

## NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

### 2017-2019 History

The National Association of Parliamentarians (NAP) began the new biennium with the vision statement, *“To provide parliamentary leadership to the world,”* and the mission statement, *“NAP is dedicated to educating leaders throughout the world in effective meeting management through the use of parliamentary procedure.”*

#### **NAP Board of Directors**

The following officers were elected for the 2017-2019 NAP biennium: president: James Jones, PRP; vice-president: Darlene Allen, PRP; secretary: Kevin Connelly PRP; treasurer: Wanda Sims, PRP; and directors-at-large: Joyce Brown-Watkins, PRP; Alison Wallis, PRP; and Ann Rempel, PRP. The following district directors were elected to serve as the district representatives on the Board of Directors: Roger Hanshaw, PRP, District 2; and Larry Martin, PRP, District 5.

#### **Installation**

On Monday, September 11, 2017, NAP Past President Ron Stinson installed the 2017-2019 district directors, and Burke Balch, chairman of the Commission on Credentialing, installed the officers.

#### **Advisors and Consultants**

The following individuals were appointed by President Jones:

parliamentarian: James Stewart

legal liaison: Helen McFadden

#### **Commission on Credentialing**

The following members were elected to terms on the Commission on Credentialing:

Frances Jackson – 4-year term

Rosalie Stroman – 4-year term

Gail Knapp – 4-year term

Gayla Stone – 2-year term

Existing members of the commission were chairman Thomas (Burke) Balch (term expiring 2019), and Wanda Davis (term expiring 2019). Wanda Davis resigned and the position was eventually filled by the NAP Board of Directors with Greg Goodwiller.

#### **Election of Ethics Committee Members**

Weldon Merritt and Denise Irminger were elected to 4-year terms as members of the Ethics Committee and Connie Deford was elected as chairman of the Ethics Committee.

#### **NAP Board Committee Appointments**

The following board committees were appointed:

Budget & Finance: Wanda Sims (chairman), Ann Rempel, Darlene Allen  
Minutes Approval: Larry Martin (chairman), Alison Wallis, Joyce Brown-Watkins  
Personnel: Ann Rempel (chairman), Ron Stinson, Roger Hanshaw  
Policies and Procedures: Kevin Connelly (chairman), Darlene Allen, Larry Martin  
Pricing: Joyce Brown-Watkins (chairman). Larry Martin, Wanda Sims  
Strategic Planning: Darlene Allen (chairman), Roger Hanshaw, Ann Rempel, Wanda Sims

### **Cluster System Designated**

The cluster system was maintained to work with the various committees and other appointed positions. The following were appointed as cluster chairmen:

Education: Ramona Hill

Member Services: Loretta Tillery

Governance: Brunhilda Clarissa Williams-Currington

Technology: Jason Abellada\*

Information and Outreach: Brandon Walters

\*Jason Abellada resigned and was replaced by Shandra Ross.

The cluster chairman reported to the President and the cluster committees reported to the NAP Board of Directors.

### **Standing Committee Appointments**

The following standing committees were appointed:

**Bylaws:** chairman Ronald Avedesian, Richard Brown, M Carling, Dennis Conway, Ruth Ryan

**Bylaws Legal Subcommittee:** chairman Nilda Rivera

**Communications Committee:** chairman Jim Hinkle, Bill Friedrich, CJ Cavin, Betty Alexander, Annette Burtin, Wanda Nelson

**Educational Resources Committee (ERC):** chairman Lyle Kleman, Christina Emmert, Gretchen Denton, Lorraine Talbot, John Tatum

**Educational Resources Editorial Subcommittee (of ERC):** chairman Martha Haun, Darlene Haren, Vicky Fransham

**Educational Resources Development Subcommittee (of ERC):** chairman Maryanne Tebedo, Eleanor Siewart, Russell Guthrie, Russell Quash, Ann McCartney, Sheila Tate

**Body of Knowledge Subcommittee (of ERC):** chairman Dan Seabold, Dennis Clark, Steve Britton, Lorenzo Cuesta

**Membership Extension and Retention Committee (MERC) – (elected by their respective districts):**

District One: Rosemary Seghatoleslami, District Two: Roger Hanshaw, District Three: Todd Crowder, District Four: Robert Schuck, District Five: Larry Martin, District Six: Jim Lawson, District Seven: Kevin Connelly, District Eight: Vivian Vincent

Rosemary Seghatoleslami was elected as MERC chairman. District Three Director Todd Crowder resigned and the position was filled by Carol Davis.

