Table of Contents

Board of Directors Reports ............................................................................................................1
Committee Reports .......................................................................................................................7
District Director Reports ............................................................................................................28
Association Reports ...................................................................................................................36
To: 2019 NAP Convention

The Vice-President submits the following report:

- Attended the 41st Biennial Convention in Lombard and the NAP Training Conference in Buffalo.
- Attended all Adobe Connect and in-person board meetings and all but one Fifth Tuesday Town Hall meetings.
- Attended the memorial service for Henry M. Robert, III.
- Served on the Board Policies and Procedures and Budget and Finance Committees and the Special Committee for Ethics Complaints.
- Served as the Chairman of the Board Strategic Planning and Past Presidents’ Luncheon Committees.
- Served as the board liaison to The Commission and attended April 2019 meeting in Las Vegas.
- Participated in hotel site visits for future NAP national events in Saint Louis, Atlanta, Salt Lake City, and Albuquerque.
- Attended unit meetings and special events (Hobson, McCaskill, Sartwell - Tunstall, DC Registered, Green Gavel, Lee Demeter, Catherine Whitman, and Parliamentarians of Brooklyn New York).
- Attended unit association meetings and special events (DC, Electronic, and Wisconsin).
- Served as an instructor for the Professional Qualifying Courses in Maryland (November 2017), Virginia (February 2018) and New York (December 2018).
- Served as an official mentor for the professional courses.
- Served as an instructor for the PRC Adobe Connect webinars during 2018.
- Served as an instructor for the Adobe Connect Registered Parliamentarian prep sessions.
- Served as a facilitator for members preparing for the Registered Parliamentarian exam.
- Served as a monitor/proctor for members taking parts of the registered parliamentarian exam.
- Served as an instructor for those interested in taking the membership exam.
- Presented parliamentary workshops for American Federation of Government Employees, National Society of Black Engineers Jr. Chapter (with Susan Eads Role, PRP), Rho Mu Omega Chapter, Alpha Kappa Alpha Sorority, Inc., National PTA Legislative Conference (with Treasurer Sims), and the District of Columbia PTA.
- Facilitated Intermediate to Advanced parliamentary workshop topic sessions for credentialed parliamentarians in Metropolitan Washington area.

Thank you for the opportunity to serve.

Darlene T. Allen, PRP
Vice-President
2017-2019 Report of the Secretary

To: The 2019 NAP Convention
Since the start of the biennium, the NAP Secretary has:

- Attended, sent out meeting notices for, and prepared the agenda packets and minutes of all meetings of the NAP Board of Directors. All minutes have been approved and minutes of regular and special meetings have been posted to the NAP website.
- Attended a Lee Demeter Unit meeting via conference call on behalf of President Jones.
- Gave a presentation on parliamentary procedure with a community association attorney at the Washington State Community Associations Institute meeting on September 23, 2017.
- Presented a workshop to students of the University of Idaho on November 11, 2017. Five students took the NAP membership exam at the conclusion of the workshop.
- Participated via AdobeConnect in the NAP Town Hall meeting on January 30, 2018.
- Attended, as the NAP Representative, the Annual Meeting of the Missouri State Association of Parliamentarians in May 2018, and gave the NAP Update, presented a workshop, and installed the incoming officers.
- Attended the annual meetings of the Washington State Association of Parliamentarians in 2018 and 2019, giving the NAP report both times. He also attended all WSAP Board of Directors meetings.
- Attended the annual meetings of the Parliamentary Association of British Columbia in 2017 and 2018, giving the NAP report in both years and presenting a workshop in 2018.
- Attended the annual meeting of the Oregon Association of Parliamentarians in 2018 and 2019, giving the NAP report in both years and installing the incoming officers and presenting a workshop in 2018.
- Attended all meetings (in person and Adobe Connect) of the Membership Extension and Retention Committee held during the biennium.
- Attended all meetings (in person and Adobe Connect) of the NAP Board of Directors.
- Regularly attended unit meetings (as a member) of three units of the Washington State Association of Parliamentarians.
- Attended the 2018 NAP Training Conference in Buffalo, NY, and presented a workshop at the Conference.
- Served as advisor to several teams of chapters of the Future Business Leaders of America (FBLA) and the Family, Career and Community Leaders of America (FCCLA) for their competitive parliamentary events in Washington state.
- Evaluated at the Regional and State competitions of the FBLA in Washington State in both years and the Regional and State competitions of the FCCLA in 2018.
- Attended, as the NAP Representative, the Colorado Association of Parliamentarians Annual Meeting and Summer Institute, June 21-22, 2019. He gave the NAP Update, installed the new CAP officers, and presented an educational workshop.

Kevin R. Connelly, PRP
NAP Secretary
2017-2019 Report of Director-at-Large Watkins

To: The 2019 NAP Convention

This biennium proved to be very educational and challenging. During the 2017-2019 biennium, this Director-at-Large participated in many activities some of which are:

• Attended unit and association meetings;
• Installed officers for several units and associations;
• Hosted several workshops for the Membership exam;
• Communicated with headquarters for information regarding Train the Trainer, membership and credentialing;
• Attended each Board meeting via Adobe Connect and on site;
• Served on the Minutes Approval Committee;
• Judged student parliamentary procedure competitions at the regional, state, and national levels for Business Professionals of America;
• Presented workshops for student teams preparing for competition;
• Attended Town Hall meetings;
• Served as parliamentarian for a local association;
• Communicated with individuals interested in parliamentary procedure on several levels;
• Presented workshop on bylaws;
• Served as bylaw chair;
• Served as chairman of Pricing Committee;
• Attended Region IV online meetings;
• Secured judges for Business Professionals of America competitions;
• Panel discussion participant at District Conference;
• Represented the NAP Board when requested and/or assigned;
• Served as co-instructor for PRP recertification; and
• Served as an instructor for PQC in December.

This Director has enjoyed the opportunity to serve on the National Association of Parliamentarians® board. It has truly been an educational experience and this director looks forward to continual growth and development with the NAP. Thank you for your support and allowing me to serve you.

Joyce Brown-Watkins, PRP
Director-at-Large
To: 2019 NAP Convention

It is a high honor to be elected and to serve on the board of the National Association of Parliamentarians. In the second year of the biennium, I did the following for the good of NAP:

- taught a three-day Professional Qualifying Course in Chicago,
- served as official NAP representative to the Michigan, Louisiana, and District Six meetings,
- presented parliamentary workshops in the above association meetings, as well as District Six Conference,
- gave a two-part parliamentary boot camp to a partnered organization, Jack & Jill of America,
- attended all NAP board meetings, in person and online,
- reviewed and approved NAP board minutes with prompt turnaround,
- attended meetings of units in several associations,
- updated unit and Louisiana Association websites,
- judged at the state FBLA competition,
- presented educational program to the Electronic Association,
- taught two workshops in San Antonio in conjunction with the Texas Association and National Association of Parliamentarians Education Foundation,
- gave a virtual workshop for NAP on the topic of Serving as an Expert Witness,
- made referrals of PRPs and for prospective members of units,
- observed the 5th Tuesday Town Hall meetings,
- taught six modules for Professional Registered Parliamentarians,
- proctored the membership exam,
- proctored two individuals in taking portions of the Registration Exam,
- as an elected trustee, attended meetings of the National Association of Parliamentarians Education Foundation,
- as a trustee, attended the three-day Dahms Foundation workshop,
- prepared for a presentation to the Leadership Conference,
- prepared for a convention workshop on serving as an Expert Witness in Court,
- and prepared to present, as a Trustee of NAPEF, two workshops on Governance at the NAP convention.

Alison Wallis, PRP, JD
NAP Director at Large
To: 2019 NAP Convention

During the biennium, this director-at-large attended all meetings of the NAP Board of Directors.

The director-at-large chaired the board’s personnel committee and also served as a member of the board committee for budget and finance and the board committee for strategic planning.

The director-at-large also served on the NAP Membership Extension and Retention Committee’s subcommittee on association relations.

During the biennium, the director-at-large served as an instructor for five webinars for PRPs renewing their credentials.

The director-at-large served as NAP representative to the 2018 annual meeting of the Florida Association.

The director-at-large supported the work of the Kansas State Association of Parliamentarians (KSAP) by serving as the appointed corresponding secretary for 2017-2019. In addition, she served as an instructor at the 2018 and 2019 KSAP public seminars. She is now serving the association as the appointed parliamentarian for the new biennium, which began in April 2019.

The director-at-large attended the monthly meetings of the Wichita Sunflower Unit of NAP where she taught lessons and served as vice-president and program chairman through May 2019. She has been appointed to serve as the unit parliamentarian for 2019-2021.

In addition, the director-at-large served as curriculum director and instructor for the 2017 and 2018 Dahms-Bierbaum Annual Workshops. She has prepared the curriculum for the 2019 Dahms-Bierbaum Workshop where she will also serve as an instructor.

The director-at-large will attend the pre-convention board meeting and the 2019 biennial convention.

Ann L. Rempel, PRP
Director-at-Large
To: 2019 NAP Convention

The active engagement and work of the Education Cluster Committees in providing programs, trainings for partners, workshops for members and other events have contributed financially to the association during the past 2 years. The following approximate numbers were calculated based on data provided by the NAP staff for the two biennium.

<table>
<thead>
<tr>
<th>Biennium</th>
<th>NAP Training Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015 - 2017</td>
<td>$175,000</td>
</tr>
<tr>
<td>2017 - 2019</td>
<td>$454,000</td>
</tr>
</tbody>
</table>
2017-2019 Report of the Educational Resources

To: 2019 NAP Convention

Chairman: Russell A. Guthrie, PRP
Members: Christina Emmert, Gretchen Denton, John Tatum

Editorial Sub Comm Chairman: to be announced (Martha Haun September 2017 – May 2018)
Members: Darlene Haren, Vicky Fransham

Projects Completed:

- Completed editing of project, “Presiding Over Meetings”
- Completed review of script for project, “Simplifying Minutes.”
- Completed review of script, “Privileged Motions.”
- Quarterly Lessons subcommittee competed another set of lessons
- Under previous committee leadership, revised several of the Spotlight books and rebranded as Focus On series
  - Focus on Leadership: President
  - Focus on Leadership: Committees
  - Focus on Leadership: Bylaws
  - Focus on Leadership: Treasurer
  - Focus on Leadership: Secretary
- Revised and republished What Happened in the Meeting? Pathway
Committee: STAR Program, Subcommittee of the Professional Development Committee

Chairman: David Mezzera

Members: Ella Carlson, David Ross

Project Completed: COMMITTEE HAS COMPLETED THE ASSIGNED TASK to develop the STAR framework for membership study and advancement in specific roles such as president, secretary, committee member.

The STAR Secretary Class is available for cohort participation in the Schoology learning management system.
To: 2019 NAP Convention

Our current committee members are Lori Lukinuk, PRP, Chair (Ontario); Don Freese, PRP-R (Manitoba); Dan Ross (Japan); William Puette, PRP (Hawai‘i); and Frances Rizo (Texas).

In the beginning of this biennium, ISC were mandated with specific responsibilities, namely:

- Explore and recommend strategies to increase NAP membership abroad by 15% by March 2019.
- Aid in re-establishment of Ontario association.
- Assist China in structuring fee payments and membership structure.
- Assist in creating a bylaw amendment to address dues, online store and other issues.
- Update and translate select Spotlight series into Chinese.
- Partner with NAP staff and appropriate committees to finalize modifications to NAP shopping cart and credentialing requirements to ensure equitable treatment for all members.
- Submit one National Parliamentarian article.

**Membership Statistics during this biennium**

July 2017 = 177 Int’l members located in 11 countries.
July 2018 = 179 Int’l members located in 8 countries.
July 2019 = 186 Int’l members located in 9 countries

**Activities and Accomplishments for 2017-2019**

- NAP motion card professionally translated into both traditional and simplified Chinese.
- Obtained authorization from publisher in China to reprint in the NP magazine an article about NAP member Yuan Tianpeng (Roc) and how he decided to teach “Robert’s Rules” across China.
- Working with District 4 Director, Robert Schuck and MAL’s in Ontario, ISC helped prepare Ontario to re-charter in April 2019. In June 2019, OAP held its first AGM in many years.
- Sent a letter to Technology Cluster Leader with ISC’s questions and concerns related to website.
- As directed, sent letter to Commission on Credentialing, raising issues with the new credentialing process and its impact on international members.
- Attended NTC, to hold ISC meetings, market mandate and improve NAP internal communication.
- Suggested that the NTC live-stream select workshop session. Live streaming would provide international members an opportunity to be involved. Live streaming was not used at the NTC, but a couple of workshops were recorded.
• Sent letter to all International members to ascertain the level of support for the ISC proposed bylaw amendment for a due reduction for overseas and Puerto Rico International members.
• Based on very positive members’ feedback, submitted bylaw proposal for a 50% dues reduction for International members who reside outside of the Continental US, Hawai‘i, and Canada.
• Worked with lone member in Africa to help prepare 3 individuals to take the NAP membership quiz. NAP now has four (4) members in Lesotho, Africa.

