



Great Lakes Grapevine

NAP District Four

Volume 7, Number 1

Greetings from your Director:



*Joyce Brown-Watkins
District Four Director*

It is a pleasure for me to serve as your District Director for this next biennium. Your District Director is looking forward to visiting and networking with all associations and units.

39th Convention –Portland, Oregon

If you did not attend the 39th Convention, you truly missed a treat. The work sessions were very informative and educational. The convention itself was remarkable.

Delegates witnessed a remarkable event with precise presiding along with experiencing again the use of keypad voting. The smoothness in which the bylaws were amended was something to witness. Student participation in the convention, in a role other than as a Page, was a treat and something for us to look forward to at future conventions. All in all the 39th Convention proved to be an educational event to reflect on in the future.

District Director Charge

It is a charge from our Membership and Extension Committee to assist associations and units with increasing and retaining all members. The committee developed a Parliamentarian Education and Enhancement Recognition Award, aka PEER Awards, program to aid all members in receiving some form of recognition for all they do for NAP. The actual worksheet is found later in this newsletter. Your District Director encourages all members to take that next step to developing our skills while assisting others to take that next step. The form is self-explanatory, but if you have any questions contact me or the Membership Extension-Retention Committee Chairman Sandy Olson (solson15@msn.com). Help make District Four number one in receiving PEER Awards. (See pages 7 and 8)

News and Notes

All members are encouraged to become active participants in the newsletter and submit information and/or articles that would be of interest to all of us. Don't limit your articles to parliamentary procedure; share those things that interest you as well as family or personal achievements. We look forward to sharing parliamentary lessons, puzzles and other information that will assist members in securing or updating their credentials.

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Greetings from your Director (continued)

Your district director is looking forward to participating at meetings and workshops in your association or unit. Please send your calendar of events to be shared with all District Four members. Submit pictures of your members in action. All members are encouraged to share all events in District Four with the members.

Remember—it's time to pay your dues!

Everyone should have received a dues notice for 2014. They were mailed right before Thanksgiving. Many of you have already taken care of paying them, and for that we say "Thank You." If you decided to wait until 2014 to pay dues, now is the time to do so. Dues are delinquent as of February 1. We'd like District Four to be a district that has everyone paid by the end of February so we can avoid that "f" word (forfeiture). While you may not be as active during 2014 as you've been in the past, don't let your dues lapse. There is a penalty to pay if that happens and, depending on the length of time until you renew, you could face taking the exams again. Please look for your dues billing notice and pay when you finish reading this newsletter or, if you think you can't find it, call NAP Headquarters (888-627-2929) and ask them to help you in determining how to pay your dues and what the cost will be. They're more than happy to assist members in any way they can.

District Four Conference

All members are asked to think about serving on the planning committee for the District Four Conference which will be held in Michigan in the Spring of 2015. Additional information will be shared with you as plans are being made. Your District Director will be asking each Association to play an active role in the planning.

Looking forward to communicating with you all,

Joyce Brown-Watkins, PRP

Association News

The Michigan State Association held its 10th Annual Parliamentary Youth Day at the Eastern Michigan University Student Center. Approximately 40 participants from throughout the state attended the workshop, representing schools that participate in Business Professionals of America, HOSA, and SkillsUSA parliamentary procedure competitions. In addition, a group of youth leaders from a community center in Detroit also attended.

Workshops included presentations provided by NAP Past President Maurice S. Henderson and District Four Director Joyce A. Brown-Watkins. In addition, the students saw a demonstration of the 13 ranking motions presented by Julia Boayue. The students also engaged in a parliamentary game, Deal or No Deal.



2013 Youth Day Participants



*The difference between good and great
is just a little extra effort*
—Biggie Munn



PARLIAMENTARY QUIZ — What to use?
 Based on *National Parliamentarian* February 1975
 (yes, some things are worth repeating)

___ 1. Tomorrow never comes.	A. Adjourn
___ 2. Stop! Then proceed with caution.	B. Amend
___ 3. Ladybug, ladybug, fly away home.	C. Appeal
___ 4. Wise men change their minds.	D. Bylaws
___ 5. Start the ball rolling.	E. Call to Order
___ 6. Don't do today what you can do tomorrow.	F. Commit
___ 7. Ssh! Don't mention it.	G. Division
___ 8. House divided.	H. Fix Time to Which to Adjourn
___ 9. Two heads are better than one.	I. General Consent
___ 10. Seventh inning stretch.	J. Germane
___ 11. New feathers for the old goose.	K. Lay on the Table
___ 12. Nuff said.	L. Limit Debate
___ 13. Wipe the slate clean.	M. Lost Motion
___ 14. All of one mind.	N. Object to Consideration
___ 15. Swapping horses in mid-stream.	O. Point of Order
___ 16. Me, too.	P. Postpone Definitely
___ 17. On again, off again.	Q. Postpone Indefinitely
___ 18. A dead duck.	R. Previous Question
___ 19. First things first.	S. Quorum
___ 20. Keeping it on track.	T. Recess
___ 21. Ignore it this time.	U. Reconsider
___ 22. Continue this next year.	V. Rescind
	W. Second
	X. Seriatim
	Y. Substitute
	Z. Suspend the Rules

