

Virginia State Association of Parliamentarians Convention
61st Annual Convention
Newport News Marriott at City Center
Newport News, Virginia
Saturday, May 5, 2018
9:30 a.m.

Opening Session of Convention

Margie Booker, PRP, welcomed the participants and lead the conference attendees in reciting the Pledge Alliance to the Flag of the United State of America and singing America the Beautiful.

An Inspirational Message was given by Beatrice Squire.

Welcome

Yulanda Humphreys, Convention Coordinator, brought welcoming and housekeeping remarks. See report in 61st Annual Convention Program Booklet.

The Honorable Tina Vick, Vice Mayor City of Newport News, Virginia welcomed convention attendees to Newport News, VA. In addition, she provided highlights of events in the City of Newport News, VA.

Darlene Allen, PRP, Vice President of National Association of Parliamentarians (NAP) welcomed attendees to the 61st Annual Convention. In addition, Darlene provided an update of NAP activities, recognized recent Registered Parliamentarians and Profession Register Parliamentarians and provided strategies for increasing Unit/Club and NAP memberships, credentialing opportunities and participating in electronic meetings.

First Business Meeting

The First Business Meeting of the 61st Annual Convention of the Virginia State Association of Parliamentarians (VSAP) was called to order by President Margie Booker, PRP, at 10:30 a.m. in the Pearl Ballroom of the Newport News Marriott at City Center Hotel and Convention Center in Newport News, Virginia on Saturday, May 5, 2018. The secretary was present. President Booker introduced elected and appointed officers and announced that Raymond Duke, PRP-R has agreed to serve as Parliamentarian for the convention.

Report from the Credentials Committee

First Credentials Committee Report was presented by the Credentials Committee, Chairman Valerie Jones, PRP, which showed the following as registered, as of 10:00 a.m.: VSAP Past Presidents **3**; State Officers **4**; Appointed Officers **2**; Unit/Club Delegates **11**; Alternates **3**; Guest **1**: Number of delegates entitled to vote **20**; Number of non-voting members and guests **8** and Total in Attendance **28**.

Valerie Jones credentials Committee Chair moved the roll of delegates submitted be then official roll of the voting members of the convention. **The credentials report was adopted**

Report on Standing Rules

On behalf of the Standing Rules Committee, Muriel Labliberte moved the adoption of the proposed VSAP 2018 Convention Standing Rules, which is contained in the 61st VSAP Convention Program Booklet, page 17. **The motion was adopted.**

Convention Rules

Lynda Baer, PRP, Convention Program Chair presented and moved the printed agenda in the program booklet be adopted. **The Motion was adopted** (see VSAP 61st Convention Program Booklet pages 13-15).

Appointment of Minutes Approval Committee and Convention Officers

President Booker announced that the Minutes Approval Committee appointed at the 60th VSAP Convention approved the minutes of that Convention. Without objection, President Booker made the following appointments for the 61st VSAP Convention:

- 1) Edna Rodwell; Cora Salzberg, PRP; and Donald Garrett, PRP to the Minutes Approval Committee;
- 2) Nancy Parker, Angela Wilson, and Donna Simpson as Tellers; and
- 3) Rhiannon Liker as Convention Timer and Marquitta Joyce as alternate Convention Timer.

Roll Call Presentation

See report in the VSAP 61st Convention Program Booklet.

Memorial

Gladys Jordan, conducted the Memorial Service for LaVonne Parker Ellis, PRP, Second Vice President of VSAP and Vice President of the Virginia Alpha Unit of Registered Parliamentarians, who passed away February 8, 2018. See Report in the VSAP 61st Convention Program Booklet, page 19.

Reports of Officers

Margie Booker, VSAP President stated that, "if there is no objection the officers' reports in program booklet will not be read." Officers and presenters are permitted to comment on their written reports, if needed. **There were no objections.**

Lynda Baer, PRP, First Vice President, listed events and activities that she participated in during 2017-2018. See First Vice President's Report in the 61st Annual Convention Program Booklet, page 22.

Beatrice Squire, Second Vice President, announced 2017-2019 VSAP Membership Directories are being distributed at this convention. Unit/club Presidents should collect one copy for each member in their unit/club.

Cora Salzberg, referred convention attendees to the Recording Secretary's Report in the Program Booklet, page 24.

