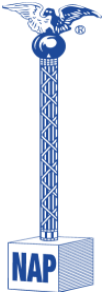




2021 Book of Reports





Report of the President

2019 – 2021

The 2019 – 2021 administration started its work as other administrations have done in the past. Committees were appointed and the Board began carrying out its fiduciary duties. Working relationships were building among the Board, committees, and headquarters staff. The work to be done on behalf of NAP was being created, re-purposed, planned, and implemented. With six months under our belts and the spring board meeting behind us in March 2020, the world experienced a hard stop.

The NAP Board of Directors rejected the idea that we as an organization were relegated to wringing our hands and doing nothing. The Board decided to meet the challenge head on and create opportunities by embracing electronic meeting technology.

NAP's written and oral history will specify the efforts taken which allowed NAP to survive and thrive during the pandemic. Focus areas during the administration:

Transparency

- Held a series of information sessions to apprise the Board of projects/programs with the leads to assess the sustainability of each program or project (University of Wisconsin, Great Governance, etc.)
- Continued to upload Board minutes and packets with reports to the members-only portal on the NAP website

Technology

- Discontinued use of Adobe Connect to host presentations and PRC modules
- Used Zoom application to increase capacity at workshop presentation and events
- Engaged use of third-party vendors to assist in production of NTC 2020 and Biennial Convention 2021
- Placed Microsoft Teams rollout on hold while Webinar and Meeting Support Committee members acclimated to Zoom

Infrastructure

- Launched new management system by headquarters staff
- Employed security features for the safety of headquarters staff
- Delayed facility repairs and improvements due to the pandemic
- Updated the entire catalogue of educational materials to *Robert's Rules of Order Newly Revised*, 12th edition, doing so in record time
- Remained financially solvent

Membership

- Continued town hall meetings from the previous administration with timely and pertinent content for all members
- Made available live monthly workshop presentations to members at no cost
- Made available recorded workshop presentations for a specified period at no cost for members
- Created and approved the process to provide for virtual monitoring of the membership examinations by the Membership and Registration Examiners Committee
- Provided electronic meeting services for units, associations, and districts
- Increased membership numbers to over 5000, despite the pandemic

Credentialing

- Created and approved the process to provide for virtual monitoring of the legacy registered parliamentary examination by Membership and Registration Examiners Committee
- Created and launched the virtual 3-day professional courses (PQC and PRC) by the Professional Development Committee
- Announced the sunset date, prerequisites, and requirements for the legacy exam by the Commission on Credentialing

Outreach

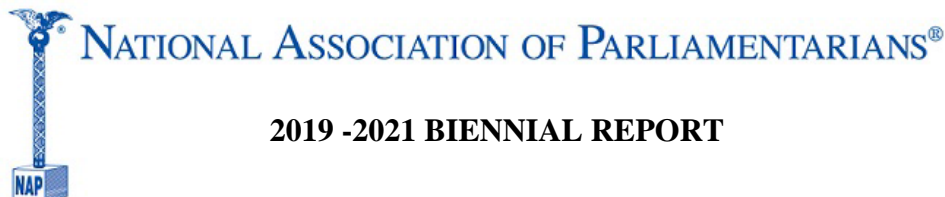
- Provided basic parliamentary procedure workshops for organizations with donations designated for the Henry M. Robert III fund at headquarters
- Interviewed by outside organizations about parliamentary procedures
- Provided a youth-centric web presence by members of the Youth Committee
- Launched web page at the NAP website for the International Services Committee with information and educational materials geared toward international members

Partnership

- Initiated conversations with current and former partners to determine future of the partnership
- Developed a standardized process to seek new partners

This is a snapshot of the work done on behalf of NAP during 2019 – 2021. Thank you for the opportunity to serve.

Darlene T. Allen, PRP
President



2019 -2021 BIENNIAL REPORT

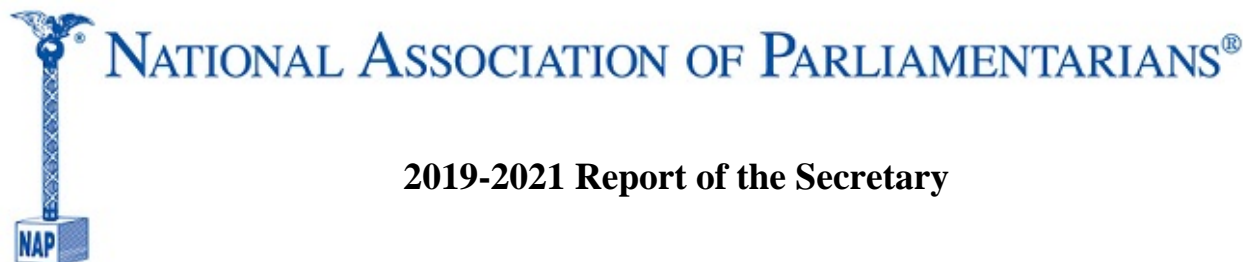
Officer: Wanda M. Sims, PRP – Vice-President

Activities:

- Attended all regular and special meetings of the Board of Directors
- Served as the chair of the Membership Extension and Retention Committee and the Personnel Committee
- Served on the Budget and Finance Committee and the Policy and Procedures Committee
- Served on the Waterfront Historic Area League (WHALE) Special Committee
- Served on the NAP committee to replace the association management system
- Served on the NAP committee to replace the association management system
- Served as a judge for the HOSA International Leadership Conference for students studying parliamentary procedure
- Served as the NAP Representative for several Districts and State Associations
- Attended all 5th Tuesday Town Hall meetings and various NAP webinars
- Attended with the President various committee meetings
- Attended the 2021 Biennial Convention Committee meetings
- Attended the 2020 National Training Conference meetings and planning meetings
- Attended virtual meetings and training sessions of various State Associations and Units
- Attended and presented educational workshops for several Units
- Attended committee meetings and training webinars for the New RP Training Sessions
- Attended the American Institute of Parliamentarians (AIP) Annual Session 2020; East Coast Practicum 2020; and West Coast Practicum 2021
- Developed trivia questions for the NAP 90th and 91st Virtual Anniversary Virtual Parties

Focus on Membership:

- Welcomed new members via phone call
- Served as the facilitator and/or co-facilitator for several PQC and PRC Webinars and observed others
- Co-presented a two-part NAP virtual workshops entitled “Getting Your Financial House in Order”
- Presented a virtual workshop on Fiscal Responsibilities and Accountability for the 2021 Leadership Conference
- Facilitated several virtual RP study sessions for aspiring Registered Parliamentarians
- Responded to member inquiries regarding filing the IRS Form 990N e-Postcard and other financial related matters
- Wrote an article for the Leadership Connection Newsletter
- Contacted members in Lesotho Africa regarding their NAP membership, creating a unit, and credentialing
- Monitored the NAP membership exam for several new members



2019-2021 Report of the Secretary

To: 2021 NAP Convention

Board Member: Kevin Connelly, PRP

General Activities

- Attended all meetings of the National Association of Parliamentarians (NAP) Board of Directors
- Prepared minutes of all of the meetings of the Board of Directors since the last NAP Convention
- Prepared the minutes of the NAP Annual Meeting taking place on August 27, 2020
- Prepared the Agenda Packets for all of the regular Board of Directors meetings
- Prepared the Annual Book of Reports for the 2020 NAP Training Conference/Annual Meeting
- Attended the 2020 NAP Training Conference August 28-30, 2020
- Attended and moderated the NAP webinar on *Navigating RONR 12* on September 30, 2020
- Chaired all meetings of the Policies and Procedures Committee
- Attended in-person meetings of the three local parliamentary law units of which he is a member and their virtual meetings and presented education sessions in each
- Attended all meetings of the NAP Youth Committee as board liaison
- Attended NAP webinars on January 29, February 29, March 27, April 17, April 24, and May 29, 2020, and moderated the NAP webinar via Zoom on *Electronic Voting and Elections Part 1 - Demonstrations of Electronic Voting and Elections* on May 28, 2020
- Attended the NAP 90th and 91st Anniversary Virtual Parties on June 23, 2020, and June 23, 2021
- Sent all necessary correspondence to the Board and other members.
- Attended all of the NAP webinars to date of the *New RP Training*
- Served as the NAP National Representative to the New York Association of Parliamentarians Biennial Business Meeting and Educational Conference.

Member-Focused Activities

- Arranged NAP exams for several Future Business Leaders of America (FBLA) students, resulting in 7 new student NAP members
- Monitored (in person) parts of the RP Legacy Exam for 4 members and 5 membership exams
- Served as the Youth Committee Chairman of the Washington State Association of Parliamentarians (WSAP)
- Assisted 2 youth members in preparation for the national parliamentary exam of the Future Business Leaders of America (FBLA) and one for the NAP registered parliamentary exam.

Outreach Activities

- Evaluated (judged) parliamentary procedure competitions at Regional, State, and National FBLA Conferences and State and International Conferences of HOSA-Future Health Professionals
- Coached two FBLA parliamentary procedure teams, holding weekly meetings by Zoom conferencing, and presented a webinar to another team
- Attended all WSAP Membership and Board meetings
- Attended and brought greetings from NAP to the District One meeting on January 30, 2021
- Attended Zoom meetings of several parliamentary units in other areas, and presented the education for some of them.
- Attended 2 District Conferences (One, Three) and registered for 3 more (Six, Seven and Eight).



2019-2021 Report of the Director-at-Large

To: 2021 NAP Convention

Board Member: Carl Nohr, PRP

General Activities

- Attended Professional Renewal Courses on Opinion Writing, Ethics, Teaching RONR, Script Writing, Governing Documents, Serving as a Parliamentarian, and Presiding,
- Published articles in the National Parliamentarian; I Move to Reaffirm; Are There Any Abstentions?: A Primer for Presiding Officers Part 1: Control of In-Person and Electronic Meetings; and The Birthplace of Robert's Rules,
- Attended American Institute of Parliamentarians (AIP) West Coast Practicum,
- Served on not-for-profit boards as a Director and Committee Chair,
- Served as speaker of the house for a professional association, and
- Credentialed as a corporate director by the Institute of Corporate Directors.

Member-Focused Activities

- Attended all NAP Board meetings and Information Sessions,
- Attended the NAP Leadership Conference in 2020,
- Presented workshops at the 2020 NAP National Training Conference and the 2021 NAP Biennial Convention,
- Attended 5th Tuesday NAP Town Hall meetings,
- Attended and passed the NAP Train the Trainer course,
- Mentored Legacy RP candidates,
- Attended NAP webinars on the new RP examination,
- Served on the NAP standing Pricing Committee,
- Served on the NAP standing Policies and Procedures Committee,
- Served as chair of the NAP standing International Services Committee,
- Attended meetings of District Seven, and the Alberta Association of Parliamentarians, serving as secretary,
- Presented educational sessions to the Alberta Association of Parliamentarians, Crossroads Unit, and to District Eight,
- Attended diverse workshops and webinars, and
- Moderated webinars and meetings as invited.

Outreach Activities

- Served as the board liaison to the NAP standing Strategic Partnerships Committee,
- Served as chair of the NAP special Waterfront Historic Area League Committee,
- Attended Association and District meetings out of my home District and Association,
- Presented educational sessions to not-for-profit associations, and
- Mentored individuals in leadership, governance and meeting management.



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Director-at-Large

To: 2021 NAP Convention

Board Member: Joyce Brown-Watkins, PRP

General Activities

- Attended the National Leadership Conference 2020
- Attended all Board of Directors Regular, Special and Executive meetings
- Served on and performed duties of the Minutes Approval Committee
- Served as Chair of the Pricing Committee
- Served as Board liaison to the Educational Resources Committee
- Attended scheduled Town Hall meetings
- Attended various webinars and professional development activities
- Attended various Unit and Association meetings regularly
- Attended District Four Conference
- Attended District One Conference
- Attended some and served as Board Representative at several annual and district meetings
- Continued to serve Michigan State Association of Parliamentarians as Youth Chair
- Served as a judge to Business Professionals of America and HOSA Future Health Professionals student organizations at the state and national levels
- Attended preparation meeting for the Biennial Convention
- Presented educational workshops at several unit meetings
- Attended the *New RP Training Sessions*
- Served as Parliamentarian to Michigan Unit of Registered Parliamentarians
- Served as Facilitator and co-facilitator to a Professional Qualifying Course and several Professional Renewal Courses
- Communicated with Board partner regarding Strategic Plan

Member-Focused Activities

- Continued to consult with individuals interested in parliamentary procedure and possible membership in the organization
- Consulted with Executive Director and staff regularly

Outreach Activities

- Met with different organizations via Zoom responding to parliamentary questions and preparation for registered exam
- Communicated with new NAP student members
- Continue to develop workshop materials and work with youth groups



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

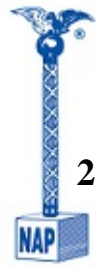
2019-2021 Report of the District Director Representative to the Board

To: 2021 NAP Convention

Events/Meetings Attended

- 2019 NAP Biennial Convention
- 2019 NAP District Four Conference
- 2019 NAP Board of Director Meetings
- 2019 Membership Extension and Retention Committee (MERC) Meetings
- 2019 Indiana Association Annual Session
- 2019 Illinois Association Annual Session
- 2019 Ontario Association Annual Session
- 2019 Wisconsin Association Annual Session
- 2019 60th Anniversary of the Wisconsin State Association of Parliamentarians
- 2020 NAP National Training Conference
- 2020 NAP Board of Director Meetings
- 2020 Membership Extension and Retention Committee (MERC) Meetings
- April 2, 2020 Zoom meeting for District Four Association Presidents and Vice Presidents
- June 23, 2020 celebrated NAP's 90th Anniversary at the party held via Zoom
- 2020 Illinois Association Annual Session
- 2020 Michigan Association Annual Session
- 2020 Ontario Association Annual Session
- 2020 Wisconsin Association Annual Session
- 2021 NAP Biennial Convention
- 2021 Board of Director Meetings
- 2021 NAP District Four Conference
- 2021 Membership Extension and Retention Committee (MERC) Meetings
- 2021 Indiana Association Annual Session
- 2021 Illinois Association Annual Session
- 2021 Michigan Association Annual Session
- 2021 Ohio Association Annual Session
- 2021 Ontario Association Annual Session
- 2021 Wisconsin Association Annual Session
- 2021 Ohio Registered Unit reorganization meeting

**Robert G. Schuck, PRP
District Four Director**



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the District Director Representative to the NAP Board

To: 2021 NAP Convention

Board Member: Larry D. Martin, PRP, District Five Director

General Activities

- Attended 18 regular and special National Association of Parliamentarians (NAP) Board meetings.
- Chaired the NAP Board minutes approval committee reviewing the 18 regular and special NAP Board meetings.
- Participated in the 2020 National Training Conference (NTC) as hosting assistant in webinars.

