

Rising Higher Together



NAP 41st Biennial Convention

September 8-11, 2017 • Chicago, Illinois



ANNUAL REPORTS



2017 NAP Convention Report President

This member has had the privilege of serving as NAP President for the 2015-2017 term. During this period, it became obvious that the association needed some major updating. The focus of the president was redirected from the goals of program development to the goals of evaluation, maintenance, and modernization.

With membership declining over many years and the income not meeting budget, the provision of even the most basic member services were compromised. A study was made by our treasurer looking back over several years and a new budget focus was defined. With a fully involved board of directors; spending options, reversal of the downward trend in real budget deficits, and membership became the primary focus. The Membership Manual and educational materials were converted to downloadable materials to reduce printing costs. The board members made personal commitments to cover much of their own travel expenses and limit reimbursement requests to save money. Other cost saving techniques were electronic meetings and reduction of the travel budgets for board members. This member thanks all board and committee members, and members for their commitment to stabilize the budget. To really balance the budget, it was determined that dues had to be increased using the CPI-U (Bylaws Article III, 3B); there was no other choice to keep a viable organization.

Another area of concern was the current membership database, which is the nerve center of communication and data collection for membership and credential records. Upon extensive evaluation of the basic abilities of the current system, it was determined that an intensive search for a new system to better serve the membership would have to be undertaken. This search will continue into the next term. Some programs that are compliant with the current computer system have been implemented, including updating the referral system to provide a system that can search in a more equitable manner. However, some programs such as the bookstore will have to wait for the updated system.

A survey was taken of the leadership at the unit and association level and another of overall general membership. Thank you for your input, it is highly valued and will be used as part of the overall evaluation of NAP.

The future of NAP is already looking positive. Membership is trending upward, there are several new units, and an electronic association is being planned. A new electronic membership module exam program is available for those who prefer to study individually and on their own time.

Along with all the important activities of this term, the goal of this member was to stabilize and grow this great association through the essence of the president's theme of RISES encompasses – Respect, Integrity, Service, Education, and Stewardship. The future of NAP is in your hands – it will take many committed volunteers to grow NAP into the primary source of parliamentary training in the world.

***Mary L Randolph, PRP
President***

2017 NAP Convention Report Vice President

Events/Meetings Attended

Since being elected in Alexandria, Virginia in 2015 the following events and meetings have been attended:

- Served on the board's budget and finance committee
- Chaired the board's personnel committee
- Served on the board's minutes approval committee
- Attended thirteen regular board conference calls
- Chaired four meetings of the personnel committee
- Attended four in-person regular board meetings
- Attended District meetings: District 1 – July 15, 2017, District 2 – November 11-12 , 2016, District 3 – February 25, 2017, District 4 – May 5-6, 2017, District 7/8 – June 2-3, 2017
- Attended the following association and unit meetings:
 - North Carolina Association of Parliamentarians – March 18, 2018 (national rep)
 - Illinois Association of Parliamentarians – August 5, 2017
 - Wisconsin Association of Parliamentarians – May 5, 2015 (national rep)
 - South Carolina Association of Parliamentarians – April 29, 2017 (national rep)
 - Nevada Association of Parliamentarian November 5, 2016 (national rep)

Projects Completed

During this period, the following projects have been completed:

- Committee Appointments: Personnel, Budget & Finance and Minutes Approval.
- Board liaison for Credentialing Commission
- Assisted in the creation and administering of executive director's performance review document.
- Sponsored Registered Parliamentarian prep course for members
- Participated in visit to hotel site in Las Vegas area.

***Jim Jones, PRP
Vice President***

2017 NAP Convention Report Treasurer

Events and Meeting Attended

- Attended all meetings of the Board of Directors and weekly meetings with the president, vice president, secretary, and the executive director;
- Served on the Personnel Committee and chaired of the Budget and Finance committee and the Pricing Committee;
- Served as the president of the McCaskill Unit (2014 through 2016);
- Served on the Board of Directors for the District of Columbia Association of Parliamentarians (DCAP) 2015 to 2016;
- Attended the Pennsylvania, Illinois, and Texas Association Conventions as the NAP Representative;
- Visited NAP Headquarters several time and met with the NAP Auditors and Financial advisor to discuss the performance of our investments;
- Attended the AIP West Coast Practicum in Ontario, CA in 2015 and 2016; served as the 2015 class president; presented a workshop; and presided over the election of a new class president;
- Attended the 67th and 68th Sessions of Annual Washington Conference of the Second Episcopal District of the African Methodist Episcopal (AME) Church; and
- Attended the 48th Biennial Convention of the National League of American Pen Women (NLAPW), served as the chair for the Protocol and the Standing Rules committees and elected to the National Board as the Governance Committee Chair; and
- Attended the 2016 Convention of the National Council of Negro Women and served on the National Bylaws Committee

Projects/Activities

- Worked with the Budget and Finance Committee and the Executive Director to develop the NAP budgets for 2016, 2017 and a draft biennial budget for 2017 to 2019;
- Reviewed and analyzed NAP finances for the past seven years;
- Responded to inquiries and request for information from association and unit treasurers;
- Conducted numerous training class on basic parliamentary procedure;
- Served as a presenter for the DCAP's Boot Camp in observance of Parliamentary Law Day;
- Served as monitor for individuals taking the NAP membership exam;
- Participated in several workshops for individual interested in studying for the Registered Exam
- Met with the coordinators for the NAP 2017 Biennial Convention;
- Served as a parliamentarian and consultant for various local, state and national organizations.

***Wanda M. Sims, PRP
Treasurer***

2017 NAP Convention Report Secretary

This member is honored to have served as Secretary of the National Association of Parliamentarians for the 2015-2017 biennium. Since the submission of the 2016 NAP Annual Report, this member has maintained a schedule that includes the NAP activities listed below. In addition, this member is serving the second year of a two-year term as secretary of the Oregon Association of Parliamentarians. She submits an article for each quarterly edition of the newsletter, *The Oregon Agenda*, from the perspective of an NAP officer. This member values tremendously the knowledge she has gained at the national level, but most importantly by serving the members of the NAP.

The activities as secretary of the National Association of Parliamentarians have included:

- Attending and participating in all NAP Board of Directors regular meetings held monthly per AdobeConnect, and the April meeting held in person.
- As called by the president, attending and participating in all NAP Board of Directors special and executive session meetings.
- Drafting all Board meeting minutes and distributing to the Minutes Approval Committee for review and approval. Subsequently, the minutes are sent to the Board members and headquarters for posting on the NAP website, as appropriate.
- Maintaining an up to date NAP Board Motions' Log for quick reference as to business conducted.
- Along with the Board, maintaining an extensive reminder list of members who are informed directly of the upcoming board meetings. Reminders are sent out twice, at two and one-week intervals prior to the board meeting date.
- Receiving and distributing to the board all reports and documents along with the draft monthly meeting agenda drafted by the president.
- Attending and participating in Staff Conference calls. Held weekly, the attendees include the NAP officers and the Executive Director. Instructive and informative the calls provide a touch base format concerning NAP and headquarters.
- Chairing the Policy and Procedure Committee and serving as a member on the PRP Referral System Committee.

***Teresa Stone, PRP
Secretary***

2017 NAP Convention Report Director-at-Large

Director-at-Large Allen reports the following:

- Attended the 40th Biennial Convention in Arlington, Virginia
- Attended the NAP Training Conference in Broomfield, Colorado
- Attended all NAP Board of Directors meetings (in-person and Adobe Connect)
- Served on the Board Pricing Committee and Special Committee on the PRP Referral System
- Served as the Professional Development Committee Chairman (2016 – 2017)
- Served as an instructor for Professional Recertification webinars and multi-day PRC (December 2015) and Professional Qualifying Courses (May and July 2016)
- Attended and/or presented workshops at the District of Columbia, Maryland, Virginia, and Washington State Association meetings
- Attended the District Two Conference
- Attended and/or presented workshops at the Sartwell-Tunstall, Catherine Wittman, Virginia Alpha, and Montgomery County Maryland unit meetings
- Facilitated a series of registered parliamentary exam preparatory sessions with the DC Association of Parliamentarians Education and Registration Committee for members in the Metropolitan Washington, DC area with Mona Calhoun, PRP, Susan Eads Role, PRP, Barbara Miller, PRP, Wanda Nelson, PRP, Wanda Sims, PRP, and Rosalie Stroman, PRP
- Served as a monitor for members taking parts of the registered parliamentary exam
- Attended the International Services Committee Adobe Connect meeting to discuss the requirements for RP re-certification
- Served as a professional parliamentarian for client base
- Presented basic parliamentary workshops for the American Federation of Government Employees, the National Association of State Boards of Education and the National League of American Pen Women
- Interviewed for a discussion about parliamentary procedure for the “Every Little Thing” podcast

Thank you for the opportunity to serve the National Association of Parliamentarians.

***Darlene T. Allen, PRP
Director-at-Large***

2017 NAP Convention Report Director-at-Large

During the biennium, this director-at-large attended the NAP Board of Directors meetings held in Arlington, Virginia; Broomfield, Colorado; and Lombard, Illinois. She attended all board meetings held using AdobeConnect with the exception of the May 2017 meeting when she was ill.

