

Virginia State Association of Parliamentarians  
Minutes of Board Meeting  
October 13, 2021

The regular meeting of the Board of Directors of the Virginia State Association of Parliamentarians (VSAP), held via *ZOOM* on Wednesday October 13, 2021, was called to order at 7:05 PM, by the president and the secretary being present.

**Opening Ceremony**

The president gave an inspirational message and welcomed the members.

**Quorum:** A quorum was present.

Members present were:

Beatrice Squire, PRP (President)

Donald Garrett, PRP (First Vice President, Education Chair, and Information Technology Chair)

Rhiannon Liker (Recording Secretary)

Arlene Skinner, RP (Treasurer)

Christopher Marston (Corresponding Secretary)

Michael Wagner-Diggs, PRP (Gaveletter Editor and President of the Chesapeake Unit)

Marquitta Joyce (President, Roanoke Valley Unit)

Flint Lewis, RP (President, Catherine Wittman Unit)

Dr. Willie Watson, PRP (President, Virginia Peninsula Unit)

Anne Dryden (Lifetime Achievement Award Chair)

Dr. Cora Salzberg, PRP-R (Youth Development Chair and Representative for VDEER Unit)

Members absent were:

Dr. Cynthia Mayo, PRP (Second Vice President and Budget & Finance Chair)

Yulanda Humphrey (Historian)

Mary Loose DeViney, PRP (Parliamentarian)

Margie Booker, PRP (President, Virginia Alpha Unit of Registered Parliamentarians)

Charlotte Bailey (President, Silver Gavel Unit)

Valorie Jones, PRP (President, Parliamentary Law Club of Richmond)

Thomas Balch, PRP (President, Fredericksburg Unit)

Steven Berke, PRP (President, NOVAMAGS Unit)

Lawrence Williams (Bylaws Chair)

Sala Powell-Dabney, RP (President, M. Stanley Ryan Unit, and Membership Chair)

Marian Martin, PRP (Publicity/Public Relations Chair)

**Agenda:** The agenda was adopted as corrected. (Copy attached.)

## Reports:

### Officers Reports:

#### President:

She attended the 43rd NAP Biennial Convention, held via Zoom from September 9 – 11, and represented VSAP as a delegate. She served as a member of the Awards Luncheon Committee and presented the opening thought. Additionally, she helped to coordinate and attended and participated at the “Meet and Greet” District 2 Zoom Conference on October 10.

She shared ideas for the 2021-2023 term, which included having a VSAP Parliamentary Law Day, and partnering with the President of the Virginia Alpha Unit of Registered Parliamentarians (VAURP) to sponsor a “Happy Hour,” or “Chit, Chat and Chill,” activity. The activity will be designed to enhance members’ parliamentary knowledge and understanding, and resolve complex and sticky questions. More information will be forthcoming.

#### First Vice President

The First Vice president presented two workshops at the 43rd NAP Convention, represented VSAP as a delegate, and as notified by VSAP, sends welcome emails to new NAP members who live in Virginia and updates the blast listserv. Additionally, he hosted the VSAP Bylaws Forum on the proposed NAP bylaws.

#### Secretary

The Secretary represented VSAP as a delegate at the 43<sup>rd</sup> NAP Biennial Convention.

#### Treasurer

The Treasurer reported the following: balance on hand in the checking account, \$6,183.55; savings, \$3,178.66; certificate, \$14,519.89. (Copy attached.) The report was filed for audit.

#### Gaveletter Editor

The Editor reported that the next issue of the Gaveletter will be issued soon. Submissions are welcome on parliamentary topics. He extended thanks to Donald Garrett for using the listserv to distribute issues of the prior Gaveletter.

### Standing Committee Reports

## Bylaws

Michael Wagner-Diggs reported on behalf of the committee. Mr. Wagner-Diggs reminded members that recommended bylaws changes are due to the committee by January 2022.

## Education

VSAP hosted a Rank Choice Voting Workshop during the summer.

## Lifetime Achievement Award

The chair will contribute information about the Lifetime Achievement Award for publication in the next edition of the Gaveletter.