Member-Focused Activities

- Chaired the Membership and Registered Parliamentarians Examiners Committee (MREC) beginning March 2019 to November 2020, then served as liaison to the MREC afterwards.
- Monitored numerous membership and Registered Parliamentarians (RP) exams on behalf of the MREC.
- Served as the NAP Board to the Professional Development Committee (PDC), participating in all but three online meetings.

Outreach Activities

- Wrote numerous NAP updates for district associations.
- Served as the Minnesota State annual meeting representative bringing the educational component, NAP update, and installed officers.
- Presided over the District Five conference bringing about the election of the district director, brought the educational component, and brought the NAP update.



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Executive Director

To: 2021 NAP Convention

Executive Director: Cynthia Launchbaugh

Membership Activities

NAP INDIVIDUAL MEMBERS	Sept 1, 2021	Sept 1, 2020	Sept 1, 2019
NAP Professional Registered Parliamentarian (PRP)	363	347	340
NAP Professional Registered Parliamentarian-Retired	69	68	73
NAP Registered Parliamentarian (RP)	505	341	266
NAP Registered Parliamentarian-Retired	41	42	46
NAP Regular Member	3,988	3,187	3,040
NAP Student Member	90	73	69
NAP Student Professional Registered Parliamentarian	5	4	2
NAP Student Registered Parliamentarian	11	3	4
Total	5,072	4,065	3,840

- As of September 1, 2021, NAP is serving 5,072 members
- 32% increase for biennium
- Percentage of total credentialed members increased from 16% to 17%
- 7% increase in Professional Registered Parliamentarians
- 90% increase in Registered Parliamentarians

Event Attendance

- Virtual NAP Training Conference drew 854 Registrants, 337% increase over 2018
- 43rd Virtual Biennial Convention, as of September 9, 2021, has 883 registrants, 51% increase over 2019

Headquarters Update

- Installed new telephone system that enabled us to continue services to members during the pandemic shutdown
- Implemented new association management system, improved usability of the online bookstore and member portal
- Revived the office renovation after pandemic-related delay; finalizing contractor bids



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Bylaws Committee

To: 2021 NAP Convention

Chairman: Steven Britton, PRP

Members: Steven Cook, PRP; Gretchen Denton, PRP; Atul Kapur, PRP; Darlene T. Allen, PRP, president; Traci Bradford-Marquis, PRP, legal advisor; Tim Wynn, NAP Parliamentarian

Projects Completed

- Approved initial bylaws for new units
- Received and reviewed proposed Bylaw Amendments from constituent divisions and NAP Committees
- Compiled the convention bylaw document for distribution to NAP members
- Continues to review updated bylaws received through headquarters for compliance with NAP Bylaws

Steven Britton, PRP
Chairman



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019- 2021 Report of the Educational Resources Committee

To: 2021 NAP Convention

Chairman: Ruth S. Ryan, PRP

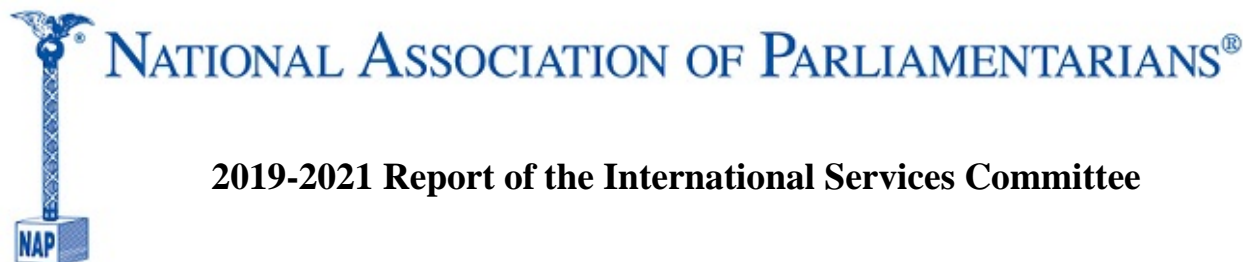
Members: Dennis G. Clark, PRP; Lorenzo R. Cuesta, PRP; Gretchen C. Denton, PRP; Mary Loose Deviney, PRP; Christina Lynn Emmert, PRP; Ryan M. Foor, RP; Bridget Flowers Green, PRP; Wanda L. Nelson, PRP; Marilyn K. Newman, PRP; Joyce A. Brown-Watkins, PRP, ex-officio; President Darlene T. Allen, PRP, ex-officio.

Projects Completed

- **Pathways to Proficiency books** - updated to the 12th edition of *Robert's Rules of Order Newly Revised: Bylaws, Opinion Writing, Minutes, Presiding, Script Writing, Voting*.
- **Focus on Leadership booklets** - updated existing booklets to the 12th edition and created new booklets based on former *Spotlights: Board of Directors, Bylaws, Committees, Meeting Management, Minutes, Nominations and Elections, Parliamentary, President, Script Writing, Secretary, Teaching Techniques, Treasurer, Voting*.
- **Additional educational materials** - updated to the 12th edition: *Master the Meeting; Motion Script Cards; Concise Guide to 70 Motions; Parliamentary Procedure in Local Government; Pointers on Parliamentary Procedure and Pointers on Parliamentary Procedure Workbook*, (combined into one volume).
- **Proposed items for consignment to NAP bookstore** - evaluated materials and made recommendations for approval or disapproval, according to NAPOP 11.4.01 C.
- **Membership Exams** - at President Allen's request, updated one hundred citations to the first eleven chapters of RONRIB and three hundred citations to the 12th edition of RONR.

Ruth S. Ryan, PRP

Chairman



2019-2021 Report of the International Services Committee

To: 2021 NAP Convention

Chair: Carl Nohr, PRP (Lori Lukinuk was appointed chair at the beginning of the biennium; Carl Nohr was appointed May 12, 2020)

Members:

Lori Lukinuk, PRP

Don Freese, PRP-R

Dan Ross

William Puette, PRP

Frances Rizo

Darlene T. Allen, PRP (ex officio)

Projects Completed

- Tracked international membership; in November 2019, there were 197 NAP members outside the USA. This included 20 PRPs (all in Canada), and 30 RPs (17 in Canada, others in China, Malaysia, Philippines, Lesotho and Puerto Rico). In June 2021, the total number of international NAP members was 150. The number of PRPs was 16 (includes 1 student PRP) and RPs 24. All eight NAP Districts continue to contain a non-USA geographic area. There are five non-USA chartered NAP Associations, four in Canada and one in China.
- Updated the course Que Decir y Quando to the 12th edition of RONR.
- Updated membership training videos to the 12th edition of RONR.
- Translated the NAP “Procedure for Processing Main Motions” card into Spanish and Chinese (simplified and traditional).
- Communicated with international members regarding conferences, webinars and other training opportunities.
- Engaged in supporting international member through education and credentialing examinations.
- Established web pages consolidating material of interest and value to international members on the NAP web site.
- Submitted a proposed Bylaws amendment for consideration at the 2021 Biennial Convention, relating to international member fees.

**Carl Nohr, PRP
Chair**



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 BIENNIAL REPORT

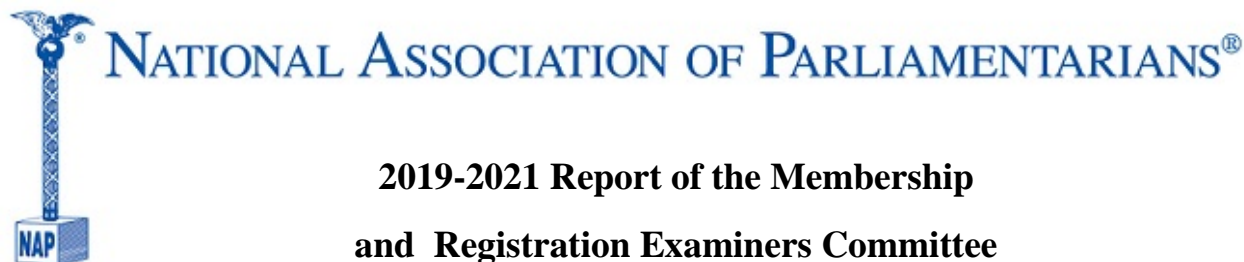
Committee: Membership Extension and Retention Committee (MERC)

Committee Chairman and Members: Wanda M. Sims, PRP, Chairman

Members: Robert Robinson, PRP; Cynthia Mayo, PRP; Carol Davis, PRP; Larry Martin, PRP; Robert Schuck, PRP; Valoree Althoff, PRP; Yvette Keesee, PRP; and Michael Peck, PRP.

Activities

- Updated the District Directors' Manual
- Published the Leadership Connection Newsletter Summer 2020 Edition
- Sponsored the 2019-2021 Biennial Awards Program
- Developed the Membership Retention Toolkit featured in the Leadership Connection Newsletter
- Provided guidance and support for Units and Associations regarding virtual meetings
- Contacted and welcomed new NAP members monthly



2019-2021 Report of the Membership and Registration Examiners Committee

To: 2021 NAP Convention

Chairman: Patricia A. Cauley, PRP

Members: Betty Bell, RP; Kathy Boyer, PRP; Cindy Hinckley, PRP; Ramona Jeffries, PRP; Mary Alice Oldfield, PRP; Linda Smallwood, PRP; Steven Walls, PRP; Doris Williams, PRP; Larry Martin, PRP, Board Liaison

Projects Completed

- Subcommittee for Remote Exam Monitoring consisting of Larry D. Martin, PRP, Chairman; Maurice Henderson, PRP; Steven Walls, PRP; Linda Smallwood, PRP; Latisha Corey; Abby Lee Hood; Kelley R. Jones, PRP; and Kathy Boyer, PRP was established to write new language for NAPOPP and to determine how to conduct virtual monitoring.
- Submitted NAPOPP amendments to 2.3.05 and 5.1.05 to allow virtual monitoring for membership and registration exams with prior approval.
- Submitted NAPOPP amendments to add 5.1.23 and 5.1.24 to describe the virtual remote monitoring process for individual and group online exams.
- Submitted rewording for the language usages in NAPOPP 5.1.23 and 5.1.24 to make additional virtual monitoring systems available for use.
- Revised certification forms for the membership and registration exams.
- Approved monitors and applicants for virtual testing.
- Observed virtual exams.
- Reviewed issues and concerns regarding membership and registration exams.
- Graded both in-person and virtual written exams and sent out pass/fail letters.
- Graded both in-person and virtual online exams and sent out pass/fail letters.
- Breakdown of exams taken can be found on page 2 of this report.

**Patricia A. Cauley, PRP
Chairman**

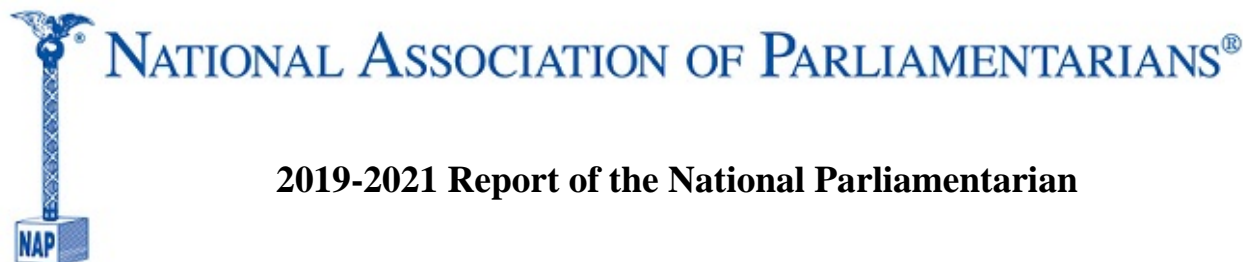
**2019-2021 Report of the Membership
and Registration Examiners Committee, continued**

EXAM STATISTICS FOR SEPTEMBER 2019 – AUGUST 2021

MEMBERSHIP EXAMS Sep 2019 – Aug 2021	
Total Exams Passed	GRAND TOTALS
Online 40 Questions	1,775
Online 100 Questions	22
Chinese	6
Paper 40 Questions	224
Paper 100 Questions	11
Total Exams Failed	
Online 40 Questions	38
Online 100 Questions	5
Chinese	0
Paper 40 Questions	21
Paper 100 Questions	0
Total Exams Repeated	
Online	32
Paper	4
Total Exams Taken	2,103

RP EXAMS Sep 2019 – Aug 2021	
Number of Parts Passed	GRAND TOTALS
Part I	324
Part II	302
Part III	298
Part IV	299
Part V	360
Number of Parts Failed	
Part I	35
Part II	83
Part III	58
Part IV	43
Part V	548
Total Exams Taken	1860
RP Credential Obtained	341

**Patricia A. Cauley, PRP
Chairman**



2019-2021 Report of the National Parliamentarian

To: 2021 NAP Convention

Chairman: TennieBee M. Hall, Editor

Members: Darlene Allen, PRP, Editor in Chief; Betty Tunstall, PRP, assistant editor

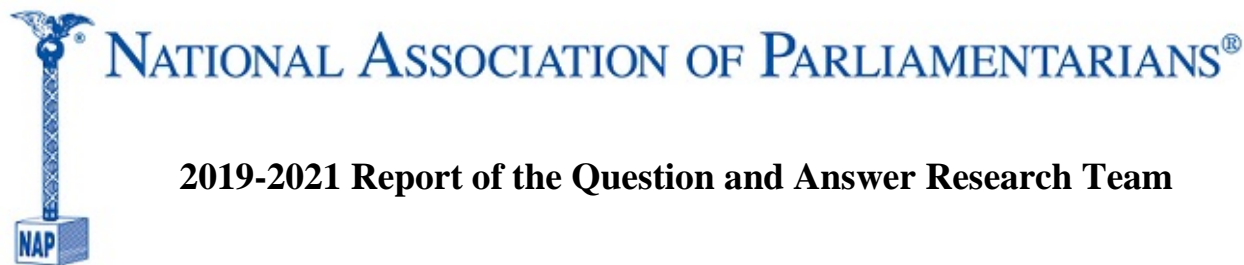
NP Review Team: Dana Dickson, RP-R, Chair; Ferial Bishop, PRP; Ronald Dupart, RP

Q&A: Alison Wallis, PRP, editor; Ann Homer, PRP, assistant editor; Rachel Glanstein, PRP, consultant; Timothy Wynn, PRP, parliamentarian.