The director-at-large chaired the board committee on the PRP referral system and served as a member of the board committee for pricing and the board committee for policies and procedures.

The director-at-large was appointed to serve as the NAP Representative to the biennial meeting of the Kansas State Association of Parliamentarians. For the meeting, she prepared a workshop, the NAP Update, and the installation of officers but became very ill one day before the meeting and was unable to attend.

The director-at-large served as an instructor for three webinars for PRPs renewing their credentials.

Throughout the biennium, the director-at-large supported the work of the Kansas State Association of Parliamentarians. In May 2017, she was appointed KSAP Corresponding Secretary for 2017-2019. She served as an instructor at the 2017 KSAP Seminar.

The director-at-large attended the monthly meetings of the Wichita Sunflower Unit of NAP where she taught lessons and served as parliamentarian through May 2017. She has been elected to a two-year term as vice-president and will serve as the program chairman of the unit for 2017-2019.

In addition, the director-at-large served as curriculum director and instructor for the 2015 and 2016 Dahms-Bierbaum Annual Workshops. She has prepared the curriculum for the 2017 Dahms-Bierbaum Workshop where she will also serve as an instructor.

The director-at-large will attend the pre-convention board meeting and the 2017 biennial convention.

***Ann L. Rempel, PRP
Director-at-Large***

2017 NAP CONVENTION REPORT
Director-at-Large

It has been my honor to serve on the Board of Directors from 2015 through 2017. I am deeply grateful to the personal support from many NAP members, extended to me after family issues arose early in the term. With this encouragement, I was able to continue in my duties and to enjoy the greatest benefit of membership -- fellowship with dedicated parliamentarians.

During this biennium, I contributed to the goals of the organization in a number of ways. I am deeply committed to the democratic decision-making allowed by parliamentary procedure. As such, I am active in other parliamentary organizations and work extensively in the field. In addition to that work, on behalf of NAP, I am proud of the following accomplishments completed in the last two years:

- attended, virtually or in person, 100% of board meetings,
- taught a Professional Qualifying Course and numerous continuing education modules,
- served as a mentor for an aspiring parliamentarian, who is now a PRP,
- as NAP representative, attended meetings of Florida, Louisiana, New York Associations, as well as the District Six conference. I thank these and other associations that requested my attendance,
- served as the chair of the minutes approval committee of the board,
- served on the board's bookstore review committee,
- provided educational programs for my unit meetings,
- served as a judge for the Louisiana Future Business Leaders of America parliamentary procedure contest,
- made referrals of PRPs and for prospective members of units,
- served as the coordinator of the District Six conference and Louisiana Association held in New Orleans, March 24-6, 2017, and
- presented educational workshops at the National Training Conference in Colorado and at the NAP Convention in Illinois.

Alison Wallis, PRP
Director-at-Large

2017 NAP Convention Report
District Seven Director Representative to the NAP
Board

At the 2015 NAP Convention, this District Director was elected to serve as one of the two District Directors on the NAP Board of Directors. Since that time, he has participated in the following activities:

- Chaired the Minutes Approval Committee for the 2015 NAP Convention minutes.
- Attended all in-person meetings of the NAP Board of Directors, and all but two of the meetings through the Adobe Connect conferencing system.
- Attended all in-person and Adobe connect meetings of the Membership Extension and Retention Committee (MERC). Presided at two of the meetings.
- Attended the annual meetings of the Washington State Association of Parliamentarians in 2016 and 2017, giving the NAP report in 2016 and presenting and participating in two educational workshops in 2017. He attended all meetings of WSAP Board of Directors.
- Attended the annual meetings of the Parliamentary Association of British Columbia in 2015 and 2016, giving the NAP report in 2015 and presenting a workshop in 2016.
- Attended the annual meeting of the Oregon Association of Parliamentarians in 2016, giving the NAP report and presenting a workshop.
- Served as a member of the NAP Board of Directors' Minutes Approval Committee, and served as chair of the NAP Board Bookstore and Article X Committees.
- 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 competitions of the FBLA in Washington State and the Regional and State competitions of the FCCLA.
- Attended the National Leadership Conference of the FCCLA in Nashville, Tennessee July 2-6, 2017, receiving the National STAR Volunteer Award, and evaluating teams at the parliamentary competition at the STAR events.
- Chaired the Special Meeting of the Membership Extension and Retention Committee to review District Directors' roles in reaching out to Association/Unit Presidents and other members for feedback on the NAP Board's areas of focus on the existing Strategic Plan.
- Arranged and chaired the District 7 Adobe Connect meeting of its Association Presidents, Unit Presidents, and other members to generate feedback from them on the NAP Board's areas of focus on the existing Strategic Plan.
- Submitted an article for the *National Parliamentarian* about a longtime member of NAP.
- Attended unit meetings of which the director has a primary or affiliate membership.

Kevin R. Connelly, PRP
NAP District Seven Director/Board Member

**2017 NAP Convention Report
District One**

This District Director was installed at the 2015 NAP Biennial Convention in Arlington, VA. Upon assuming office, she, along with the other seven District Directors, became members of the Membership Extension and Retention Committee (MERC), under the chairmanship of NAP Vice President Jim Jones. MERC meets bimonthly via Adobe Connect.

As its name implies, MERC works to retain current NAP members and to recruit new members. Part of this District Director's job is to answer queries on membership and direct prospective members to study units in their area. The busiest time for the District Directors is in the first quarter of the year, when they must contact members who have not yet renewed their membership, and encourage members who have been dropped from membership to reinstate their membership.

This District Director was also responsible, along with District Four Director Joyce Brown-Watkins, for revising the NAP Procedures Manual for District Directors.

This District Director extends a warm thank you to all the members of District One for making her job rewarding and fun and for electing her for another two-year term.

***Rosemary Seghatoleslami, PRP
District One Director***

2017 NAP Convention Report District Three

District III of the National Association of Parliamentarians (NAP) is composed of State Associations in seven states of the southeastern United States (Tennessee, North and South Carolina, Mississippi, Alabama, Georgia, and Florida), as well as the unchartered territories of Puerto Rico, the US Virgin Islands, the Caribbean, and Africa. While the State Associations vary in their activity levels, they all continue to both function as NAP Associations and strategize about how to develop membership and further NAP's ideals of effective meeting management.

Our District Conference was held on February 25, 2017 in Atlanta, Georgia, in conjunction with the Georgia State Association of Parliamentarians' Annual Meeting. It has been my pleasure to serve in this role, attending annual meetings of nearly all state associations, referring clients and prospective members to appropriate people and resources, and serving with my colleagues on the Membership Extension and Retention Committee to help ensure the future of our organization.

A particular accomplishment within the District has been the chartering of the Mississippi Association's very first Unit, the Mississippi Alpha Electronic Unit. Instructions for attending unit meetings are contained on the MS Association's Advertisement in the Souvenir Journal for the convention, but anyone interested can contact me at: greg@goodwiller.org.

I am delighted to report that at our District Conference, Todd Crowder, PRP, a member of the Georgia State Association of Parliamentarians, was elected as my successor, effective at the end of this convention.

***Gregory A. Goodwiller, PRP
District Three Director***

2017 NAP Convention Report District Four

District Four is comprised of six associations and 23 units with a total membership of 469 members holding the following credentials: 46 RP's, 3 RP-R, 33 PRP's, and 15 PRP-R's.

During the 2015-2017 biennium this Director has been engaged in the following events:

- Attended Associations' Annual Meetings/Conferences except Ontario during 2015-2017 at least once, when invited.
- Presented NAP updates at each Annual Meeting/Conference attended in 2016 and 2017.
- Served as Parliamentarian for several organizations, 2016 and 2017.
- Attended Annual Meeting of several units in the District presenting workshops and NAP Update. Also installed newly elected officers.
- Attended as NAP representative to most associations in the district.
- Attended the Membership Extension and Retention Committee meetings held via Adobe Connect (minus 2 meetings).
- Attended all NAP Board Meetings via Adobe Connect, missing the on site Board Meeting held in Lombard, IL April, 2017.
- Attended the 2016 NAP Training Conference.
- Released six editions of the district's newsletter *Great Lakes Grapevine* during the biennium.
- Presided at NAP District Four Conference held in conjunction with the Wisconsin State Association of Parliamentarians Annual Meeting held in Madison, WI, May 5-7. Workshops and evaluations were excellent as well as networking.
- Presided over the election of and installation of new District Four Director, Robert Schuck, RP.
- Served on several MERC and Board subcommittees.
- Continue to work with students in preparation for competition; serve as Administrator and/or Judge for Business Professionals of America on all levels (Regional, State and National).
- Made numerous referrals to state associations for parliamentary education and/or services throughout the biennium.
- On behalf of District Four prepared Resolutions for past president Nola Pursiful, PRP-R and Julia Boayue, PRP.

District Four continues to focus on communicating and networking within the district to build strong parliamentary ties while ensuring the rights of the majority and the minority; in an effort to help meetings run smoothly and effectively. My tenure as a District Director has been very educational and rewarding. My sincere thanks to those who put their faith and trust in my ability to handle the role.

