

Virginia State Association of Parliamentarians
2024 Annual Convention Minutes

Saturday, April 20, 2024
Doubletree by Hilton
990 Hilton Heights Road
Charlottesville, VA 22901

The conference opened with ceremonies on April 20, 2024 ,at 9:30 a.m. at the Doubletree Hotel, Charlottesville, VA. Presentation of colors was conducted by the Albemarle County Cavalier Battalion Army JROTC. The Honorable Katrina Callsen, Member of the Virginia House of Delegates (54th District), extended greetings.

The first business meeting of the Virginia State Association of Parliamentarians (VSAP) was presided over by Donald Garrett, PRP, and the Secretary was Jacqueline W. Roundtree, PRP. A program book as proved to each attendee and the credentials reports are filed with attendee names and voting members documented.

Organizing of the Convention

The Credentials Committee Report was provided by Sala Powell-Dabney 9:55 a.m. with voting strength of 24 delegates entitled to vote, including two (2) VSAP Past Presidents, four (4) elected officers, two (2) appointed officers, six (6) units and clubs, 14 unit/club delegates, one MAL delegate, 7 alternates and eight guests. The roll of delegates submitted by the Credentials Committee as adopted as the official roll of the voting members of the Convention by voice vote.

Anne Dryden presented the standing rules, which are included on page 19 of the convention program book. They were adopted unanimously.

The motion offered by Jackquiline May, PRP to adopt the convention program, listed on pages 16-17 was also adopted unanimously.

President Garrett announced the appointment of the following convention committees:

- Minutes Approval: The VSAP Executive Committee
- Credentials: Sala Powell-Dabney
- Standing Rules; Anne Dryden
- Program: Valarie Jones, PRP and Jackquiline May, PRP
- Audit: Rhiannon Liker, RP and Jackie Wells, RP
- Teller: Chris Marston, RP and James Carney
- Hospitality: Flint Lewis, RP
- Memorial Service: Cynthia Mayo, PRP
- Convention Intern: Victoria Garrett

Reports of Officers, Committees, Units, and Clubs

Donna Simpson, PRP, read the roll call of units and clubs.

President Garrett provided a report of the Executive Committee as well as summarized the reports of the officers (See pages 23-34 of the program booklet).

The Financial Report was presented by Treasurer Arlene Skinner, RP, showing a total balance of \$25,841.53 as of March 31, 2024. The Audit Committee's report, confirming the financial activity of VSAP for the period of May 1, 2023 through March 31, 2024, was presented by Rhianon Liker, RP and approved unanimously by the Convention.

Delegates approved the 2021-2023 VSAP History, prepared by the previous historian, Yulunda Humphries, PRP.

Proposed Bylaws Amendments

Delegates took the following actions on the proposed bylaws amendments on pages 33-34 of the program book.

Proposed Bylaws Amendment 1: Amend Article XIV, Section 3 of the VSAP Bylaws by striking "unanimous" and inserting "three-fourths."

Adopted 23 yes, 0 no.

Proposed Bylaws Amendment 2: Amend Article XIV, Section 3 of the VSAP Bylaws by adding "in the form of a written hard copy."

Adopted as amended in the following form by 22 yes and 1 no vote:

Amend Article XIV, Section 3 of the VSAP Bylaws by adding "in the form of a written copy."

Proposed Bylaws Amendment 3: Amend Article VI, Section 5A by 1) striking "by ballot" and 2) adding "If there is more than one nominee for a position, the election shall be by ballot."

Adopted 19 yes and 2 noes.

Proposed Bylaws Amendment 4: Amend Article VI, Section 1 by striking "The election shall be by ballot. A plurality shall elect and the member receiving the largest number of votes shall serve as chairman. In the event of a tie, the committee members shall meet prior to the adjournment of the Convention and elect the Chairman."

Adopted 20 yes and 2 noes.

Notice of Amendment

Pursuant to Article XIV, Section 3 of the VSAP Bylaws, Flint Lewis, RP gave notice of the following proposed bylaws amendment: Amend Article VII, Section 4 of the VSAP Bylaws by 1) striking 'a majority' and inserting "at least four" and 2) adding 'For purposes of the preceding sentence, the Parliamentary Law Club and the Members at Large as a whole shall be deemed a unit.'

2024-2025 VSAP Nominating Committee Election

The Convention elected the following individuals to the Nominating Committee:

- George Chavis
- Steve Berke, PRP

- Cynthia Mayo, PRP
- Dr. Willie Watson, PRP
- Donna Simpson, PRP

Greetings

The Honorable Diantha McKeel, Vice Chair of the Albemarle County Board of Supervisors brought greetings to the Convention.

Adjournment

The first business meeting adjourned at 11:30 am.

Between business meetings, the following workshops were presented:

- Bring Back Motions by Jacqueline W. Roundtree, PhD., JD, PRP
- Fairy Tales and Fables Through the Lens of RONR by Beatrice Squire, PRP
- You Can't Do that, Can You by Donald Garrett, PRP
- Nominations and Elections by Joyce Henderson, RP

Business Meeting 2

The 67th Annual Convention reconvened on Saturday, April 20, 2024, at 5:15 pm.