Projects Completed

- Compiled a production schedule deadline chart for the eight issues of the biennium (editing, graphics, printing, mailing), with approval of the executive director and the graphics designer.
- Submitted edited articles for eight issues of *National Parliamentarian*® (NP) to graphics, according to schedule. [Volume 81, No. 1, Fall 2019 through Volume 82, No. 4, Summer 2021]. There were 40 pages of copy in the first two issues, 44 pages in the following six issues. The total number of pages included materials submitted by staff, and included ads for bookstore material, training conference information, and convention details, along with listings of new members, RPs and PRPs, teachers, and the Silent Gavel.
- Prior to, and following publication of each issue, communicated with loyal repeat contributors and numerous authors new to writing for *National Parliamentarian*®.
- At the suggestion of the author, the Spring 2021 issue contained the first known QR code in the article, “The Birthplace of Roberts Rules of Order,” so members could access information about the WHALE Project.
- Participated in proofreading final layout for each issue.
- Prepared a two-part paper on developing articles for the Doing Business module for the PQC. Part I addresses General Tips for the PQC requirement, whereas Part II provides tips for submitting articles to NP, should the candidate wish to follow that course of action.

TennieBee M. Hall
Editor



2019-2021 Report of the Question and Answer Research Team

To: 2021 NAP Convention

Chairman: Alison Wallis, PRP

Members: Rachel Glanstein, PRP; Ann Homer, PRP; Tim Wynn, PRP

Projects Completed

- * Answered practical and theoretical questions from members and generated other questions of parliamentary interest.

- * Included in each issue of the *National Parliamentarian* at least three Questions and Answers of interest to a parliamentary audience.

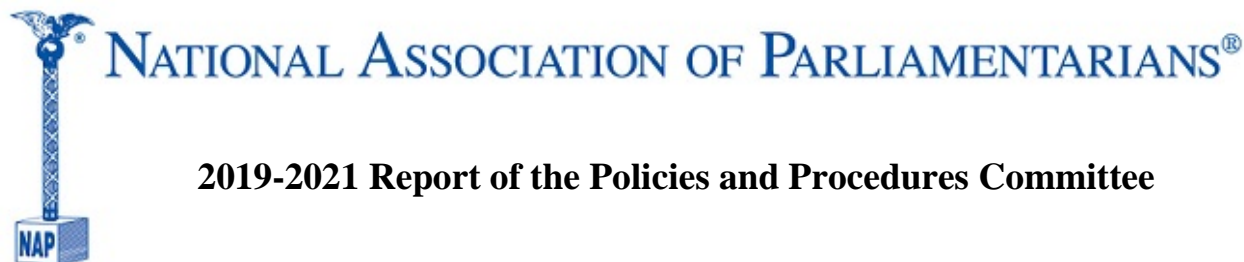
- * Extended thanks to members who submitted interesting questions.

- * Expressed gratitude to the editor of the *National Parliamentarian*, TennieBee Hall, for her good-natured professionalism.

Projects/Activities in Progress

- * Working on additional questions that can be forwarded to the 2021-2023 Question and Answer Research team.

Alison Wallis, PRP
Question and Answer Research Editor



2019-2021 Report of the Policies and Procedures Committee

To: 2021 NAP Convention

Chairman: Kevin Connelly, PRP

Members: Wanda Sims, PRP; Carl Nohr, PRP; Darlene Allen, PRP (ex officio)

Projects Completed

Summary of Amendments to the National Association of Parliamentarians Operational Policies and Procedures Manual (NAPOPP):

- Extended the time period of retaking the entire Registered Parliamentarian exam from six months to nine months
- Clarified language to indicate that only members' NAP or American Institute of Parliamentarians (AIP) credentials shall be listed in NAP publications
- Updated language by renaming the Ethics Committee as the Professional Standards Committee, to be consistent with the NAP Bylaws
- Set the time period that a complaint may be submitted to the Professional Standards Committee at no more than 120 days of the alleged violation
- Clarified policy that amendments to the NAPOPP may only be made to the Policies and Procedures Committee by NAP Board members or national committees
- Set requirements and procedures for virtual monitoring of exams
- Updated policy on the Professional Registered Parliamentarian Referral System
- Amended the naming of the *National Parliamentarians* editions from numeric to seasonal
- Amended section on the Professional Registered Parliamentarian Virtual Referral Directory
- Amended sections to provide for virtual monitoring of membership and Registered Parliamentarian exams
- Amended the section on the Professional Standards Committee
- Adopted the *Rules for Processing of Member Discipline Complaints*, added to the NAPOPP manual
- Amended NAPOPP policy on charter applications for electronic units to correct a possible conflict with NAP Bylaws.

Kevin Connelly, PRP

Committee Chairman



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Professional Development Committee

To: 2021 NAP Convention

Chairman: Mona Calhoun, PRP

Members: Carol Austin, PRP; Leonora Branca, PRP; Sandra Cook, PRP; Kelley Jones, PRP; Henry Lawton, PRP and Board Liaison, Larry Martin, PRP

Projects Completed

- Completed Virtual PQC and PRC Contingency Plan
- Completed RP Preparation Resource – Interactive Drills
- Reviewed and revised all modules for Professional Qualifying Course (PQC) and Professional Renewal Course (PRC)
- Reviewed module evaluations and implemented improvements, when needed
- Reviewed and updated PDC related content on the NAP website
- Reviewed, revised, and updated the Mentor/Mentee process and documents
- Hosted 2 Mentor trainings and use of the documents
- Revised the Train the Trainer preparation
- Updated the Professional Practices in Parliamentary Procedure and the Body of Knowledge documents to bring them current with parliamentary practice and align to RONR (12th ed.) and Code of Professional Responsibility
- Hosted 9 virtual PQCs during 2020 and 2021
- Hosted 31 PRC online modules in 2020 (only one module was canceled due to low enrollment)
- Hosted 2 TTT sessions, and will host 1 refresher September 7, 2021
- Hosted 22 PRC online modules through September 1, 2021
- Hosted a virtual PRC multi-day with the NTC 2020 and Biennial Convention 2021 (2)

Total RPs as of 08/19/21 – 508

NEW RPs 9/1/2019-08/19/2021: 337

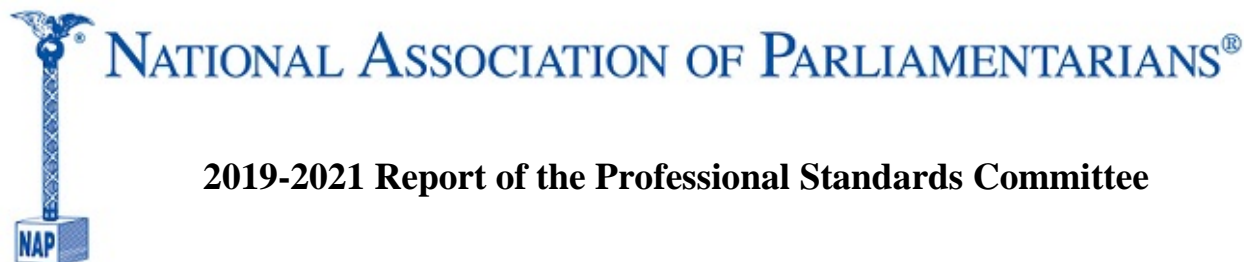
RP Renewals: 16

Total PRPs as of 08/19/21 – 368

PRPs 9/1/2019-08/19/2021: 52

PRP Renewals: 71

**Mona Calhoun, PRP
Chairman, PDC**



2019-2021 Report of the Professional Standards Committee

To: 2021 NAP Convention

Chairman: Weldon L. Merritt, PRP

Members: Denise Irminger, PRP; Jason Morgan, PRP; Tannis Nelson, PRP

Projects Completed

- Two committee members, Weldon Merritt and Jason Morgan, served on a joint NAP and American Institute of Parliamentarians (AIP) committee tasked with proposing amendments to what was then the joint *Code of Ethics for Parliamentarians*. The resulting revised and renamed *Code of Professional Responsibility for Parliamentarians* was adopted by the AIP Annual Session on August 1, 2020, and by the NAP Board of Directors on August 26, 2020.
- Prepared revisions to the procedural rules for handling complaints of alleged violation of the *Code of Professional Responsibility* and member discipline complaints, and to the forms for reporting both types of complaints. Both sets of revised procedural rules were adopted by the NAP Board of Directors on September 8, 2020, and the revised reporting forms were adopted by the committee on September 22, 2020.
- Received and processed eight complaints of alleged professional responsibility violations and one alleged member discipline complaint. Disposition of the complaints were as follows:
 - Dismissed the complaints for failure of the complainant to meet the required burden of proof, or otherwise exonerated the respondent in five of the professional responsibility complaints.
 - Dismissed three of the four alleged violations for failure to meet the required burden of proof, upheld the allegation regarding one alleged violation, and issued a reprimand to the respondent in one professional responsibility complaint.
 - Dismissed one professional responsibility complaint pursuant to Rule III.D.3 of the procedural rules, as “aris[ing] out of substantially the same circumstances as an earlier-filed ... member discipline complaint ... against the same respondent.”
 - Dismissed one professional responsibility complaint for untimeliness pursuant to Rule III.D.1 of the procedural rules.
 - Upheld the member discipline complaint and recommended to the NAP Board of Directors that the member be expelled from NAP and the member’s credentials be revoked.

Weldon L. Merritt, PRP
Chairman



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Strategic Partnerships Special Committee

To: 2021 NAP Convention

Chairman: Latisha Corey

Members: Latisha Corey Chairman; Darlene T. Allen, PRP, ex officio Member; Pamela W. Meyercord, PRP; R. Miller-Bleich, and Carl Nohr, PRP, Board Liaison

Projects Completed

- Developed consultation plan with relevant committees on draft partnership agreement goals in fulfillment of the NAP Strategic Plan
- Developed committee's evaluation goal and associated work plan tasks
- Developed goals for partnership agreements in fulfillment of the NAP Strategic Plan and collaboration with other NAP committees

Latisha Corey
Chair



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Style, Editing, and Proofreading (SEP) Committee

To: 2021 NAP Convention

Chairman: Lynna Gene Cook, PRP

Members: Diane Blount, RP; Traci Bransford-Marquis, Esq., PRP; Sheryl C. Womble, PRP; and Darlene T. Allen, PRP, NAP President

Projects Completed

- Developed Board of Directors reporting form for committees, officers, and directors
- Held meetings with President Allen – November 17, 2019; January 19, 2020; February 16, 2020; March 15, 2020; May 17, 2020; July 19, 2020; September 20, 2020
- Submitted article describing process for editing which was published in the Summer, 2020, *National Parliamentarian*
- Edited reports for the following Board of Director meetings – May 9, 2020; July 10, 2020; July 29, 2020; November 6, 2020; January 12, 2021; March 9, 2021; May 11, 2021; July 13, 2021
- Edited Biennial Reports for all committees, officers, and directors – June 30, 2021
- Edited Association Biennial Reports – July 15 and 16, 2021

**Lynna Gene Cook, PRP
SEP Committee Chair**



2019-2021 Report of the Youth Committee

To: 2021 NAP Convention

Chairman: Theljewa Garrett, PRP

Members: NAP Secretary and Board Liaison Kevin Connelly, PRP, Madina Ashurova, Kianna Bolante, RP, Kinjal Chaudhari, Sabine Eustache, Jean Lin, Jennifer Okolo, George Pratt, Arya Shah, and Dave White, RP

Projects Completed

- Secured signed agreements with all five student partnership organizations until December 2022.
- Addition of a Youth/Student Member Resource area to the NAP website
- Increased opportunities for youth engagement in NAP-sponsored and other parliamentary-related activities.
- Expanded the Youth Committee by adding seven student members
- Presented the Workshop "All That and A Bag of Chips" during the 2020 National Training Conference
- Sponsored the Keepers of the Democratic Process- Next Chapter Video Challenge during Parliamentary Law Month
- Provided judges for HOSA's 2020 and 2021 Virtual Leadership Conferences
- Submitted workshop recording and handouts for HOSA's 2020 and 2021 Virtual Leadership Conferences
- NAP Board of Directors adopted a proposed amendment to the National Association of Parliamentarians Operational Policies and Procedures Section 11.3.03 to include Instagram and Twitter social media platforms
- Finalized workshop title and description for the NAP Biennial Convention workshop

Theljewa Garrett, PRP
Chairman



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Waterfront Historic Area League (WHALE) Committee

To: 2021 NAP Convention

Chairman: Carl Nohr, PRP

Members: Wanda Sims, PRP; Evan Lemoine, PRP; Darlene T. Allen, PRP (ex officio)

Projects Completed

- Prepared and submitted a report to the Board on the WHALE Project, specifically the restoration of the First Baptist Church in New Bedford, MA, the birthplace of RONR.
- Established communications with the Robert's Rules Association and interested NAP members to discuss mutual interest in the restoration project.
- Published an article on *The Birthplace of Robert's Rules of Order* in the Winter 2020 issue of the National Parliamentarian.
- Communicated with the New England Association of Parliamentarians to seek a local liaison for NAP for the project.
- Created an opportunity for members and others to make monetary donations to the restoration project on the NAP website.
- Received Board support to add to the amount received from members and others the sum needed to reach a total donation from NAP to the Waterfront Historic Area League of \$5000.