*Joyce A. Brown-Watkins, PRP
District Four Director*

2017 NAP Convention Report District Five

District Five consists of five chartered associations (Kansas, Manitoba, Minnesota, Missouri and Nebraska) and five unchartered states/provinces (Iowa, North Dakota, South Dakota, Nunavut and Saskatchewan).

This District Director began her term in September 2015 following the Convention in Crystal City, Virginia. The Director's primary focus is serving on the Membership, Extension, and Retention Committee (MERC).

District Five's membership was at 263 in September 2015 and ended with 255 in June 2017.

Activities this Director participated in include the following:

- Attended NAP Board of Director's Meetings by Adobe Connect
- Served as a Member of the NAP MERC
- Promoted the MERC Awards
- Served as NAP Representative to the Kansas Association Meeting
- Served as the NAP Representative to the Missouri Association Meeting
- Encouraged members on membership dues renewal
- Prepared District Five *News Connection* newsletters for NAP to e-blast to District Members
- Coordinated arrangements for the District Five Conference hosted by the Nebraska Association of Parliamentarians in Omaha, Nebraska
- Invited and encouraged Members to attend the NAP Conventions, Training Conference, district conference, association meetings, unit meetings, and other parliamentary workshops
- Corresponded with interested parties in NAP membership
- Congratulated state/provincial leaders on acquisition of new members
- Congratulated new RPs and PRPs on their achievement in obtaining certification
- Attended several local unit meetings presenting programs, installation ceremonies, and currently serves as parliamentarian to the Board of the Missouri State Association of Parliamentarians
- Assisted new units with their first workshop
- Assisted in a new member study for membership examination
- Served as a judge at the FBLA contests held in Kansas City, Missouri.

I want to especially thank all the members of District Five for their support in renewing their membership in NAP, all association presidents for their work in recruiting new members and establishing new units, and for their support in coordinating district, association, unit meetings, and workshops during these past two years. I know you will continue to do likewise for your new District Director Larry Martin, PRP.

Thank you. I look forward to seeing you at a parliamentary event in the near future.

***Denise R. Irminger, PRP
District Five Director***

**2017 NAP Convention Report
District Six**

District Six consists of the following chartered associations and unchartered regions, with the membership as of July 23, 2015 (the figures do not include affiliate or provisional members):

| CHARTERED ASSOCIATIONS | MEMBERS |
|--|------------|
| Arkansas State Association of Parliamentarians | 9 |
| Louisiana Association of Parliamentarians | 48 |
| New Mexico State Association of Parliamentarians | 36 |
| Oklahoma State Association of Parliamentarians | 53 |
| Texas State Association of Parliamentarians | <u>283</u> |
| <i>Subtotal, Chartered Associations</i> | <i>429</i> |
| | |
| UNCHARTERED REGIONS | MEMBERS |
| American Samoa | 0 |
| Australia | 0 |
| Central America | 0 |
| Guam | 0 |
| Mexico | 0 |
| Oceania | 0 |
| South America | <u>0</u> |
| <i>Subtotal, Unchartered Regions</i> | <u>0</u> |
| | |
| TOTAL DISTRICT SIX MEMBERSHIP | 429 |

The current District Director was elected by the District Six presidents in April 2016 to fill the vacancy since the Honorable Daniel Ivey-Soto resigned to focus on his NM Senatorial campaign. Three issues of the District Six newsletter have been issued since April 2016 including the parlinews.com site for real-time District Six parliamentary news in the district.

The District Six Conference was held on March 24-26, 2017, in New Orleans, LA, in conjunction with the LSAP Annual Meeting. The attendance included one member from Arkansas, nine from LSAP, two from NMSAP, four from OSAP, eight from TSAP, for a total of twenty-four voting members. The NAP Representative was NAP Director-at-Large Alison Wallace, PRP. At the business meeting that day the members elected Jim Lawson, RP, as the District Six Director for the 2017-2019 biennium.

The District Six Director has been in regular communication with members and non-members seeking information on membership or services as well as the constituent leadership. The Director has visited NM and OK constituents since serving as well at the NTC in Denver, CO in 2016. Serving on the Membership Extension and Recruitment Committee has been a great experience.

***Valoree Althoff, PRP
District Six Director***

2017 NAP Convention Report District Seven

District 7 consists of 5 associations, several unchartered territories, and 13 parliamentary law units in the Northwest part of North America, with a total membership of 292 members, including 32 PRP's, 3 Retired PRP's, 36 RP's, and 2 Retired RP's.

Since being installed as the District 7 Director, this Director has:

- Attended the annual meetings of the Washington State Association of Parliamentarians in 2016 and 2017, giving the NAP report in 2016 and presenting and participating in two educational workshops in 2017. He also attended all WSAP Board of Directors meetings.
- Attended the annual meetings of the Parliamentary Association of British Columbia in 2015 and 2016, giving the NAP report in 2015 and presenting a workshop in 2016.
- Attended the annual meeting of the Oregon Association of Parliamentarians in 2016, giving the NAP report and presenting a workshop.
- Attended all meetings (in person and Adobe Connect) of the Membership Extension and Retention Committee held during the biennium. Presided at two of the meetings.
- Redesigned the District 7 Newsletter, distributing it as *The Mountain Parliamentarian*.
- As District Director representative to the NAP Board, attended all but 2 meetings (in person and Adobe Connect) of the NAP Board of Directors. Served on the NAP Board Minutes Approval Committee and chaired its Bookstore Review and Article X Committees.
- Regularly attended unit meetings (as a member) of three units of the Washington State Association of Parliamentarians.
- Attended the 2016 NAP Training Conference in Colorado, and conducted an informal meeting of District 7 members present 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 competitions of the FBLA in Washington State and the Regional and State competitions of the FCCLA.
- Attended the National Leadership Conference of the FCCLA in Nashville, Tennessee July 2-6, 2017, receiving the National STAR Volunteer Award, and evaluating teams at the parliamentary competition at the STAR events.
- Helped organize and attended the Joint District 7 and District 8 Conference in Salt Lake City, UT, June 1-4, 2017, presenting an educational workshop and presiding at the District 7 business meeting.

At the District 7 Conference business meeting on June 2, 2017, the District 7 Director was elected to a second term as Director, and will be installed at the close of the 2017 NAP Convention.

***Kevin R. Connelly, PRP
District Seven Director***

2017 NAP Convention Report Bylaws Committee

During the current biennium, the NAP Bylaws Committee has reviewed the bylaws of five existing associations and five existing units for compliance with NAP requirements, and notified the association or unit presidents of any noted deficiencies.

The committee has reviewed and approved the bylaws of one new youth group and ten new units. Four of the new units are electronic units, the first to be chartered since the original Electronic Unit (eNAP) in 2011. The committee also has received and is reviewing the bylaws of another new unit (Florida Delta) and a proposed Electronic Association of Parliamentarians to be formed by the currently unaffiliated electronic units, but formal applications for charter have not yet been submitted.

The committee has revised the documents in the New Association Kit, New Unit Kit, and New Youth Group Kit on the NAP web site. A major focus was to ensure that all provisions identified as being required are based on specific provisions of the NAP governing documents.

Most of the committee's work during this biennium has been conducted by email. The members initially met informally during the 2015 NAP Convention to get acquainted and to discuss the committee's role during the ensuing biennium. A planned in-person meeting during the 2016 NAP Training Conference did not occur, as most committee members did not attend the NTC. Instead, a teleconference was held on Friday morning, August 26, 2016, preceding the NTC.

The committee's only face-to-face meeting was held February 10-12, in Kansas City, Missouri, to review the proposed amendments submitted to the committee; to consider several possible amendments for proposal by the committee itself; to decide on the committee's recommendations; and to decide on the order of presentation for the proposed amendments. A link to the resulting *Proposed Bylaws Amendments* booklet was included with the April 2017 NAP Update and was added to the NAP web site. The printed booklet was mailed to all members with the Spring 2017 issue of the *National Parliamentarian*, published in May.

There are 31 proposed amendments to be considered by the convention, two of which include three conforming amendments each. A Bylaws Forum has been scheduled for Friday, September 8, from 5:30 to 7:30 PM, with the convention's consideration of the amendments to commence the following day.

Weldon L. Merritt, PRP
Chairman
Lucy Anderson, PRP
Ronald Avedisian, PRP
Richard Brown
Ruth Ryan, PRP
Joe Theobald, PRP
Mary L. Randolph, PRP, ex officio
Roger Hanshaw, PRP, advisor

2017 NAP Convention Report Ethics Committee

The committee business was conducted by email and telephone conference call.

Regarding complaints, the committee:

- Received and processed seven ethics complaints according to the NAP *Rules for Handling Complaints and Reporting Ethical Violations*.
- Received an ethics complaint June 2017 and will try to complete the processing before our term ends in September; otherwise it will pass on to the new Ethics Committee.
- Received two member discipline complaints: one complaint was from a non-NAP member and was declined by the committee and one was processed using the *Procedures to Consider Member Discipline Complaints*.