Cynthia Mayo, VSAP Treasurer directed attendees to Treasurer's Report in the Program Booklet (page 38) and *moved that VSAP provide an additional \$5,000 from VSAP savings to continue the Growing Our Own and the Presiding with Passion Programs. The motion was adopted.*

Donald Garrett, PRP, Corresponding Secretary reported that he has compiled the universal email addresses for VSAP members and is developing an official VSAP letterhead. See report in 61st Annual Convention Program Booklet, page 26.

Rhiannon Liker, Historian, asked that units submit their history and view examples in the 61st Program Booklet for developing and submitting reports.

Reports of Standing Committees

Michael Wagner-Diggs, PRP, VSAP Bylaws Chair, reported that the VSAP Bylaws stipulates the bylaw can be amended by the voting body of the Association by a unanimous vote at the Annual Association Convention. Michael Wagner-Diggs,

Bylaws Committee Chair moved the adoption of the following amendment: to amend Article X, Section 1 of the VSAP Bylaws by striking “and Publicity/Public Relations” and inserting “, Publicity/Public Relations and Youth Development.”

The motion was adopted by a unanimous vote.

In addition, Michael Wagner-Diggs, moved the adoption of the following amendment: to amend Article X, Section 2 of the VSAP Bylaws by adding “G. The Youth Development Committee shall:

1. Support the National Association of Parliamentarians (NAP) Youth Committee
In carrying out its goals.
2. Encourage youth participation in NAP programs.
3. Promote partnerships and increase participation in youth organizations.
4. Provide training in coaching and judging youth competitions to VSAP units and the Parliamentary Law Club.
- 5 Assist youth organizations in providing effective instructions to members.
6. Develop and enhance leadership skills through the study and practice of parliamentary procedure.
7. Work cooperatively with the NAP Education Foundation.”

This amendment requires a unanimous vote. **The motion was adopted by a unanimous vote.**

Lynda Baer, PRP, Education Committee Chair, reported that she had help arrange topics and speakers for the convention as well as arranged the Virginia Alpha Unit of Registered Parliamentarians meeting Friday, May 4, 2018.

Reports of Special Committees

Cora Salzberg, Youth Development, directed attendees to Youth Development Committee Report in Program Booklet and solicited VSAP Unit/Club Members at serve as judges at Youth Competition events as well as Parliamentary Procedure Training sessions for youth organizations sponsors/advisers.

Donald Garrett, Information Technology Development Chair, announced that the IT Committee offers services for the VSAP Units/Club, such as simple webpage, event registrations and collecting dues via credit/debit cards. In addition, the committee will send out further information to Unit/Club to assist them with brainstorming. See report in the Program Booklet, page 26.

Theo Jones, Audit Chair, presented the Audit Report. Theo Jones moved the adoption of the Audit Report. **The Motion was adopted.**

Vera Toney, Evaluations coordinator, distributed the convention evaluation instrument. See instrument in the Program Booklet.

Reports of Special Initiatives

Growing Our Own, see reports in 61st Annual Convention Program Booklet.

Report of the Executive Committee

On behalf of the Executive Committee, Secretary Cora Salzberg reported on the meetings and activities of the 2017-2018 VSAP Executive Committee.

President Booker stated that because the Officers' Reports are in 61st Annual Convention Program Booklet, without objection, the reports will not be read. Presenters may add remarks regarding updates not included in written reports. There were no objections.

Cora Salzberg, Recording Secretary stated that during the Recording Secretary's Report to the February 24, 2018 VSAP Board of Directors' Meeting, she presented the idea that minutes should be placed on the VSAP webpage. The Executive Committee adopted a motion that only approved minutes be placed on the VSAP Webpage.

The Executive *Committee* recommended that the \$5,000 be provided from the VSAP budget to continue the *Growing Our Own* and *Presiding with Passion* Programs, which was approved earlier by the Convention.

Workshop I

Beatrice Squire, "Tune In or Lose Out" – For copies of the PowerPoint, please contact Beatrice Squire at Knight757@msn.com.

Workshop II

Michael Wagner-Diggs, PRP, "RONR: It's In the Book-Where to Find It" – For copies of the PowerPoint, please contact Michael Wagner-Diggs at mwagdiggs@cox.net.