**Carl Nohr, PRP
Chair**



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report on the 300 Questions Website Workbook

To: 2021 NAP Convention

Chairman: Harold R. Hall, Webmaster

Members: Webmaster

Projects Completed

- The 300 Questions Website, based on the study questions for the 100-question NAP membership exam, was conceived, developed, and implemented by the Webmaster in 2007. It has been supported financially by NAP, after an initial year of support by the California State Association of Parliamentarians. Available to the public at no charge, it has been used extensively as a workbook for studying basic Parliamentary Procedure; it was also used for several years as NAP's first online membership exam. A complete report of its development and use is available from the webmaster, upon request by email.
- The website has been maintained continually throughout this biennium, and has had many new users, as is shown in this table:

300 Questions Workbook Usage (www.300questions.org)						
RONR Tenth Edition Questions				RONR Eleventh Edition Questions		
Year	# of Logins	New Users		Year	# of Logins	New Users
2009	1195	604		2012	506	95
2010	2242	940		2013	2560	915
2011	2001	718		2014	3888	1178
2012	3382	637		2015	2444	725
2013	25	9		2016	4871	1118
				2017	2534	747
				2018	2683	792
				2019	2628	962
				2020	2985	1399
				June, 2021	2842	1507
Totals	8845	2908		Totals	27941	9438

As this report is written, there have been nearly 37,000 logins by more than 12,300 individuals. These logins are in addition to the online examination usage in the years 2009-2015, in which the 100-questions online examination was given to 458 individuals, resulting in 433 new NAP members; approximately 56% of the examinations were 11th edition. These statistics show that usage in 2020 was higher than previously, and usage this year (first 5 months only) is much higher yet.

Harold R. Hall, PhD EECS

Webmaster



2019-2021 Report of the District 1 Director

To: 2021 NAP Convention

District Director: Robert Robinson

Events/Meetings Attended

- NAP 2019 Leadership Conference, Las Vegas, Nevada
- NAP 2019 Biennial Convention, Las Vegas, Nevada
- NAP New York Association 2020 Holiday Event Fundraiser
- NAP Pennsylvania Association Adjourned Biennial Conference
- NAP Delaware State Association Quarterly Meeting 2020
- NAP New Jersey State Association Annual Meeting 2020
- AIP Annual Meeting 2020
- NAP New England State Association Biennial Conference 2021
- New York Association Biennial Conference 2021
- AIP East Coast Practicum 2021

Projects Completed

- Organized in areas where NAP had no unit or presence informationals, and chartered fourteen new units: Parliamentarians of Philadelphia, PA, Parliamentarians of Bucks County, PA, Parliamentarians of Monmouth-Ocean Counties, NJ, Parliamentarians of Essex County, NJ, Parliamentarians of Hudson County, NJ, Parliamentarians of Bergen-Passaic Counties, NJ, Parliamentarians of Burlington-Camden Counties, NJ, Parliamentarians of Westchester County, NY, Parliamentarians of Queens, NY, Parliamentarians of Nassau-Suffolk Counties, NY, Parliamentarians of Albany, NY, Parliamentarians of New Castle County, DE, Parliamentarians of Kent County, DE, Parliamentarians of Boston, MA.
- Organized a cohort system and mentorship program that produced 105 new Registered Parliamentarians, and 9 Professional Registered Parliamentarians.
- Organized a system of monthly workshops, branded *Professional Development Opportunities & Learning Opportunities*, that produced 91 workshops, year-to-date, by the Districts new credentialed members, on topics from NAP's Body Of Knowledge.
- Created the District 1 Young Parliamentarians Cohort, which produced a new 16 year old Registered Parliamentarian, and two others, 15 and 17, who are completing their process for RP.

District Activities

- Hosted the State Of The District Meeting, January 2021, 270 members in attendance.
- Hosted the NAP District I Conference, May 2021, 307 registered members and guests in attendance.

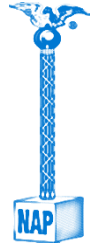
Robert Robinson, PRP

District I Director

National Association of Parliamentarians®

Officer or District Director

April 27, 2021



District Two Director: Cynthia R. Mayo, PRP

Activities:

The District Two Director maintains contact with presidents of state associations, that include Virginia, Maryland, District of Columbia, West Virginia (some Members-at-Large (MAL) the Netherlands, Germany, and the Middle East.

The District Two Conference was held on January 30, 2021, with more than 150 members and guests in attendance. All state presidents served on the planning committee and played vital roles during the conference.

Two workshops were conducted by Tim Wynn, PRP, and Thomas Balch, PRP. Tim Wynn conducted his workshop on RONR,(12th ed.) and Thomas talked about the new RP credentialing process. Cynthia Mayo, PRP was re-elected as District Two director, 2021-2023.

The District Two Director has attended meetings of the District of Columbia Association of Parliamentarians (March 20, 2021, the Kentucky State Association of Parliamentarians, (March 22, 2021). Virtual discussions have occurred with the presidents of the Maryland State Association of Parliamentarians, and the Virginia State Association of Parliamentarians (April 25, 2021 Parliamentarians, and the West Virginia State Association of Parliamentarians.

The District Two Director presented a workshop at the Biennial Leadership Conference, in August 2020, related to the NAP Body of Knowledge. She was a co-author of an article published in the *National Parliamentarian*, Volume 82, No. 3, Spring 2021. The District Two Director published an article under *NAP CONNECTION*, “Grow Our Own: A VSAP Initiative, Volume 81, No. 2, Winter 2020. She served as co-author with Margie R. Booker, PRP, Reconsider and Rescind: What are the Actions Needed? *National Parliamentarian*, No. 4, Summer2020.

- The District Two Director conducted several workshops for various organizations that included the M. Stanley Ryan Unit of Parliamentarians on April 10, 2021, the Kentucky Association of parliamentarians on March 22, 2021. She also installed the new association officers.
- Many of the new members are MALs because they feel that they are too busy to join a unit or club. Electronic meetings may be a better option to increase participation.

The District Two Director is encouraging MALs to join a unit, or club, or electronic unit, and has developed a recruitment memo to encourage them to join.

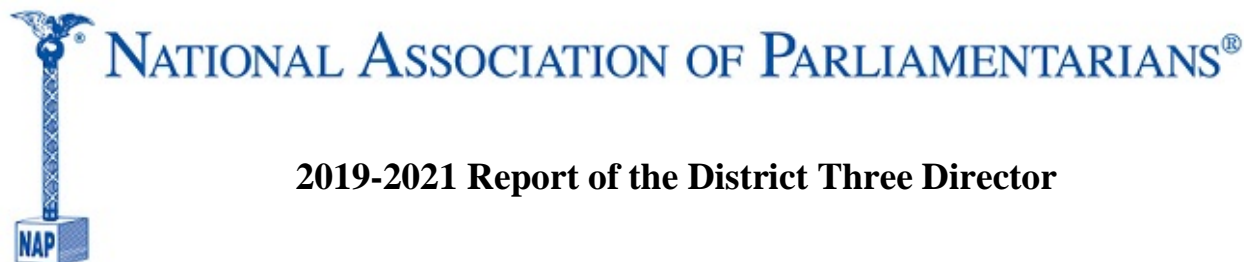
Focus on Membership:

The District Two Director has conducted membership workshops for groups and individuals. She provided units with membership recruitment information and has increased contact efforts with MALs.

Outreach: The District Two Director’s outreach activities are listed above. She published the quarterly newsletter in March 2021.

Proposed Action Items (motions):

None



2019-2021 Report of the District Three Director

To: 2021 NAP Convention

District Director: Carol Johnson Davis, PRP

Events/Meetings Attended

- Attended the Membership Extension and Retention Committee meetings throughout the biennium
- Attended the ongoing planning meetings for the 43rd NAP Biennial Convention, serving as Convention Assistant Coordinator
- Attended Town Hall meetings throughout the biennium
- Attended the Florida State Association of Parliamentarians Annual Meeting on May 8, 2021
- Attended the South Carolina Association of Parliamentarians Annual Meeting on April 10, 2021; provided the NAP Update
- Attended the Alabama State Association of Parliamentarians Annual Meeting on March 27, 2021
- Attended the Georgia State Association of Parliamentarians Convention on February 20, 2021
- Attended South Carolina Association of Parliamentarians Annual Meeting September 26, 2020
- Attended Leadership Conference on August 26-27, 2020
- Attended National Training Conference on August 28-30, 2020
- Attended Georgia State Association of Parliamentarians Annual Meeting on February 29, 2020
- Attended NAP Biennial Convention September 5-8, 2019

Projects Completed

- Assisted in the chartering of the Georgia Registered Unit; charter received January 2021
- Conducted Registered Parliamentarian Course Training January 2021
- Presented workshops for the City of Savannah on January 16, 2020
- Presented workshops for City of Hampton, GA on February 13, 2020
- Presented numerous workshops and trainings for community and corporate organizations
- Monitored numerous RP exams throughout the biennium
- Sent welcome information to new members to District Three as well as to the State Presidents of new members.

District Activities

- Conducted the virtual District Three Conference on June 5, 2021. The theme of this biennial conference was “*Tradition and Transformations: Parliamentary Procedure Post-Pandemic.*” One hundred eighty-eight persons registered for the conference. Conference registration to non- members was \$10, with 4 non-members in attendance. There were no expenses associated with the conference. The following workshops were presented:
 - **Presented by Henry Jones, Esq. -To Err is Human, To Ratify is Smart; But to Ignore is Downright Dangerous.** Attorney Jones discussed some after-the-fact options to respond to a previous mistake and the risks and benefits resulting from each alternative response.
 - **Presented by Tim Wynn, PRP -The Virtual Parliamentarian.** Mr. Wynn provided an analysis of the role of parliamentary procedure in the world of virtual meetings. He gave practical tips for adapting the rules to the digital environment.
 - **Presented by Greg Goodwiller, PRP, et. al. - Meetings in the New Normal.** Panel members discussed the challenges in conducting hybrid meetings. Issues discussed included how meeting planners can create a meeting environment that is fair and equitable to all members regardless of their mode of participation.