Regarding workshop presentations, the committee:

- Presented a workshop entitled *The What, Why and How of NAP's Member Discipline Complaint Procedures* at the 2016 Training Conference.
- Will present a workshop entitled *Member Discipline Complaints: Resolving Inconsistencies* at the 2017 NAP Convention.

Regarding ethics documents and procedures, the committee:

- Gave consideration to potential bylaws amendments regarding ethics which will be discussed during the 2017 NAP Convention ethics committee workshop, in the hope that feedback received at that workshop will help the 2017-2019 Ethics Committee to determine whether a version of them should be noticed for consideration at the 2019 Convention.

K. Ann McCartney, PRP
Chair

Thomas "Burke" Balch, PRP
Connie M. Deford, PRP
Christine Dickey, PRP

2017 NAP Convention Report International Service Committee

The ISC advocates for NAP members residing outside of the United States and explores strategies to increase NAP membership abroad.

The committee met eight times from Nov. 2015 to Dec. 2016 with M. Carling as Chair. Thank you to M. Carling for his service. Lori Lukinuk was appointed chair in March 2017 with the committee meeting monthly March to August 2017.

Activities over 2015-2017 include the following:

- Worked with Executive Director to change wording on website to clearly state International members can email NAP to obtain shipping cost information prior to purchase.
- Sent introductory letters to all International members to inform them about the ISC.
- Created an International members' spreadsheet to assist the ISC in its work.
- Invited guests to meetings: Greg Goodwiller, Tech committee, Darlene Allen, PDC committee, Weldon Merritt to discuss electronic units, and the NAP President and Executive Director.
- International members as at July 2017 Total=177: Canada 141; China 19; Puerto Rico 7; Virgin Islands 1; Malaysia 2; Germany 1; Philippines 1; Netherlands 1; Japan 2; Lesotho 1; South Korea 1 PRP-13; PRP-R-1; RP-26; RP-R-1; Student Member-4 (3-China, 1 Canada)

Challenges and Next Steps:

- Challenges:
 - a. Language barriers
 - b. Online ordering and payment
 - c. Additional CEU opportunities for International members
- Next Steps:
 - a. Creation of a bank of NAP members willing and able to assist International members with interpretation and translation.
 - b. Production of additional NAP translated resources.
 - c. Improve online ordering process to include the ability for International members to use the website shopping cart and pay online.
 - d. Electronic workshop opportunities whereby International members can partake.
 - e. Continue to promote NAP internationally to increase membership.

Lori Lukinuk, PRP
Chair
Don Freese, PRP
Baofeng Ma, RP
Dan Ross

2017 NAP Convention Report
Membership and Registered Parliamentarians Examiners Committee

The Membership and Registered Parliamentarians Examiner's Committee (MERPE) was asked to update its information related to statistics on membership exams and registered parliamentary exams.

As of August 18, 2017 (after the original MERPE report was submitted), the following will help the membership better understand the numbers involving new NAP members and exam processes. 892 new NAP members were listed as of this date. Of this number, 40 persons failed the exam, 3 of which were the 100-question exam (previous 2012 membership exam). This figure is a 4% failure rate on the 40-question exam (new In-Brief exam) which is a 96% success rate. Out of the 19 persons taking the 100-question exam, 3 failed, which makes the failure rate at 15% with the success rate at 85%. In other words, 96% of those taking the 40-question exam passed, while only 85% of those taking the 100-question exam passed.

The Registered Parliamentarian exams are a bit more complex in achieving statistical information since it is spread over a nine-month time frame to be successful. As of August 18, 2017, eighty-nine (89) members successfully passed the RP exam totally. In addition, there are 53 members in process of a part of the exam still seeking successful completion within their nine-month time. That means they have successfully passed at least one part of the five, or have exam parts ready to be taken, still within the 9-months. Looking back, we have 23 persons who are incomplete and have been dropped from the 9-month time, and would require beginning again to achieve RP status.

Statistically speaking, 165 persons started the RP exam process at some point in the past two years, 53% of them were successful in achieving RP, 32% are still in process, and 12% were dropped for failing to achieve RP within the nine-months. Many of those within the "in process" grouping have taken and failed parts of the exams, but are still within the nine-months and therefore are still active in reaching toward the RP status.

Larry D. Martin, PRP
Chairman
Lorenzo Cuesta, PRP
Lorraine Talbot PRP
Emma Faulk, PRP
Patti Getchell, PRP

2017 NAP Convention Report
National Parliamentarian Editor

It was the pleasure of this editor to assist in the creation of the *NP*, Vol. 77, nos. 1-4 and Vol. 78, nos. 1-4 from September 2015 to August 2017.

The production of the *NP* is a lengthy and complicated process. It involves the National President of NAP, the Executive Director, the general assistance of headquarters and the creative talent of a layout artist as well as the work of printer and mailing. In addition, there are the contributions of the many authors of long articles, short articles, parliamentary games and quizzes and the challenging work of the parliamentary research committee.

All manuscripts are reviewed by the national editing committee and final copy is approved by the NP Editor and the NAP president.

My special thanks go to my assistant editor Dana Dickson, RP always ready to help with whatever I asked and to Jonathan Jacobs, PRP and the Parliamentary Research Committee Steve Britton, PRP, Roger Hanshaw, PRP, and George Mervosh III, PRP, and the untiring Parliamentary Review Committee consisting of Betty Turnstall, PRP and committee members Dennis Clark, PRP and Beverly Przybylski, PRP.

Our authors, too numerous to list here, are the heart of the *NP*. They covered a wide and important body of material that builds our parliamentary heritage. Thank you all!

Martha Womack Haun, PRP
Editor

2017 NAP Annual Report
Public Relations and Marketing Subcommittee

The Public Relations and Marketing Subcommittee, chaired by Susan Eads Role, PRP, met via conference call four times during the period of August 2016 through August 2017. Throughout the 2015-2017 biennium, the subcommittee focused their work and discussions on social media strategies and internal management policies for use of social media, review of public relations materials used by NAP, potential outreach and partnerships for external outreach, methods to improve internal marketing including a logo contest, and an overall communications strategy to forward the mission and growth of NAP.

Specific accomplishments during 2016-2017 include the following:

- Developed a strategic plan for the NAP Public Relations and Marketing Program
- Developed a five-year work plan for the NAP Public Relations and Marketing Program
- Created a Dropbox folder containing all pertinent information for the NAP Public Relations and Marketing Program
- Wrote survey of Associations and Units regarding social media and website adoption and use
- Wrote social media guidelines and agreement for account managers
- Conducted a social media workshop at the NAP Convention
- Created new Unit and Association Facebook accounts
- Created new Unit and Association Twitter accounts
- Created flyer advertising social media accounts
- Reviewed NAP Communications Toolkit and wrote recommendations for revisions

Susan Eads Role, PRP
Chair
Abigail Hood
Michael Peck, PRP
Brandon Walters, RP

2017 NAP Convention Report Technology Coordinator

It has been my privilege to serve for the last three biennia in roles related to introducing and implementing new forms of technology into the National Association of Parliamentarians' day-to-day operations and functioning. This effort has clearly resulted in significant overall reductions in the cost of those operations, as well as expanding the opportunities for members to observe board meetings, participate in webinars, and reduce their out-of-pocket costs for credentialing and recertification processes.

Today, the NAP Board and its committees meet almost entirely electronically in "Adobe Connect" meeting rooms, and while that technology has been a stretch for some members and at times has presented its own challenges (as do all evolving technologies), I am happy to report that the vast majority of these meetings and learning events have been successful and productive.

In meetings alone in the most recent biennium, *over one hundred* Adobe Connect meetings were held by NAP entities – every one of which was "hosted" by a member of a very committed and dedication technology team composed of myself, Lori Lukinuk, PRP; Paul McClintock, PRP; Bethany Prykucki, PRP; Kevin Wendt, PRP, and Jeff Weston, plus assistance from Past President Maurice Henderson, PRP. I would like to take this opportunity to thank these individuals for their commitment of time and energy to the project.

***Gregory A. Goodwiller, PRP
Technology Coordinator***

2017 NAP Convention Report Youth Committee

The members of the 2015-2017 NAP Youth Committee are: Richard Hayes, PRP; Laura Meade, PRP; Kendra O'Toole; Kirk Overbey, PRP; and Janice K. Strand, PRP. The committee held regular online meetings. The committee has worked with the NAP Career and Technical Youth Organization Partners of BPA, FBLA/PBL, FCCLA, HOSA, and SkillsUSA.

Each member of the committee attended the 2016 and 2017 National Leadership Conferences of one of the youth partner organizations. Members arranged for the needed judges for the parliamentary team competition, judged competitions, presented workshops, assisted at the business meeting, administered the NAP member exam, and conducted exhibits. The committee ordered medallions to award to members of the 3 top parliamentary teams at the FCCLA National Leadership Conferences of 2016 and 2017. Exhibit tables included sign-up sheets for advisers requesting assistance with preparation of parliamentary teams.