(answers on page 5)

Certification in District Four

District Four has added one new Registered Parliamentarian (RP) since the NAP convention, Dr. R. Richard Tribble, Jr. of the Illinois Association; one new Professional Registered Parliamentarian (PRP), Lori A. Lukunuk of the Ontario Association; and is pleased that Julia C. Boayue of the Michigan Association has returned to PRP Status from the PRP-R status. Congratulations!

In looking at the number of members in District Four who have achieved some level of certification, the following chart shows the current numbers by association:

	RP	PRP	Total
IL	6	9	15
IN	3	0	3
MI	16	14	30
OH	15	10	25
ON	3	4	7
WI	4	1	5

The NAP Strategic Plan, adopted February 26, 2013 includes, as a high priority, membership goal #6. "Increase the number of registered and professional registered parliamentarians." Sub-goals are "A. Create more opportunity for training and study to prepare for exams," and "B. Ensure opportunity for study groups focused on exam preparation/continuing education."

While some of the associations in District Four have more registered parliamentarians than others, we need to encourage **each** association to work toward increasing its numbers. Following the theme of CarrieMae Blount, president of NAP from 1997-1999, "Together Everyone Achieves More."

Individual study has its place, and is certainly a viable option, but a group (or team) approach is often helpful when questions arise about why something is the way it is. Study groups can be formed in many ways — by unit, by association, face to face, by teleconference, by use of video conferencing,

etc. See what works in your association, or even across association boundaries. While those who've taken retired status are not listed in the table above, most would be willing to assist with credentialing preparation or monitoring the RP exam, or helping to arrange for a PQC. They need only be asked to participate with you.

Become familiar with the myriad of study aids available for those aspiring to become credentialed or those seeking professional status. The NAP online store has some items bundled together, and has a host of resources to assist those of you leading study groups.

While assisting regular members to obtain credentialed status, or RPs to become PRPs, let's not forget to keep up credentialed status for those who have already obtained it. Encourage credentialed members to renew their status before the final year of their six-year period. Stay tuned to announcements from NAP regarding times and locations (either online or at in-person events) for CEU credits necessary to retain credentialing.

Make credentialing a top priority goal in your association this biennium!



What motions have the most success?

For which do members yearn?

One is the motion to recess;

The other to adjourn.

NP, 1995, Volume 56, Second Quarter

IMPORTANT INFORMATION

A new award, the PEER Award, is being introduced this biennium. Read all about it on pages 7 and 8 in this issue and start keeping records. Let's have winners in District Four!

New Member Dues Prorated

Those who join NAP after January of any given year will no longer be required to pay NAP dues for the full year—resulting from the adoption of an amendment to Article III, Section 3.A of the NAP Bylaws at the NAP 39th Biennial Convention held in Portland, Oregon.

By an overwhelming vote of 252 in favor and two opposed, the delegates at the convention adopted a proposed amendment that added the following to the aforementioned article: “Dues for new members shall be prorated monthly for the remaining calendar year of their initial membership and shall be based on the date of membership.” Thus, members who join NAP in January will pay the total annual NAP dues for that year. However, members who join after January will pay NAP dues amounting to one twelfth (currently \$6.25) of the annual dues for each of the remaining months of the calendar year.

by Betty Tunstall, PRP



Louise Saks Parliamentary Unit presented a workshop entitled “Meetings that Work” for the greater Detroit, MI area. It was well attended.

Answers to Parliamentary Quiz

1. R; 2. S; 3. A; 4. U; 5. E; 6. Q; 7. O; 8. G; 9. F; 10. U; 11. B; 12. L; 13. V; 14. I; 15. Y; 16. W; 17. K; 18. M; 19. T; 20. J; 21. Z; 22. H.



Sixty Years...and Counting!

NAP districts were 60 years old in 2013. They were created in 1953 and have been in existence ever since, although the boundaries of each district have changed. District Four claimed Kentucky until 2003 when the last re-districting took place and Kentucky moved to District Two. Each of the associations in District Four has hosted the district conference, giving members an opportunity to see various parts of our district and meet members of the host association. These conferences provide members with great education, both formal (workshops) and informal (casual networking). If you’ve never attended a district conference, plan to do so in 2015, when Michigan will host the next District Four Conference. The planning is in the very early stages now, so if there is something you’d like to present, or have presented, let Director Joyce Brown-Watkins know. These conferences are for the benefit of the members, and should reflect their choice of topics for the workshops.