## Special Committee Reports

### Information Technology

The chair remains alert to adding names of members to the Mailchimp list. He has provided assistance to the Richmond Units and Club with their website, and is available to provide assistance to other units that might require his help.

### Youth Committee

The committee will be reaching out to middle schools, high schools and colleges in Virginia to inform them of VSAP's interest and availability to provide workshops and information on parliamentary procedure. Until the pandemic is no longer a threat, workshops will be 30 minutes via Zoom. Dr. Salzberg would appreciate two more members interested in serving on the committee, preferably with experience writing proposals and budgeting.

### Ways and Means Committee

The President requested a volunteer to chair the Ways and Means Committee. Flint Lewis and Marquitta Joyce volunteered. They will serve as vice chairs.

## Units and Club Presidents Reports:

### Catherine Wittman Unit (Flint Lewis, President)

The president, reported. Four delegates attended the 43<sup>rd</sup> NAP Biennial Convention. The unit's Parliamentary Law Day this year was a virtual event with 104 participants,

with Tim Wynn, NAP parliamentarian, as the keynote speaker. For the 2022 event, Catherine Wittman (CW) will coordinate the date with VSAP to avoid possible conflict.

Further, for several years, CW holds a special meeting or event in memory of Chip Byers. The memorial this year was May 26, and Wanda Simms, PRP, NAP Vice President, was the speaker. At the September meeting, Ann Gooch, Deputy Parliamentarian of the U.S. Congress, was the guest speaker.

Sadly, CW recently lost two members: Debra Henry and Sharon Worthy.

Chesapeake Unit (Michael Wagner-Diggs, President)

The president reported that the Chesapeake Unit is looking forward to its annual meeting on November 8, at which time new officers will be elected.

Roanoke Valley Unit (Marquitta Joyce, President)

The president stated that the unit is open to new ideas for growth. Currently the unit is working on a public access TV idea for 2022 and might be calling upon VSAP for assistance.

Virginia Peninsula Unit (Dr. Willie Watson, PRP, President)

Dr. Watson reported that the unit held elections in May, and provided the new officers list to VSAP and NAP; sent two delegates to the 43<sup>rd</sup> NAP Biennial Convention, and held a unit meeting in September. The unit is planning a workshop for April 2022, with location and exact date to be determined.

He attended the District 2 "Meet and Greet" activity in October.

Virginia Lewis Dalton and Eloise Englelove Richmond (VDEER)

Dr. Cora Salzberg reported on behalf of the unit. The new president is Tyaa Turner. (Report attached.)

### **New Business:**

The First Vice President reported on plans for the 2022 VSAP Convention. No decision has been made whether the convention will be virtual or in-person and whether held the last weekend of April or the first weekend of May. May might be the better month since many units have events in April.

Michael Wagner-Diggs moved that VSAP hold an in-person convention in 2022 at the location that would be normal rotation, e.g., Hampton Roads.

The motion was seconded.

Flint Lewis moved to amend the motion by inserting at the beginning, "State and local health and safety orders and regulations permitting."

The amendment was seconded and adopted.

The main motion as amended, that "State and local health and safety orders and regulations permitting, VSAP hold an in-person convention in 2022 at the location that would be normal rotation, e.g., Hampton Roads," was adopted.

Clarification was provided that the Chesapeake Unit would host the convention. The VA Peninsula Unit hosted the last convention that was in the Hampton Roads area.

It was moved and seconded that all vouchers for partial reimbursement for delegates attending the 43<sup>rd</sup> NAP Convention must be submitted by close of business, Monday, November 29, 2021.

The motion was adopted.

The treasurer or Donald Garrett will send out the voucher form and instructions for completing it no later than tomorrow to all VSAP members who served as delegates.

### **Announcements**

Flint Lewis recently received his PR.

The next District 2 meeting will be in January 2022. More information will be forthcoming.

### **Adjournment:**

The meeting adjourned at 8:41 PM.

---

Rhiannon Liker, Secretary

Approved: \_\_\_\_\_(date)