A subcommittee was formed to engage young parliamentarians in related activities. Donald Garrett, PRP; Shannon Sun, PRP; Molly Van Dop, RP; Graham Rabinowitsch, and Abigail Hood were involved. Abigail Hood presented two workshops at the 2016 National Training Conference. Shannon Sun's suggested theme, "Network Today, Lead Tomorrow" was used for the 2016 NAP Youth Day and is also being used for the 2017 Youth Day. The Youth Day flyer was designed using this theme. Two banners were designed and purchased, using the Youth Day theme, to be used for 2017 exhibits at partner organization exhibits during the National Leadership Conferences and will be used for 2017 Youth Day.

Richard Hayes, PRP conducted an NAP webinar, "*Winning Parliamentary Procedure Competition Strategies!*". The webinar is available on the NAP Store for viewing. Mr. Hayes also presented a workshop at the 2016 NAP National Training Conference. Kirk Overbey, PRP, and Janice Strand, PRP, submitted articles focused on working with youth and the work of the committee to the NP. Notices were written for the monthly NAP Update.

The committee members are hosting the youth partner interns during the NAP Convention, directing them as pages at the business meetings, and accompanying them to other convention events. The committee planned the Youth Day for the 2016 National Training Conference and the 2017 NAP Convention. Youth are invited to attend the morning business meeting of the NAP Convention. Kirk Overbey, PRP; Cody Dean McCain, (the latest student PRP); and Abigail Hood are scheduled to present workshops during the afternoon.

During the term, the committee has communicated with NAP members and student organization advisers regarding preparation for team competition, requests for local parliamentarians to assist teams, need for judges, etc. An effort was made to identify one person in each association who would help coordinate team judging with the state and judging for national competition when organizations convene in the state.

***Janice K. Strand, PRP
Chairman***

2017 NAP Convention Report Arizona Association

The 2015-2017 biennium of the Arizona State Association of Parliamentarians (ASAP) were exciting and busy years. ASAP is continuing to be very dynamic in promoting youth membership. ASAP has active partnerships with the Health Occupation Students Association, Future Business Leaders of America, Future Farmers of America, and the Family, Career and Community Leaders of America in which we take pride in providing coaches for their high school teams and judges for their local and state competitions. Our members have coached both state champion teams in FFA and the top two teams in HOSA on the state level with one of those teams placing in the top ten nationally with HOSA. Because of our involvement with the youth groups, two of the 8 credentialed student members are from Arizona. As a further promotion of youth in the ASAP, two of our state board members are student members, one serving as Historian and one serving as Public Relations Chairman.

ASAP units continue to hold public workshops on parliamentary procedure throughout the state of Arizona. AZ Agua Fria Unit has held one and scheduled another for later in the fall. AZ Alpha Unit has held two successful workshops.

2015 Annual Meeting Chairman Mike Peck, PRP and the committee have planned a weekend retreat for the Annual Meeting. Plans for Saturday August 18th and 19th, 2017 in the cool pines of Prescott, Arizona offering a respite from the 115 degrees average temperature high in the Phoenix Metro Area. Our nominating committee for 2018 will be elected and several bylaw amendments have been reviewed by the bylaws committee chaired by Barbara Horton, PRP-R, and will be taken up at the Annual Meeting. In addition, several workshops will be presented by credentialed members of the ASAP.

Currently we have seven active units, AZ Agua Fria, AZ Alpha, AZ Omicron, AZ PRP, Bradshaw Mountain, Old Pueblo, and Valle del Sol. ASAP currently has 67 members – of the 67, 8 are provisional members and 5 are student members including a student RP. In the past year two members have achieved Professional Registered Parliamentarian status and one member has achieved Registered Parliamentarian status.

The units are working with their provisional members to take the NAP membership exam and encouraging the members to study for the RP and PRP exam. Agua Fria unit has had two and at large members one member take and pass the membership exam for NAP.

The professional practice of being a parliamentarian is well represented within our state with our Registered and Professional Registered members providing a high level of service to organizations both very small and very large and from low light to lime light positions. We are proud to embrace Vivian Vincent, PRP, as the new District 8 Director!

*Al Gage, PRP
President*

2017 NAP Convention Report California Association

Over the past two years, membership in the California State Association of Parliamentarians (CSAP) has continued to hover in the 200 people range. We have three Areas which continue to provide educational opportunities for our geographically dispersed membership. Pacific Area, which includes the San Francisco Bay Area, has five NAP study units. Sierra Area, which includes Sacramento, has three units, one of which is specifically for credentialed members. And Southern Area, which includes Los Angeles and San Diego, has seven units. Most of our units are actively meeting while a few are struggling. Sadly, two have disbanded. Areas and units continue to hold Institutes and educational programs for members of the public.

Our Association has modernized our communications two ways. We have a new modern WordPress based website, www.californiaparliamentarians.org. We are now using the MailChimp platform to send our newsletter, the *California Parliamentarian* as well as sending targeted and customized messages to members in each area. The combination allows us better two-way communications with all of our members and with the public while providing ways to track that communication.

At our 2016 Annual Meeting, held in Santa Maria (Southern Area), we elected the following to serve two-year terms:

President, Esther A Heller, PRP; Vice-President, Robert “Bob” Duitsman, PRP;
Secretary, AlVerta Harty; Treasurer, Joanne Smallwood, RP.

Our next Annual Meeting is being held August 25-26, 2017 at the Embassy Suites at our State Capital in Sacramento. Our Keynote Speaker will be Brian Ebbert, RP, former parliamentarian for the California State Assembly and CSAP member. We will have a range of presentations and business and are excited by the possibilities.

*Esther A. Heller, PRP
President*

2017 NAP Convention Report Colorado Association

The focus of the 2016-17 term has been three-fold and the focus will continue for the 2017-18 term:

- maintain a web site for communication with the membership and marketing;
- increase the active net membership by 10%; and
- assist units with education programs and membership recruitment.

A revised set of bylaws was adopted at the 2016 annual meeting. This revision replaced the board of directors with an executive board composed of the elected and appointed officer(s), standing committee chairmen and the nominating committee chairman. Standing committees were reduced to bylaws, communication, and education. A revised Manual of Procedures was adopted at the annual meeting held June 30, 2017. A copy of the manual is available in the Member section of the website.

Elected officers for the 2017-18 term are Mary Bahde, president; Yvette Keese, vice-president; Janice Gray, secretary; and Cheryl Oleyar, Treasurer. Glo Hess and Angela Geier were appointed as parliamentarian and communication chairmen respectively. Wynne Shaw was elected as nominating committee chairman.

This executive board meets at the call of the president to transact necessary business, plan education for the Association, workshops for the public and establish policy. The web site replaced the membership directory and the quarterly newsletter. The site allows the Association to distribute governing documents, educational ideas and materials as well as calendar information to all members. The web site has produced the names of more than a dozen individuals interested in becoming members (two have joined) and four groups interested in workshops. CAP lost three members to death this term, two were credentialed. The Boulder and Northern Colorado units have dissolved.

Under the revised bylaws, the annual meeting and Summer Institute are to be held on consecutive days. June 30 and July 1, 2017 were the dates for the 2016-2017 term. The education portion of the annual meeting covered the steps necessary to become registered and a modified Jeopardy format game using the 1200 study questions for registration. Lorenzo Cuesta, guest presenter for the Summer Institute, presented three separate sessions covering motions, amendments that are not amendments, and the evil side of parliamentary procedure. Both the annual meeting and the Summer Institute received high praise from attendees.

CAP wishes NAP a wonderful convention, and thanks the staff and leadership for their hard work.

*Mary E Bahde, PRP-R
President*

2017 NAP Convention Report District of Columbia Association

The District of Columbia Association of Parliamentarians (DCAP) consists of four units: DC Registered Unit, Hobson Unit, McCaskill Unit, and the Sartwell-Tunstall Unit. As of May 31, 2017, DCAP had a total of 122 members, including 14 PRPs and 2 RPs. On March 16, 2016, DCAP welcomed a new Board of Directors with the theme of “Parliamentary Procedure: A Personal Investment.” Under the aforementioned theme, DCAP reports the following actions.

- Held bi-monthly executive board meetings from May 2016 thru July 2017.
- Published and distributed the first issue of the Liaison newsletter on August 29, 2016.
- Ten Members and one guest attended the 2016 NAP National Training Conference in Bloomfield, Colorado, August 26 – 28.
- Hosted the DCAP annual Parliamentary Law Day observance, October 29, 2016. This was billed as a boot camp for organization presidents, secretaries, treasurers, and those interested in running for office. The presenters were, Thomas (Burke) Balch, PRP, a member of the *Roberts’s Rules of Order Newly Revised*, 11th ED, authorship team; James N. Jones, PRP, vice-president, National Association of Parliamentarians and a member of the *AIP Standard Code of Parliamentary Procedure*, authorship team; Wanda Sims, PRP, treasurer, National Association of Parliamentarians; and Susan Eads Role, PRP, former recording secretary of DCAP. Sixty- two members and guests were in attendance.
- On November 11- 13, 2016, seventeen members and guests traveled by train to the District II Conference held at the Greenbrier Hotel and Resort Center in White Sulphur Springs, West Virginia. Again, DCAP members participated in a battery of workshops including, “What to do with your Immediate Past President” and “The Parliamentarian and the Law.”
- In January of the current calendar year, DCAP congratulated Dr. Mary Grant, Dr. Rose Acker-McIver, Stephen Cook and Wanda Nelson for achieving the status of Professional Registered Parliamentarian.
- On March 19, 2017, thirty-four members and eight guests attended the 2017 DCAP Annual Meeting. Rosalie Stroman, PRP, gave greetings from NAP; delegates to the NAP biennial convention were elected: and Betty F Tunstall, PRP, and Freddie L. Colston, PRP, conducted a workshop entitled, “Convention Savvy.”