**Plan related to Membership Growth**

The ISC believes that NAP needs to adopt a new strategy related to its overseas members. With the adoption of the due reduction bylaw amendment, these members will be on a more level playing field. With the re-chartering of the Ontario Association of Parliamentarians in Canada, the ISC believes there is potential for growth not only in Ontario, but right across Canada. Finally, to support NAP members in Puerto Rico, an ISC subcommittee, led by ISC member Frances Rizo, is translating NAP materials into Spanish, which should help with local recruitment and education.

As the biennium comes to an end, the ISC is committed to its mandate to increase international membership, bolster the success of international associations and units, increase NAP support services to international members, and provide solutions for international credentialing.

Lori Lukinuk, PRP, Chairperson
NAP International Services Committee
2017-2019 Report of the Leadership Conference Coordinator

To: 2019 NAP Convention

The Leadership Conference Coordinator reports the following:

Events/Meetings Attended

- NAP National Training Conference Buffalo, New York
- Registered Unit of IL Workshop “Building Better Boards”
- Indiana State Association of Parliamentarians 75th Annual Convention, Indianapolis, Indiana.
- Illinois State Association of Parliamentarians Public Workshop, Oak Brook, Illinois
- Mattie Lampkins Parliamentarian Unit Workshop
- Attend/presented a workshop at Registered Unit Annual April 27, 2019 “What Does Say in the Bylaws/ Amending the Bylaws”
- Attended/presented Officers State Meeting May 11, 2019 “Officers Duties and Responsibilities”
- Majority of Associate Relations Conference Calls and Webinars.

Projects Completed

- Twelve (12) week study session for RP’s & PRP’s, six obtained credentials as Professional Registered Parliamentarians.

Projects/Activities in Progress

- Chicago Public School Workshop (HOSA) for students and Faculty (ongoing).
- Workshop Municipal Clerks of Illinois (October 2019).
- Implementing Youth Group State of Illinois (ongoing).

Sadie P. Boles, PRP
Leadership Coordinator
To: 2019 NAP Convention

Over the past biennium this committee has provided technical assistance for 235 meetings via Adobe Connect. This includes NAP board meetings, committee meetings, association meetings, unit meetings, town halls, webinars, PRC modules, RP exam preparation sessions, training sessions, and practice sessions. Our committee members spent a great deal of time responding to email inquiries, working with presenters to set up meeting rooms the way they want, working with attendees to solve technical issues, and attending online meetings to ensure that everything works smoothly.

All of this would not be possible without the tireless efforts of our committee members:

- Aaron Taggert
- Greg Goodwiller
- Henry Lawton
- James Jones
- Jason Abellada
- John Tatum
- Lori Lukinuk
- Paul McClintock
- Ramona Hill
- Tamara Harris

NAP’s use of Adobe Connect has grown substantially over the past biennium. We are seeing more associations and units inquiring about using Adobe Connect for their own meetings. We are seeing additional educational webinars such as the RP exam prep sessions and the parliamentary workshops that have been offered to members over the past several months.

The main struggle faced by this committee is managing the workload associated with providing technical assistance for so many meetings. As chair of this committee, I serve as the first point of contact for inquiries regarding online meetings. Even with the assistance of our hard-working committee members, I still serve as a human email router by routing inquiries to committee members. I’ve been working with our President and board to come up with ideas to help eliminate the chair of this committee as a communication bottleneck and allow this committee to continue to scale up to handle our future online meeting needs.

Finally, NAP is always looking for technically-minded members to help out with NAP’s tech support needs. If you’re interested in helping with any of NAP’s technology needs, whether you are interested in this committee or some other area, please reach out!

Jeff Weston – Chair, Meeting and Webinar Support Committee
To: 2019 NAP Convention

The Membership Extension and Retention Committee consists of the eight District Directors. This Director has been honored to be chair of MERC for the past two years, and appreciates the hard work of her fellow District Directors. MERC meets on the first Tuesday of alternate months via Adobe Connect. The meetings are also attended by the Membership Cluster Leader, Loretta Tillery and the Association Relations Committee Chair, Lucy Anderson. The Association Relations Committee is a subcommittee of the Membership Extension and Relations Committee. This Chairman congratulates Chairman Anderson on a job well done as Chair of this subcommittee. Under Chairman Anderson, the committee has held Fifth Tuesday Town Hall Meetings open to all NAP members and Listening Sessions open to Association and Unit Leaders.

MERC is responsible for arranging the Membership Awards Luncheon at Convention and various other projects. The new District Directors Procedures Manual is now available on the NAP website. This Chairman thanks the members of MERC for their hard work on this project, and wishes the members of MERC good wishes going forward as she finishes her four years as District Director.

Rosemary Seghatoleslami, Chairman
Membership Extension and Retention Committee.
To: 2019 NAP Convention

Chairman: Carol Johnson Davis, PRP

Members: Rose Acker-McIver, PRP, Jessica Christopher, RP, Tennie Bee Hall, Atul Kapur, PRP, Bonnie Murdah, PRP, Tannis Nelson, PRP

Projects Completed:

- Assignments for graders
- Development of Errata Sheets for In Order Study Guide for RP Exam
- Revision of the letter to RP applicants advising of the July 31, 2019 deadline to complete two parts of the RP exam (excluding Part 1) to be grandfathered under the existing RP credentialing process
- Statistical report of membership and RP exams administered and graded is attached
### 2019 Membership Stats

#### Jan Feb Mar April May June July * Aug Total

<table>
<thead>
<tr>
<th># of persons to pass</th>
<th>10</th>
<th>33</th>
<th>126</th>
<th>121</th>
<th>30</th>
<th>249</th>
<th>44</th>
<th>613</th>
</tr>
</thead>
<tbody>
<tr>
<td># of persons to fail</td>
<td>1</td>
<td>0</td>
<td>3</td>
<td>6</td>
<td>0</td>
<td>3</td>
<td>3</td>
<td>16</td>
</tr>
<tr>
<td># paper exams of those who passed</td>
<td>1</td>
<td>16</td>
<td>110</td>
<td>112</td>
<td>15</td>
<td>220</td>
<td>27</td>
<td>501</td>
</tr>
<tr>
<td># paper exams of those who failed</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>1</td>
<td>6</td>
</tr>
<tr>
<td># electronic exams of those who passed</td>
<td>9</td>
<td>17</td>
<td>16</td>
<td>9</td>
<td>15</td>
<td>29</td>
<td>17</td>
<td>112</td>
</tr>
<tr>
<td># electronic exams of those who failed</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>5</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td># Univ of Wis</td>
<td>1</td>
<td>1</td>
<td>6</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>12</td>
</tr>
</tbody>
</table>

*numbers are preliminary for July 2019

**NOTE:**

- During the month of March: one AKA region = 60
- During the month of April: one AKA region = 50; one AKA region = 33; Sigma Gamma Rho = 24
- During the month of June National AKA convention = 155
### 2019 RP Stats

<table>
<thead>
<tr>
<th>Month</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td># of parts passed</td>
<td>12</td>
<td>21</td>
<td>47</td>
<td>36</td>
<td>77</td>
<td>99</td>
<td>183</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>475</td>
</tr>
<tr>
<td># of parts failed</td>
<td>1</td>
<td>16</td>
<td>18</td>
<td>16</td>
<td>20</td>
<td>22</td>
<td>56</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>149</td>
</tr>
<tr>
<td>RP obtained</td>
<td>2</td>
<td>3</td>
<td>9</td>
<td>3</td>
<td>7</td>
<td>1</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>33</td>
</tr>
</tbody>
</table>

**Graph:**
- **x-axis:** Months of the year (Jan to Dec) and Total
- **y-axis:** Number of parts passed (0 to 500)
- Colors:
  - Blue: # of parts passed
  - Red: # of parts failed
  - Green: RP obtained

**Legend:**
- # of parts passed
- # of parts failed
- RP obtained
## SUMMARY 2018 - 2019

### MEMBERSHIP EXAM TOTALS

<table>
<thead>
<tr>
<th></th>
<th>Sept - Dec 2017</th>
<th>Jan - Dec 2018</th>
<th>Jan - July 2019*</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td># of persons to pass</td>
<td>225</td>
<td>658</td>
<td>613</td>
<td>1496</td>
</tr>
<tr>
<td># of persons to fail</td>
<td>13</td>
<td>39</td>
<td>16</td>
<td>68</td>
</tr>
<tr>
<td># paper exams of those who passed</td>
<td>150</td>
<td>365</td>
<td>501</td>
<td>1016</td>
</tr>
<tr>
<td># paper exams of those who failed</td>
<td>9</td>
<td>28</td>
<td>6</td>
<td>43</td>
</tr>
<tr>
<td># electronic exams of those who passed</td>
<td>67</td>
<td>286</td>
<td>112</td>
<td>465</td>
</tr>
<tr>
<td># electronic exams of those who fail</td>
<td>8</td>
<td>18</td>
<td>10</td>
<td>36</td>
</tr>
<tr>
<td># Univ of Wis</td>
<td>10</td>
<td>21</td>
<td>12</td>
<td>43</td>
</tr>
</tbody>
</table>

### RP EXAM TOTALS

<table>
<thead>
<tr>
<th></th>
<th>Sept - Dec 2017</th>
<th>Jan - Dec 2018</th>
<th>Jan - July 2019*</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td># of parts passed</td>
<td>91</td>
<td>609</td>
<td>475</td>
<td>1175</td>
</tr>
<tr>
<td># of parts failed</td>
<td>23</td>
<td>143</td>
<td>149</td>
<td>315</td>
</tr>
<tr>
<td>RP obtained</td>
<td>21</td>
<td>67</td>
<td>33</td>
<td>121</td>
</tr>
</tbody>
</table>

*July 2019 - preliminary numbers*
To: 2019 NAP Convention

Chairman: Mary Remson, PRP

Members: Beth Sapp James, PRP; Shannon Sun, PRP; Valoree Althoff, PRP; Michael Swift, PRP

Projects Completed:

- 2019 PRC Modules: 19 classes scheduled thru Nov. 9 completed, 1 cancelled
- Completed a PQC in Illinois and Maryland.
- Revised “150 Point PRP Renewal Form” to allow parliamentary learning from other parliamentary organizations.
- Schoology is being incorporated into the PQC and PRC for pre-course work. This platform is expected to be a huge factor in coordinating these courses. Beth James is spearheading this activity.
- Reviewed listing and contacted via email all pending 2019 RPs & PRPs with expiring credentials.
- Reviewed listing of expired RP and PRPs for correct current listing of credentials.

Statistics:

321 Active PRP’s (309 U.S./12 outside the U.S.)
241 Active RP’s (230 U.S./11 outside the U.S.)

Remaining Renewals: 2019: 11 PRP’s/07 RP’s
2020: 27 PRP’s/15 RP’s
2021: 64 PRP’s/12 RP’s

Expired Credentials: 2018: 5 PRP’s / 4 RP’s
2019 NAP Convention Report
Pricing Committee

The Pricing Committee held several meetings via conference call; however, the majority of meetings were held via email or telephone. The committee received many requisition requests to replenish inventory which were approved. The committee also approved the “Holiday” merchandise.

We currently continue to await final proposals of information for approval of the parliamentary modules.

Joyce Brown-Watkins, PRP
Chairman
Larry Martin, PRP
Wanda Sims, PRP
The Body of Knowledge Trainer program was designed by Professional Registered Parliamentarians Ann Guiberson, Sandy Olson and Ramona Hill. Ann Guiberson, former NAP president, was instrumental in the development of the Body of Knowledge and the creation of many long standing training modules of the Association. Sandy Olson, college instructor and business educator, has been sharing parliamentary knowledge in the education arena and currently serves as the President of the NAP Educational Foundation. Ramona Hill serves as Education Cluster Leader for this biennium and holds national certifications as a trainer of trainers and in adult experiential learning.

The Purpose of this program design is to develop trainers within the NAP organization who are able to a) deliver dynamic training sessions both on line and in person within the organization; and b) utilize the skills learned in this process in other areas of their career or civic organizations.

The Outcomes of this training experience is to have participants be able to:

- Identify the characteristics of an exceptional trainer.
- Explain how adults learn
- Understand and identify individual trainer characteristics/behaviors that can impact participant engagement and demonstrate ability to be flexible
- Explain and use various methods for making training active and interactive
- Explain and use strategies for handling disruptive behaviors that occur during training
- Point out highlights and pitfalls of various teaching and facilitating methods
- Present information in a clear, concise and engaging manner.
- Identify his or her own strengths as a trainer and opportunities for improvement.

The course structure focused on the following areas.

- **Self-Reflection:** Effective trainers are self-aware to be able to actively engage an audience and move them from “where they are” to where the organization needs them to be as NAP trainers.
- **Adult Learning Theory:** While all participants in the TTT process have training experience, the organization needs the trainer cohort to share a common set of values and expectations for NAP education.
• **Body of Knowledge**: NAP needs all trainers for the organization to be grounded in the Body of Knowledge. The Body of Knowledge should be referenced in all NAP educational materials going forward.

