Call to Order: President Ann Guiberson called the regular meeting of the NAP Board of Directors to order at 7:30 p.m. Eastern Standard Time on Tuesday, February 11, 2014. The meeting was held using AdobeConnect.com.

Welcome: The president welcomed board members, advisers, and guests.

Board Members Present: President Ann Guiberson, PRP; Vice-President Mary L. Randolph, PRP; Secretary Ann Rempel, PRP; Treasurer Evan A. Lemoine, PRP; Director-at-Large Steve Glanstein, PRP; Director-at-Large James N. Jones, PRP; Director-at-Large James H. Stewart, PRP; and District Five Director Denise Irminger, PRP.

Absent: District Six Director Daniel Ivey-Soto, PRP.

Advisers Present: Parliamentarian Dr. Leonard M. Young, PRP, and Executive Director Michael Chamberlain, MBA, CAE.

Quorum:
Eight voting members were present, and a quorum was established.


Agenda:
Without objection, the agenda was adopted. (Attachment)

Report of Minutes Approval Committee:
Jim Stewart reported that the minutes of the board meeting held January 14, 2014, were approved by the committee.

President’s Report:
Without objection and with regret, the board accepted the resignation of Mary Davidson from assistant coordinator of the NAP Training Conference.

Without objection, the board approved the appointment of Patricia Hudson to assistant coordinator of the NAP Training Conference.

Without objection, the board approved the appointment of Robert Schuck to the youth committee.
Financial Report:
Treasurer Lemoine reported on the January financial statements and submitted a written report.

By a vote of 7 in the affirmative and 0 in the negative, the board ratified the $15/$20 (member/nonmember) pricing of the February 19, 2014, webinar on bylaws.

By a vote of 6 in the affirmative and 0 in the negative, the board adopted the following motion:
That the fee for webinars shall be based on duration as follows:
(member/nonmember) 1 hour - $29/$39; 1.5 hours - $39/$49; 2 hours - $49/$59.

By a vote of 6 in the affirmative and 0 in the negative, the following motion was postponed to the March board meeting:
That the budget and finance committee has the power to offer specials or discounts on webinar fees to attract participants in order to meet budgeted revenues.

Adviser’s Report:
Executive Director Chamberlain reported on progress in expansion of the website content, membership renewals, and steps being taken to notify members who have not paid dues for 2014.

Reports of Committees
Reports were submitted by the chairmen and board liaisons for the educational resources and professional development committees.

Reports of Board Committees:
Policies and Procedures Committee:
All proposed NAPOPP amendments were sent to the board members with the call for the meeting.

By a vote of 7 in the affirmative and 0 in the negative the board amended NAPOPP 5.3.06, 1st paragraph, by striking “submits and completed professional point form,” in the second sentence.

By a vote of 5 in the affirmative and 1 in the negative, the board amended NAPOPP:
(1) by substituting for 5.4.02 the following: “To retain professional registered membership, professional registered members must during each six-year certification period successfully complete the professional renewal course and submit to NAP Headquarters the required form documenting 150 points in professional activities.”
and
(2) by striking out 5.4.03 and renumbering the following subsections.
After debate and amendment, by a vote of 5 in the affirmative and 3 in the negative, NAP OPP 5.4.04 was amended by substituting the following:

Teaching the professional qualifying course or the professional renewal course shall constitute successful completion of the professional recertification course, according to the following criteria:

A. Teaching the professional qualifying course or the professional renewal course in a one-time, two-day traditional setting shall constitute successful completion of the professional renewal course.

B. Teaching a single module for the professional qualifying course or professional renewal course shall count ten points toward the required fifty points for successful completion of the professional renewal course. A person may receive up to twenty points for teaching the same module two times.

C. Teaching a single module for the professional qualifying course or professional renewal course does not negate the requirement that a PRP must complete seven modules to complete the professional renewal course; a teacher of one module must complete the six other modules in order to complete the professional renewal course.

Unfinished Business and General Orders:
By a vote of 5 in the affirmative and 2 in the negative, the board adopted the following motion:

That NAP offer associations and units an Adobe Connect host account at an annual cost of $450.

By a vote of 7 in the affirmative and 0 in the negative, the board adopted the following resolution:

Resolved, That the partnership adviser be authorized to grant a maximum of ten previews of NAP online courses to the NAP partners if requested. Upon request, the partnership adviser will notify NAP Headquarters, which will then issue access codes as needed.

New Business:
There was no new business.

Announcement:
President Guiberson stated that board members will receive reading assignments and that business will be conducted by the board on Friday evening during the March board meeting with Saturday and Sunday devoted to strategic thinking.

Adjournment:
Without objection, the board meeting adjourned at 9:04 p.m. EST.
Ann L. Rempel, PRP  
NAP Secretary

**Minutes Approval Committee:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Date approved</th>
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<tbody>
<tr>
<td>James H. Stewart, PRP</td>
<td>February 14, 2014</td>
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<tr>
<td>Denise R. Irminger, PRP</td>
<td>February 14, 2014</td>
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<tr>
<td>Mary L. Randolph, PRP</td>
<td>February 14, 2014</td>
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NATIONAL ASSOCIATION OF PARLIAMENTARIANS®
Board of Directors Meeting
Tuesday, February 11, 2013

Agenda

1. Welcome Ann Guiberson

2. Adoption of the Agenda

3. Report of Minutes Approval Committee Jim Stewart

4. President’s Report Ann Guiberson
   Resignations:
   Mary Davidson from Assistant Coordinator, NTC
   Appointments:
   a. Patricia Hudson to Assistant Coordinator, NTC
   b. Robert Schuck to the Youth Committee

5. Financial Report Evan Lemoine
   a. Financial Update
   b. Approval of audit firm selection

6. Advisor’s Reports Mike Chamberlain
   a. Executive Director’s Report
   b. Partnership

7. Reports of Committees
   a. Educational Resources (Written report submitted)
   b. Professional Development (Written report submitted)

8. Reports of Board Committees
   Policies and Procedures Ann Rempel
   Amend NAOPOP 5.3 and 5.4

9. Unfinished Business and General Orders
   a. Partnership Recommendations
   b. Use of Adobe Connect by constituent units

10. New Business

11. Adjournment at 9:00 p.m.