***Marjorie D. Vaughan, PRP
President***

2017 NAP Convention Report Georgia Association

The Georgia State Association of Parliamentarians (GSAP) is an active and vibrant state association. GSAP boasts over 70 members and has two active units, Atlanta Unit and Dogwood Unit. GSAP Board of Directors and GSAP Membership hold meetings quarterly.

In even numbered years, GSAP holds an annual Education Workshop during the month of February. The February 2016 workshop was entitled “Expanding our Horizons-Parliamentary Education to the World.” Workshop topics included:

- Five Motions You Should Know (Basic) – Presenter, Gloria Cofer, PRP
- Effective Presiding (Advanced) – Presenter, Todd Crowder, PRP
- Voting and Elections (Joint) – Presenter, Greg Goodwiller, PRP, District 3 Director

Along with the presence of the District 3 Director, NAP Vice President, James Jones, PRP was also in attendance. The Babb Middle School FCCLA Parli Pro Team also presented a mock meeting in preparation for the Georgia FCCLA parliamentary competition.

In the odd numbered year, GSAP holds its biennial convention consisting of Educational Workshops and Annual Meeting. This year’s workshop portion, “The ‘Motion Picture’: Main Motion, Rescind, Renewal” highlighted the following workshops:

- Standard Description of Motions (Basic) –Presenter, Cheryl Cole
- Renewal of Motions (Advanced) – Presenter, Greg Goodwiller, PRP
- Mock Disciplinary Trial – Presenter, Todd Crowder, PRP

Babb Middle School FCCLA Parli Pro Team was also highlighted at the convention.

Additionally, the 2017 biennial convention was combined with the District 3 Annual Meeting. Todd Crowder, PRP and member of GSAP was elected District 3 Director. NAP President, Mary Randolph, PRP, served as the National Representative to the convention, bringing headquarters updates, and installed the GSAP elected officers.

Throughout the term, GSAP members worked to support the parliamentary teams and judging various competitions for FCCLA, FBLA, HOSA, SkillsUSA, and Phi Beta Lambda. GSAP members also provided parliamentary workshops for the City of Atlanta, including the City’s Board of Zoning Adjustment, Zoning Review Board, Urban Design Commission, and officers of the Neighborhood Planning Units. Of note was also the Parliamentary Workshop for Morehouse College Student Government where GSAP was joined by NAP Past President, Maurice Henderson.

GSAP also extended and received an acceptance to host the NAP 2021 Biennial Convention in the Atlanta area.

***Carol Johnson Davis, PRP
President***

2017 NAP Convention Report Illinois Association

The Illinois Association of Parliamentarians (IAP) consists of four units and one unchartered study 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 July 25, 2017, IAP has 101 members. There were ten members from Illinois in attendance at the District 4 Conference in Madison, Wisconsin May 5-7, 2017.

- IAP hosted the 55th Annual Session & Educational Institute, Saturday, September 17, 2016 at the Westin Lombard Yorktown Center, Lombard, IL. We chose this site because it is where we are hosting the 2017 NAP Biennial Convention. The theme for the Educational Institute was, “**Leadership Rocks! Let Your Dreams Take Flight.**” Our special guests included, Wanda Sims, PRP, NAP Treasurer, Joyce Brown-Watkins, PRP, District 4 Director, and Jim Jones, PRP, CPP-T, NAP Vice President. There were 41 participants in attendance.
- The IAP 56th Annual Session & Educational Institute will take place Saturday, August 5, 2017 at the Holiday Inn, Matteson, IL. Our theme is, “**How Many Hat? The Myriad Roles of a Parliamentarian.**” Our guests presenters include, Joyce Brown-Watkins, PRP, District 4 Director, Jim Jones, PRP, CPP-T, NAP Vice President, and Nancy Sylvester, MA, PRP, CPP-T. There are 36 participants registered to attend.
- The Mattie Lampkins and Registered Units hosted workshops that were open to members and non-members annually.
- IAP President and Membership Chair held a membership drive to avoid dissolving the charter for the Moraine Valley Unit. That resulted in 12 new members. Now the unit has 25 provisional members. Four members have passed the NAP Membership Exam.
- Members of the Illinois Valley Unit, Eleanor Flinn, PRP-R and Carolyn Godby, served as judges for the FBLA Youth Parliamentary Competition in Springfield, IL. Winners of the competition were awarded medals from NAP and certificates from IAP. IAP donates \$150 to FBLA annually.

MEMBERSHIP – Illinois welcomes the following new members: Anne M. Koleson, Tonja Stokes, Ron Rimkus, Cherise Hall, Kim Bright, June Lewis Mustiful, Zina Cruse, Heather M. Bennett, Linda Chambers, Loreal Marshall, Leatha Brooks and **transfer member**, Rev. Lane Keister, RP. **NEW RPs** – Michelle Campbell, RP, Christina Emmert, RP, and Tonja Stokes, RP.

GET WELL WISHES – Marcella Morrison, PRP, and Beulah Jones, RP.

IN MEMORIAM – Barbara Smith, PRP, Former IAP President, Regina Powell, and Janet K Bell.

*Deborah A. Underwood
President*

2017 NAP Convention Report Kansas Association

The Kansas State Association of Parliamentarians (KSAP) held its biennial meeting at St. Luke's South Hospital, Overland Park, Kansas, on April 29, 2017.

Ann Rempel, PRP, NAP Director-at-Large, was supposed to be our NAP representative, but due a sudden illness, she could not come. Denise Irminger, PRP, was in attendance as the District Five Director, and she filled in with a short workshop of her own, an NAP update, and then she presented Ann Rempel's workshop and installed the officers.

Cyndy Launchbaugh, NAP Executive Director, was also KSAP's guest and talked about NAP Headquarters.

There were twelve people in attendance: two guests, nine NAP members, and one provisional member.

KSAP has forty-three members, including eighteen unit members, twelve members-at-large, and thirteen provisional members.

KSAP has two new NAP members: Bethel Banzhaf and Deborah Potter, members of the Wichita Sunflower Unit. KSAP has four new provisional members of Leger Unit and one new provisional member of Wichita Sunflower.

KSAP planned a seminar in Haysville, Kansas, for August 20, 2016, that had to be cancelled due to lack of attendance. This is a first for KSAP.

The newly elected offices for 2017-2019 are:

| | |
|----------------|------------------------|
| President | John Rempel, M.D., PRP |
| Vice-President | Susan Draftz, PRP |
| Secretary | Laura Kaiser |
| Treasurer | Marjorie Vogel |

KSAP will hold its annual seminar at St. Luke's South Hospital, Overland Park, Kansas, on August 26, 2017, with Dr. John Rempel, PRP, as President. Eleanor Zuvanich is the Seminar Chairman and Susan Draftz, PRP, is the Education Chairman. These two committees work together to present the seminar.

Virginia Berberick, PRP, went out of office as KSAP president on April 29, 2017, after serving six years (three two-year terms).

*Virginia Berberick, PRP
Immediate Past President*

2017 NAP Convention Report Kentucky Association

KAP Officers are: President, Mary Alice Oldfield, PRP; Vice-President, Douglas E. Myers; Secretary, Ruth S. Ryan, PRP; Treasurer, Evelyn Bowles; and Parliamentarian, Ramona Jeffries, PRP.

Presidents of constituent units are: Belma McClaskey, PRP-R, the Louisville Unit; and Evelyn Bowles, the Mary Mullins Research Unit for Registered Parliamentarians. Contact person for the Central Kentucky Unit is Martha Poe, PRP-R.

At association and unit meetings in 2016 and 2017, there were truncated business sessions then a focus on three hours of parliamentary procedure workshops. Presenters were Ramona Jeffries, PRP; Douglas E. Myers; Mary Alice Oldfield, PRP; Ruth Ryan, PRP; Stephen L. Small, RP; and Wesley Waddle, PRP. Several presentations were: History of the Mace, "Do It or Don't Motions", Create and Fill a Blank, Amend, Bring Back Motions, Comparison of Point of Order and Suspend the Rules, Procedure in Small Boards, Twenty Questions in RONR In Brief, and a skit with the chair making all decisions.

At its 2016 convention, KAP had the privilege of welcoming Roger Hanshaw, PRP, NAP District Two Director and NAP Parliamentarian. Mr. Hanshaw gave an update on NAP and District Two activities. He presented a workshop entitled "Keeping the Law out of Parliamentary Procedure: How to Avoid the Unauthorized Practice of Law as a Parliamentarian."

Other responsibilities of KAP members include judging regional and state contests of the Future Business Leaders of America and the national contests of SkillsUSA, which has moved its annual conference to Louisville, KY. KAP members serve as parliamentarian for legislative and non-legislative organizations.