• **The PQC content**: Participants practiced presenting the PQC modules with instructor input regarding what was done well and what should be considered for continuous improvement.

• **The New Content**: Each participant developed new training content based on the body of knowledge focused on materials that meet Registered Parliamentarians continuing education. Many of these modules have been offered on the Thursday one-hour workshop schedule.

Each of the Body of Knowledge trainers is a Professional Registered Parliamentarian who has been evaluated and had conversations that identified strengths and areas of training that will utilize those strengths. Please call on these individuals to bring engaging, interactive learning opportunities to your association and district meetings.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lynna Gene</td>
<td>Cook</td>
<td>Nebraska</td>
</tr>
<tr>
<td>Jason</td>
<td>Abellada</td>
<td>Florida</td>
</tr>
<tr>
<td>Valoree</td>
<td>Althoff</td>
<td>New Mexico</td>
</tr>
<tr>
<td>Lucy Hicks</td>
<td>Anderson</td>
<td>Texas</td>
</tr>
<tr>
<td>Robert (Barry)</td>
<td>Blair</td>
<td>Tennessee</td>
</tr>
<tr>
<td>Christopher (CJ)</td>
<td>Cavin</td>
<td>Oklahoma</td>
</tr>
<tr>
<td>Carrie</td>
<td>Dickson</td>
<td>Wyoming</td>
</tr>
<tr>
<td>Daniel</td>
<td>Fitzpatrick</td>
<td>New Hampshire</td>
</tr>
<tr>
<td>Mary</td>
<td>Grant</td>
<td>Maryland</td>
</tr>
<tr>
<td>Ann</td>
<td>Guiberson</td>
<td>Florida</td>
</tr>
<tr>
<td>Russell</td>
<td>Guthrie</td>
<td>Oklahoma</td>
</tr>
<tr>
<td>Esther</td>
<td>Heller</td>
<td>California</td>
</tr>
<tr>
<td>Ramona</td>
<td>Hill</td>
<td>Louisiana</td>
</tr>
<tr>
<td>Daniel</td>
<td>Jackson</td>
<td>Texas</td>
</tr>
<tr>
<td>Elizabeth</td>
<td>James</td>
<td>Texas</td>
</tr>
<tr>
<td>James</td>
<td>Jones</td>
<td>Chicago/D.C.</td>
</tr>
<tr>
<td>Cynthia</td>
<td>Mayo</td>
<td>Virginia</td>
</tr>
<tr>
<td>Helen T.</td>
<td>McFadden</td>
<td>South Carolina</td>
</tr>
<tr>
<td>Laura</td>
<td>Meade</td>
<td>Iowa</td>
</tr>
<tr>
<td>Name</td>
<td>Last Name</td>
<td>Location</td>
</tr>
<tr>
<td>----------</td>
<td>-----------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Sandy</td>
<td>Olson</td>
<td>Nebraska/Florida</td>
</tr>
<tr>
<td>Beverly</td>
<td>Przybylski</td>
<td>Washington</td>
</tr>
<tr>
<td>Mary</td>
<td>Remson</td>
<td>Ohio</td>
</tr>
<tr>
<td>Nilda</td>
<td>Rivera</td>
<td>New York</td>
</tr>
<tr>
<td>Susan</td>
<td>Role</td>
<td>Washington D. C.</td>
</tr>
<tr>
<td>Wanda</td>
<td>Sims</td>
<td>Maryland</td>
</tr>
<tr>
<td>James</td>
<td>Stewart</td>
<td>California</td>
</tr>
<tr>
<td>Michael</td>
<td>Swift</td>
<td>Maryland</td>
</tr>
<tr>
<td>Donna</td>
<td>Thompson</td>
<td>Colorado</td>
</tr>
<tr>
<td>Alison</td>
<td>Wallis</td>
<td>Louisiana</td>
</tr>
</tbody>
</table>
To: 2019 NAP Convention

Chairman: Jim Jones and Ramona Hill

Projects Completed:

- Redesigned the Introductory Parliamentary Course to: Introduction to Parliamentary Procedure: Dynamics of Leadership
- Developed two new courses:
  - Essential Negotiation Skills for Effective Conflict Management
  - Effective Board Governance
- The Professional Registered Parliamentarians who instruct the courses are also adjunct faculty members for the University of Wisconsin
- The University of Wisconsin provided professional staff members – Graphic Designers and Instructional Designers to work with the NAP Content Experts to design each course.

- Instructors
  - Kay Crews redesigned and continues to instruct the Introduction to Parliamentary Procedure: An introductory course based on Roberts’ Rules of Order, the most widely used and authoritative reference in the field of meeting procedure and management. If you are involved in an organization and want to have quality meetings that result in decisions rather than more meetings, this course is for you. Students who finish this course and pass the examination with a grade of C or higher are eligible for membership in the National Association of Parliamentarians without further testing.

  - Nilda Rivera designed and instructs the Essential Negotiation Skills: This course offers practical conflict management techniques and strategies for handling the challenges of adversarial conflict through cooperative negotiation. Students will study the role of communication, perception, emotions and power dynamics in the negotiation process. Emphasis is also placed on negotiating with challenging parties and in difficult situations. Students will learn the specific ways to transform conflicts and negotiate mutually satisfying agreements more successfully in their personal and professional lives.
Dennis Conway wrote the book, designed and instructs the Effective Board Governance: This course is designed to provide procedural tools for those individuals who work on a board of directors. In this course, we will be learning how to maintain an organized atmosphere when it comes to deliberations and decision-making on a board of directors. We will be talking about how to present proposals for action (motions) and how to amend the proposal and even how to modify the process itself as a board would seek to examine the proposal. We will also be talking about the different types of governing documents of which a board of directors needs to be familiar. We will also discuss the varying scopes of authority and responsibility that a board would exercise as based on the uniqueness of the organization that the board serves. Finally, we will be looking at the accountability factor that is attached to working on a board of directors. It is our desire to see you become a more effective member of a board of directors as you work through the content of this course, and we are going to do everything we can to help you accomplish that goal.
To: 2019 NAP Convention

Chairman: Dennis Conway

Committee Members: Eleanor Siewart, Maryanne Tebedo, Ruth Ryan

Projects Completed:

- The Spotlight style Board Primer is complete.
- Board Governance handbook (being used in University of Wisconsin Effective Board Governance Course)
To: 2019 NAP Convention

District One has seen an increased interest in membership in NAP. The New York Association has three new units – one in the Buffalo area, which was chartered just prior to the 2018 National Training Conference held in Buffalo, and two in New York City.

New Jersey has a unit that was reorganized after several years of not having meetings. The unit is now having regular meetings and has gained several new members for NAP.

The new NAP Credentialing rules have prompted several members to take at least two parts of the NAP RP exam before the deadline of July 31 to be able to qualify under the existing test. Several members were Beta testers for the new test.

The Delaware Association has seen an increase in membership. The Pennsylvania Association held their Biennial Convention in June, 2018, which was educational and enjoyable. The New York Association held its Biennial Meeting in May, 2019, and elected a new state president. The New England Association held its Annual meeting via Zoom, and elected new officers. Their NAP Representative was Vice President Darlene Allen, who gave the NAP update and presented a workshop.

As this District Director completes her two terms, she sees a bright future for NAP in District One.

Rosemary Seghatoleslami
NAP District One Director
2017-2019 Report of the District 3 Director

To: 2019 NAP Convention

Events/Meetings Attended

Since election as District 3 Director (filling the unexpired term of former District Director), this District Director has:

- Presided at the Biennial Convention of the Georgia State Association of Parliamentarians (concluding term as state president) on February 16, 2019
- On March 16, 2019, attended the North Carolina State Association of Parliamentarians’ annual meeting; presented a workshop on Bring Back Motions and gave NAP update
- Served as a judge at Ga State FBLA competition on March 23, 2019
- Attended local unit meetings of the Atlanta Unit
- Published a District 3 newsletter on March 25, 2019
- Currently work with the President of South Carolina State Association of Parliamentarians on plans for the joint state annual meeting and District 3 Conference scheduled for March 27, 2019
- Been responsive to members questions
- Established relationship with the new state presidents for Tennessee and Florida
- Attended the SCAP annual meeting April 27, 2019 and gave updates from NAP
- Conducted the District 3 meeting in Greenville, SC on April 27, 2019. Election was held and Director Davis was re-elected
- Monitored several RP Exams for Georgia NAP members
- Collaborated with the Credentialing Commission on the tracking of the RP exam process
- Continued work as Chair of the Member and Registered Examiners Committee and Chair of Resource Development Committee

Carol Johnson Davis, PRP
District 3 Director
To: 2019 NAP Convention

District Four Director Robert G. Schuck, RP is honored to report on a very successful and commemorative Biennium. The successes are all due to the efforts of wonderful dedicated members of NAP throughout all of the district who invested countless volunteer hours on meetings, educational programs and membership classes in all six Associations that make up District Four and all of the NAP Units in District Four. District Four consists of the following chartered associations:

Illinois Association of Parliamentarians (chartered 1961),
Indiana Association of Parliamentarians (chartered 1943),
Michigan State Association of Parliamentarians (chartered 1968),
Ohio Association of Parliamentarians (chartered 1968),
Ontario Association of Parliamentarians (re-chartered 2018), and the
Wisconsin Association of Parliamentarians (chartered 1959)

District Four Events and Association Celebrations

District Spring Conference 2017 held in Madison, Wisconsin
District Spring Conference 2019 held in Wisconsin Dells
2018 - Indiana State Association of Parliamentarians 75th Anniversary
2018 - Michigan State Association of Parliamentarians 50th Anniversary
2018 - Ohio State Association of Parliamentarians 50th Anniversary
2018 - Ontario Association of Parliamentarians re-chartered
2019 - Wisconsin Association of Parliamentarians 60th Anniversary

Great Lakes Grapevine Newsletter

Five issues of the district newsletter Great Lakes Grapevine were published by Editor Deborah Underwood, RP of Illinois, sent out to members by email, and they are available to members on the NAP website under documents district newsletter archives.

The spring conference was well attended, all six Associations within the district were represented and included members who attended and participated in the business meeting and education workshops by video conference from Ontario and Ohio.

There are twenty three NAP Units and one NAP Youth Group in District Four. This District Director’s goal is to help the Associations charter at least six new Units and Youth Groups in the next two years.

Robert G. Schuck, RP was reelected District Director at the 2019 Spring Conference for the 2019 -2021 biennium.
2017-2019 Report of the District Five Director

To: 2019 NAP Convention

2017-2019 Board of Directors

- Attended the in-person Board meetings during biennium.
- Attended the on-line Board meetings with two exceptions.
- Chaired the Board’s Minutes’ Approval Committee
- Worked within the Board’s Policy and Procedure Committee.
- Worked within the Board’s Pricing Committee.
- Attended the 2018 NAP Training Conference in Buffalo, NY.
- Attended in-person MERC meetings, and attended on-line MERC meetings with one exception.
- Helped revise the NAP District Director’s Manual.
- Represented NAP with Independence Chamber of Council (location of the NAP Headquarters), with several luncheon events.

District Five Specifics

- Submitted and coordinated a district-wide survey.
- Sent at least two district-wide newsletter updating membership on district and national events.
- Submitted several writings to association newsletters.
- Updated NAP RP/PRP commission to Missouri association annual meeting, May 2019.
- Created and achieved approval of district standing rules.
- Worked with non-profit organizations.
- Assisted in state association workshops and unit seminars.
- Completed fourth term as Missouri State President.
- Attended workshop and was elected as Trustee with Lester Dahm’s Memorial Foundation.

Larry D. Martin, PRP
District Five Director
2017-2019 Report of the District Six Director

To: 2019 NAP Convention

Events/Meetings Attended

- 2017 NAP Biennial Convention
- 2018 NAPEF Winter Meeting
- 2018 OSAP Convention
- 2018 NAP Training Conference
- 2019 NAPEF Winter Meeting
- Organizations’ Leaders and Parliamentarians Celebrate: Use, Interpretation and Communication of Rules, Documents, Bylaws, Policies and Procedures hosted by Alamo Registered Unit and NAPEF, January 26, 2019
- 2019 LAP Convention
- 2019 TSAP Convention
- 2019 District Six Conference
  - Election of Valoree Althoff, PRP, District Six Director 2019-2021
  - Approved Purchase of $265 Tile for NAPHQ
- 2019 OSAP Convention

Projects Completed

- Springdale, Arkansas Membership Workshop
  - 16 attendees
  - 12 took Membership Exam and passed
- Membership Workshop at District Six Conference
  - 3 non-member attendees
  - 2 took Membership Exam and passed
  - 1 intending to apply

James K. Lawson, PRP
District Six Director
To: The 2019 NAP Convention

District 7 consists of 5 associations, several unchartered territories, and 14 parliamentary law units in the Northwest part of North America, with a total membership of 290 members, including 30 PRP’s, 5 Retired PRP’s, 23 RP’s, and 4 Retired RP’s.