Proposed Bylaws Amendment

Flint Lewis, RP moved the adoption of this proposed bylaws amendment: Amend Article VII, Section 4 of the VSAP Bylaws by 1) striking 'a majority' and inserting "at least four" and 2) adding 'For purposes of the preceding sentence, the Parliamentary Law Club and the Members at Large as a whole shall be deemed a unit.'

The question was divided.

- Part 1 was adopted as amended in the following form by a vote of 18 yes and 1 no: Striking "a majority" and inserting "at least one-third."
- Part 2 was adopted as amended in the following form by a vote of 19 yes and 1 no: Adding "For purposes of the preceding sentence, the Parliamentary Law Club, and the Members at Large as a whole shall each be counted as a unit."

The meeting adjourned at 5:30 pm.

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Sunday, April 21, 2024
Doubletree by Hilton
990 Hilton Heights Road
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The annual convention of the Virginia State Association of Parliamentarians reconvened on April 21, 2024, at 9:00 a.m., President Donald Garrett, PRP presiding and Recording Secretary Jacqueline Roundtree, PRP, being present.

Silent Gavel

The Silent Gavel Ceremony conducted by Cynthia Mayor, PhD., PRP. The ceremony honored:

- Dr. Cora Slade Salzberg
- Gladys White Jordan
- Jacqueline Anderson
- Mary Grant

Breakfast Keynote

The keynote speaker, Kay Crews, PRP, virtually presented “What You Need to Know about the New Standard Code of Parliamentary Procedure.”

Greetings from the National Association of Parliamentarians

Tamara Harris, PRP, NAP District 2 Director, urged VSAP members to get involved with District 2 activities. She provided information on the next District 2 meeting via Zoom.

Darlene Allen, PRP, Past NAP President and Chairman of the NAP Commission on Credentialing, encouraged VSAP units to submit Continuing Education Unit (CEU) requests in a timely manner. She said such requests should be submitted more than 30 days before courses and workshops can be approved for CEUs.

Credentials Report

Sala Powell-Dabney reported no changes to the credentials report.

New Business

The Convention unanimously adopted the following courtesy resolution, presented by Donna Simpson, PRP:

Whereas, The Virginia State Association of Parliamentarians (VSAP) had its 67th Annual Convention, April 20-21, 2024, at the DoubleTree by Hilton Charlottesville, 990 Hilton Heights Road, Charlottesville, VA 22901, with the theme “Bridging Traditions: The Evolution of Parliamentary Law;” and

Whereas, the 2024 Convention provided an opportunity for members to learn, share and advance the standards of parliamentary procedure and democratic governance; now therefore be it;

Resolved, that acknowledgement and appreciation is extended to The Honorable Katrina E. Callsen, Member of the Virginia House of Delegates (54th District); The Honorable Diantha H. McKeel, Vice Chair, Jack Jouett Magisterial District, Albemarle County Board of Supervisors and Juandiego R. Wady, Mayor, City of Charlottesville for their letters of greetings and congratulations to President Garrett and members of the Virginia State Association of Parliamentarians; and

Resolved, that thanks and appreciation is extended to the Albemarle County Cavalier Battalion Army JROTC for the Presentation of Colors and The Honorable Katrina E. Callsen and The Honorable Diantha H. McKeel for bringing official greetings during the opening ceremonies; and

Resolved, that sincere thanks be extended to the Convention Coordinator and Committees, VSAP Units and Clubs, contributors to the hospitality bags, and all who planned and participated in the convention through many courtesies extended to ensure its success; and

Resolved, that acknowledgement and appreciation is expressed to workshop presenters Assistant Professor Brian N. Alexander, Washington and Lee University, Lexington, Virginia, Kay Crews, PRP, Donald Garrett, PRP, Joyce Henderson, RP, Jackie Roundtree, PRP, and Beatrice Squire, PRP, for preparing and facilitating informative educational presentations; and

Resolved, that gratitude is expressed to Cynthia Mayo, PhD, PRP, for the Silent Gavel Ceremony to celebrate the unique lives and contributions of departed members; and

Resolved, that gratitude is expressed to Tamara D. Harris, PRP, NAP District 2 Director, for her presence, participation and leadership; and

Resolved, appreciation is extended to the Tyler Burkhardt Quartet for providing entertaining music which enhanced the ambiance and experience of the convention dinner; and

Resolved, the staff of the DoubleTree by Hilton Charlottesville be recognized with a Certificate of Appreciation for their cooperation, warm welcome, and hospitable service to members and guests; and

Resolved, that members extend their deep appreciation and thanks to President Donald Garrett, PRP, for his outstanding leadership and guidance of the Virginia State Association of Parliamentarians; and

Resolved, that a copy of this resolution be made an official part of the 2024 VSAP Convention minutes.

Announcements

There were no announcements.

Adjournment

The Convention adjourned *sine die* at 11:11 a.m.

Jacqueline W. Roundtree, Secretary