It was indeed a privilege to have served as president of a state association that strives with NAP to encourage newcomers to the world of parliamentary procedure.

***Ruth S. Ryan, PRP
Immediate Past President***

2017 NAP Convention Report Missouri Association

From the birthplace of NAP and on behalf of the Show-Me state, welcome to the delegates, members, and visitors to the 2017 NAP Biennial Convention, Lombard, IL. During 2017, we celebrated our seventy-first annual meeting, reporting that our membership was 98, including 11 Professional Registered Parliamentarians, 12 Registered Parliamentarians, four Professional Registered Parliamentarians-Retired, three Registered Parliamentarians-Retired, 65 members, plus three provisional members. We are pleased that during the past two years, we have gained 7 new RPs through our study in Missouri circles, roughly a 23% increase in credentialed members.

Missouri previously had eight units, and chartered their ninth unit in the fall of 2016; one unit being a registered unit. We continue to be excited at the directions the units go toward educating its members both in gaining new members and expanding toward RP certifications. Missouri holds its annual seminar in the late-summer, the Leila Normandie Holiday brunch in the winter, and its annual meeting in the spring. In addition, the executive committee and board of directors meet four times a year.

Missouri members continue to work in the national scene and district arenas. Leonard Young, PRP, is a past NAP President. Denise Irminger, PRP, is the current District 5 Director while Larry Martin, PRP, is the director-elect, also from Missouri. Additionally, Larry Martin is finishing his second term as the standing committee Membership and Registration Examiners chairman, Denise Irminger is member of the Membership Extension and Retention committee, and Christine Dickey, PRP, is member of the Ethics Committee.

The newly installed officers for 2017-2018 are:

President: Larry D. Martin, PRP
1st Vice-President: Carol Roberson, RP
2nd Vice-President: Roxanne Hubbard, RP
Secretary: Sheri Thacker
Treasurer: Virginia Berberick, PRP
Historian: Barbara Thomas
Parliamentarian: Denise Irminger, PRP

We look forward to the convention and renewing relationships with parliamentarians within NAP.

Larry D. Martin, PRP
President
Joy Freeland, PRP
Immediate Past President

2017 NAP Convention Report Nebraska Association

2016-2018 Officers

President: Lynna Gene Cook, PRP
Vice-President: Lori Bucholz, PRP
Secretary: Polly Goecke, RP
Treasurer: Nylanne Scheidegger, PRP

The theme for the 2016-2018 biennium is MEMBERS MATTER. NSAP members are challenged to make membership meaningful, motivational, and memorable.

The 2016 Annual Meeting and Intermediate Workshops were held June 17 in Lincoln, Nebraska. Workshop presenters were Cody McCain, RP, Sandy Olson, PRP, Nylanne Scheidegger, PRP, and Karen Watson, PRP. NSAP partnered with Nebraska Delta Kappa Gamma Society International by holding a parliamentary workshop on June 18, 2016, in Lincoln, Nebraska.

During the 2016 Celebration of Life Ceremony, Beth Hamilton and Helen Woolstrum were remembered. The following awards were presented:

- RP Credential to Cody McCain
- PRP Credential to Lori Bucholz
- Leah Koester Achievement Award to Sandy Olson
- Bertha Hughes Recruitment Award to the Star City Area Unit of Parliamentarians
- Margaret Hasebroock Performance Award to the Grand Island Unit of Parliamentarians

NSAP collaborated with District Five Director Denise Irminger and sponsored a two-day workshop "Conventions A to Z" on June 1 and 2, 2017, in Omaha, Nebraska. The 2017 NSAP Annual Meeting and Intermediate Workshops were June 3, 2017, in Omaha, Nebraska. Virginia Berberick, PRP, from Kansas, and Lori Bucholz, PRP, from Nebraska, presented the intermediate workshops. New members James Carroll and Tom Havelka were recognized. Alice Levis passed her Registered Parliamentarian credential.

During the 2017 Celebration of Leaders Dinner, the following awards were given:

- PRP credential to Cody McCain
- Leah Koester Achievement Award to Lynna Gene Cook
- Nebraska Parliamentarian Hall of Fame Award to Lynna Gene Cook
- Bertha Hughes Recruitment Award to the Star City Area Unit of Parliamentarians
- Margaret Hasebroock Performance Award to the Grand Island Unit of Parliamentarians

The Annual Meeting and Intermediate Workshops will be held May 18 and 19, 2018, in Lincoln, Nebraska.

*Lynna Gene Cook, PRP
President*

2017 NAP Convention Report Nevada Association

The Nevada Association is in growth mode. There are currently 38 members with two active Units in the Las Vegas area: Silver Mace and Lake Mead. There is one active unit in Reno, the First Nevada Unit. The Association is very proud to now have its own website that regularly is visited approximately 300 times each month. There are also referrals for organizations seeking a professional parliamentarian. The Association also has a Facebook page.

Education:

- There is an active study group in Las Vegas where two PRPs and two RPs are meeting on a monthly basis with four members who are studying for the RP examination.
- One member from the First Nevada Unit, Joannah M. Schumacher and one member from the Lake Mead Unit, Keokani Marciel have earned their RPs.
- One member from the Silver Mace Unit, Brian Griffin, has earned both his RP and PRP designations.
- All three units have regular monthly meetings that include an educational component.

Attendance at national and state events:

- The Nevada Association was represented by five members at NTC in Colorado, and our past president, Dollie McPartlin worked with Gayla Stone on the workshop presentations.
- The Vice Chair of the NAP Commission on Credentialing is our Association president, Gail Knapp. She has hosted five meetings of the Commission in Las Vegas during the biennium.
- Annual meetings in the past two years in Las Vegas have been well attended with a daylong schedule of workshops and a business meeting. The association actively works to include students and community members as participants in the workshops.
- The 2017 District 8 meeting in Utah included eight association members.
- Currently there are a record number of state members who are planning on attending the convention in Chicago.
- After over 30 years, on September 23, 2017 the Nevada Association will be holding its first annual meeting in Reno. The First Nevada Unit is busy with exciting preparations for this event.

2019 Convention:

- Las Vegas is thrilled to have been selected as the site of the 2019 NAP Convention!
- Preliminary plans are underway for this event, and the association president joined the search committee to select a location for it. The Westgate hotel was selected. With its easy access to the strip, this should be a popular choice for our members to combine an educational experience with NAP and a fun vacation if they wish to do so.

***Gail Knapp, PRP
President***

**2017 NAP Convention Report
New England Association**

(Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont)

The New England Association of Parliamentarians has been actively working to grow membership, provide leadership opportunities, and quality educational programs for all members.

Officers for the biennium were Evan Lemoine, PRP (CT-President), Kendra O’Toole, Esq. (MA-Vice President), Marie Wilson, PRP (CT-Secretary), and Dr. Bethaney Brenner, RP (CT-Treasurer). We began the biennium with three chartered units but lost one—Lucille P. Leonard (Rhode Island)—due to a lack of membership.

We have two active units that meet regularly including the White Mountain Parliamentarians Unit (Concord, NH) and George Demeter Unit (Westwood, MA). Schedules for upcoming meeting information is available on NEAP’s website – neparl.org – and we encourage all NAP members visiting New England to consider attending a unit meeting if one coincides with your stay.

Our website features a *Find a Professional* directory of our professionally credentialed members in order to reduce the most common question received by us which is finding a professional to serve their organization. We also redirect membership requests to a nearby unit but are looking to expand opportunities within the association to grow our base of provisionals and engage members-at-large.

Our third annual meeting, themed *Elections & Voting*, was held in Middleborough, Massachusetts in May 2017. Our fourth annual meeting, themed *Building for the Future*, was held in Mystic, Connecticut in May 2017. Both conferences featured attendance of approximately a dozen members, though the association is looking for way to increase participation among our members.

Membership as of May 2017 consists of 48 members-at-large, 22 unit members, 2 affiliate members, and 2 provisionals for a total of 74 members. Approximately 25% of our membership is credentialed as Registered Parliamentarians or Professional Registered Parliamentarians.

The 2017-19 board of directors will consist of Kendra M. O’Toole, Esq. (MA-President), Carl Pease, PRP (ME-Vice President), Rosemary Seghatoleslami, PRP (NJ-Secretary), and Dr. Bethaney Brenner, RP (CT-Treasurer).

***Evan A. Lemoine, PRP
President***

2017 NAP Convention Report Ohio Association

This annual report of the Executive Board of the Ohio Association of Parliamentarians presents the high points of 2016-2017.