Since the start of the biennium, this Director has:

- Attended the annual meetings of the Washington State Association of Parliamentarians in 2018 and 2019, giving the NAP report both times. He also attended all WSAP Board of Directors meetings.
- Attended the annual meetings of the Parliamentary Association of British Columbia in 2017 and 2018, giving the NAP report in both years and presenting a workshop in 2018.
- Attended the annual meeting of the Oregon Association of Parliamentarians in 2018 and 2019, giving the NAP report in both years and installing the incoming officers and presenting a workshop in 2018.
- Attended all meetings (in person and Adobe Connect) of the Membership Extension and Retention Committee held during the biennium.
- Distributed 3 editions of the District 7 Newsletter, *The Mountain Parliamentarian*.
- Attended all meetings (in person and Adobe Connect) of the NAP Board of Directors.
- Regularly attended unit meetings (as a member) of three units of the Washington State Association of Parliamentarians.
- Attended the 2018 NAP Training Conference in Buffalo, NY, and conducted an informal meeting of District 7 members present at the Conference. Also presented a workshop at the Conference.
- Served as advisor to several teams of chapters of the Future Business Leaders of America (FBLA) and the Family, Career and Community Leaders of America (FCCLA) for their competitive parliamentary events in Washington state.
- Evaluated at the Regional and State competitions of the FBLA in Washington State in both years and the Regional and State competitions of the FCCLA in 2018.
- Helped organize and attended the District 7 Conference in Greenwood Village, CO, held in conjunction with the Colorado Association of Parliamentarians Annual Meeting and Summer Institute, June 21-22, 2019. He gave the NAP Update, installed the new CAP officers, presented an educational workshop and presided at the District 7 business meeting.

At the District 7 Conference business meeting on June 21, 2019, Yvette Keesee was elected as the new District 7 Director, and will take office at the close of the 2019 NAP Convention.

Kevin R. Connelly, PRP
District 7 Director
To: 2019 NAP Convention

Events/Meetings Attended

- Planned event - 2019 District 8 Conference Meeting in Las Vegas, Sept. 3, 2019 from 6-8 PM at the Westgate Resort and Casino. The event is hosted by the Arizona State Association. Marie Frasca RP, ASAP, is the Conference Meeting Coordinator. Issued Call to the Meeting 7-3-19.
- 2018-2019 meetings in Reno and Las Vegas to discuss plans for the 2019 NAP Convention and the District 8 Conference Meeting with Dollie McPartlin, 2019 NAP Convention Chair, and/or NSAP committee members. On going communication with Chairman included phone, text, and emails.
- Attended association annual meetings: 2017 ASAP, Prescott, AZ and NSAP Reno, NV; 2018 ASAP, Litchfield Park, AZ; NSAP Reno, NV; and CSAP, Irvine; 2019 HSAP Honolulu, HI and ASAP Tucson, AZ. Served as Nat. Rep. for NSAP, CSAP and HSAP annual meetings. Presented workshops at these events.
- SDEC (CSAP Unit) March 3, 2018 40 Question Membership workshop and administrated membership exam to provisional members. Resulted in eight new members.
- Attended 2017 - 2019 regular meetings of MERC, observed NAP Board Meetings online, and participated in web sessions for the RP Evaluator training.

Projects Completed

- Completed the final edit of the District Director Manual and distributed to district director on October 11, 2018. Manual was adopted in December 2018.
- Published seven official D8 newsletters with D8 Newsletter Editor, Maria Trujillo-Tough, via Constant Contact to all D8 members, NAP Board Members, and District Directors.
- Submitted one article promoting convention for NP; one article for the Association Relations Committee for the NP, and co-authored with David Mezzera PRP a quiz for NP.
- Created the 40 Question Exam - 40 Questions Take It - Teach It - Test It program and workshop. Presented and discussed the 40 Question Exam at all association annual meetings.
- Membership Renewal Dec-April 2017-2019 assisted association presidents to retain members.
- D8 has 6 associations, 2 unchartered areas, 374 members, 32 PRPs, 40 RPs, 4 Student members, 1 SRP, 12 PRP-Ps and 8 RPs.

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2019 District 8 Conference Meeting in Las Vegas, NV</strong></td>
<td>9-3-2019</td>
</tr>
<tr>
<td><strong>Minutes - MERC Meeting August 6, 2019</strong></td>
<td>9-4-2019</td>
</tr>
<tr>
<td><strong>Compiled reports and items to new district director</strong></td>
<td>9-30-2019</td>
</tr>
</tbody>
</table>

Vivian Vincent PRP
District Eight Director
2017-2019 Report of the Alabama State Association President

To: 2019 NAP Convention

Events/Meetings Attended

• Annual Meeting and Institute – April 6-7, 2018 – James Jones, NAP President was speaker/presenter
• Annual Meeting and Institute – March 30, 2019 – Dale Huff was presenter
• 2017 NAP Convention – Represented by 1st VP Ramsey and four other members (Alexander, Faulk, Jenkins, Jones)

Projects Completed - None

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewing dues structure and preparing proposal for change</td>
<td>March 2020</td>
</tr>
</tbody>
</table>

Unit Activities

• Intra-State – Annual Parliamentary Workshop, October 2017 and 2018
• Grace Browning – Biennial Workshop – April 2018
• Intra-State & Grace Browning - Provide judges for FBLA parliamentary competition annually
• Central Alabama – Parliamentary Seminar – Spring 2019

Association Leadership

Current officers and term dates.

Officers were elected in March 2019 and will serve through March of 2021

President: Rena Ramsey
Vice President: Mary Stojack (1st), Valaid Gentry (2nd)
Secretary: Sherrie Cok
Treasurer: Frank Little

Rena Ramsey
President
To: 2019 NAP Convention

The Alberta Association of Parliamentarians was inactive in this previous biennium until hosting a successful AGM on June 1, 2019 with 14 members in attendance. The AGM included three workshops led by local members. The Association does not have any units at this time.

Since the AGM, the Board of Directors has met once and established a timeframe for upcoming meetings.

Our Association is looking forward to advancing NAP objectives and encouraging the growth of parliamentary procedure education and practice during this next biennium.

Association Leadership
Current officers through June, 2021.

President: Todd Brand  
Vice President: Jennifer Freund  
Secretary: Carl Nohr  
Treasurer: Larry Randle

Todd Brand, PRP  
President
This year 2019, the Arizona State Association of Parliamentarians will be hosting the District 8 Biennial Meeting in Las Vegas, Nevada in conjunction with the NAP 42nd Biennial Convention. The District 8 Biennial Meeting will be held on Tuesday, September 3rd from 6 p.m. to 8 p.m. at the Westgate Las Resort and Casino.

The 2018 Annual ASAP Meeting was held on August 18, 2018 in Litchfield Park, AZ at the Wigwam Resort. Roger Henshaw, PRP, NAP District 2 Director served as the National Representative. Roger presented the NAP report and a workshop entitled “Don’t Cross the Line: Parliamentarians and the Unauthorized Practice of Law”. Vivian Vincent, PRP, District 8 Director, provided an update on District 8 and a presentation on the 40 Question Membership Exam. Paul Lamb, PRP-R, presented a workshop on “Preferential Voting and Borda Count”. Officers elected to serve the Association for the 2018-2020 term were: President - Marilyn Newman, PRP, Vice President - Mark Ebert, PRP, Secretary - Susan Wilson, RP, and Treasurer - Leian Faulkner.

The Units within ASAP have been doing a number of workshops for both the public as well as the membership. ASAP has added new RPs and PRPs to its membership. The Youth Groups continue to be active and ASAP continues to have a Youth Member on its Board. As Historian, Gregory Carnesi, wrote a very nice piece on Evelyn Theobald, PRP, a Charter Member of ASAP in 1961 who passed away in 2018.

The Association has worked with our District 8 Director, Vivian Vincent, PRP, to plan and facilitate the District 8 Conference Meeting. ASAP is providing printing for the meeting program and a hospitality suite before the meeting on September 3 for the District 8 members. ASAP is also providing a token gift from the Arizona Capital Museum Store to each member who attends the District meeting. Marie Frasca, RP, is serving as the 2019 Conference Meeting Coordinator.

ASAP has endorsed Mike Peck as a District Director Candidate for the 2019-2021 term. Mike has been active at the state and national level and will make an outstanding District Director as well.

Our outgoing District 8 Director, a member of ASAP, Vivian Vincent has been exceptionally busy on behalf of the members of District 8 and we appreciate the work she has done for all the members of ASAP and the members of District 8. We in Arizona will be happy to have her back doing workshops and providing sage advice about all sorts of parliamentary questions.
Greetings from the Sunshine (and fire and quake) State!

We remain around the 200-member level. We are in the process of consolidating our Sierra (Sacramento) and Pacific (Bay Area) groups into one.

Our Southern Area remains healthy and active, conducting 3 educational meetings each year. We conducted our first statewide educational Emeeting via Zoom with about 15 attendees. We will be planning more computer-based events.

Our state meeting will be October 18 & 19 in the Bay Area, due to my work commitments, the Annual Meeting will be conducted by our V.P. Esther Heller, PRP. For info, see the CSAP website www.californiaparliamentarians.org

We have two of our members prominent in the Elks Club. Past CSAP President Chuck Nolan served as their state President 2017, and Robert “Bob” Duitsman served that post in 2018. Bob was recently inducted as the National President of the Elks, AKA Grand Exalted Ruler.

Our current officers, serving until the Annual Meeting in 2020 are

President - James Stewart, PRP
Vice President - Esther Heller, PRP
Secretary - Vicki Walter
Treasurer - Maria Trujillo-Tough
Parliamentarian - David Mezzera, PRP
Pacific Area Director - Kathy Flowers
Southern Area Director - Lovene Knight, Phd.
Sierra Area - vacant

James Stewart, PRP
President CSAP 2018 - 2020
First of all, I’d like to extend the sincere greetings from China!

In the past two years the number of CAP members increased from 19 in 2016 to 25 today. Eleven members have quit their membership while at the same time we have 17 new members. In addition, we have had two new RP members join us. A good growth trend is presented.

During the biennium, CAP members have been devoted to various online learning group events and offline sharing events. After online learning groups were founded and during their early operation some groups gave up and their backbone members joined other groups. So far, five online learning groups have over 5 members, including one that is preparing for the RP test. Our offline sharing events have been organized around China for dozens of sessions, including Beijing, Shanghai, Guangzhou, Shenzhen and other places.

We are also making attempts for pursue a more advanced workstyle. A new website and APP are under development.

The amendments to the Bylaws were passed by 2019 Biennial Meeting delegates adding "three directors-at-large" in the section of officers. The following members won the election and their names are Director, Wan chun Sun, RP; Vice-Director, Yu Wen, RP; Secretary, Hong kun Wang; Treasurer, Zhan yin Dai; and directors-at-large, Zhi Min Zhong, RP, Jing Lin, and Hui Xie, RP.

We hope the future two years will see CAP grow faster with the help of NAP.

孙万春
Wanchun Sun RP
President / Director
China Association of Parliamentarians
2017-2019 Report of the Colorado Association President

To: 2019 NAP Convention

Events/Meetings Attended

- We welcomed 33 new members, including eight MALs, increasing our ranks to 98 members! Five members became Registered Parliamentarians; one also became a Professional Registered Parliamentarian.
- **2018-2019 Annual Meetings:** 2018 Education—Reprise of RP Exam Tips and review of 1200 questions using modified Jeopardy game format by Vice President Yvette Keesee. 2019 Education—Presentation by Kevin Connelly, PRP, NAP Secretary and District 7 Director, on “Dealing with the Problem Child,” and by Vice President Janice Gray on “Filling Blanks.” Amended bylaws in 2019 to include a new executive board position—Membership Recruitment and Retention Chair.
- **15th Annual Summer Institute (2018):** “Bylaws In-Depth.” Featured presenter: Maurice S. Henderson, PRP, past NAP President. Topics included bylaws basics, purpose, content, drafting; review of sample bylaws; interpretation; amendment and revision. The workshop received outstanding reviews.
- **16th Annual Summer Institute (2019):** “Make Friends with Amendments.” Featured presenter: Thomas (Burke) J. Balch, JD, PRP. In-depth instruction on presiding over main motions and amendments; step-by-step practice exercises. The workshop received outstanding reviews.
- **Hosted District 7 Conference Meeting (2019):** Presided over by Kevin Connelly, PRP, NAP Secretary and District 7 Director. Omega Gaveliers President Curtis Whitman provided an interactive workshop on the Motion to Reconsider. President Yvette Keesee was elected District 7 Director.
- Board members provided basic parliamentary workshops for Colorado Board of Education, American Water Works Association, and Denver City Council Clerk who is now a member.

Projects Completed

- Launched redesigned website that includes electronic registration/payment features and other increased software enhancements. Commemorated CAP’s 60th anniversary by giving each member a custom lapel pin in the shape and colors of a newly designed logo.
- President published four Quarterly Updates in 2018-2019 and visited every active unit in 2019.
- Donated past CAP minutes to the Denver Public Library for safekeeping.
- In support of NAP’s “Bridge to the Future” campaign, designed and purchased a 12” by 12” tile honoring all CAP leaders.