**Carol Johnson Davis, PRP
District Three Director**



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

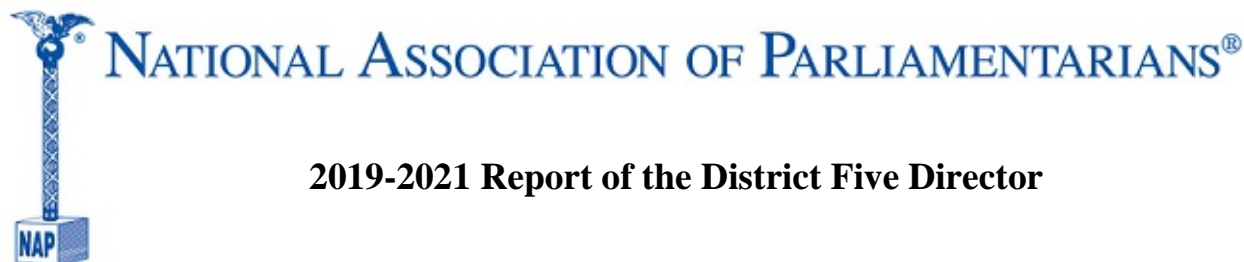
2019-2021 Report of the NAP District Four Director

To: 2021 NAP Convention

Events/Meetings Attended

- 2019 NAP Biennial Convention
- 2019 NAP District Four Conference
- 2019 NAP Board of Director Meetings
- 2019 Membership Extension and Retention Committee (MERC) Meetings
- 2019 Indiana Association Annual Session
- 2019 Illinois Association Annual Session
- 2019 Ontario Association Annual Session
- 2019 Wisconsin Association Annual Session
- 2019 60th Anniversary of the Wisconsin State Association of Parliamentarians
- 2020 NAP National Training Conference
- 2020 NAP Board of Director Meetings
- 2020 Membership Extension and Retention Committee (MERC) Meetings
- April 2, 2020 Zoom meeting for District Four Association Presidents and Vice Presidents
- June 23, 2020 celebrated NAP's 90th Anniversary at the party held via Zoom
- 2020 Illinois Association Annual Session
- 2020 Michigan Association Annual Session
- 2020 Ontario Association Annual Session
- 2020 Wisconsin Association Annual Session
- 2021 NAP Biennial Convention
- 2021 Board of Director Meetings
- 2021 NAP District Four Conference
- 2021 Membership Extension and Retention Committee (MERC) Meetings
- 2021 Indiana Association Annual Session
- 2021 Illinois Association Annual Session
- 2021 Michigan Association Annual Session
- 2021 Ohio Association Annual Session
- 2021 Ontario Association Annual Session
- 2021 Wisconsin Association Annual Session
- 2021 Ohio Registered Unit reorganization meeting

**Robert G. Schuck, PRP
District Four Director**



2019-2021 Report of the District Five Director

To: 2021 NAP Convention

District Director: Larry D. Martin, PRP

Events/Meetings Attended

- Attended the September 2020 National Training Conference (virtually) plus assisting in workshops as monitor
- Attended seven Membership Extension and Retention Committee (MERC) meetings
- Attended virtually the Minnesota State annual meeting presenting the educational program, gave an NAP update, and installed the new officers
- Participated in Membership and Registered Parliamentarians Examiners Committee (MREC) monthly, bi-monthly, and special meetings as liaison and chairman (approximately 20 meetings)
- Participated in Professional Development Committee (PDC) as board liaison with approximately 12 meetings

Projects Completed

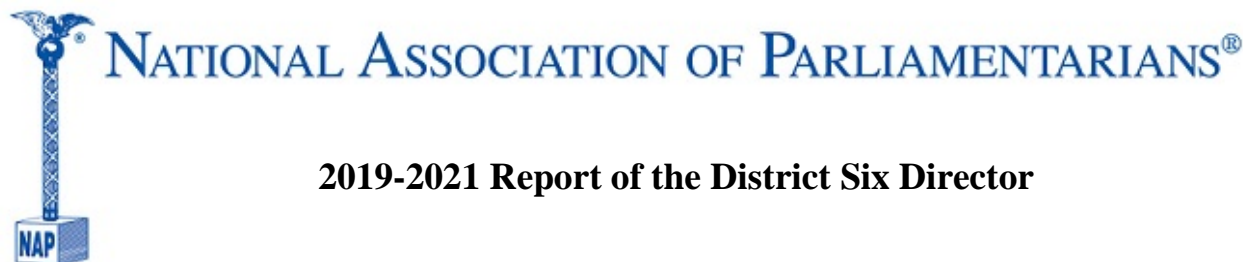
- Submitted three district newsletters for distribution
- Assisted in the update of the District Director's Procedure Manual

District Activities

- Was elected as the District Director Representative to the NAP Board at 2019 NAP Biennial Convention
- Director purchased the Pro-Zoom program for use in district; no reimbursement was sought
- Submitted a survey through NAP to district members to determine preference of in-person conference versus virtual conference; virtual conference was decided
- Planned and presided over the June 2021 District Five Conference having a new director elected and presented the educational program; no expenses were necessary. Approximately twenty-five (25) members attended
- Kevin Dahlman, PRP, from Minnesota was elected as new director beginning September 12, 2021

Larry D. Martin, PRP

2019-2021 District Five Director



2019-2021 Report of the District Six Director

To: 2021 NAP Convention

District Director: Valoree Althoff, CP-T, PRP

Events/Meetings Attended

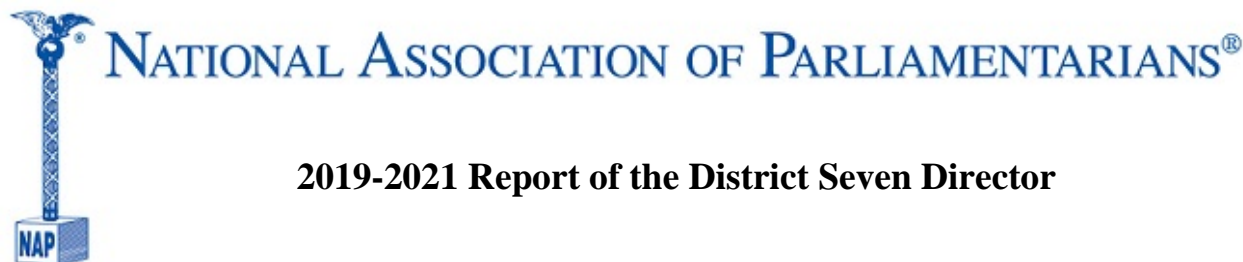
- Attended virtual Member Extension and Retention Committee (MERC), NAP Board, MERC Membership Awards subcommittee, NAP National Training Conference (NTC) planning and NAP town hall meetings
- Traveled to Arkansas to revitalize association, gave two member exams
- Attended New Mexico, Oklahoma, Texas, and Arkansas state meetings virtually
- Communication/Zoom meetings with District Six Association leaders

Projects Completed

- Sent welcome letter to new members throughout the biennium
- Taught courses: New Mexico State Association of Parliamentarians, Texas State Association of Parliamentarians, Crossroads Unit x 2, Santa Fe Parliamentary Unit x 3, Albuquerque Parliamentary Unit x 2
- Taught NAP Basics/Membership Exam Prep Course: May 2020, November 2020, January 2021, February 2021, March 2021, April 2021, May 2021
- Taught Basics in Robert's Rules to the San Juan County 4-H Board; donated 7 *RONRIB*
- Taught 7-hour basic parli course at San Juan Community College September 21, 2019
- Wrote article for the *National Parliamentarian*
- Attended NAP NTC August, 2020; taught Fiduciary Duties Course
- Taught various PRC modules: Ethics, Serving as Parliamentarian, Script Writing, Presiding, Governing Documents, Teaching; Producer for virtual Professional Qualifying Course October 2020
- Sent the District Six newsletter: January 11, 2021; March 25, 2021; April 27, 2021

District Activities

- Sent welcome letter to new members throughout the biennium
- Designed 12 x 12 tile for the NAP Bridge to the Future Fund on behalf of the District
- January 2021 a workshop series was begun for the District. The course information was shared with the other District Directors to encourage attendance. Presenters were Lucy Hicks Anderson, PRP and Al Gage, PRP. The February series included Kay Crews, PRP and Valoree Althoff, PRP. The March presenters were Jason Morgan, PRP and Adam Hathaway, PRP
- District Six virtual event scheduled for July 9-10, 2021
- NAP District Six Membership Pins design and purchase when District event completed



2019-2021 Report of the District Seven Director

To: 2021 NAP Convention

District Director: Yvette Keesee, PRP

Events/Meetings Attended

- Attended 2021 Colorado Association of Parliamentarians (CAP) Virtual Summer Institute and served on the planning committee in the capacity of Membership Chair
- Attended 2021 CAP Virtual Annual Meeting and presented a workshop entitled RONR and Committees—Refresher
- Attended 2020 NAP Virtual National Training Conference and Leadership Conference
- Attended the 43rd and 42nd NAP Biennial Convention and served as a delegate
- Chaired first CAP Virtual Annual Meeting and installed newly elected officers in June 2020
- Attended Washington State Association of Parliamentarians virtual Educational Workshop and presented on the topic of ethics in June 2020
- Attended Alberta Association of Parliamentarians virtual General Meeting in May 2020
- Attended Oregon Association of Parliamentarians Annual Meeting, served as NAP national representative, presented a workshop on ethics, and installed newly elected officers in March 2020

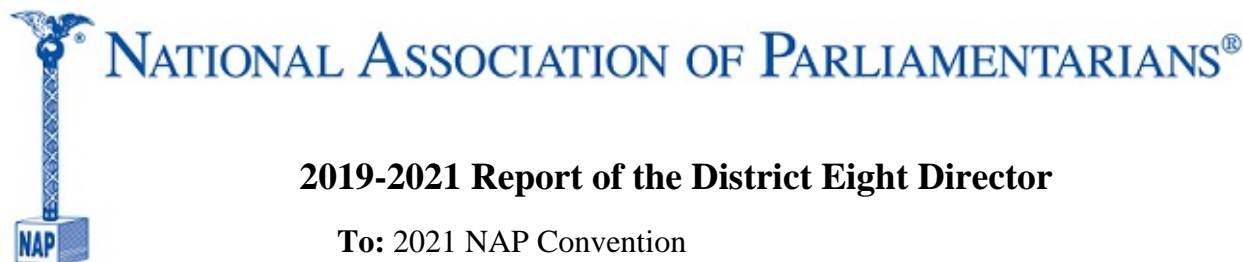
Projects Completed

- Designed marketing materials, helped create workshop content, and served as a presenter for district-wide 2021 TTT—Take the Test initiative
- Published four District Seven *Mountain Parliamentarian* newsletters
- Directed planning of five virtual membership recruitment workshops sponsored by the Colorado Association of Parliamentarians, and served as a presenter for each session
- Sent new members welcome letters and newly credentialed members congratulatory letters

District Activities

- Launched pilot TTT—Take the Test initiative in Colorado and advertised the activity district-wide in July 2021 (goal: to increase District Seven membership by 10%)
- Encouraged district member to donate to restoration project of the birthplace of Robert's Rules, known as the Waterfront Historic Area Restoration League (WHALE), in celebration of 2021 Parliamentary Law Month
- Launched district-wide Legacy Registered Parliamentarian exam study group sessions, served as a mentor for each session, and monitored virtual Registered Parliamentarian exams in 2020
- Held three “Zoom with the District Seven Director” informal gatherings to share strategies for attracting new members, increasing the number of credentialed members, and enhancing members' overall satisfaction in 2020

**Yvette Keesee, PRP
District Seven Director**



2019-2021 Report of the District Eight Director

To: 2021 NAP Convention

District 8 Director Michael Peck

Outreach:

- China has representatives on the District Eight Conference committee
- A translator is being contacted for the District Eight Conference committee to accommodate members from China.
- A representative from the Philippines was also in attendance at one of the District Eight Conference committee meetings

Projects Completed

- Published three newsletters of District Eight during the Biennium.
- The District Eight Conference for the Biennium is in the planning stages and is scheduled for July 30-31, 2021

Activities:

- Attended MERC Committee Meeting February 18, 2020
- Workshop Presenter in Arizona for Alpha Unit Feb 22, 2020
- Submitted three programs for the NAP National Training Conference.
- Working on Newsletter for first and second Quarters.
- Attended Arizona State Association of Parliamentarians (ASAP) Annual Meeting on August 8, 2020 by Zoom – gave NAP District 8 update.
- Presented for the Alpha Unit regular meeting Feb 1, 2021
- District 8 Newsletter published February 2021
- Attended MERC Meeting February 2021
- Emailed all state president and China about the District Eight Conference Committee meeting
- All states within the district eight held an annual conference or annual meeting
- Maintained contact with China Unit, but was unable to determine if they held an annual meeting

Other Information:

- Former District 8 Director Frank Fitzgerald passed in April of 2021

**Michael Peck
District 8 Director**



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Alabama State Association of Parliamentarians,

To: 2021 NAP Convention

Events/Meetings Attended

- Board meetings (2); Annual meetings (3); District 3 Conference (2)
- National Training Conference (2)
- NAP Convention (2019); Webinars

Projects Completed

- Amended Bylaws to include Electronic meetings
- Amended Bylaws to increase dues
- Set up a technology committee of three (3)

Unit Activities

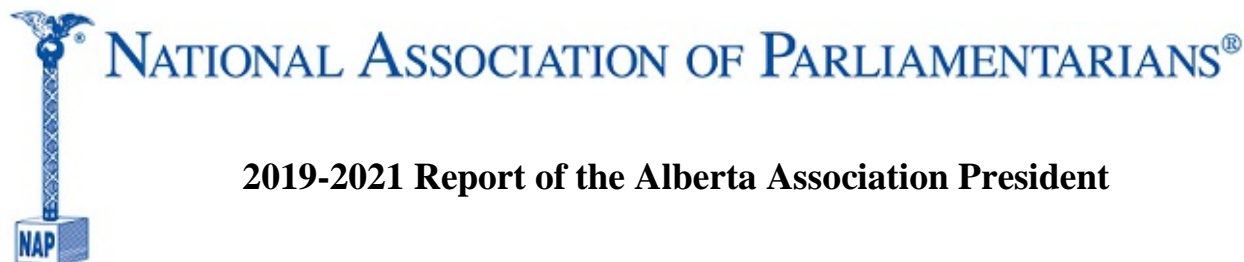
- Studying the Body of Knowledge as our unit lessons
- Education committee working on a charter for a high school
- Provisionals studying for the NAP exam
- Amending our bylaws to increase dues; Amended our bylaws to include electronic meetings

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Mary Stojak	2021-23
Vice-President	Valaida Gentry	2021-23
Secretary	Lydia Alexander	2021-23
Treasurer	Frank Little	2021-23

Mary Stojak, President



2019-2021 Report of the Alberta Association President

To: 2021 NAP Convention

Events/Meetings Attended

- Members took part in the virtual NTC held in 2020.
- Members took part in virtual District 7 meetings.
- [Event]

Projects Completed

- Held two virtual annual general meetings; one with professional development included
- Advocated for change to local legislation to allow greater freedom for online meetings during pandemic restrictions.
- Held Conversation Nights to engage members in discussion on parliamentary procedure

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Website Launch	Summer, 2021

Unit Activities

- We have no units at this time.
- [Event]
- [Event]

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Todd Brand, PRP	2021-23
Vice-President	Jennifer Freund, RP	2021-23
Secretary	Branden Cave, PRP	2021-23
Treasurer	Diana Bacon, PRP	2021-23