**Association Resources Subcommittee (of MERC):** chairman Lucy Anderson, Tom McDermott, Lynda Baer, Sheryl Womble, Stan Graiewski, Edward Moore, Paul Bessell, Ann Rempel

**Professional Services Subcommittee (of MERC):** chairman Jim Stewart

**Membership & Registration Examiners Committee (MREC):** chairman Carol Davis, Bonnie Murdah, Jessica Christopher, TennieBee Hall, Tannis Nelson, Rose Acker-McIver

**Independent Learning Subcommittee (of MREC) - University of Wisconsin:** chairman Kay Crews, Kathy Boyer, Mona Calhoun

**International Services Committee:** chairman Lori Lukinuk, Dan Ross, Ma Baofeng, Don Freese, Bill Puette

**Professional Development Committee (PDC):** chairman Mike Peck, Michael Swift, Elizabeth Sapp, Mary Remson, Shannon Sun, Valoree Althoff

**STAR Project Subcommittee (of PDC):** chairman David Mezzera, Eugene Bierbaum, David Ross, Ella Carlson

**Youth Committee:** chairman Richard Hayes, Kirk Overbey, Daniel Foster

**Youth Task Force Subcommittee (of Youth):** chairman Al Gage, Jim Connors, Ronald Arruejo, Janet Rosequist, Theljewa Garrett, Allora Cyrus, Troy White

### **Special Committees and Other Appointments**

The following special committees and positions were appointed:

**Resource Development – special (Ways & Means):** chairman Carol Davis, Martha Beard, Marcia Chandler, Tonja Stokes, Valencia Bean

**2019 Biennial Convention:** coordinator Dollie McPartlin, assistant coordinator Martha Rollins, workshop coordinator Corliss Baker, assistant workshop coordinator Valoree Althoff

**2019 Leadership Conference:** coordinator Sadie Boles, assistant coordinator Edna Arrington

### **Committees of the Board of Directors:**

**Special Committee to Resolve Appeals Regarding Credentialing:**

**Committee for Appeal # 1:** chairman Kirk Overby, Eleanor Siewart, John Wight

**Committee for Appeal # 2:** chairman Chris Dickey, Carol Austin, Dennis Clark

**National Parliamentarian® (NP):** editor Ann Warner, assistant editor Betty Tunstall

**NP Review Committee:** chairman Schmuell Gerber, Paul McClintock

**NP Team:** John Berg, Lisa Zwarn

**Parliamentary Research Committee:** editor Michael Malamut, C. Alan Jennings, consultant Helen McFadden, parliamentarian Jim Stewart

**Webmaster:** Kirby Glad

**Web Management:** Salome Jones

**Online Courses:** Matthew Schafer

**Online Meetings:** Jeff Weston

**Annual Meetings:** Greg Goodwillier

**Mobile Applications:** Daniel Garrett

**International Trip Committee:** Rollie Cox, Ron Stinson

**Further Appointments and Resignations**

There were the following resignations during the 2017-2019 biennium:

Baefeng Ma from the International Services cluster, Ann Homer as the 2018 NAP Training Conference assistant coordinator, Lyle Kleman from the Education Resources Committee, Matthew Schafer from the Online Education position, Mike Peck from the Professional Development Committee.

There were additional appointments during the 2017-2019 Biennium:

Bruce Bergman, Gregory Carlson, and Sheryl Womble to the Online Courses Committee; Diane Brush and Kyle McMillan to the Communications Committee; Mike Peck, Rebecca Rutz, and Steven Walls to the Educational Resources Committee; Helene Goldsmith to the NAP edit and review position; Deadra Stokes, and Judith Reynolds to the Membership Examiners Committee; Tony Gray, Beverly Tatham, John Tatum, Stephen Balke, and Henry Lawton to the Technology Committee; Allora Cyrus to the Youth Committee; David Whitaker to the association resources subcommittee; Beverly Tatham as the 2018 NAP Training Conference assistant coordinator; Frank Rizo to the International Services Committee; Atul Kapur to the Membership & Retention Committee; Sheryl Womble to the Parliamentary Review Committee; Russell Guthrie as Educational Resource Committee chairman; Mary Remson as the Professional Development Committee chairman; and Nilda Rivera as the 2019 Convention assistant coordinator.

Other appointments for future events are as follows: Darlene Allen as the 2022 NAP Training Conference site coordinator; Lucy Anderson as the 2020 NAP Training Conference coordinator; Sheryl Womble as the 2020 NAP Training Conference assistant coordinator; David Whitaker and Linda Baer as 2020 NAP Training Conference committee members; Corliss Baker as the 2021 convention coordinator; Carol Davis as 2021 convention assistant coordinator; Ramona Hill as the 2021 educational workshop coordinator; and Carol Meade as the 2021 educational workshop assistant coordinator.