Workshop III

Cynthia Mayo, PRP, “Beyond the Ranking 13” – For copies of the handout please contact Cynthia Mayo at cmayo@ymail.com.

Workshop IV

Donald Garrett, PRP, “How to Develop and Present the Best PowerPoint Ever” – For copies of the PowerPoint, please contact Donald Garrett at donaldgarrett@gmail.com.

Adjournment

The meeting adjourned at 5:30 p.m. to reconvene at 9:30 a.m. on Sunday, May 6, 2018.

Virginia State Association of Parliamentarians Convention Minutes
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Sunday, May 7, 2018
9:30 a.m.

Workshop V

Darlene T. Allen, PRP, Vice President, NAP

“Teaching Parliamentary Procedure: Hiding Veggies in Food”

Second Business Meeting

Call to Order

President Booker called the Second Business Meeting to order at 10:30 a.m. on Sunday, May 6, 2018. The secretary was present. It was moved that the convention take a ten minutes recess. **Motion was adopted.**

Second Credentials Report

On behalf of the Credentials Committee, Chairman Valerie Jones, PRP, moved that the amended roll of delegates submitted, be updated as of 10:36 a.m., to be the official roll of the voting members of the convention. The Credentials Committee report was as follows: VSAP Past Presidents **3**; State Officer **4**; Appointed Officers **1**; Unit/Club Delegate **12**; Alternates **1**; Guests **1**; Number of delegates entitled to vote **20**; Number of non-voting members & guests **6**; and Total in attendance **26**. **The convention’s second credentials report was adopted.**

Reports of Units and Club Presidents

The reports were not read as they were contained on pages 27-37 of the 61st VSAP Convention Program Booklet.

Election of Nominating Committee

President Booker announced in as much as this is an even number year, VSAP bylaws stipulates the election for the Nominating Committee and appointed Nancy Parker, Teller Chair. President Booker Called for Nominations from the Floor. Nominees included Michael Diggs-Wagner, Donald Garrett, Cynthia Mayo, Nancy Parker, Mary Swain and Mary Loose Deviney. Election for five committee members were by ballot and election chair by plurality vote.

Nancy Parker, Tellers' Committee Chair presented the Teller' Report for Ballot Voting for Election of Nominating Committee. Tellers Committee included Nancy Parker, Angela Wilson and Donna Simpson.

Tellers' Report for a vote on a motion	
Majority or 2/3 (circle one)	
Number of votes cast	18
Necessary for adoption	
Votes for Motion	
Votes Against motion	
Illegal votes	
Tellers. Report	
Michael Wagner-Diggs	17
Donald Garrett	16
Nancy Parker	16
Cynthia Mayo	15
Mary Loose Deviney	12
Mary Swain	9

Tellers signatures

Nancy Parker, _____

Angela Wilson, _____

Donna Simpson, _____

Nancy Parker, chairman read the report and gave it to the presiding officer.

The presiding officer re-read the report and declared the winners.

President Booker declared the following members are elected to the Nominating Committee: Michael Diggs-Wagner Chair, Donald Garrett, Nancy Parker, Cynthia Mayo and Mary Loose Deviney.

New Business

Third Convention Credentials Report: On behalf of the Credentials Committee, Marian Martin, PRP, moved that the revised roll of delegates hereby submitted, as of 10:57 a.m., May 6, 2018, be the official roll of voting members of the convention: VSAP Past Presidents **3**; State Officers **4**; Appointed Officers **1**; Unit/Club Delegate **12**; Alternates **1**; Guests **1**; Number of delegates entitled to vote **20**; Number of non-voting members & guests **6**; and Total in Attendance **26**. **The convention's third credentials report was adopted.**

Announcements

Beatrice Squire gave a Courtesy Resolution was given to Yulanda Humphreys, Convention Coordinator

Adjournment

President Margie Booker declared the 61st Annual Convention of the VSAP adjourned sine die at 11:07 a.m.

Cora S. Salzberg
VSAP Recording Secretary

Date: July 4, 2018

Minutes Approval Committee

Cora S. Salzberg, PRP
Cora S. Salzberg

July 4, 2018
Date Approved

Donald Garrett, PRP
Donald I. Garrett

July 4, 2018
Date Approved

Edna M. Rodwell, Chair
Edna M. Rodwell, Chair

July 4, 2018
Date Approved