vice President Darlene Allen, PRP; Secretary Kevin Connelly, PRP; Treasurer Wanda Sims, PRP; Director-at-Large Alison Wallis, PRP; Director-at-Large Ann Rempel, PRP; Director-at-Large Joyce Brown-Watkins, PRP; District Two Director Representative Roger Hanshaw, PRP; and District Five Director Representative Larry Martin, PRP.

Advisers Present:

NAP Executive Director Cyndy Launchbaugh.
NAP Parliamentarian James “Jim” Stewart, PRP
Adobe Connect presenter Greg Goodwiller, PRP

Quorum:

A quorum was established with nine voting members being present.

AdobeConnect Demonstration:

Greg Goodwiller reviewed with the board members the use of the Adobe Connect meeting software that the board will be using during the biennium for online meetings.

Recess:

The board meeting was recessed at 4:16 pm, in order to have pictures taken of the board for the website and the *National Parliamentarian*.

Meeting re-convened at 4:34 pm.

Guests:

Guests included the following: James K. Lawson, Todd Crowder, Don Freese, Robert Schuck, Atul Kapur, Rosemary Seghatoleslami, Vivian Vincent, Jeanette Williams, Shmuel Gerber, and Dennis Marino.

Welcome of the Guests:

President Jones welcomed the visiting guests, and thanked them for attending.

Adoption of the Meeting Agenda:

With the consideration of the President's appointments moved to New Business, the meeting agenda was adopted without objection.

Conflict of Interest Form:

Secretary Connelly distributed NAP's Conflict of Interest forms, which were signed by each board member and returned back to ED Cyndy Launchbaugh.

Election of Ethics Committee Members:

Without objection, Weldon Merritt and Denise Irminger were elected to 4 year terms as members of the Ethics Committee.

Election of Ethics Committee Chairman:

Without objection, Connie Deford was elected as chairman of the Ethics Committee.

NAP Leadership Appointments:

President Jones announce the appointments of Jim Stewart, PRP, as Parliamentarian, Helen McFadden, PRP, as Legal Liaison, and Kirby Glad, PRP as Webmaster.

NAP Board Committee Appointments:

Without objection, the Board of Directors approved the President's appointments of the following Board Committees:

Budget & Finance: Wanda Sims (chair), Ann Rempel, Darlene Allen

Minutes Approval: Larry Martin (chair), Alison Wallis, Joyce Brown Watkins

Personnel: Ann Rempel (chair), Ron Stinson, Roger Hanshaw

Policies and Procedures: Kevin Connelly (chair), Darlene Allen, Larry Martin

Pricing: Joyce Brown Watkins (chair). Larry Martin, Wanda Sims

Strategic Planning: Darlene Allen (chair), Roger Hanshaw, Ann Rempel, Wanda Sims

President Expense Declaration:

President Jones announced that he has chosen to be reimbursed at actual expenses for the biennium.

Youth Task Force:

Without objection, the board adopted the following resolution pertaining to the appointment of a Youth Task Force:

Whereas, Youth development should be a significant focus of NAP's educational mission, and

Whereas, Technology, social media, and other innovations play a major role in youth engagement, and

Whereas, This age group is most receptive to hands on learning through a coordinated, progressive series of activities and experiences that help them to become better leaders, and

Whereas, NAP would benefit from developing a strategic long-term approach to youth development;

Be it resolved, That the President be authorized to appoint a Youth Task force not to exceed seven members to investigate, consider, and report recommendations to the Board of Directors before the deadline for the submission of 2019 convention bylaws amendments regarding proposed methods to invigorate NAP's youth programs. This task force shall be authorized to collaborate with the Youth Committee to pilot programs in this area prior to making final recommendations to this assembly.

Cluster System Designated/Appointed:

President Jones announced that the Cluster System will be maintained to work with the various committees and other appointed positions. The following chairs were announced for the respective clusters:

Education: Ramona Hill

Member Services: Loretta Tillery

Governance: Brunhilda Clarissa Williams-Curington

Technology: Jason Abellada

Information and Outreach: Brandon Walters

The Cluster leaders will report to the president, while the committees will report to the Board of Directors.

Board Meeting Schedule Set:

Without objection, the board approved a regular meeting schedule of quarterly meetings at 8 pm Eastern time on the second Tuesday of the month, starting in November 2017.

Review of the Strategic Plan:

President Jones announced that the Board of Directors will be meeting on the following day to discuss and review the NAP Strategic Plan and how it is implemented in the NAP Operational Policies and Procedures Manual (NAPOPP).

Without objection, the Board decided to permit the District Directors to participate in the discussion of the Strategic Plan at that meeting.

Sites for the NAP Training Conferences:

There was informal discussion on possible sites of 2020 and 2022 NAP Training Conferences, The Board will draft a solicitation to the Associations for possible locations for these NAP Training Conferences.