**NAP Headquarter Staff:**

At the start the biennium, the full-time staff consisted of Cyndy Launchbaugh, executive director, Stefanie Luttrell, administrative coordinator, and Courtney Emery (membership, marketing, and communications). Courtney Emery resigned in March 2018, and Stefanie Luttrell resigned in November 2018. Alexandra Blair was hired in November 2018 for the membership, marketing, and communications position and Cheryl DeShon was hired in early 2019 as the administrative coordinator. In addition, there are two part-time employees – Cindy Petrie and Susan Bradley.

**NAP Events:**

**2018 NAP Training Conference (NAPTC):**

The NAPTC was held at the Buffalo Hyatt Regency Hotel in Buffalo, New York. Rosemary Seghatoleslami was the training conference coordinator and Beverly Tatham was the training conference assistant coordinator. Evan Lemoine served as the workshop coordinator and Kendra O' Toole served as the assistant workshop coordinator.

The conference was successful both financially and educationally. The conference made a profit of over \$25,000, and over 240 people were registered for it.

### **2020 NAP Training Conference (NAPTC):**

The NAPTC will be held at the Hilton Palacio Del Rio in San Antonio, TX in September 2020.

Lucy Anderson will serve as the 2020 NAP Training Conference coordinator, Sheryl Wombly will serve as the 2020 NAP Training Conference assistant coordinator, David Whitaker and Linda Baer will be 2020 NAP Training Conference committee members.

### **Committee Achievements:**

#### **Bylaws Committee:**

In preparation for the 2019 Convention, the committee reviewed and processed 14 proposed amendments and conforming amendments for consideration at the 2019 convention.

#### **National Parliamentarian (NP):**

Eight issues of the NP were published during the time frame of September 2017-August 2019, with each edition reviewed by the NP Review Committee.

#### **International Service Committee (ISC):**

The ISC succeeded in getting the NAP motion card professionally translated into both traditional and simplified Chinese, assisted in preparing the Ontario Association to re-charter in April 2019, and worked with a lone member in Africa to help prepare three individuals for the NAP membership exam, which they successful took.

#### **Membership Extension and Retention Committee (MERC):**

The MERC edited and updated the existing district director manual and approved the final revision. It has been distributed to the MERC members and posted on the NAP website. The committee headed up the association and unit educational awards program and submitted the results to the Membership Services chairman.

#### **Membership and Registered Parliamentarians Examiners Committee (MERPE):**

Since September 2017, the committee has administered 1564 exams, either paper or electronic, and 1,496 examinees have passed the test.

For the registered parliamentarian exam, the committee has administered 1,490 parts of the exam, with 1,175 parts passed and 315 failed. In all, 121 members have obtained the RP credential during this time.

**Professional Development Committee (PDC):**

The PDC revised the “150 Point PRP Renewal Form” to allow parliamentary learning from other parliamentary organizations, and incorporated Schoology into the PQC and PRC pre-course work. The committee contacted via email all pending 2019 RPs and PRPs with expiring credentials.

**Youth Committee:**

The Youth Committee works with the following associations aligned with the NAP career and technical youth organization partners: Business Professionals of America (BPA), Future Business Leaders of America/Phi Beta Lambda (FBLA/PBL), Family, Career and Community Leaders of America (FCCLA), Future Health Professionals (HOSA), and SkillsUSA.

**Passing of NAP Past President:**

The 23<sup>rd</sup> president of NAP, Lorraine Buckley, serving from 1975-1977, died on January 9, 2018 in Independence, MO.

**Passing of Henry M. Robert III:**

NAP Honorary President Henry M. Robert III, grandson of the original author of *Robert’s Rules of Order* and senior member of the current authorship team of *Robert’s Rules of Order Newly Revised*, died on January 6, 2019, at the age of 98.

**Substantive Actions by the NAP Board of Directors:**

1. Entered into a partnership agreement with Jack and Jill of America.
2. Authorized NAP to submit grant applications to the National Association of Parliamentarians Educational Foundation to build the quality of NAP’s printed and online educational and training library.
3. Authorized NAP to submit grant applications to Microsoft Corporation for business software.
4. Approved up to \$20,000 for the Technology cluster chairman to select an external consultant to analyze the current association management system, prepare a Statement of Work, and assist in the selection of a vendor to provide a new association management system.
5. Approved funds to engrave the NAP founder’s headstone.
6. Assigned the Electronic Association of Parliamentarians to NAP District Six.
7. Approved the waiver of the 2018 NAP Training Conference fee and the 2019 National Convention fee for student participants sponsored by a unit, association, or district.
8. Approved the 2018 NAP operating budget.
9. Approved the 2018 NAP Training Conference registration fee.
10. Approved the 2019 NAP operating budget.
11. Approved the 2019 NAP Convention budget and registration fee.
12. Approved the 2019 Leadership Conference registration fee.