Happy 60th Anniversary, District Four!



2013 990-N Filing Deadline

The IRS deadline for electronic filing of the 990-N e-Postcard for those units and associations with gross receipts under \$50,000 is **April 15, 2014**. NAP does **not** file a group return for you. **Each unit and association must file its own return.** Contact NAP Headquarters if you have lost your Employer Identification Number (EIN).



Coming Events**NAP**

NAP Training Conference
Oklahoma City, OK
August 8-10, 2014

Biennial Convention
Arlington, VA
September 4-7, 2015

DISTRICT

District Conference
April 17-19, 2015

Illinois**Indiana****Michigan**

Annual Meeting
Mt. Pleasant, MI
April 12, 2014

Ontario

Ohio
Annual Meeting
Gahanna, OH
April 4-5, 2014

Wisconsin**Contact Info**

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Parliamentary Tips: A Guide to Being an Effective Presider

As a chosen leader of your organization you should:

- * have a working knowledge of parliamentary procedure
- * be familiar with the bylaws and other rules of the organization
- * understand the objectives, policies, traditions, and goals of the organization
- * have a knowledge of duties of fellow officers and chairmen of committees

You don't have to memorize everything, but you do need to know where to find the answers.

The "presiding officer" is the person who:

1. Leads the meeting
2. Keeps business moving
3. Maintains order
4. Applies the rules
5. Directs the action of a meeting

Documents of authority that every presiding officer should have are the following:

- Agenda
- Bylaws
- List of Committees, Boards, and Officers
- Ballot Paper
- *Roberts Rules Of Order Newly Revised* (current edition)

by Edna Arrington, PRP

**From the editor...**

Your editor hopes you've enjoyed this first edition of the *Great Lakes Grapevine* for the 2013-2015 biennium. The newsletter is designed to give you news of happenings in units, associations, the district, and in NAP. You will note that a column on this back page lists the dates and locations (when possible) for various NAP, District, and Association events. Events such as unit workshops can be announced in the newsletter if the information is submitted to the editor well in advance of the event.

There's plenty of information to be shared by units and associations.. However, this editor can only provide information received by her, so don't hesitate to send information or articles to the editor at the email address found elsewhere on this page.

This is YOUR newsletter, so should contain the information YOU desire to have. If we all work together, that is sure to happen.

The mailbox is open! 



NATIONAL ASSOCIATION OF PARLIAMENTARIANS® PEER Award
Parliamentarian Education and Enhancement Recognition Award” aka PEER Award
September 10, 2013 to July 1, 2015

The following eleven (11) items are designed to encourage our members to be actively involved in the education and enhancement of a parliamentarian. Please attempt to accomplish as many of these activities as possible during the next several months. Once the activities are completed, record those on the form below and by July 1, 2014 submit the form to the NAP Membership Extension-Retention Chairman Sandy Olson at solson15@msn.com to be included in individual recognition at NTC. Those who have completed at least 3 items by July 1, 2014 will be recognized at NTC. Those who have completed 6 items by July 1, 2015 will receive recognition at the NAP Convention. Members completing ten (10) activities by July 1, 2015 will be honored at the NAP Convention. You do not have to complete all activities, but when you have completed even three of the items within the time indicated, you will be rewarded.

Good luck and enjoy your active participation in these activities!

1. Bring in two new NAP members (your name should appear on the membership application as their sponsor).

Names: _____

2. Convince two former members to rejoin NAP (your name should appear on the membership application as their sponsor).

Names: _____

3. Be a member of a unit that maintains its current membership level through July 1, 2014.

Name of unit: _____

Membership on September 10, 2013: _____

Membership on July 1, 2014: _____

4. Present a program as part of a workshop to gain new members.

Name of program: _____

When/Where given: _____

5. Present a parliamentary program at a civic, fraternal, or church event.

Name of program: _____

Date/Place: _____ Organization: _____

6. Serve as judge or instructor for a youth or youth partnership organization.

Date/Place: _____

Organization: _____

7. Write an article for an association or district newsletter or for the *National Parliamentarian*.

Name of article: _____

When published: _____

Where published: _____

8. Present a program at an association, district or national meeting.

Name of program: _____ Date/Place: _____

9. Serve as an officer in a unit or association/province.

Officer: _____

Unit/Association/Province: _____

10. Attend at least 50 percent of the association/province meetings.

Dates of attendance: _____

Dates of meetings: _____

Association/province: _____

11. Work with a unit or combination of members at large to host a public workshop (either electronically or in person).

Dates of workshop: _____

Unit or MALs participating: _____

Name _____ Association _____ Member # _____