Introduction of Dennis Marino:

President Jones introduced Dennis Marino, who will facilitate the discussion of the Strategic Plan at the next regular meeting.

Recess/Reconvene:

Without objection, the meeting recessed at 5:50 pm, and reconvened at 6:04 pm.

New Business:

Without Objection, the Board moved into Executive Session at 6:06 pm.

Rise from Executive Session:

The meeting came out of Executive Session at 6:38 pm.

Report of the approved presidential appointments:

The president reported the appointments of the NAP committees, as approved by the board. See Attachment A.

Adjournment:

With no further business to come before the Board, the meeting was adjourned at 6:40 p.m.

Kevin Connelly, PRP
NAP Secretary

Chair Larry Martin, PRP

10/21/2017
Date Approved

Alison Wallis, PRP

10/21/2017
Date Approved

Joyce Brown Watkins, PRP

10/21/2017
Date Approved

Attachment A

NATIONAL ASSOCIATION OF PARLIAMENTARIANS® PRESIDENT'S COMMITTEE APPOINTMENTS, 2017-2019 BIENNIUM

Standing Committees:

Bylaws

Chairman Ronald Avedesian (CA), Todd Crowder (GA), Richard Brown (LA), M Carling (NV)

Bylaws Legal Subcommittee

Nilda Rivera (NY)

Communication Committee

Chairman Jim Hinkle (NV), Bill Friedrich (TX), CJ Cavin (OK)

Educational Resources

Chairman Lyle Kleman (IA), Christina Emmert (IL), Gretchen Denton (MI), Lorraine Talbot (CA), Ramona Hill (LA)

Educational Resources Editorial Subcommittee

Chairman Martha Haun (TX), Virginia "Ginny" Altman (MN), Robert Rosell (OH)

Membership Extension and Retention Committee (MERC)

District One: Rosemary Seghatoleslami (NJ)

District Two: Roger Hanshaw (WV)

District Three: Todd Crowder (GA)

District Four: Robert Schuck (WI)

District Five: Larry Martin (MO)

District Six: Jim Lawson (OK)

District Seven: Kevin Connelly (WA)

District Eight: Vivian Vincent (AZ)

Association Resources Subcommittee (of MERC)

Chairman Lucy Anderson (TX), Tom McDermott (MI), Lynda Baer (VA), Sheryl Womble (TX), Stan Graiewski (WI)

Professional Services Subcommittee (of MERC)

Chairman Jim Stewart

Membership & Registration Examiners Committee (MREC)

Chairman Carol Davis (GA), Bonnie Murdah (PA), Jessica Christopher (UT), Tennebee Hall (CA), Sharon Reed (MS),

Tannis Nelson (NC),(2 more To be Determined)

Independent Learning Subcommittee (of MREC) - (University of Wisconsin)

Kay Crews (TX), Kathy Boyer (UT), Mona Calhoun (DC)

Professional Development Committee

Chairman Mike Peck (AZ), Michael Swift (MD), Patricia Simpson (CO), (1 more To be Determined)

Youth Committee

Chairman Richard Hayes (TX), Valoree Althoff (NM), Ronald Arruejo (CA), Kirk Overbey (TX)

Special Committees:

Resource Development – special (Ways & Means)

Chairman Carol Davis (GA), Martha Beard (TN), Marcia Chandler (GA), Tonja Stokes (IL), Valencia Bean (GA)

Biennial Convention Committee (September 6-8, 2019, Westgate Hotel, Las Vegas, Nevada)

Coordinator Dollie McPartlin (NV), Asst. Coordinator Martha Rollins (VA), Workshop Coordinator Corliss Baker (GA),

Asst. Workshop Coordinator Valoree Althoff (NM)

2019 Leadership Conference

Coordinator Sadie Boles (IL), Asst. Coordinator Edna Arrington (MI)

Ethics*

Chairman Connie Deford (MI), Weldon Merritt (WA), Denise Irminger (MO)

Committees of the Board of Directors:

Special Committee to Resolve Appeals Regarding Credentialing

Chairman John Rempel (KS)

Parliamentary Resource Center

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National Parliamentarian®:

Editor: Ann Warner (DE)

Assistant Editor: Bettye Tunstall (DC)

NP Review Committee: Chairman Schmuel Gerber (NY)

Parliamentary Research Committee:

Editor C. Alan Jennings, (LA), Asst. Editor Rosalie Stroman (DC), Consultant Jeanette Williams (MN),

Thomas J. “Burke” Balch (MD)

Additional Appointments:

Website

Webmaster Kirby Glad (UT)

Web Management Salome Jones (IL)

Online Courses Matt Schaffer (WA)

Legal Liaison

Helen McFadden (SC)

Parliamentarian

Jim Stewart (CA)

International Committee

Lori Lukinuk (ON)

International Trip Committee

Rollie Cox, Ron Stinson