13. Approved the Whistleblower Protection Policy.

**NAP Operational Policies and Procedures Manual (NAPOPP):**

The NAPOPP was amended several times, with the last time being on August 13, 2019, and each updated edition was posted on the NAP website.

**Financial Audit Conducted:**

A complete audit of NAP financial records was conducted by an outside auditing company.

**Dissolutions:**

The following units have dissolved during this biennium: California Eta Rho, Florida Unit of Registered Parliamentarians, Kansas Theta Unit, and the Maryland Margaret W. Wheelock Unit.

**NAP Membership:**

As of July 31, 2019, there were 3,762 members, an increase of 410 members from September 1, 2017. The membership breakdown includes the following: 340 PRPs; 73 PRP-Retired; 249 RPs; 46 RP-Retired; 2981 Regular members; 67 student members; 2 Student PRPs; and 4 Student RPs.

**NAP Bridge to the Future:**

A fundraiser program entitled *Bridge to the Future: Building Our Legacy* has been established to help NAP's infrastructure meet the challenges and opportunities of the future, with the immediate focus on long-needed improvements to make the NAP headquarters building more ergonomic and accommodate NAP's growth.

Members, Units, and Associations can invest in NAP's future by purchasing a porcelain tile for the NAP Honor Wall at the NAP Headquarters.

**New RP Credentialing Program enacted:**

On August 1, 2019, the new credentialing process for members desiring to become registered parliamentarians was rolled out, with members able to take Part 1 of the 3-part process.

**2019 Leadership Conference:** The leadership conference was held on September 4, 2019, prior to the 42<sup>nd</sup> Biennial Convention at the Westgate Las Vegas Hotel in Las Vegas, Nevada. Sadie Boles served as the conference coordinator and Edna Arrington as the assistant conference coordinator.

**2019 42<sup>nd</sup> NAP Biennial Convention:**

The 42<sup>nd</sup> Biennial Convention was held September 5-8, 2019 at the Westgate Las Vegas Hotel in Las Vegas, Nevada. Dollie McPartlin served as the convention coordinator and Nilda Rivera

served as the assistant convention coordinator. Corliss Baker was the workshop coordinator and Valoree Althoff was the assistant workshop coordinator.

A total of 453 members, delegates, and guests were registered for the convention, which featured dynamic educational workshops and presiding and secretary labs. NAP business was addressed, including proposed amendments to the NAP bylaws and the election of the 2019-2021 board of directors and members to the Commission on Credentialing.

### **Welcome to the NAP Convention:**

President James “Jim” Jones, PRP, called the convention to order and introduced guests and dignitaries.

### **Bylaws Amendments:**

The delegates amended the NAP bylaws, adopting several amendments which changed the name of the Ethics Committee to the Professional Standards Committee, and amended sections on member conduct and Board of Directors duties.

### **Resolution:**

The delegation adopted the following resolution:

*Resolved*, That the delegates of the 42nd NAP Biennial Convention recommend to the Commission on Credentialing that the current process be frozen effective immediately, to allow the Commission on Credentialing to complete its work of the Beta testers getting through the remaining two Steps, and while that is happening, the prior process be reinstated.

### **Elections:**

#### **NAP Board of Directors, 2019-2021:**

The following officers were elected for the 2019-2021 Biennium: president: Darlene Allen, PRP; vice-president: Wanda Sims, PRP; secretary: Kevin Connelly, PRP; treasurer: Carrie Dickson, PRP; and directors-at-large Joyce Brown-Watkins, PRP; Adam Hathaway, PRP; and Carl Nohr, PRP. The following district directors were elected to serve as the district director representatives on the Board of Directors: Larry Martin, PRP and Robert Schuck, RP.

#### **Commission on Credentialing:**

The following members were elected to terms on the Commission on Credentialing:

Thomas “Burke” Balch, PRP

Greg Goodwiller, PRP

James Stewart, PRP

### **Installation:**

On Sunday, September 8, 2019, NAP Past President Maurice Henderson installed the members of the 2019-2021 Board of Directors.