Todd Brand, PRP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Arizona State Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- Presented *Basic Elements of Parliamentary Procedure* workshop as a part of the Arizona Career and Technical Education Program for Educators, October 2020, virtual

Projects Completed

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Working with the Girl Scouts Arizona Cactus-Pine on creating a merit badge for parliamentary knowledge and use	June 2022

Unit Activities

- Presented workshop for the Public held January 2020 by Old Pueblo Unit at the Ethel Berger Center in Sierra Vista, Arizona
- Presented workshop for the Public held February 2020 by the Alpha Unit at Mesa Community College in Mesa, Arizona
- Booth set up by Agua Fria Unit on Parliamentary information and activities available in Arizona. This was held at the Dysart Unified School District Expo

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Marilyn Newman, PRP	August 2020-2022
Vice-President	Julie Johnson	August 2020-2022
Secretary	Susan Wilson, RP	August 2020-2022
Treasurer	Marie Frasca, RP	August 2020-2022

Marilyn K. Newman, PRP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the California State Association President

To: 2021 NAP Convention

Events/Meetings Attended

- CSAP Zoom Halls, several, and CSAP Parliamentary Law Month Celebration
- District 8 Planning Meetings for D8 2021 Biennium, Multiple and Varied
- District 8 Biennium, July 30-31
- Area and Unit Meetings, Multiple and Varied
- The occasional NAP webinar

Projects Completed

- Reworking and promoting the CSAP website, www.californiaparliamentarians.org
- Reworking, promoting CSAP news in newsletter format, accessible on the website
- Host Association, District 8 2021 Biennium

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
<u>Communications concerns</u> and on-going technical needs. Proficiency in this is expected to increase membership. Tasks: <ol style="list-style-type: none">1. Adopt written procedures.2. Populate essential committees with talent sufficient to the job; retaining skilled volunteers and <u>or</u> paid services.3. Maintain REGULAR contact with CSAP members between AM through special state-wide events promoted on MailChimp4. Meticulously maintain MailChimp email list	Under construction; target date for completion, June 2022
<u>Education – A Return to Basics</u> Preparation, and practice, practice, practice, with the most commonly encountered parliamentary processes and procedures. Encourage distribution of ‘homework’ for Unit members to complete prior to a lesson. Encourage new lesson preparers and presenters. Consistently promote membership examination, provide exam opportunities to Provisionals.	Ongoing.
<u>Content</u> – <i>New content</i> for the website every 30-40 days and for each issue of the newsletter, our “California Parliamentarian”, 5 times per year. For the website, emphasis on parliamentary lessons that are available to all visitors to the site, members and non-members.	Ongoing. All CSAP members are urged to submit content for publication.
<u>CSAP Annual Meeting</u> Plans are underway. Planning began in January 2020 but stalled; in-person attendance is impossible to estimate too far in advance with COVID concerns still front & center.	October/November 2020



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Arkansas Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- Quarterly meeting March 7, 2020
- Annual Meeting May 30, 2020
- Quarterly meeting September 12, 2020
- Quarterly meeting November 20, 2020
- Quarterly meeting February 20, 2021
- Annual meeting May 22, 2021
-

Projects Completed

- **Membership drive March 7 2020**

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Finos Johnson	2-year
Vice-President	Diana Glaze	2-year
Secretary	Evette Allen	2-year
Treasurer	Justin Blagg	2-year

Finos Johnson
President

Unit Activities

- Units have been busy updating bylaws so that going forward, virtual meetings are very clearly authorized at the times and for the purposes agreed to by each unit.
- In April, Chi Eta Phi presented “A PARLIAMENTARY PROCEDURE SEMINAR” with presenters Robert Duitsman, PRP, Deborah Underwood, PRP, Olivia Headley, RP, and Patricia J. Titus, RP. This president was very happy to be in the audience at this well attended and executed event.
- My own unit, Channel Islands Parliamentarians, aka Zeta Chi, plans to offer a proctored membership examination in November 2021. Until then, CIP is presenting lessons geared towards that examination. We look forward to welcoming both known and unknown friends into CSAP and NAP as new members this Fall.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Sally F. LaMacchia, Esq., PRP	Fall 2022
Vice-President	Kimo Gandall, PRP, Student	Fall 2022
Secretary	Vicki Walter, RP	Fall 2022
Treasurer	Maria Trujillo-Tough, RP	Fall 2022

CSAP Parliamentarian and Education Chair Gail Lover, PRP rounds out the above list. She and this entire board, which also includes Esther Heller, Beverly Chandler, Rick Sydor, Barbee Heiny, and Pano Frousiakis, have devoted many hours to CSAP this term and are greatly appreciated. Honorable mention also goes to CSAP’s Webmaster and new NAP member, Alex Wang.

Sally F. LaMacchia
President, CSAP



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the China Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- District Eight — General Meeting
- District Eight Conference Committee Meeting - Tonight

Projects Completed

- CAP conducted multiple sharing exchange activities through the online exchange tool, attaining an excellent effect.
- CAP Education Committee implemented free online lecturer advanced class for excellent members

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
CAP 3rd Biennial Convention	2021/26/06

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Wan Chun Sun	2021/26/06
Vice-President	Yu Wen	2021/26/06
Secretary	Hong Kun Wan	2021/26/06
Treasurer	Zhan Yin Dai	2021/26/06

Wan Chun Sun
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Colorado Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- Attended Virtual NAP Training Conference August – 2020
- Presided at Executive Board Meetings from September 2020 – May 2021
- Attended Colorado Springs Unit meeting in January 2021.
- Attended Communication Committee meetings.
- Participated in training with 'Inspiregraphics' for CAP's website.
- Acknowledged members who became 'RPs'.
- Established a 'ZOOM' account for CAP.
- Acquired a P. O. Box for CAP

Projects Completed

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
<i>Complete membership workshop - MRR Chair – Yvette Keese PRP</i>	June 26, July 10, July 24, 2021

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Janice M Gray RP	8/1/2020 – 7/31/2021
Vice-President	Pam Dickerson RP – Resigned Lois Florkey – Resigned - Illness Gregory Carlson PRP	8/1/2020 -10/20/2020 11/1/2020 - 04/14/2021 04/16/2021 – 7/31/2021
Secretary	Kathryn Hammer PR	8/1/2020 – 7/31/2021
Treasurer	Gina Moore	8/1/2020 – 7/31/2021

Janice M Gray
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Delaware State Association of Parliamentarians (DSAP) President

To: 2021 NAP Convention

Events/Meetings Attended

- Various District One State and Unit Meetings
- Various Unit Level Learning and Professional Development Opportunities
- District One Conference (Presenter/Participant as Guest)

Projects Completed

- DSAP Website

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Developed and Launched DSAP Website	6/21/2021

Unit Activities

- Provided bi-monthly Learning Opportunities (2 Per Unit) Parliamentarians of Kent County Delaware (PKCD) and Parliamentarians of New Castle Delaware (PNCC)
- Provided bi-monthly Professional Development Opportunities (1 Per Unit) PKCD and PNCC)
- Provided ad hoc Student workshops (Average 2 per month)

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Kevin W. Evans, RP	2021-2023
Vice-President	Jacquita Wright-Henderson, RP	2021-2023
Secretary	Rhoneise Barnett-Smith, RP	2021-2023
Treasurer	Tamika Davis-Cannon, RP	2021-2023

Kevin W. Evans
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the

Electronic Association of Parliamentarians (EAP) President

To: 2021 NAP Convention

Events/Meetings Attended

- Attended EAP's 3rd & 4th Annual Meeting & Educational Conferences that flourished in spite of COVID-19.
- Attended the New England and Louisiana Association conferences/events, hosted on EAP's meeting platform due to the impact of the pandemic.
- Attended EAP's Lunch and Learn series, *Convening in a Virtual World*.

Projects Completed

- Increased brand recognition with the launch of a new association logo.
- Obtained tax-exempt 501(c) (3) status that assisted in tool procurement, Google Workspace, for records management.
- Continued integration and implementation of an association management system that creates a seamless user experience for our world-wide membership of 295 individuals.

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Finalize and implement 2021-2022 strategies and programs	11-30-22

Unit Activities

- The six EAP e-units are in various stages of exploring, implementing and refining their tool kit to maximize membership management, brand exposure and meeting efficiency.
- A variety of creative parliamentary educational experiences, at the regular meeting and supplemental programs, are offered to support the progression of all membership classes.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Beth Sapp James, PRP	2021-2023
Vice-President	Lee Woodward, PRP, CP	2021-2023
Secretary	Thomas Holmes	2021-2023
Treasurer	Edwin Miles, RP	2021-2023

Elizabeth S. James, PRP
President



2019-2021 President's Report of the Georgia State Association of Parliamentarians

To: 2021 NAP Convention

Events/Meetings Attended

- Attended and chaired Board Meetings
- Attended and chaired Membership Meetings
- Attended meetings of the Georgia Registered Unit

Projects Completed

- Reestablished 501(c)(3) status for the Association
- Provided guidance for units and individuals as they worked through the COVID concerns
- Joined with the other leadership in navigating virtual meeting procedures for the Association

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Dennis Conway	2019-21
Vice President	Corliss Baker	2019-21
Secretary	Zenda Bowie	2019-21
Treasurer	Pat Summers	2019-21

**Dennis Conway
President**



2019-2021 Report of the Hawai'i State Association

To: 2021 NAP Convention

Events/Meetings Attended

- Hawai'i State Association of Parliamentarians (HSAP) 11th Biennial Convention
- HSAP Meetings
- District Eight Planning Committee Meetings
- District Eight Meetings
- Ho'oponopono Parliamentary Unit Meetings
- Aloha-Ohana Parliamentary Unit Meetings

Projects Completed

- Held a special meeting to amend the bylaws to allow HSAP to hold its meetings and conventions electronically

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
HSAP 12 th Biennial Convention	June 2023
2023 District Eight Convention	June 2023

Unit Activities

- Held all meetings via Zoom.
- Submitted testimony to the Hawai'i State Legislature on several bills.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Josette Kawana	2021-2023
Vice-President	John Brewer	2021-2023
Secretary	Heather Murakami	2021-2023
Treasurer	William Puette	2021-2023

Josette Kawana, RP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Illinois State Association of Parliamentarians

To: 2021 NAP Convention

Events/Meetings Attended

- National Training Conference via Zoom with the NAP
- American institute of Parliamentarians Virtual Session
- Bayshore Unit Workshop, Power and Pitfalls of Committees.
- Attended two educational workshops with the Parliamentarian's Metropolitan New York.
- District 4 Conference and Biennial Business Meeting May 2021
- Attended all local Associations Virtual Meetings and Training Sessions.

The Association Projects Completed:

- Held several new members training session and Registered Parliamentarian training sessions all successful, more than fifteen attendees participating in each.
- Facilitated two public workshops "***Balancing Leadership and Meeting Management***" which included hands on presiding and ***Language Matters: 5 Simple Steps to Getting Things Done***. A special segment was presented for the youth, focusing on their ***Self-Awareness and the 7 Steps for Empowering Youth*** combined with ***Mixing Parliamentary Procedure and Leadership***; the second workshop "***Leadership – It Takes a Team*** via Zoom,
- Set-up Illinois State Association of Parliamentarians first Virtual Educational Institute and 60th Annual Session July 10, 2021

Projects/Activities in Progress

Unit Church Ushers League of IL Youth Parliamentary Workshop	September 2021
Fall Public Workshop and study session	October 2021

Unit Activities

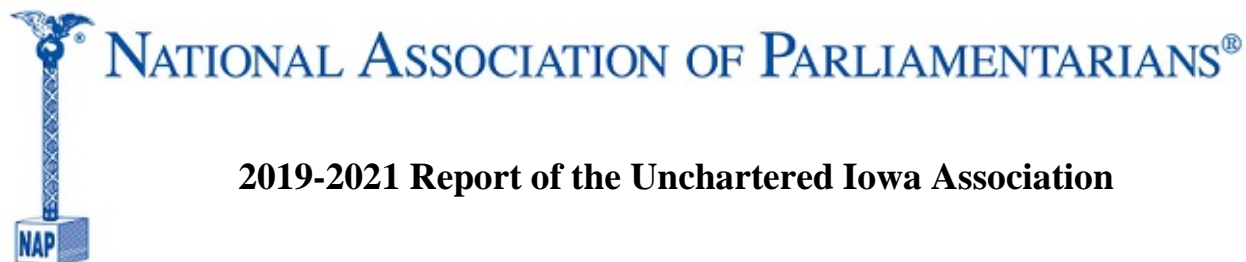
- Illinois Registered Unit Study Sessions

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Sadie P. Boles, PRP	2019 - 11-30 -2021
Vice President	Javette Orgain, RP	2019 - 11-30-2021
Secretary	Christina Emmert, PRP	2019 - 11-30-2021
Treasurer	Tonja Stokes	2019 - 11-30-2021

Sadie P. Boles, PRP



2019-2021 Report of the Unchartered Iowa Association

To: 2021 NAP Convention

Events/Meetings Attended

Projects Completed

Projects/Activities in Progress

Unit Activities

- Eastern Iowa Parliamentarians (EIP) invited Members at Large to attend the EIP virtual meetings back in March; several did join us and subsequently joined the EIP unit.
- Regular meetings of the Central Iowa Parliamentarians, a “unit” not affiliated with either NAP or AIP and whose attendees generally are present due to word-of-mouth.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
Chair	Sheryl Rippke	At the pleasure of the NAP President
Vice President	NA	
Secretary	NA	
Treasurer	NA	

Lyle A Kleman, PRP-R
President, Eastern Iowa Parliamentarians



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Louisiana Association (LAP) President