Unit Activities

- **Beta Gaveliers:** Monthly internal programs, including running a meeting, and creating an agenda and script.
- **Gamma Gaveliers:** Two public workshops. Topics: Good parliamentary procedure and productive meetings.
- **Omega Gaveliers:** 16 new unit members; new scholarship fund in the name of Silent Gavel Gloette Hess, PRP.
- **Colorado Springs:** Unit membership increased by nine; five passed NAP Membership Exam; one new RP.
- **Northern Colorado:** Disbanded and donated funds to CAP with recommendation to rebuild youth programs.

Association Leadership 2019-2020

President: Yvette Keese, PRP
Vice President: Janice Gray
Secretary: Donna Thompson, PRP
Treasurer: Kathy Hammer, RP
Parliamentarian: Dorothy White, RP
Nominating Chair: Curtis Whitman, RP
Communications Chair: Nathan Wilkes
Sophie Sims: Membership Recruitment/Retention Chair

Yvette Keese, PRP
President

2019 Book of Reports
41
Rose L. Acker-McIver, Ed.D., PRP
President

To: 2019 NAP Convention

Events/Meetings Attended
Please document any National, Association or Unit events that you attended. Include topics, number of attendees, membership accomplishments such as seminars, classes or testing drive, and any other noteworthy experiences. Please limit your report to 1 page.

- Attended all Executive Board Meetings and Teleconferences, 7 per year based on the above time period. Attended three Call Meetings. Twelve attendees at each session.

Projects Completed

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Person Responsible</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning PLD Institute, 2019</td>
<td>Board of Dir.; Lavdena Orr, MD, RP, Chair</td>
<td>October 26, 2019</td>
</tr>
</tbody>
</table>

Unit Activities
Please note any events or other activities sponsored by units in your association.

- Attended all Unit meetings 2017-2019, DC Registered Parliamentary Unit, and serves as Vice President. Eight attendees at each meeting.
- Serve as “Test Scorer”, NAP Membership and Registered Examiners Committee, 2018 to Present

Association Leadership-2018-2020
Established in 2018 – Ongoing

President: Rose L. Acker-McIver, Ed.D. PRP
1st Vice President: Loretta Tillery, CPM
2nd Vice President: Lavdena Orr, MD, RP
R. Secretary: Karen Jones Herbert, JD, RP
Corr. Secretary: Freddie L. Colston, PRP
Treasurer: Mary Q. Grant, Ed.D. PRP
Parliamentarian: John Tatum, PRP
Historian: Patricia A. Cauley, PRP
Auditor/Newsletter Editor: Ronald Dupart, JD, RP

Past Presidents’ Council – Darlene T. Allen, PRP, NAP-VP
Past Presidents’ Council – Rosalie H. Stroman, PRP
Past Presidents’ Council – Ferial S. Bishop, PRP
Past Presidents’ Council – Margaret Smith Perkins
Past Presidents’ Council – Betty S. Tunstall, PRP
Past Presidents’ Council – Peola H. McCaskill, PRP-R
Past Presidents’ Council – Dr. John D. Stackpole, RP

2019 Book of Reports
42

To: 2019 NAP Convention

Events/Meetings Attended
- [Event]
- [Event]
- [Event]

Projects Completed
- Municipal Clerks Training Workshop (School of Public Policy) University of Delaware, April 7, 2017
- Delaware State University (Workshop for Student Government Officers) April 9, 2019
- [Project]
- [Project]

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delaware State University (Workshop for Student Organizations)</td>
<td>October 5, 2019</td>
</tr>
</tbody>
</table>

Unit Activities
- [Event]
- [Event]
- [Event]

Association Leadership
Current officers and term dates. June 2018 to June 2020

- President: Mary C. Lomax
- Vice President: Wanda S. Davis, PRP
- Secretary: Dr. Reba Hollingsworth
- Treasurer: Regina Brown

[Your Name: Mary C. Lomax
Title: President]
To: 2019 NAP Convention

The Electronic Association was chartered formally at the past NAP Biennial Convention. After being formed by a joint resolution of three electronic units, today we are home to five electronic units including:

- Electronic Unit (chartered in 2011), also known as “eNAP”
- E-Grant Unit (chartered in 2017)
- Green Gavel Electronic Unit (chartered in 2017)
- Marian J. Martin Blue & Gold Unit (chartered in 2018)
- Young Professionals Parliamentary Practice Unit (chartered in 2017)

Membership
Our membership consists of nearly 146 individuals, including primary, affiliate members and provisionals. We boast the largest number of affiliate members (more than 50) of any association which forced us to utilize our own association management system to manage our affairs. We have members across the world and welcome all to join an EAP-affiliated unit or join us as a member-at-large.

Growth
The association is continuing to evaluate how we can continue to grow and work in conjunction with our geographically-based counterparts. We offer a great parliamentary learning experience with the addition of technology, which is increasingly being used by all associations.

Meetings
We have had three meetings (including our organizational meeting) since inception, each utilizing different technology. We handled two elections of officers, various bylaw amendments, and countless debate using different technologies including the membership functionality of our website. If you’re looking to attend a meeting to see how technology can be used for your organization, you are encouraged to join EAP!

Association Leadership
The following officers were elected for the 2019-2021 biennium at our March business meeting.

President: Evan Lemoine, PRP (Rhode Island)  
Vice President: Beth Sapp James, PRP (Texas)  
Secretary: Thomas Holmes (Rhode Island)  
Treasurer: David Whitaker, RP (North Carolina)

For more information about us, visit our website -- eparliamentarians.org.

Evan A. Lemoine, PRP  
President

To: 2019 NAP Convention

Events/Meetings Attended
Please document any National, Association or Unit events that you attended. Include topics, number of attendees, membership accomplishments such as seminars, classes or testing drive, and any other noteworthy experiences. Please limit your report to 1 page.

- Presented and assisted in presenting three parliamentary workshops from which provisional members were recruited;
- Mentored members of the Port Charlotte Unit who were studying for the RP exam

Projects Completed

- Seven members earned their RP certification
- Five members earned their PRP certification
- The Florida Unit of Registered Parliamentarians was incorporated as the Registered Unit into the Florida Association of Parliamentarians
- Established a new Unit in Jacksonville

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Person Responsible</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership exam at annual meeting</td>
<td>Henry Lawton</td>
<td></td>
</tr>
</tbody>
</table>

Unit Activities
Please note any events or other activities sponsored by units in your association.

- Four units sponsored community workshops
- Two units provided mentoring for members who sought certification as RPs

Association Leadership
Please list your current officers and term dates.

First Vice President: Jacquelyn Pierce
Secretary: Sarah Russell
Treasurer: Karen Price
Second VP: Paul Rene
Corresponding Secretary: Mary Giddens

Helen Popovich Ph.D., PRP
Immediate Past President
2017-2019 Report of the Georgia Association of Parliamentarians President

To: 2019 NAP Convention

Events/Meetings Attended

- Attend and chair Board meeting of 5/11/19
- Attend and chair Membership meeting of 5/11/19
- Attend and lead meeting of the Association Delegates meeting of 8/12/19

Projects Completed

- In ongoing discussions regarding Bylaws changes to officially provide for the position of Youth Coordinator

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>No additional projects to date</td>
<td></td>
</tr>
</tbody>
</table>

Unit Activities

Nothing to report to date

Association Leadership

Current officers and term dates.

President: Dennis Conway  2019-2021  
Vice President: Corliss Baker  2019-2021
Secretary: Zenda Bowie  2019-2021  
Treasurer: Pat Summers  2019-2021

Dennis Conway
President of GSAP
The HAWAI‘I STATE ASSOCIATION OF PARLIAMENTARIANS (“HSAP”) has been active in membership recruitment, expanding membership services, and promoting wider interest in the knowledge and usage of parliamentary rules to further the object and purposes of the NAP. The Association and its units have offered public programs in observance of Parliamentary Law Month, and online and other membership preparation courses have been offered by the members.

The 2019 Biennial Convention of the Association was held on May 19, 2019, at Aiea, Hawaii. The association was privileged to have District Director Vivian Vincent, PRP, participate and present an educational program. The following have served the Association in the 2017-2019 Biennium: President — June M. Asato, PRP; Vice President — Frank Pestana, PRP, and Rachel Glanstein, PRP, Secretary — Josette Kawana, RP, Treasurer — Ron Mobley and Immediate Past President — Dr. William J. Puette, CP, PRP.

Elected to serve the Association for the 2019-2021 Biennium are: President — Josette Kawana, RP; Vice President — Rachel Glanstein, PRP; Secretary — Heather Murakami; Treasurer — Dr. William J. Puette, CP, PRP; and Immediate Past President — June Asato, PRP.

Our goals to bring parliamentary knowledge and service to the State and beyond have guided our efforts and programs. They have resulted in expanded interest in and respect for parliamentary law in Hawai‘i. The demand for guidance and parliamentary services continues to grow, and the greatest challenge for us is to meet this demand. These challenges to growing the profession are partly due to our unique geographic conditions. The additional time and resources required to provide service and education to all parts of the State make great demands on the members of the profession. Progress in our goals to increase the educational study groups, the programs and the number of credentialed members has been steady but slow. More information on our State Association and our three active units can be found on our website: http://www.hsap.org.

Submitted by Josette Kawana, RP June Asato, PRP
Hawai‘i State Association of Parliamentarians
To: 2019 NAP Convention

The Illinois State Association of Parliamentarians (IAP) consists of five units and one unchartered group: Illinois Valley Unit, Marjan Suburban Unit, Mattie Lampkins Unit, Moraine Valley Unit, the Registered Parliamentarians of Illinois, and the Southern Illinois Parliamentarians Study Group. As of March 17, 2019, IAP has 102 members.

May 5, 20018 - Attended Indiana State Association 75th Annual Convention.

May 19, 2018 - ISAP held their first Public Workshop overwhelming. Attendees throughout the city the committee and presenters were excellent with their presentations; the topic “Balancing Leadership and Meeting Management” Language Matter and 5 Simple Steps to Getting Things Done; each included hands on presiding.

A special segment was presented for the youth, focusing on their Self-Awareness and the 7 Steps for Empowering Youth combined with Mixing Parliamentary Procedure and Leadership. They had an opportunity to learn about their strengths and how to be more comfortable running a meeting.

July 14, 2018 - ISAP 57th Annual Session was held in Normal, at the Marriott Bloomington Conference Center, Normal, IL; the theme The "R" Track • Using the Right Resources to Become A Winning Parliamentarian - RESOURCES - RAPPORT – REPERTOIRE

- ISAP presented a twelve week RP study session which resulted in five members elevated to RP’s; a total of eight new RP’s will be moving forward to acquire their PRP certification. We are proud of the accomplishments of the membership committee.
- The Registered Unit of ISAP annual workshop “What Does it Say in the Bylaws” is Saturday, April 27, 2019 United Methodist Church of Evergreen Park, IL.
- Mattie Lampkins annual parliamentary workshop is Saturday, May 18’2019 along with ISAP Public Workshop 8:30 am – noon at Oakwood Center, 3825 S. Vincennes Avenue, Chicago, IL., the Theme, “On the Road to Better Meetings”.
- ISAP Educational Workshop and 58th Annual Session will be held at the Holiday Inn Matteson, Matteson, IL on Saturday, July 13, 2019 Theme “Keys to Leadership” Unlocking Leadership Tips.

Projects completed: PQC Study Session with six (6) participants receiving credentials Professional Registered Parliamentarian

Projects/Activities in Progress: Implementing an active youth committee while partnering with Chicago Public Schools – September 7, 2019.
Prayer Request: Members recuperating at home; Beulah Jones, Marcella Morrison, PRP, Ardith Inman, PRP-R and Gloria Russell.

Sadie P. Boles, PRP
President
TO: The 2019 NAP Convention

Current Membership Statistics:

<table>
<thead>
<tr>
<th></th>
<th>PRP</th>
<th>PRP-R</th>
<th>RP</th>
<th>RP-R</th>
<th>Regular</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3</td>
<td>35</td>
<td>38</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The above membership statistics include nine (9) new members joined in 2019.

