Call to Order:
President Darlene Allen, PRP, called the regular meeting of the NAP Board of Directors to order at 7:00 PM CST, on March 9, 2021. The meeting was held via Zoom Conferencing.

Welcome:
The president welcomed the board members and guests and thanked them for attending.

Board Members Present:
President Darlene Allen, PRP; Vice-President Wanda Sims, PRP; Secretary Kevin Connelly, PRP; Treasurer Carrie Dickson, PRP; Director-at-Large Joyce Brown-Watkins, PRP; Director-at-Large Adam Hathaway, PRP; Director-at-Large Carl Nohr, PRP; District 4 Director Robert Schuck, PRP; and District 5 Director Larry Martin, PRP.

Advisers Present:
NAP Executive Director Cyndy Launchbaugh; NAP Parliamentarian Timothy Wynn, PRP; and Leah Patrice Nolan, Zoom technological support.

Guests Present:

Quorum:
A quorum was established with all nine voting members being present.

Adoption of Agenda:
The agenda was adopted without objection.
Report of the Minutes Approval Committee:
Minutes Approval Committee Chairman Larry Martin reported that the minutes of the regular meeting of January 12, 2021, the executive session of January 12, 2021, the special meeting of February 28, 2021, and the special meeting of March 7, 2021, were approved by the committee and distributed.

Board Members Additions to Written Reports:
District 5 Director Larry Martin reported that he attended the Board Retreat via Zoom on March 5-7, 2021.

District Director Robert Schuck reported that he monitored a membership exam and attended the Board Retreat on March 5-7, 2021.

Report of the Executive Director:
Executive Director Cyndy Launchbaugh reported that as of March 1, 2021, there were 4819 members, an increase of almost 14% from the same time the previous year. Membership exams are expected to increase in number during 2021.

As of March 5, 2021, there were 979 members who had not renewed. Executive Director Launchbaugh indicated that those credentialed members who did not renew by March 30, 2021 will not be able to use their credentials since they would no longer be in good standing.

Since January 2021, six new units have been established.

The new Portal on the website will be going live on March 19, 2021 and E.D. Launchbaugh encouraged the board to log in and look it over.

With just a few exceptions, all of the educational resources have been updated to the 12th edition of Robert’s Rules of Order Newly Revised, and redesigned. E.D. Launchbaugh thanked the Educational Resources Committee for all of its hard work in that effort, and the National Association of Parliamentarians Educational Foundation for the grant that underwrote the redesign.

Report of the Financial Consultant:
Andrea McMillin from Edward Jones provided a report of NAP’s investment portfolio. She advised that the U.S. market was expected to grow at a rate of three percent, while the international market was expected to grow at a rate of six percent. Ms. McMillin broke down the report of NAP’s balance and investments for the year 2020 as follows:

Minutes of the NAP Board of Directors regular meeting of March 9, 2021-Approved
Balance at start of 2020 $633,249.81
Added $312,155.25
Return $119,610.65
Ending Value of Account(s) at Edward Jones $1,065,015.70

Financial Report:
Treasurer Carrie Dickson gave the financial reports for December 2020, January 2021 and February 2021. NAP’s total account value as of November 30, 2020 was $1,065,015.71, and as of February 26, 2021, it was $1,097,258.33.

Report of the Policies and Procedures Committee:
Policies and Procedures Committee Chairman Kevin Connelly reported on behalf of the committee about suggested amendments to the NAP Operational Policies and Procedures Manual (NAPOPP) from the National Parliamentarian Committee.

Motions to Amend the NAP Operational Policies and Procedures Manual:
The following motions from the Policies and Procedures Committee were moved:

1. To amend NAPOPP, section 7.1.01.A, by striking out the words “fourth quarter” and inserting the words “fall issue of the”, so that, if adopted, the provision would read as follows:
   NAP’s Campaign Policy shall be:
   A. Printed in the fall issue of the National Parliamentarian® of even-numbered years

2. to amend NAPOPP, section 7.1.04.C, in two places, by striking “second quarter”, and inserting “spring issue of the”.

The motions were adopted without objection.

Report of the Youth Committee:
Youth Committee Chairman Theljewa Garrett reported on the activities of the committee, including the upcoming project the NAP NEXT CHAPTER VIDEO CHALLENGE during April’s Parliamentary Law Month, in which youth groups will be invited to submit two-minute videos answering the question “Who Needs Parliamentary Procedure Anyway?”

Report of the Organizational Effectiveness Committee (OEC):
OEC Chairman Donald Garrett reported that the committee has been researching proctoring services for monitoring NAP membership exams and Registered Parliamentarian exams.
Chairman Garrett and Jason Morgan presented a proposal to conduct an economic survey of NAP members to better understand the United States market for parliamentary services and related non-parliamentary services.

**Motion Regarding Proctoring Services and the Paycheck Protection Program:**
It was moved that the Executive Director be authorized to apply for and accept the terms of US Small Business Administration Paycheck Protection Program funds to be used with the primary purpose of offsetting the costs of conducting a pilot for virtual exam proctoring services. The motion was adopted without objection.

**Report of the Registered Parliamentarian Education Committee:**
Registered Parliamentarian Education Committee Chairman Gail Knapp reported that the committee has been meeting on a weekly basis since its beginning, and should be prepared by the end of the month to begin offering webinars.

**Report of the Waterfront Historic Area League (WHALE) Committee:**
WHALE Committee reported on behalf of the committee and presented three motions from the committee.

**Resolutions from the WHALE Committee Considered:**
The WHALE Committee submitted the following resolutions:

Resolved, That the National Association of Parliamentarians invite members and others to support the restoration of the birthplace of *Robert’s Rules of Order* through monetary donations to the Waterfront Historic Area League.

This resolution was adopted without objection.

Resolved, That the opportunity to donate to the Waterfront Historic Area League via the National Association of Parliamentarians be available during Parliamentary Law Month, April 2021.

This resolution was adopted without objection.

Resolved, That the National Association of Parliamentarians add to the amount received from members and others by the end of April the sum needed to reach a total donation to the Waterfront Historic Area League of $5000.

This resolution was adopted without objection.
Recission of Appointments to Committees:
Without object, the appointments of Dacia Robertson and Lorraine Talbot to the Bylaws Committee were rescinded.

Appointment of Committee Members:
Without objection, the board approved the appointment of the following individuals to committees:

Lillete Williams, Webinar and Meeting Support Committee
Arya Shah, Jean Lin, and Kinjal Chaudhari, Youth Committee

Announcements:
President Allen noted that the 5th Tuesday Town Hall meeting will take place on March 30, 2021, and that April 2021 is Parliamentary Law Month

President Allen reminded the attendees that the next scheduled regular NAP Board of Directors meeting is on May 11, 2021.

Executive Session:
Without objection, the Board entered into Executive Session at 8:05 PM CST.

Rise Out from Executive Session:
The board rose out of Executive Session at 9:39 PM CST.

Adjournment:
The meeting adjourned at 9:39 PM CST.

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Kevin Connelly, PRP
NAP Secretary

Chair Larry Martin, PRP                           Date Approved

Joyce Brown-Watkins, PRP                            Date Approved

Adam Hathaway, PRP                                  Date Approved

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