To: 2021 NAP Convention

Events/Meetings Attended

- Electronic Association of Parliamentarians (EAP) Annual Meeting
- Parliamentarians of Metro New York (PMNY) Workshops
- American Institute of Parliamentarians (AIP) Annual Session
- American Institute of Parliamentarians (AIP) West Coast Practicum

Projects Completed

- Governance and Bylaws Workshops (9)
- Bayshore Unit Workshop
- EAP Lunch and Learn Series
- LAP Lunch and Learn Series
- PMNY Workshops

Unit Activities

- Visited the Metairie Unit
- Served as Vice President for the Baton Rouge Unit presenting education session during unit meetings
- Notified LAP members of parliamentary learning opportunities being held nationwide via Zoom so that unit and at-large members could take advantage of the virtual opportunities

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Nicole Learson	April 5, 2021 - 2023
Vice President	Clara Earl	April 5, 2021 - 2023
Secretary	Barry Brooks	April 5, 2021 - 2023
Treasurer	Nathan Thompson	April 5, 2021 - 2023

Ramona M. Hill
LAP President 2019 - 2021



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Maryland Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- Several Maryland Association of Parliamentarians Board of Directors and Members attended the American Institute of Parliamentarians East Coast Practicum, June 3-6, 2021
- Several MAP Board of Directors and Members attended AIP's Special Board of Directors Meeting, May 26, 2021
- MAP supported the Howard County Unit's Parliamentary Law Day, April 10, 2021
- MAP Board of Directors and Members attended District II Conference, January 30, 2021
- MAP Board of Directors and Members attended the Virtual NAP National Training Conference (NTC) August 27-30, 2020

Projects Completed

- Implemented a Virtual Zoom Conference platform for MAP Association and Units
- Developed free monthly workshops spearheaded by MAP Institute

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Annual Meeting	October 30, 2021

Unit Activities

- Anne Arundel County Unit – Chartered March 2021 and summer educational workshops
- Charles County Unit – Converting self-pace NAP new members online study guide to the 12th edition
- Howard County Unit- “Cram for the Exam” Summer Series begins July 6, 2021
- Prince George's County Unit - Engagement of members have increased from 12 to nearly 30 active members due to virtual meetings

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Wanda Nelson, PRP	2019-2021
Vice-President	Barbara Miller, PRP	2019-2021
Secretary	Latisha Corey	2019-2021
Treasurer	Carmella Watkins, PRP	2019-2021

Wanda Nelson, PRP
MAP President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Michigan State Association of Parliamentarians

President

To: 2021 NAP Convention

Events/Meetings Attended

- NAP Convention 2019
- NAP Leadership Conference 2020, where led a forum on bylaws.

Projects Completed

- Held Michigan State Association of Parliamentarians (MSAP) quarterly Board Meetings by Zoom
- Instituted virtual “Better Meetings/Happier Members” bi-monthly workshops for Michigan members and public
- Held April 9-10, 2021 Annual Meeting virtually

Projects/Activities in Progress

<i>Chaired NAP Bylaws <u>Committee</u></i>	<i>Convention 2021</i>
<i>Supported on-going “Better Meetings/Happier Members” workshops</i>	<i>Through 2021</i>

Unit Activities

- Regular participant in Genessee Area Unit; taught one lesson virtually
- Participant in Michigan Unit of Registered Parliamentarians Unit

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Steven Britton, PRP	2019-2021
Vice President	Gretchen Denton, PRP	2019-2021
Secretary	Barbara Bonsignore, PRP	2017-2021
Treasurer	Diane Schrift, PRP-R	2019-2023

Gretchen Denton, PRP
President, MSAP 2021-2023



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Minnesota State Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- Board meetings: October 24, 2019; January 29, 2020; August 27, 2020; October 29, 2020; January 28, 2021; March 11, 2021; April 24, 2021
- MSAP Fall Seminar, October 4, 2019 *Bring Back Motions*
- MSAP Seminar in four parts, January 29 and 30, 2021, via Zoom. *Have A More Effective Board Meeting: Get Home Before Midnight* Open to the public.
- 54th MSAP Annual Convention, April 10 (in person) and 24 (electronic), 2021
- Judging of Parli Pro teams/BPA competition/March 6, 2020 (4 MSAP member judges)
- Judging of Parli Pro teams/BPA competition/January 2021 (4 MSAP member judges)

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Annual Seminar; open to the public; subject matter TBD.	January 2022
Two members studying for the RP exam	2022

Association Leadership

Current officers and term dates:

POSITION	NAME	TERM
President	Miriam G. Simmons, PRP	4/2021-4/2022
Vice President	David Staehlin	4/2021-4/2022
Secretary	Robert H. Vokes	4/2021-4/2022
Treasurer	Josh Martin, PRP	4/2021-4/2023

Miriam G. Simmons, PRP
President, MSAP



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Missouri State Association President

To: 2021 NAP Convention

Events/Meetings Attended

- 2021 Biennial Convention held virtually
- 2020 National Training Conference held virtually
- 2019 Biennial Convention in Las Vegas, NV
- 2019 National Leadership Conference in Las Vegas, NV

Projects Completed

- In 2019 MSAP hosted our annual association Seminar
- MSAP participated in the 'Bridging the Legacy' campaign
- In December 2019, the association held its annual Holiday Brunch
- MSAP 2020 Seminar was cancelled due to Covid pandemic
- MSAP Annual Meetings for 2020 and 2021 canceled due to the Covid pandemic
- MSAP board meetings were held electronically for the 2020-2021 years
- April 2021, MSAP Parliamentary Law Month received a proclamation from the Governor of Missouri declaring April as Parliamentary Law Month and a proclamation from the Mayor of Independence, MO.

Projects/Activities in Progress

- Continued Website development; offered a Member's Only section

Unit Activities

- Units continually endeavor to acquire members by holding Unit seminars
- Focused educational programs on updates in the 12th edition of RONR

Association Leadership:

President: Roxanne Hubbard, PRP

First Vice President: Rita Womack, PRP

Second Vice President: Bobby Balentine, RP

Secretary: Carol Roberson, PRP Treasurer: Virginia Berberick, PRP



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the New Jersey State Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- 2020 Virtual NAP Training Conference
- 2021 Virtual NAP District One Conference
- 2020, 2021 NAP Virtual Birthday Celebration
- May 2021 NAP Board Meeting

Projects Completed

- Monitored Registered Parliamentary exams for several members
- Monitored Membership exams for several members
- Acted as judge for Skills/New Jersey, Skills/Pennsylvania and FBLA/Pennsylvania
- Coached a HOSA team which came in second place at Nationals

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Workshop for West Orange African Heritage Association	Fall 2021
Legacy RP exam study sessions	Ongoing
New Jersey State Association of Parliamentarians Friday Fun Days	Ongoing – Monthly
Revitalization of the NJ Registered Unit	Fall 2021

Unit Activities

- Cranford Unit and Garden State Unit meet monthly via Zoom
- Richard S. Kain Unit recently started meeting again virtually after not meeting since March 2020 due to pandemic

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Rosemary Seghatoleslami	2017-2021
Vice President	Sandra Baker	2019-2021
Secretary	Dave White	2017-2021
Treasurer	Mary Scout	2019-2021

Rosemary J. Seghatoleslami
President, New Jersey State Association of Parliamentarians



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2021 Report of the New Mexico State Association President

To: District

Events/Meetings Attended

- 2020 Smart Meetings Public Seminars/NMSAP Annual Convention
- NMSAP Fall Board Meeting 2020
- 2021 Smart Meetings Public Seminars/NMSAP Annual Meeting

Projects Completed

- 2020 Smart Meetings Public Workshops
- Revision of Bylaws and change to Annual Meeting instead of Convention.
- 2021 Smart Meetings Public Workshops

Projects/Activities in Progress

National Training Conference 2022	September 2022
Website updates	Dec 2021/ongoing
Reach out to NAP collaborative organizations here with NM constituents	Spring 2022
Implement more frequent meetings to keep association activities in view	Spring 2022
Implement Online/Virtual Coaching program for 4H/FFA/etc.	Spring 2022

Unit Activities

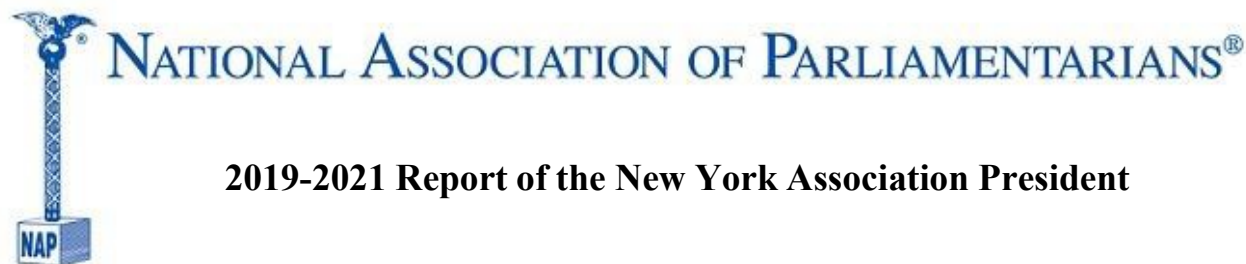
- President Brent Watson reported that meetings were held via Zoom; study was on the core basic knowledge. The SFPU currently has 7 primary and 2 provisional members.
- APU President Barbara Posler, RP, filed the unit's report with the NMSAP Secretary. A program was held each month. The program followed the NAP Body of Knowledge. The Unit currently has 8 primary, 1 affiliate, and 2 provisional members.

Association Leadership (ALL TERMS ARE 2021-2023)

President: Stephen Balke
Vice President: Tanya "Tan" Johnson, PRP

Secretary: Barbara Posler, RP
Treasurer: Mark Apodaca, PRP

Stephen A. Balke
NMSAP President 2021-2023



2019-2021 Report of the New York Association President

To: 2021 NAP Convention

Events/Meetings Attended

- 8 Board Meetings
- 2 Biennial Conferences, 2019; 2021
- Virtual Holiday Party, 2020
- February 2020 Community Event @ Brooklyn Navy Yard hosted by Parliamentarians of Brooklyn.

Projects Completed

- Chartered the Parliamentarians of Albany New York - PANY
- Chartered the Parliamentarians of Nassau-Suffolk Counties, New York - PNSC
- Chartered the Parliamentarians of Queens New York – PQNY
- Chartered the Parliamentarians of Westchester New York - PWNV

Unit Activities

- February 2020 Community Event @ Brooklyn Navy Yard hosted by Parliamentarians of Brooklyn.
- President Blackmon attended Parliamentarians of Metro NY PDO's & LO's monthly in person and then virtually throughout his 2019-2021 term as President for the Association.
- Vice President Finck attended Parliamentarians of Greater NY PDO's & LO's monthly in person and then virtually throughout her 2019-2021 term as Vice President for the Association.
- Secretary Berry-Joseph attended Parliamentarians of Brooklyn PDO's & LO's monthly in person and then virtually throughout her 2019-2021 term as Secretary for the Association.
- Treasurer Hunte attended Parliamentarians of Brooklyn PDO's & LO's monthly in person and then virtually throughout her 2019-2021 term as Treasurer for the Association.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Adrian Stratton, PRP	2021-2023
Vice President	Pleshette Shelton, RP	2021-2023
Secretary	Donna Delfyett-White	2021-2023
Treasurer	Jeannine Hunte, PRP	2021-2023



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the North Carolina Association of Parliamentarians

To: 2021 NAP Convention

Events/Meetings Attended

- 2019 NAP Biannual Convention
- 2020 NAP National Training Conference
- 2021 NAP District 3 Annual Meeting
- 2020 NCAP Annual Meeting
- 2021 NCAP Annual Meeting

Projects Completed

- Held an informal Study Session for all members, Sept.2019
- Held a virtual presentation of a workshop for NCAP members and invited all members of NAP District 3, February, 2021
- Appointed a member of NCAP to assist with establishing units

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
<u>Review of bylaws, preparation of amendments to enlarge Board of Directors and establish 1 or more additional Standing Committees</u>	<u>March, '22</u>
<u>Considering the scheduling of another virtual workshop</u>	<u>Nov. 21-Feb. '22</u>

Unit Activities: None reported

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Tannis F. Nelson, PRP	'20- '22
Vice-President	Jessie Howell	'20- '22
Secretary/ Treasurer	Gwen Simmons, PRP	'20- '22

Tannis F. Nelson, PRP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Ohio Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- 2020 National Training Conference
- 2020 and 2021 NAP Anniversary Celebrations
- 2020 and 2021 Ohio Association of Parliamentarians Annual Sessions
- Multiple NAP and OAP training webinars

Projects Completed

- Updating financial methods.
- Distributed newsletter/communications with members and units.
- Updated meeting methods and bylaws at state and unit level to respond to COVID restrictions.

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
<u>Updating Procedure manuals and bylaws to address virtual/hybrid meetings</u>	<u>March 2022</u>
<u>Revision of website</u>	<u>January 2022</u>

Unit Activities

- Presented Parliamentary Workshops via Zoom.
- Shared unit educational workshops with other units.
- Attended unit meetings as invited.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Barbara D. Whitaker, PRP	2020-2022
Vice-President	Edward J. Magiste, PhD	2020-2022
Secretary	Gwen Jarvis, RP, PhD	2020/2022
Treasurer	Rob Moore, RP	2020-2022

Barbara D. Whitaker, PRP
Ohio Association of Parliamentarians President



2019-2021 Report of the Oklahoma President

To: 2021 NAP Convention

Events/Meetings Attended

- 2020 OSAP Convention – October 24, 2020
- 2021 OKSAP Convention – July 24, 2021

Projects Completed

- Held first ever virtual state convention
- Revised association bylaws
- Rebranded Association
- Consolidated multiple website domains into oksap.org
- Moved OKSAP.org website to new web server to accommodate additional functions

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	C.J. Cavin, PRP	2019-2021
Vice-President	Shana Robedeaux, PRP	2019-2021
Secretary	Shawn W. Paine, PRP	2020-2021
Treasurer	James Lawson, PRP	2020-2021

C.J. Cavin, PRP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Ontario Association of Parliamentarians (OAP) President

To: 2021 NAP Convention

Events/Meetings Attended

- Held OAP Annual Session on June 12, 2021.