Units:

Name of unit                                             Membership Statistics

<table>
<thead>
<tr>
<th></th>
<th>Regular</th>
<th>Provisional</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calumet Parliamentary Unit</td>
<td>2</td>
<td>4</td>
<td>6</td>
</tr>
<tr>
<td>Parliamentarians of Indianapolis Unit</td>
<td>3</td>
<td>4</td>
<td>7</td>
</tr>
<tr>
<td>Bob Leiman Parliamentary Unit</td>
<td>4</td>
<td>1</td>
<td>5</td>
</tr>
</tbody>
</table>

75th Anniversary of ISAP

The Indiana State Association of Parliamentarians (ISAP), the first state parliamentarian Association to affiliate with the National Association of Parliamentarians October 27, 1943 observed its 75th Anniversary May 5, 2018 in Indianapolis, Indiana. The honorable Vop Osili, president of the Indianapolis City-County Council welcomed the attendees to the 75th Anniversary Convention. Our own National Association of Parliamentarians president James “Jim” Jones, PRP, CPP-T was in attendance and honored ISAP as the Association Celebrates its 75th Anniversary on the 5th Day of May 2018. A special tribute was made to ISAP’s founder, Mrs. Anna Clyde Vinzant. The publications of Mrs. Anna Clyde Vinzant, 10th NAP president and Ms. Louise Bereskin, 27th NAP president were exhibited. The 76th Annual Convention was held on Saturday May 4, 2019 at Sleep Inn Suites and Convention Center, Indianapolis, Indiana.

41st NAP Biennial Convention

ISAP was represented by three delegates to the 41st Biennial Convention on September 8-11, 2017 in Lombard, Illinois. ISAP had one member, Eva Board served on the NAP Blue and Silver Gala Committee.

Parliamentary Law Month

Two Members of the ISAP Board of Directors planned and worked with two neighborhood libraries on the West side and North east side of Indianapolis in exhibiting simplified parliamentary procedure books, NAP membership materials and scripted exercises in parliamentary procedure.

Eva Board, RP

Indiana State Association of Parliamentarians President
During the 2017-2019 biennium, President John Rempel, MD, PRP, presided over six meetings of the Board of Directors and the biennial meeting on April 13, 2019 in Haysville, Kansas. There were fifteen people in attendance at the biennial meeting: two members-at-large, eleven NAP members, and two provisional members.

John Rempel, MD, PRP, was a delegate to the 2017 NAP Biennial Convention in 2017 and attended the 2018 National Training Conference. He attended the 2017 and 2018 KSAP Seminars. John Rempel, MD, PRP, and Susan Lee are delegates to the 2019 NAP Biennial Convention.

Since taking office in April, President Susan Draftz, PRP, has presided over two meetings of the Board of Directors.

KSAP has forty-one members, including twenty unit members, eleven members-at-large, and ten provisional members. KSAP had one new RP, Carol Farmer, RP, and 4 new provisional members.

KSAP has one new unit in Leavenworth, Kansas, the First City Unit.

KSAP held a seminar on August 26, 2017 at St. Luke’s South Hospital, Overland Park, Kansas with thirty-two in attendance. KSAP held a seminar on August 25, 2018, at the Haysville Community Library, Haysville, Kansas. There were twenty-three in attendance.

KSAP will hold its annual seminar at St. Luke’s South Hospital, Overland Park, Kansas, on August 10, 2019, with Susan Draftz, PRP, as President. Eleanor Zuvanich is the Seminar Chairman and the Education Chairman. These two committees work together to present the seminar. There are currently thirty registered for the seminar.

The newly elected offices for 2019-2021 are:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Susan Draftz, PRP</td>
</tr>
<tr>
<td>Vice-President</td>
<td>Eleanor Zuvanich</td>
</tr>
<tr>
<td>Secretary</td>
<td>Patricia Martin</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Virginia Berberick, PRP</td>
</tr>
</tbody>
</table>

Susan Draftz, PRP
KSAP President 2017-2019
2017-2019 Report of the Kentucky Association President

To: 2019 NAP Convention

November 2017 was the beginning of a new journey for this NAP member. Becoming the association president lends itself to professional growth in the area of parliamentary leadership and knowledge. This position will continue for another term. It is an honor.

There has been a continuation of workshops presented at each association meeting for the past term. Others have enjoyed participating as a presenter and as a learner. “Creating Successful Meetings” was the theme for a particular meeting. This officer presented information concerning Membership, Ethics and Credentialing. This officer attended the 2017 NAP Biennial Convention in Chicago, IL.

February 2018 brought excitement when a group of FBLA members were guests of the association and gave a presentation. Six members later became part of the NAP membership.
Kentucky had 100 percent membership renewal in March 2018, and was listed as second highest in the national association.

Our District 2 Director and NAP Vice President were guests for the May 2018 Convention. Recognition of nine members who had been affiliated with NAP for over 20 years were given legacy journals. Entries would consist of parliamentary experiences. Each convention will provide the opportunity to give the journal to another member who will continue the legacy, an idea shared by this officer. A $25 gift card is given to a member who brings the most guests to the annual convention.

The fall state meeting workshops consisted of various topics. This officer’s was “Commission on Credentialing, Updates”, and review of NAP materials that are valuable tools for studying for the exams.

A focus area is having more members credentialed. This officer presented a goal setting workshop at the March 2019 meeting.

Electronic Units and Meetings are now part of the association’s bylaws since the May 2019 convention.

Responsibilities of KAP members include judging regional and state contests of FBLA. Also, being judges for the national competition of Business Procedures for SkillsUSA.

There are two units, Louisville and Mary Mullins Research Unit for Registered Parliamentarians.

Other activities of this officer are: participated in NAP Town Halls and webinars; served in advisory positions for various organizations & clients; advisor for local school board; serve as parliamentarian for Epsilon Chapter of Delta Kappa Gamma and GFWC-District Parliamentarian; and as a presenter for the Kentucky Association of School Board’s state meetings.

Current Term: May 2019-May 2021
Vice President: Ramona Jeffries
Secretary: Evelyn Bowles
Treasurer: Doug Meyers

Mary Alice Oldfield, President
2017-2019 Report of the Manitoba Association of Parliamentarians (MAP) President

To: 2019 NAP Convention

Events/Meetings Attended

- MAP holds two public seminars annually, in April and November. April seminar day includes our Annual General meeting. Attendance ranges from 15-25 members and guests.
- MAP holds four monthly study groups that are open to members and guests. These are managed/facilitated by the MAP Education Committee and includes:
  - Keystone Parliamentary Study Group (KPSG) meets 9 times annually. Membership is now at 10 members.
  - Evening Study Group (ESG) meets 9 times annually. Attendance has been low at 4-6.
  - Registered Parliamentarians Study Group (RPSG) meets 9 times annually with the focus on preparing attendees to write their RP exam. There are 8 members.
  - Better Meeting Management is an online education program hosted by one of our PRP members and is held approximately 8 times annually. Attendance has ranged from low teens to more than 30. This program attracts international participants.

Projects Completed

MAP publicized April as Parliamentary Law month.

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Person Responsible</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall public education seminar</td>
<td>Bonnie Taylor, Vice President</td>
<td>November 2</td>
</tr>
</tbody>
</table>

MAP Activities

At the invitation of Manitoba Agriculture, Industry Leadership, Industry Advancement Branch, MAP presented informational, education sessions at three (3) Manitoba Agriculture Seminars related to the benefits of using Parliamentary Procedures in meetings.

Association Leadership: Current officers. Term dates are April 2019-April 2020.

President: Marilyn Robinson
Vice President: Bonnie Taylor
Secretary: Diane Duma
Treasurer: Don Freese, PRP-R

Directors: Scott Winning, Heather MacKenzie, Faith Anderson, Roger Woloshyn, PRP
Other: Parliamentarian Vera Chernecki, PRP

Marilyn Robinson
President
To: 2019 NAP Convention

The Michigan State Association of Parliamentarians Board of Directors met quarterly over the last biennium. Four of the meetings were held on-line to reduce costs and travel time for members. As a result of the success of these meetings the Association purchased a subscription for an on-line meeting service to use in the next biennium, for committees and for local units to share. An educational lesson occurred at each of the meetings.

In April 2018, the Annual Membership meeting was hosted by the Genesee Area unit and held in Frankenmuth, Michigan. NAP District IV Director Robert Schuck, RP was in attendance. At the meeting, the Association celebrated its 50th year. Second vice president Gretchen Denton, read from our archived minutes and highlighted some of the Association’s accomplishments and history. Over the history of the Association, the minutes have been bound and archived at the Michigan Archive Library resulting in an opportunity to glean information for this special celebration. Commemorative pins were specially designed, purchased and distributed to all members.

In April 2019, the Annual Membership meeting was hosted by the Redford Unit and held in Novi, Michigan. NAP Director-at-large Allison Wallis, PRP was in attendance and also taught two workshops at the meeting. Elections were held for the 2019-2021 Biennium. Steven Britton, PRP was elected president for the upcoming term. Several new members attended the meeting and took on some committee leadership roles. The election year membership meeting is a 1 ½ day meeting which provides ample time for networking, education and memorializing our passed members. MSAP had 4 long term members pass this biennium.

The Association maintains a website (www.michiganparliamentarian.org) which over the last biennium has been effective in recruiting new members, connecting our parliamentarians with local organizations seeking training and connecting our parliamentarians with consulting opportunities. The site had over 17,000 visits from July 1, 2018 to July 1, 2019. In an effort to provide information and stay connected with members, six newsletters were published and sent via US Mail to the entire membership roster over the course of the biennium.

Michigan Association members continue to be active with NAP at the national level: Joyce Brown-Watson, serving as director-at-large, Dr. Francis Jackson, serving on the Commission on Credentialing and Edna Arrington, Assistant Coordinator for the Leadership Conference. Other members also served in a variety of advisory capacities throughout this biennium.

The Association has six local units (Detroit Unit, Louise Saks Parliamentary Unit, Redford Unit, Genesee Area Unit and Kalamazoo Parliamentary Unit, and Michigan Unit of Registered Parliamentarians). The Detroit Unit, and Louise Saks Parliamentary Unit held annual educational workshops for the public this biennium.

Membership remains steady, local units continue to grow through their recruitment and nurturing of provisional members. Through quarterly reports to the board of directors, the local units provide an update on their work to help these members study to take the membership exam to become full members of NAP.

Michigan State Association Leadership 2017-2019

President: Julie Pioch, PRP
1st Vice President: Steven Britton, PRP.
2nd Vice President: Gretchen Denton, PRP

Secretary: Barbara Bonsignore, PRP
Treasurer: Tom DeMeritt, PRP

Julie Pioch, PRP
MSAP President 2017-2019
2017-2019 Report of the Minnesota Association President

To: 2019 NAP Convention

Events/Meetings Attended

- 2017 Annual MSAP Convention featured NAP Representative Thomas J. (Burke) Balch, JD, PRP, who provided a lesson on “Point of Order and Suspending the Rules”
- 2017 Fall Seminar, “Minding Your P’s and Q’s,” covered Previous Question, Raise a Question of Privilege, Quorum, and Previous Motions
- 2018 MSAP Annual Convention featured Jeanette Williams, PRP, who presented an interactive session, “Let’s Have a Meeting!”
- 2018 Fall Seminar, “It’s About Time,” covered Timing of Motions, Limit/Extend Limits of Debate, Minutes, and Tellers
- 2019 MSAP Annual Convention featured Jeanette Williams, PRP, who presented “Applying Secondary Amendments to the Primary Amendment ‘Strike Out and Insert’”

Projects Completed

- MSAP members served as judges (and sometimes as coaches) for annual regional and state parliamentary competitions of the Business Professionals of America (BPA) and Family, Career, and Community Leaders of America (FCCLA)

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Established Ad Hoc Committee on Added Value</td>
<td>June, 2020</td>
</tr>
<tr>
<td>Association President currently is a member of the RP Beta Test Group</td>
<td>“Soon”</td>
</tr>
</tbody>
</table>

Unit Activities

- Northern Lights Parliamentarians meets monthly, January through November, and always includes an education lesson; one NLP member is a member of the RP and PRP Alpha Test Group; NLP has 3 PRPs, 1 PRP-R, 2 RPs
- St. Paul Unit meets monthly, January through December, and always includes an education lesson
- St. Paul Unit also provides an annual “Muriel Miller Memorial Workshop,” providing basic parliamentary education for the general public, which has also served to recruit new members; one SPU member has also provided basic parliamentary education through community education; SPU has 5 PRPs, 1 PRP-R
- One Member-at-Large is a member of an electronic unit; 2 Members-at-Large are PRPs

Association Leadership

Current officers and term dates.

Vice President: Miriam Simmons, PRP (5/18-4/20)  Treasurer: Judy Twisk (5/17-4/21)

Robert W.H. Vokes
President
2017-2019 Report of the Mississippi Association President

To: 2019 NAP Convention

Events/Meetings Attended

- MAP Annual Meeting – June 2, 2018
- MAP Annual Meeting – June 1, 2019

Projects Completed

- Membership of the Mississippi Association of Parliamentarians has risen by more than 133 percent over this year alone.
- New officers were elected for the 2019-2020 term and are listed below. Previous officers were as follows: President-Greg Goodwiller, PRP; Vice-President and Secretary-Sharon Reed, PRP; Treasurer-Rebecca Rutz.
- The 2019-2020 committees and parliamentarian appointments have been made by the president.
- At the annual meeting, the association passed a motion to create a committee of three to review the MAP bylaws, appointed by the association president, to report at the 2020 annual meeting. The committee was appointed: Greg Goodwiller, PRP was appointed chair, with Sharon Reed, PRP, and Mary Ann Hess as members.

