

SMART MEETINGS 2014

Operational Proficiency with ROBERT'S RULES OF ORDER NEWLY REVISED

When:

Saturday, March 29, 2014, 9am – 12:30 pm

Where:

MCM Elegante Hotel
2020 Menaul Blvd NE, Albuquerque (Just east of University Blvd.)

Cost:

\$50 Early-Bird registration, \$60 after March 21; includes continental breakfast & course materials

\$5 discount per person for groups of 10 or more registering at the same time

Please join us! Concurrent sessions are being offered. All courses are appropriate to any level of experience, and are taught by Professional Registered Parliamentarians and Registered Parliamentarians, in accordance with *Robert's Rules of Order Newly Revised, Eleventh Edition*.

PROGRAM

- | | |
|---------------|--|
| 8:30 – 9:00 | Registration |
| 9:00 – 10:00 | <u>Session 1</u> |
| Course A: | Leadership Excellence. Adam Hathaway, PRP, NMSAP President |
| Course B: | The Money...Making a Plan and Tracking the Funds. Jan Strand, PRP |
| 10:15 – 11:15 | <u>Session 2</u> |
| Course A: | Governing Documents and the Law. NM Senator Daniel Ivey-Soto, PRP |
| Course B: | Nominations: Successful Changing of the Guard. Solveiga Unger, PRP |
| 11:30 – 12:30 | <u>Session 3</u> |
| Course A: | Presiding over Main Motions and Amendments. Valoree Althoff, RP |
| Course B: | Executive Session: Behind Closed Doors. Barbara Posler, RP |

Educational publications will be available for sale at event; cash and checks are accepted.

Pre-registration Form: Complete and mail by March 21, 2014.

Please make checks payable to NMSAP.

Name _____ Phone _____

Address _____ Email: _____

City _____ State _____ Zip Code _____

Requested Courses (**please circle** your preferences): 1A 1B 2A 2B 3A 3B

Mail to: Jan Strand, PRP, 7617 Vista Cedro Ct NE, Albuquerque, NM 87109

505-821-5227 jan_str@msn.com

A \$10 processing fee will be charged for cancellations after March 14

Sponsored by the New Mexico State Association of Parliamentarians