Projects Completed

- Dr. Atul Kapur, PRP and Mr. Timothy Wynn, PRP provided Membership Workshops at annual session.

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Increase membership	Ongoing
Create more outreach mechanisms, e.g. website.	September 2021

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Justin G. Pappano	2021-2023
Vice-President	Dr. Maria Odumodu	2021-2023
Secretary	Dr. Atul Kapur CPP-T, PRP	2021-2023
Treasurer	Lori Lukinuk CP-T, PRP	2021-2023

Justin G. Pappano
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Oregon Association of Parliamentarians

To: 2021 NAP Convention

Events/Meetings Attended

- Annual meeting on March 7, 2020, *Parliamentary Procedure and Civility*. President Alice Bartelt, PRP, presided. Yvette Keesee, PRP, District 7 Director, gave an NAP update and a workshop. Additional workshops by OAP members. Officers were elected.
- March 13, 2021, a brief in-person meeting was held, then an adjourned meeting was set for later that day, *To Meet or Not To Meet... That is the Question*. We enjoyed increased attendance. Vice-President Wanda Sims, PRP, gave the NAP update and presented a workshop. OAP members presented two additional educational workshops.
- The vice president attended the district meeting (the president had a conflict)
- The president attended district planning meetings, for the purpose of creating online education for the public with the goal of increasing membership.

Projects Completed

- Vice President Larry Taylor, PRP, kicked off on-line educational webinars for members and the public. One or two webinars are presented each month, free or at a small cost.

Unit Activities

- Mt Hood Unit recently became an electronic unit and now meets all year. As a result of meeting electronically, they now have 100% attendance at the meetings.
- Cascadia Unit elected new officers in April 2021.
- Tualatin Valley Unit held regular monthly meetings with an education segment until COVID-19 put a stop to in-person meetings. The bylaws do not authorize virtual meetings, so they couldn't do business, but continued to meet virtually for education.
- The bylaws of the Rose City Unit authorize virtual meetings, so the unit continued to meet uninterrupted, except for a break during the summer.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Beverly Przybylski, PRP	2020-2022
Vice President	Alice Bartelt, PRP	2021-2022
Secretary	Jeff Weston	2021-2022
Treasurer	Paul Belz-Templeman, PRP	2020-2022

Beverly Przybylski, PRP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the South Carolina Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- District Three Virtual Conference June 5, 2021
- South Carolina Association of Parliamentarians Annual Meeting, April 10, 2021

Projects Completed

- Three Workshops (1. “Let’s Dump Everything into the Minutes.” 2. “Ethics,” 3. “The Art of Presiding.” 4. “Bylaws.”)
- Conduct Annual meetings by Zoom: “The South Carolina Association of Parliamentarians Annual Meeting”

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
<u>Conduct meetings by Zoom until appropriate to meet in person</u>	<u>unknown</u>

Unit Activities

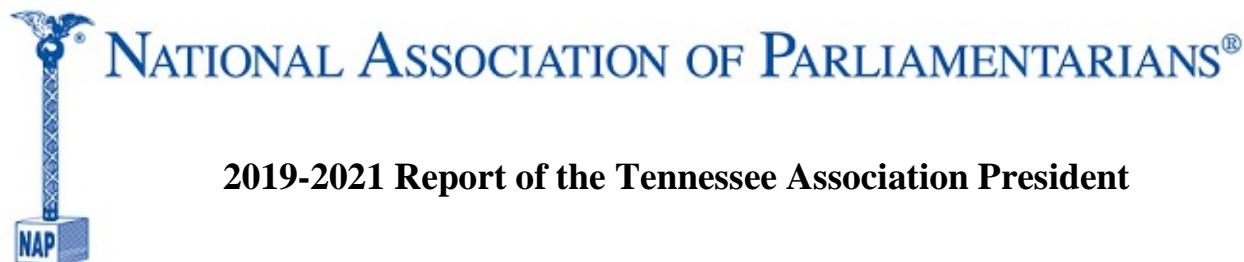
- Conducted Zoom Meetings – at least four.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Rochester A. Baker, Sr.,	2020 -2022
Vice-President	Latsorsha Murray	“
Secretary	Jona’ Hodges	“
Treasurer	Louis I. Hodges	“

**Rochester A. Baker, Sr
President**



2019-2021 Report of the Tennessee Association President

To: 2021 NAP Convention

Events/Meetings Attended

- NAP 42nd Biennial Convention, Delegate, Session Presenter and The Secretary Co-Presenter with Beth Sapp James, 2019
- NAP Trainer Refresher Course, 2019
- Georgia State Association of Parliamentarians Conference, Advanced Workshop Presenter, *Professional Teaching Practices of the Parliamentarian*; Guest Health Occupations Student Association Parliamentary Demonstration Judge, 2020
- Tennessee Beta Unit of Parliamentarians Virtual Meeting, February 22, 2021
- Georgia State Association of Parliamentarians Virtual Conference, 2021
- NAP District 3 Virtual Conference, Delegate, Credentials Committee Chairman, 2021
- Tennessee Association of Parliamentarians Virtual Conference and Annual Meeting, Coordinator and Presider, 2021

Projects Completed

- Tennessee State Library and Archives Professional Librarian Management Institute (PLMI): Presented a half-day workshop, *Effective Meeting Management* (Parliamentary Procedure Basics), for librarians seeking PLM Certification.
- Tennessee Buffalo River Regional Library System: Presented full-day virtual workshop, *Effective Meeting Management* (Parliamentary Procedure Basics), for librarians, board members, trustees, and volunteers on January 22, 2021.
- Tennessee Stones River Regional Library System: Presented full-day virtual workshop, *Effective Meeting Management* (Parliamentary Procedure Basics), for librarians, board members, trustees, and volunteers on March 5, 2021.
- TAP Strategic Plan, 2021-2023

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
NAP PRC-Professional Responsibility for Parliamentarians	07.28.2021
NAP District 8 Virtual Conference	07.30-31.2021
NAP Trainer Refresher Course	09.07.2021
NAP 43 rd Biennial Convention, Delegate	09.09-11.2021
NAP PRC-Doing Business as a Professional Parliamentarian	09.22.2021

Unit Activities

- Alpha Unit-Virtual meetings and educational programs during pandemic.
- Beta Unit-Virtual meetings and educational programs during pandemic will
- Delta Unit-Meetings postponed through fall 2020, virtual meetings resumed spring 2021 under new leadership.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Robert B. Blair, Ph.D., PRP	2021-2022
Vice President	Jay Earheart-Brown, Ph.D., PRP	2021-2022
Recording Secretary	Shavonda Chase, RP	2021-2022
Corresponding Secretary	Quinta Martin	2021-2022
Treasurer	Annette Key	2021-2022

Robert B. Blair, Ph.D., PRP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Texas State Association of Parliamentarians President

To: 2021 NAP Convention

As TSAP President for 2021-2022, I was privileged to follow in the successful footsteps of Vernon A. Gray, PRP, who served during 2020-2021. I am pleased to report that the association continues to grow in numbers and in service to its members.

Events/Meetings Attended

- Attended the NAPs First Virtual National Training and Leadership Conference
- Participated in the planning of the Texas State Associations first virtual convention

Projects Completed

- Approved board of director's Procedure Handbook after an extensive review
- Launched the TSAP Facebook page promoting both association and unit events

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Strengthening partnership with FCCLA Texas Association	May 2022
Reengineering a comprehensive association website	December 2020

Unit Activities

- The Golden Gavel Registered Parliamentarian Unit celebrated its 42nd anniversary
- DFW Parliamentarians Unit partook in judging high school parliamentary competitions
- The Sounding Block Unit held the First Virtual Symposium-Institute for 70 participants

Association Leadership

POSITION	NAME	TERM
President	William C. Friedrich, Jr., PRP	2021-2022
1st Vice President	Kathy Blair, RP	2021-2022
2nd Vice President	Lee Woodward, PRP	2021-2022
3rd Vice President	Donna Mitchell, RP	2021-2022
Recording Secretary	Sandra Burton, RP	2021-2022
Treasurer	Michelyn Washington, PRP	2021-2022

WILLIAM C. FRIEDRICH, JR., PRP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report

Utah State Association of Parliamentarians (USAP) President

To: 2021 NAP Convention

Events/Meetings Attended

- USAP Annual Meeting December 14, 2019
- USAP Annual Meeting December 5, 2020 via Zoom
- USAP Annual Meeting December 4, 2021 (scheduled)

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
Parliamentary Institute: Training event for USAP members and community members is in planning stage.	2021-2022

Unit Activities

- Wasatch Unit: Regular meetings and unit lessons were held monthly September 2019 to March 2020 until COVID-19 in-person restrictions were put in place.

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Kathy Boyer, PRP	2019-2021
Vice President	Dana Dickson, RP-R	2019-2021
Secretary	Bob Jewell, RP	2019-2021
Treasurer	Carrie Dickson, PRP	2019-2021

Kathy Boyer, PRP
USAP President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Virginia Association President

To: 2021 NAP Convention

Events/Meetings Attended

- Virginia State Association of Parliamentarians (VSAP) 2019 Convention, Roanoke, VA
- NAP 2019 Leadership Conference, Las Vegas
- NAP Biennial 2019 Convention, Las Vegas
- NTC 2020 Planning Weekend, San Antonio, numerous planning meetings for NTC
- VSAP 2020 Virtual Convention – 1st in NAP
- NTC 2020 Virtual Conference
- District Two Virtual Meeting – served as Secretary
- VSAP 2021 Virtual Convention
- 5 Town Hall/5th Tuesday NAP Events
- Held 5 VSAP Board Meetings: 1 in Las Vegas; 2 in Fredericksburg, VA; and 2 via Zoom
- Attended 2 Virginia Alpha Unit of Registered Parliamentarians (VAURP) Annual Meetings as Member and Audit Chair
- Attended 7 Fredericksburg Unit Meetings
- Will attend NAP Virtual Biennial Convention 2021

Projects Completed

- Established the Lifetime Achievement Award at the 2021 Convention
- Published 7 Editions of *Gaveletter*

Projects/Activities in Progress

<i>Task Description</i>	<i>Projected Completion Date</i>
VSAP Units continue to submit workshop proposals to receive VSAP Grow Our Own funds as well as work closely with many organizations to assist in changing bylaws to include electronic meetings	N/A
Transition of records to new officers	6/15/21

Association Leadership

POSITION	NAME	TERM
President	Beatrice Squire, RP	2021-2023
1 st Vice-President	Donald Garrett, PRP	2021-2023
2 nd Vice-President	Dr. Cynthia Mayo, PRP	2021-2023
Secretary	Rhiannon Liker	2021-2023
Treasurer	Arlene Skinner	2021-2023

Lynda J. Baer, PRP-R, Past (2019-2021) VSAP President

2019-2021 Report of the Washington Association President

To: 2021 NAP Convention

Events/Meetings Attended

- March 28th 2020 WSAP Annual Meeting
- June 6, 2020 WSAP Annual Meeting and Educational Workshop
- March 27th 2021 WSAP Annual Meeting

Projects Completed

- 'New' Vectorized Logo
- New Newsletter Format and Delivery System

Silent Gavel



March 28, 1912 - February 25, 2021

Willie Florence Motley

She was a member of the Evergreen Research Unit for over 44 years. They recently passed a resolution of appreciation and love including "Whereas, She would use her knowledge and experience of parliamentary law to enhance the structure of various community organizations in which she was involved; ...Resolved, That the members of the Evergreen Research Unit

of the National Association of Parliamentarians extend our condolence and love to her family. Our hearts are heavy, but each day, we will continue building on the spirit and foundation of Florence."

Association Leadership

Current officers and term dates:

POSITION	NAME	TERM
President	Aaron Taggert, PRP	2021-2023
Vice-President	John Strander, PRP	2021-2023
Secretary	Tisha Gieser	2021-2023
Treasurer	John Berg, PRP	2021-2023

Aaron Taggert, PRP
President



NATIONAL ASSOCIATION OF PARLIAMENTARIANS®

2019-2021 Report of the Wisconsin Association of Parliamentarians President

To: 2021 NAP Convention

Events/Meetings Attended

- 2019 NAP Biennial Convention
- 2020 NAP National Training Conference
- 2021 NAP Biennial Convention
- 2019 NAP District Four Conference
- 2021 NAP District Four Conference
- 2019 WAP Annual State Convention
- 2019 60th Anniversary of the Wisconsin State Association of Parliamentarians
- 2020 WAP Annual State Convention
- 2021 WAP Annual State Convention

Unit Activities

- Milwaukee County Unit regular meetings and public workshops
- Madison Unit regular meetings
- Wisconsin Junior Parliamentarians Youth Group regular meetings

Association Leadership

Current officers and term dates.

POSITION	NAME	TERM
President	Robert G. Schuck, PRP	2021-2023
Vice-President	Tyler Danke	2021-2023
Secretary	Christina Emmert, PRP	2021-2023
Treasurer	Elaine M. Staley, PRP-R	2021-2023

Robert G. Schuck, PRP
WAP President