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review of the MAP Bylaws.</td>
<td>June 2020</td>
</tr>
<tr>
<td>Review possibilities for new units and additional membership growth.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Review educational opportunities and offerings across the association.</td>
<td>January 2020</td>
</tr>
<tr>
<td>Review communication within the association.</td>
<td>January 2020</td>
</tr>
</tbody>
</table>

Unit Activities

- Mississippi Alpha Unit (an electronic unit) generally meets and has educational activities every other month.
- Members along the Mississippi Gulf Coast have expressed interest in forming a local unit. Additional work in this area is expected after the NAP biennial convention.

Association Leadership

Officers for the 2019-2020 term:

President: Brandon Walters, PRP  
Vice President: Greg Goodwiller, PRP

Secretary: Sharon Reed, PRP  
Treasurer: Rebecca Rutz

Brandon Walters, PRP  
President
During the past biennium, Missouri State Association of Parliamentarians, birthplace of NAP, continues to strengthen our members, supporting the nine units that meet regularly. Those units are Arch Metro St. Louis Unit, Fishing River Unit, Heartland Parliamentary Unit, Jacomo Unit, Missouri Gateway Unit, Plaza Unit, Santa Fe Trail Unit, St. Louis Unit, and our registered unit, Missouri Past Presidents and Registered Parliamentarians Unit.

Every year, MSAP hosts a seminar that realize between 30-40 people in attendance with many non-NAP members. In December, MSAP gathers for a fellowship event at the Leila Normandie Holiday Brunch. It provides a wonderful opportunity for members to network and broaden their education. Some of our units also host seminars or workshops during the year, which offer them the benefit of reaching non-NAP members and increasing their membership.

MSAP is saddened by the loss our association suffered during this biennium with the deaths of Past NAP/MSAP President Lorraine Buckley, Past District Director/MSAP President/Santa Fe Trail Charter Member, Patricia Petre Surber and Santa Fe Trail member Fred Larsen.

Newly elected officers in May 2019 are:

President: Roxanne R. Hubbard, PRP
1st Vice President: Rita Womack, PRP
2nd Vice President: Barbara Cassaday, RP
Secretary: Carol Roberson, PRP
Treasurer: Virginia Berberick, PRP
Historian: Denise Irminger, PRP

Roxanne Hubbard, PRP
2019-present MSAP President

Larry D. Martin, PRP
2017-2019 MSAP President
2019 NAP Convention Report  
Nebraska State Association of Parliamentarians (NSAP)

2018-2020 Officers  
President: Lynna Gene Cook, PRP  
Vice-President: Lori Bucholz, PRP  
Secretary: John Heineman  
Treasurer: Nylanne Scheidegger, PRP

The theme for the 2018-2020 biennium is A NEW BEGINNING - LOOK AT WHAT CAN BE. NSAP members are challenged to make membership meaningful, motivational, and memorable.

The 2018 Annual Meeting and Workshop was held May 18 and 19 in Lincoln, Nebraska. “The Law and Robert’s Rules of Order Workshop” was presented by guest Alison Wallis, JD, PRP, CP-T.

Darlene Schick of North Platte was remembered in the Celebration of Life ceremony.

During the 2018 Celebration of Leaders Awards Banquet, the following awards were presented.
- RP Credential to Tom Havelka, RP
- Leah Koester Achievement Award to Karen Watson, PRP
- Margaret Hasebroock Performance Award to Star City Area Unit of Parliamentarians
- NSAP service awards to Jan Falk, PRP-R, Viola Brannen, PRP-R Sue Goodson, Bev Traub, Doris Steele, and Caroline Sedlacek, RP

The 2019 Annual Meeting and Workshop was held May 31 and June 1 in Lincoln, Nebraska. Topics presented by guest Steve Glanstein, PRP, were “Rescind/Reconsider/Renew” and “How to Handle a Disruptive Member.” Donna Thompson, PRP, presented “Motion Script Role Play.” “Practice for Presiding” was presented by Lynna Gene Cook, PRP, and Karen Watson, PRP.

During the 2019 Celebration of Leaders Awards Banquet, the following awards were given.
- PRP credential to Tom Havelka, PRP
- Leah Koester Achievement Award to Tom Havelka, PRP
- Bertha Hughes Recruitment Award to the Omaha Nebraska Parliamentary Unit
- Margaret Hasebroock Performance Award to the Star City Area Unit of Parliamentarians
- NSAP service awards to Sandy Olson, PRP, Donna Thompson, PRP, Angela Davidson, RP, Lori Bucholz, PRP, Christian Nikunen, Elizabeth Butler, Cindy Lugan, Chris Marks, Cody McCain, PRP, and Robert Moore

The 2020 Annual Meeting and Workshop will be held May 29 and 30, in Lincoln, Nebraska.

Lynna Gene Cook, PRP  
NSAP President
NEVADA STATE ASSOCIATION OF PARLIAMENTARIANS
(“NSAP”)
Biennium Report to the District 8 Conference of the National Association of Parliamentarians
Las Vegas, Nevada
September 3, 2019

2016-2017 President: Gail Knapp, PRP
Vice-President: Ralph McMullen
Secretary: Juanita Cox
Treasurer: Durward James Hindle III

2018-2019 President: Ralph McMullen
Vice-President: Ken Marciel, PRP
Secretary: Juanita Cox
Treasurer: Kelley Jones

The Nevada State Association has a small number of members, 38. Our state population is less than three million and it is widely scattered across the second largest state in the union. There are three study units, First Nevada in Reno, Silver Mace and Lake Mead in the Las Vegas Valley. We have 10 at-large members, some living in isolated communities.

Our members are active teachers. Gail Knapp, PRP, has been teaching parliamentary procedure for several years at OLLI, the institute of continuing education for senior citizens. Ms. Knapp was re-elected to the National Commission on Credentialing and continues to give workshops to introduce the new process. In addition to high school student leaders, Dollie McPartlin, PRP, has been coaching the Chair of the State Democratic Party. Paula Petruso, RP, has taught at the Nevada City Clerks’ Academy as well as delivered parli pro webinars throughout the state via Zoom.

Our annual meetings have been successful at drawing local members and we have been pleased to include District Eight Director Vivian Vincent, National Representative James Stewart, and Californian Lorenzo Cuesta among workshop presenters. The 2017 annual meeting was held in Reno and the First Nevada Unit arranged a pre-meeting trip to the famous old mining town of Virginia City. First Nevada hosted again in 2018 and the pre-meeting trip was to Lake Tahoe and the historic Thunderbird Lodge.

Nevada’s Parliamentarians are excited about the September 2019 42nd Biennial Convention being held for the first time in Las Vegas. Dollie McPartlin is putting in many hours conferring with the national board and hotel as site coordinator. Both the NSAP and District 8 annual meetings will be held at the Westgate prior to the convention.

Las Vegas is a great convention city with diverse entertainment and opportunities for adventure, both indoors and out. We hope to see our fellow parliamentarians enjoying the Silver State and our unique city.

NSAP President Ralph McMullen
2017-2019 Report of the New Jersey State Association

To: 2019 NAP Convention

The New Jersey State Association of Parliamentarians has grown in new members in this biennium and has several members who have achieved Registered status. Several other members are working on passing the RP exam under the old rules, having passed at least two sections of the exam prior to the July 31, 2019 deadline.

The Garden State Unit of Parliamentarians underwent reorganization, amending their bylaws and electing new officers. This unit had not met in several years, and is now meeting on a regular basis, with a mix of original members and new members. The unit also gives the members the option of meeting in person, or participating in the meeting via conference call.

Future plans for the New Jersey State Association of Parliamentarians include encouraging provisional members to take the NAP membership exam, encouraging regular members to become credentialed members, and to find new members through presenting workshops for local organizations. The NJ Registered unit has not met in years, and this President will attempt, along with the rest of the NJSAP Board to revitalize the unit, possible by making it an electronic unit.

Rosemary Seghatoleslami, President
New Jersey State Association of Parliamentarians
To: 2019 NAP Convention

Events/Meetings Attended

- NMSAP Fall Board Meeting 2017
- 2018 Smart Meetings Public Seminars/NMSAP Annual Convention
- 2018 Received Parliamentarian Law Month Proclamation for NM Governor Suzanna Martinez.
- NMSAP Fall Board Meeting 2018
- 2019 Smart Meetings Public Seminars/NMSAP Annual Convention
- San Juan College “Master Your Meetings” Spring 2018
- San Juan College “Master Your Meetings” Fall 2018
- San Juan College “Master Your Meetings” Spring 2019
- Membership Prep/exam March 2019

Projects Completed

- 2019 Smart Meetings Public Workshops
- 2019 Bylaws changes to General Assembly
- Youth Judging
- Some website updates: “Find A Parliamentarian” tab to find NM PRPs, scholarship link, events

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Website updates</th>
<th>Dec 2019/ongoing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reach out to NAP collaborative organizations here with NM constituents</td>
<td>Spring 2020</td>
</tr>
</tbody>
</table>

Unit Activities

- Santa Fe Parliamentary Unit: 8 workshops, participated in CommUnity Day, established a PR/recruitment plan to extend its educational activities outside of Santa Fe in nearby communities.
- Albuquerque Parliamentary Unit: 13 workshops, judged NMBPA and NMHOSA, received Mayoral Proclamation April 2018 for Parliamentary Law Month.

Association Leadership (ALL TERMS ARE 2019-2021)

President: Valoree Althoff, PRP, C17
Vice President: Steve Balke
Secretary: Tanya “Tan” Johnson, RP
Treasurer: Mark Apodaca, RP

Valoree Althoff, PRP, CP
NMSAP President 2019-2021
2017-2019 Report of the North Carolina Association President

To: 2019 NAP Convention

Events Held:

• September, 2017- Study Session for all NCAP members with Henry Jones, Esquire
• March, 2018- Annual Meeting with NAP representative Darlene Allen, NAP Vice President
• March 2019 – Annual Meeting with NAP District 3 Director, Carol Johnson Davis

Welcomed new members, celebrated one member earning Registered Parliamentarian credential and one member earning Professional Parliamentarian credential.

President served as a member of the Membership and Registered Examiners Committee of NAP

Tannis F. Nelson, PRP, President 2018-2020
Jessie Howell, Vice President 2018-2020
Gwen Simmons, PRP, Secretary/ Treasurer 2018-2020
To: 2019 NAP Convention

The Ohio Association of Parliamentarians (OAP) is presently in the second half of its biennium of 2018-2020. It holds a one-day Annual Session during the odd-numbered years and a two-day Annual Session on the even numbered years. The Executive Board meets quarterly to address Association business. The officers for this biennium are: President-Robert L. Rosell, PRP; Vice President-Barbara Whitaker, PRP; Secretary-Ed Magiste; Treasurer-Laura Womack. The OAP theme for the biennium is: Parliamentary Procedure: A Tool for Democracy, with the focus on learning about, sharing experiences with, and selling the value of Parliamentary Procedure.

Association membership as of August 2019 is at 161 overall, including 60 Unit members and 88 members-at-large. Other specific totals: PRPs-6, RPs-5, Retired PRPs-5, and Retired RPs-2

OAP has five participating Units: Central Ohio (Columbus), North Coast (Cleveland), Lori-El (Lorain/Elyria), Miami Valley (Springfield/Dayton) and Queen City (Cincinnati). All Units meet regularly and provide quality educational programs for their members and the public.

The 49th OAP Annual Session was held on May 4-5, 2018 at Cleveland State University in Cleveland. This Annual Session featured an excellent set of educational workshops, adoption of proposed amendments to the OAP Bylaws and Standing Rules, and the election of Association officers for 2018-2020. Also featured was a demonstration of parliamentary procedure from the Business Professionals of America Team from Buckeye Career Center in East Holmes. The 50th OAP Annual Session was held on Friday, April 26, 2019 at the Hillside Church of God in Springfield, which provided a series of excellent educational workshops. In addition, the 50th Annual Session was dedicated to the memory of the late Henry Martyn Robert III.

Five members of OAP attended the 2018 NAP National Training Conference in Buffalo, New York on September 7-9, 2018. This member and Barbara Whitaker, PRP, attended the National Leadership Conference in Buffalo on September 6, 2018. Mary Remson, PRP, and this member attended the NAP District 4 Conference in Wisconsin Dells, Wisconsin on April 6-7, 2019; Barbara Whitaker, PRP attended remotely via videoconference.

The OAP has purchased Zoom Videoconferencing capability for use by the Association and the Units. The OAP Executive Board held three quarterly meetings and several OAP committees held meetings using Zoom. The Central Ohio Parliamentary Unit has conducted recent Unit meetings via Zoom to engage members who were out of town. North Coast Unit also plans to use Zoom in support of its activities in the near future. Additionally, the North Coast Unit conducted RP Study Sessions via Zoom and invited participants outside their local area.

OAP has one member serving at the NAP National Level: Mary Remson, PRP, is serving as the Chair of the Professional Development Committee.