- Updated governing documents of the Executive Board, i.e., Executive Board Procedures Manual; Annual Sessions (even and odd years) procedural Manuals.
- Work is in process on updating Bylaws and Standing Rules.
- The 48th Annual Session of the Ohio Association of Parliamentarians was prepared around the President's Theme: *Stepping to the Rhythm of Robert: Revise-Amend-Recommend.*
- Queen City Unit hosted and coordinated the 48th Ohio Annual Session along with Facilities Coordinator, Kathy Lives, PRP and Vice-President and State Coordinator Robert Rosell, PRP.
- The 48th Annual Session was held in Forest Park, Ohio. Words of welcome were offered by Mayor Charles "Chuck" Johnson of Forest Park, Ohio.
- Education and Workshops were directly linked to the theme.
- Deborah Willis, Webmaster has updated the OAP website to house and reflect the past, present, and future of the Ohio Association of Parliamentarians.
- Website: ohioparliamentarians.org.
- The Parliagram is archived and accessible on the website. Barbara Whitaker, RP, Member-at-Large Editor.
- The Ohio Association of Parliamentarians Memorial Fund received a huge boost in funds from motivated members Ed Magiste and Patricia Magiste.
- Plans are under-way for the 2018 49th Ohio Association of Parliamentarians Annual Session. This Session will be held at Cleveland State University on Friday and Saturday, May 4-5, 2018. Theme: IT'S PENDING. LET'S DEBATE. TAKE ACTION!
- Ohio Association of Parliamentarians will celebrate its 50th Anniversary as an Association during the 2018 49th Annual Session.
- Membership in the Ohio Association of Parliamentarians: 101
- Goal: To get more Members-at-Large involved in local Units!

Laura V. Womack

President

Robert Rosell, PRP

Vice-President

Myra Myers, PRP

Secretary

2017 NAP Convention Report Oregon Association

In 2017 the Oregon Association of Parliamentarians (OAP) achieved 100% renewal of our 28 members. Unfortunately, we are still dealing with low membership numbers compared to where we were years ago. We are investigating ways of promoting our activities to attract new members.

We held our 2017 annual meeting on March 18th with the theme *Planting Seeds*. Our goal was to hold a series of parliamentary workshops and encourage guests to attend. Unfortunately, we did not see as many guests as we hoped.

One of our concerns is that we do not effectively promote our association and our activities. At our 2017 annual meeting our members approved a budget that allocated a substantial amount of money for redesigning our web site. We are looking to hire a web design firm to update our web site and assist us with promotion.

Over a year ago, OAP started promoting our activities by posting our unit meetings and other events on Meetup. One of our units has seen many guests attending their meetings due to having their meetings posted on Meetup. These guests are primarily from the Democratic Party of Oregon and are seeking assistance with parliamentary problems with their own meetings.

We have seen enough interest in our unit meetings that we have started holding a monthly social event to provide an informal event for people to ask parliamentary questions. We have seen some interest in these social events and are continuing them over the summer.

The challenge we face when welcoming guests to our meetings is that of converting them to members. We have signed up several of these guests as provisional members in the hope that they will take the membership exam soon. One recently passed the membership exam and we welcome her as our newest member of the National Association of Parliamentarians.

Jeffrey J. Weston
President

**2017 NAP Convention Report
South Carolina Association**

SCAP held its Annual Meeting on April 29, 2017 at the TD Convention Center in Greenville, South Carolina. National Vice-President, James Jones was an honored guest.

The Theme, "What Would Robert Do?" was demonstrated with several interactive presentations that kept participants engaged. Lively question and answered sessions provided additional learning opportunities. After the workshops, a simulation was held giving the attendees an opportunity to use their knowledge of parliamentary skills.

SCAP has four active local units located in Columbia, Greenville, Anderson and Sumter. Members, provisionals and guests are encouraged to participate fully in all meetings, taking part in member preparatory exercises as well as intermediate and advanced study.

The SCAP 2018 Annual Meeting will be held on Saturday, April 7, at TD Convention Center in Greenville, SC. Out of state members are cordially invited to attend.

*Lavon Jones
President*

2017 NAP Convention Report Texas Association

The Texas State Association of Parliamentarians (TSAP) consists of 277 primary members and 52 provisional members. Of the total members, there are 25 PRPs, seven PRP-R, 16 RPs, four RP-Rs and three Students. Congratulations to Deborah Arrington, Bill Friedrich, Vernon Gray, Edward Moore, Eric Ryniker, and Sheryl C. Womble who earned their PRP credentials; and Elizabeth Sapp James who earned her RP credential.

The Brazos Valley Parliamentarians Unit was chartered November 2016. Unfortunately, the North Texas Parliamentarians Unit was dissolved.

This past year we lost the following members: Rhonda Clark Randle, RP, The Sounding Block Unit; Ellen Seier Plunkett, RP, Fort Worth Unit; Jan Kennady, PRP-R, Alamo Registered Unit; Louise Wing, Flonnie Mae Larimer Unit; and, Mildred Woerndel, Bell Unit.

Vernon Gray, PRP, Kirk Overbey, PRP and Sheryl C. Womble, PRP served as judges for youth-partner organizations. And proudly, three of our members serve as HOSA coaches: Richard D. Hayes, JD. PRP, Pam Meyercord, PRP and James Stubblefield.

The following workshops, webinar series and an institute were held throughout the Texas state: East Texas Parliamentarians Unit - July 30, 2016 - Kay Allison Crews PRP, "*Presiding with Confidence*;" Fort Worth and Golden Gavel Parliamentarians Unit - August 20, 2016 - Kay Allison Crew, PRP, "*Meetings- Participate with Ease*;" Crossroads Unit - January 14, 2017- Kay Allison Crews, PRP, "*Parliamentary Principles, Governing Documents, Agenda, Motions, Debate*;" The Landmark Unit -TSAP Parliamentary Institute - January 28, 2017- Kirk Overbey, PRP, "*Handling Motions*;" Richard D. Hayes, JD. PRP, "*Orders Special, General and of the Day*;" Dr. Leah Raye Mabry, PRP, "*Unclassified Motions*;" and Vernon Gray, PRP and Cynthia Bell, "*Boards and Committees*;" Gulf Coast Parliamentarians Unit - Webinar Series - January – April 2017 - Kay Allison Crews, PRP, Dennis Clark, PRP, and Richard D. Hayes, JD, PRP, with Lucy Hicks Anderson, Esq. PRP, Q&A Forum, Moderator; The Beaumont Parliamentary Unit - April 22, 2017 – Lucy Hicks Anderson, Esq. PRP , "*Parliamentary Basics for Passing the NAP Membership Exam*;" and finally, DFW Parliamentarians Unit - April 23, 2017 - Jodie Sanders, "*Main Motions and Elections*;" Cindy Hinckley, "*Introduction to Parliamentary Procedure & Privileged and Incidental Motions*;" and Bonnie Stroman, "*Subsidiary Motions*".

The TSAP Annual Convention was held on May 5-7, 2017, at the DoubleTree by Hilton. It was well organized by Laura Ella Carson, Convention Chairman. Wanda Sims, PRP, was the NAP Representative. She represented NAP exceptionally well and presented a workshop on "*Only When Authorized in the Bylaws*," and installed the new officers in a unique manner.

This officer was honored to serve for 2016-2017; and, looks forward to another consecutive term as we continue "*Elevating Parliamentary Standards Through Education and Retention*."

**Sheryl C. Womble, PRP
President**

2017 NAP Convention Report Utah Association

The Utah State Association of Parliamentarians (USAP) currently has 20 members. Utah has one unit, the Wasatch Unit. Biennium activities include:

- USAP Annual Meeting was held November 14, 2015. Officers for the 2015-17 biennium were elected: President: Kathy Boyer, PRP; Vice President: Jessica Christopher, RP; Secretary: Kirby Glad, PRP; Treasurer: Carrie Dickson, PRP.

The annual Fall Institute was held the same day. This parliamentary training is planned for USAP members and for individuals and members of various organizations in the community who are interested in furthering their parliamentary knowledge and skills.

- USAP Annual Meeting was held November 19, 2016. A nominations committee was elected and other business was conducted.
- The Parliamentary Institute (historically known as the Fall Institute and held in conjunction with the Annual Meeting) was held this year on March 25, 2017. As in past years, the parliamentary training was for USAP members and for participants from various organizations in the community. The training was developed with a focus on two tracks. One track was planned to enhance the skills of parliamentarians and presiding officers in conducting effective meetings. The second track was planned to provide knowledge and skills for individuals and members to be more effective participants in meetings.
- USAP member, Carrie Dickson, PRP, served this biennium as District 8 Director. In that capacity, she and District 7 Director, Kevin Connelly, PRP, planned District 7 & 8 Joint Conference in Salt Lake City, Utah on June 2-3, 2017. Outstanding presenters from the state organizations represented both districts.
- Many USAP members are involved with more than one local organization--professional, social, educational or political--and serve them to facilitate successful meetings and training.

***Kathleen J. Boyer, PRP
President***

2017 NAP Convention Report
Wisconsin Association

The Wisconsin Association of Parliamentarians has two units. They are the Madison Unit and the Milwaukee County Unit. Both units meet regularly and work hard to provide quality educational sessions for their members and the public.

The 58th annual Wisconsin Association of Parliamentarians state convention was held on Friday, May 5, 2017 in Madison, Wisconsin at the Crowne Plaza and the 57th WAP convention was held in Winter, Wisconsin at the Evangelical Free Church and Winter Fire Hall. The WAP Educational Committee presented public leadership seminars at both state conventions.

WAP 2017 Membership: 35

Life Members: 7

Unit Members: 13

M-A-L: 12

Students: 3

The 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
President