Robert L. Rosell, PRP, Ohio Association of Parliamentarians President

2019 Book of Reports
64
To: 2019 NAP Convention

The Ontario Association of Parliamentarians, OAP, was re-chartered in April 2018. As of July 2019, the OAP has 32 members with 6 PRPs and 2 RPs.

A membership meeting was held on April 25, 2018 using Adobe Connect to elect officers and adopt bylaws. Thanks goes to District Director Robert Schuck for his assistance and support in achieving the re-chartering of OAP. The bylaws were adopted, and elections held with the following officers elected.

- President: Lori Lukinuk, PRP
- Vice-President: Atul Kapur, PRP
- Secretary: Bob Fisher
- Treasurer: Darrel Kennedy (April 2018 – January 2019)
- Treasurer: David Bennett, PRP (March 2019)

The OAP surveyed its members to ascertain the needs and desires of the membership. It was determined that the membership wishes to be communicated with 3-4 times per year, that they would like to see workshops made available both in person and using technological means. Many regular members expressed interest in attaining their RP credential.

OAP held its first Conference and Annual Session June 2019 in Toronto Ontario. District Director Robert Schuck attended from Wisconsin. As per the OAP bylaws, elections were held, and officers were re-elected by acclamation.

The OAP looks forward to providing support and learning opportunities for its members.

Lori Lukinuk, PRP
President
Events/Meetings Attended

- The Annual Meetings were held on March 17, 2018 and March 30, 2019. In 2018 we had the Oregon Senate Secretary, who is the parliamentarian of the Senate as one of our presenters. She discussed some of the differences between Robert and Mason’s Manual, which most legislatures use throughout the country. In 2018 we were disappointed that we did not have a NAP representative from outside of District 7. Our District 7 Director was assigned. We did not ask for a NAP representative for our 2019 meeting.
- A number of members volunteer to judge the FBLA parliamentary procedure competition. The event was cancelled in 2018, but three of us were able to judge the competition in 2019.

Projects Completed

- An e-unit was chartered this year. Special recognition should go to Lawrence Taylor, RP who did the work of tutoring members and chartering the unit.

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>We have no projects in process at this time.</td>
<td></td>
</tr>
</tbody>
</table>

Unit Activities

- The Rose City Unit and the Cascadia E-unit have been working to have more members become registered.

Association Leadership

Current officers and term dates.

President: Alice Bartelt – 2018-2020
Vice President: Elaine Carlson – 2018-2020
Secretary: Teresa Stone – 2018-2020
Treasurer: Beverly Przybylski – 2018-2020

Alice Bartelt, President
To: 2019 NAP Convention

Events/Meetings Attended

- Tennessee Association of Parliamentarians Annual Meeting, 2019
- Georgia State Association of Parliamentarians Conference, 2017, 2018, and 2019
- South Carolina Association of Parliamentarians Conference, 2019
- NAP District III Conference, 2019
- NAP Biennial Convention, 2017

Projects Completed

- Since President resigned in November 2018, reactivated TAP and coordinated first annual meeting since 2015 on June 30, 2019, in Murfreesboro, Tennessee; elected officers, presented awards, and drafted a strategic plan for 2019-2022
- Significant increase in membership (2017=48, 2018=64 (+16 Provisionals), 2019=74 (+10 Provisionals)
- Increase in credentialed members (PRP=4, RP=3, PRP-R=1, RP-R=1). Several are seeking RP status and one pursuing PRP status

Projects/Activities in Progress (Projected Completion Date)

- Celebrated 50th Anniversary, 2019
- Finalize Strategic Plan and Implement Phases to Benchmark Accomplishments, 2019-2022
- Charter Additional Unit(s), 2019, 2020
- Community Workshops, 2020, 2021, 2022
- Recruit New Members – Goal = 100, 2022
- Credentialed Members – PRP Goal = 7 and RP Goal = 10, 2022

Unit Activities

- Alpha Unit-Regular meetings and educational programs
- Beta Unit-Regular meetings and educational programs and major recruitment effort
- Delta Unit-Regular meetings and educational programs

Association Leadership (Current officers and term dates.)

**President:** Robert B. Blair, Ph.D., PRP, 2019-2020
**Vice President:** Olor W. Hughes, 2019-2020
**Corresponding Secretary:** Jay Earheart-Brown, Ph.D., RP, 2019-2020
**Recording Secretary:** Nancy D. Gilley, 2019-2020
**Treasurer:** Annette Key, 2019-2020

Robert B. Blair, Ph.D., PRP
President
2017-2019 Report of the Texas State Association of Parliamentarians President

To: 2019 NAP Convention:

As TSAP President for 2018-2019, I was privileged to follow in the successful footsteps of Sheryl Womble, PRP, who served during 2016-2018. I am pleased to report that the Association continues to grow in numbers and in service to its members.

Events/Meetings Attended

- Taught parliamentary procedure to local and state associations of REALTORS® throughout the country
- Presented at a number of parliamentary workshops sponsored by units
- Attended the American Institute of Parliamentarians Convention in Spokane, WA

Projects Completed

- Established a new unit, North Texas Parliamentarians, October 2017. The Martha Knowles Memorial Unit was chartered just this summer.
- Moved the Association website to new platform with a refreshed design and more functionality
- Found an appropriate records depository for the Association archives

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institute email addresses for better continuity of officer functions from year to year</td>
<td>October 2019</td>
</tr>
<tr>
<td>Establish closer contact with members at large and unit officers</td>
<td>January 2020</td>
</tr>
<tr>
<td>Establish a fiscal policy for clearer guidance of the officers and board of directors</td>
<td>April 2020</td>
</tr>
</tbody>
</table>

Unit Activities

- Alamo Registered Unit sponsored “Governing Documents,” presented by NAPEF trustees in Jan 2019
- Bayshore Unit used card games to bring an extra bit of extemporaneous fun to their meetings in addition to a prepared lesson.
- Bell Unit held a one-day series of workshops provided by PRPs for attendees from organizations in San Antonio and other cities, “Parliamentary Pearls for Organizational Growth.”
- Our members are active in youth judging, holding workshops, and other ways to serve our communities.

Association Leadership

2019-2020 Officers:

President: Edward M. Moore, PRP
1st Vice President: Vernon A. Gray, PRP
2nd Vice President: William Friedrich, Jr., PRP
3rd Vice President: Cindy Hinckley, PRP
Recording Secretary: Jodie Sanders, PRP
Treasurer: Margaret K. Jenschke, RP

Edward M. Moore, PRP
President
To: 2019 NAP Convention

Events/Meetings

- November 18, 2017
  USAP Annual Meeting

- November 17, 2018
  USAP Annual Meeting

  Fall Institute: Annual parliamentary training event planned for USAP members and for members of various community organizations who are interested in furthering their parliamentary knowledge and skills.

- November 2019
  USAP Annual Meeting

  Fall Institute: Annual event is in the early stages of planning and will likely be held the same day as the Annual Meeting.

Unit Activities

- Wasatch Unit: Regular meetings and unit lessons held monthly September-May 2017-19

Association Leadership

President: Kathy Boyer, PRP
Vice President: Kirby Glad, PRP
Secretary: Bob Jewell, RP
Treasurer: Carrie Dickson, PRP

Kathy Boyer, PRP
USAP President
To: 2019 NAP Convention

Events/Meetings Attended

- NAP 41st Biennial Convention attendee
- NAP Leadership Conference, Assistant Coordinator 2017 where more than 35 attended
- NAP Leadership Conference, 2018 co-workshop presenter for “Your Opinion Matters,” 37+ attendees
- 61st and 62nd Annual Virginia State Association of Parliamentarians 34 and 36 attendees respectively
- District 2 Conference in Hot Springs, VA 2019 participant
- VSAP was recognized as the second largest Association as announced at the NAP-NTC in September 2018 according to the “Presidential Year-In-Brief” report.

Projects Completed

- On-line RP Exam Study Session presenter for Section II Motions and Related Items
- VSAP website developed by Information Technology Chairman Donald Garrett
- VSAP workshop, “Prepare to Lead the Democratic Way” designed to prepare individuals to pass the NAP exam in one day. Twenty-nine individuals became NAP members at two sessions in March and June.

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Growing Our Own Grant Awards made to Units and Club for NAP membership workshop support. Awarded 7 grants in 2018 and 6 in 2019.</td>
<td>Continues as requested</td>
</tr>
<tr>
<td>The Virginia Gaveletters were published quarterly by President Margie Booker, PRP, Editor Gladys Jordan and staff members Vivian Minor, CAP and Dorothy Fuller.</td>
<td>Continues Quarterly</td>
</tr>
</tbody>
</table>

Unit Activities

- Catherine Wittman Unit and Fredericksburg Parliamentary Unit had workshops for Parliamentary Law Day Celebration. Parliamentary Law Club of Richmond and M. Stanley Ryan Unit of Parliamentarians had a joint workshop. VA Alpha Unit had a webinar and NOVAMAGS presented at a FBLA conference.
- Chesapeake and VA Peninsula Units were highlighted in The Virginia Gaveletter for their rich history.
- Roanoke Valley Unit hosted the VSAP 62nd Annual Convention where VDEER presented a proposal for staffing and funding Youth Development activities.

Association Leadership

Current elected officers and term dates. 2019-2021

President: Lynda Bear, PRP
1st Vice President: Beatrice Squire, RP
2nd Vice President: Donald Garrett, PRP

Secretary: Steven Berke, RP
Treasurer: Cynthia Mayo, PhD, PRP

Margie R. Booker. PRP, VSAP Immediate Past President
2017-2019 Report of the Washington Association President

To: 2019 NAP Convention

Events/Meetings Attended

- 41st Biennial NAP Convention, September 2017, Lombard, IL
- NAP Training Conference, September 2018, Buffalo, NY
- 42nd Biennial NAP Convention, September, 2019, Las Vegas, NV

Projects Completed

- Fall Workshop and Board Meeting, October 2018, Fife, WA
- Annual Meeting and Workshop, April 2018, Fife, WA
- Fall Workshop and Board Meeting, October 2017, Tacoma, WA

Projects/Activities in Progress

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Projected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Workshop and Board Meeting</td>
<td>October 19, 2019</td>
</tr>
<tr>
<td>Annual Meeting and Workshop</td>
<td>March 28, 2020</td>
</tr>
</tbody>
</table>

Unit Activities

- Evergreen Research PLU meets in Tacoma on the first Monday.
- Point of Order PLU meets in Seattle, on the fourth Saturday.
- Inland Northwest PLU meets in Spokane on third Tuesday of even months.
- Eastside PLU meets in Bothell on the second Wednesday.

Association Leadership

Current officers and term dates. All are April 2019 to April 2021

President: John R. Berg, PRP
Vice President: Aaron Taggart, PRP
Secretary: Lynda Schram
Treasurer: John Strander

John R. Berg
President
The Wisconsin Association of Parliamentarians has two Units and one Youth Group. They are the Madison Unit, the Milwaukee County Unit, and the Wisconsin Jr. Parliamentarians Youth Group. The Units and Youth Group meet regularly and work hard to provide quality educational sessions for their members and the public.

The 59th Annual Convention of the Wisconsin Association of Parliamentarians was held on Friday, May 5, 2019 in Fitchburg, Wisconsin at the Fitchburg Public Library and the 60th Annual Convention of WAP was held on Friday, May 10, 2019 in Wisconsin Dells, Wisconsin at the Wintergreen Resort and Conference Center. The WAP Educational Committee presented public leadership seminars at both state conventions.

In addition to the annual conventions WAP also held a Robert’s Rules Retreat December 1 - 3, 2017 in Winter, Wisconsin at the Winter Fire Hall training room and a public workshop January 19, 2019 in Stoughton, Wisconsin at the Fire Hall meeting room. The WAP Education Committee also assisted the Madison and Milwaukee Units with the following Unit public workshops: Fitchburg Public Library, November 11, 2017 - Madison Unit public workshop “Better Meeting Management” Robert’s Rules of Order Leadership Workshop Series; Woodlawn Evangelical Lutheran Church, West Allis, Saturday, November 18, 2017 - Milwaukee County Unit public workshop “Rise & Shine at Meetings - Spotlight on Bylaws”; Woodlawn Evangelical Lutheran Church, West Allis, Saturday, September 29, 2018 - Milwaukee County Unit public workshop and lunch “Better Meeting Tips & Tools - 1 Day Workshop”; and Sun Prairie Area School District Administrative Offices, Sun Prairie, Saturday, November 17, 2018 - Madison Unit public workshop and lunch “Effective Meeting Tips & Tools”.

WAP 2019 Total Membership: 60
   Life Members: 3
   Unit Members: 13
   M-A-Ls: 27
   Affiliate: 1
   Student: 1
   Provisionals: 15

Total credentialed WAP members on August 1, 2019: 3-RPs, 5-PRPs - Retired, and 1-RP - Retired. The Wisconsin State Association Board of Directors, committees, and members continue to work together to bring into closer cooperation the parliamentarians and students of parliamentary procedure in Wisconsin.

Robert G. Schuck, RP
Wisconsin Association of Parliamentarians President