

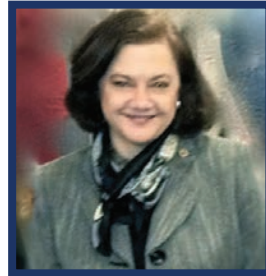
# AIP Communicator

November 2014



## PRESIDENT'S LETTER

by Alison Wallis, CP-T, PRP



*Only in growth, reform, and change,  
paradoxically enough, is true security found.*

—Anne Morrow Lindbergh

## Table of Contents

President's Letter	1
Calendar of Events	2
AIP Officers	2
Teacher Certification Course	3
Catalyst Campaign	4
Editor's Exchange	4
West Coast Practicum 2015	5
New Members	6
Say Hello	7
Contributions	7
Signing Off	7
Candid Snaps	8

Since its founding, the American Institute of Parliamentarians has been a flexible, creative organization. There are many areas of growth, reform, and change at AIP, all of which will make us better and stronger.

An example of growth is in the expanding Printed Materials Collection. We are grateful to Ann Rempel's leadership, to the authors, proofreaders, and formatters who bring these books to birth. In addition to major updates and entirely new material, AIP has, at the time of this writing, two publications that can be purchased in Kindle form (*Fundamentals of Parliamentary Procedure and Manners and Protocol*). Thanks to Larry Cisar for tackling the task of turning a work the size of *Fundamentals* into a Kindle version. More Kindle books are planned soon. Audiobooks are coming too, and the president has completed narration on one publication, with others planned to follow.

AIP's print-on-demand publications can be purchased from the website; digital and audio books can be purchased from Amazon. Remember to Smile for AIP on Amazon by going to [Smile.Amazon.com](http://Smile.Amazon.com) and selecting the American Institute of Parliamentarians as your charity.

The most notable example of reform is in our move to a new management company. You will see a column from Terry Applegate of XMi in Nashville, Tennessee on page 7. To make the move to a new company, there is a huge amount of work from AIP directors and the staff of old and new management firms. Despite much effort, the transition may not be seamless. However, your board of directors believes this reform will provide more timely and accurate services to each member and to the public. This move will also provide significant monetary savings to AIP as an organization, thus ensuring our continued existence and adherence to good management practices.

Another area of reform is to increase awareness of AIP. We continue to have fabulous practicums on the east and west coasts and an annual session with both meetings and workshops. Our advanced parliamentary credentials have the highest respect. Our value is high but these benefits are known only to a few. We must evangelize the benefits of membership and of our great programs and educational materials. Please think about participating in the President's voluntary Catalyst Campaign, as explained on page 4.

Greatly increased visibility is the most meaningful reform we can make. As always, while some personnel remain in the same position, others do not. New board members are Carl Silverman, Joe Theobald, Bob Peskin. Our new editor of the *Parliamentary Journal* is Carol Davis, with the *Communicator's* editor being David C. Morgan. All board members, event coordinators, chairs of committees, and editors would love to hear from you.

Another change in AIP is that the bylaws were amended at the Annual Session in Ohio to provide that officers could not serve a fifth consecutive term (as opposed to a third consecutive term). Subsequently, all officers were re-elected for another term, thus we are each serving a third consecutive year. All the officers are aware this is a very high honor that reflects confidence from the membership. Bylaw amendments, elections, and other business from the Annual Session can be seen in the approved minutes, online in the AIP member area and included in next month's newsletter.

These and other instances of growth, reform, and change will allow AIP to have true security, secure in its respected position in parliamentary education and secure in the quality of service to you, the members.

# CALENDAR OF EVENTS

Additional information regarding dates and registration will be available on the AIP website at <http://www.aipparl.org> as they become available.

## Teacher Certification Course • January 26 - 28, 2015

Location: Ontario, California

AIP Members: \$350 before 12/2; \$ 390 after 12/1

AIP Non-Members (includes 1 year of AIP membership): \$405 before 12/2; \$445 after 12/1

## West Coast Practicum 2015 • January 29 - 31, 2015

Location: Ayres Hotel & Suites, Ontario Convention Center

Topic: Explore AIPSC\*

Sponsored by the American Institute of Parliamentarians

Please contact the hotel directly to make your reservation: Ayres Hotel & Suites, Ontario Convention Center. 1945 Holt Blvd., Ontario, CA 91761, (800) 248-4661. Remember to mention the American Institute of Parliamentarians when making your reservation to receive the group rate of \$92.00 (plus 11.82% tax) single or double – breakfast included.

## AIP Board of Directors Meeting • February 1, 2015

Location: Ayres Hotel & Suites, Ontario, CA

Time: 9 am - All Members Welcome

## Pre-Session Board Meeting • July 21, 2015

Location: Las Vegas, NV

Time: 1 pm - All Members Welcome

## Business Development Institute • July 22, 2015

Location: Las Vegas, NV

Time: 9 am – 5 pm

Sponsored by AIP and the American College of Parliamentary Lawyers

Serving Community Associations. Open to credentialed parliamentarians and attorneys. Separate Registration Required — Details Coming Soon. BDI coordinator, Gail Knapp, JD, PRP

## 2015 Annual Session • July 23 - 25, 2015

Location: Michael Gaughan's South Point Hotel, Spa, and Casino, Las Vegas, NV

*In conjunction with NAP District 8*

We were able to get a special rate of \$50 per weeknight and \$90 on Fridays and Saturdays. The resort fee is waived. You can extend your trip for three days before and/or after the conference at this same low rate.

Your hotel includes

- Free airport shuttle
- Free valet parking or self-parking
- Free in room Wi-Fi
- Access in hotel to
- Bowling
- Theaters
- Casino
- Many restaurants
- In room amenities

Enormous Las Vegas style hotel that was selected as "Best of Vegas 2014."

A few minutes to The Strip via taxi, shuttle or bus from the South Point.

Visit the hotel website at: [southpointcasino.com](http://southpointcasino.com)

(<http://www.southpointcasino.com/hotel/guest-rooms.php>)

## AMERICAN INSTITUTE OF PARLIAMENTARIANS

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Tel: 615-250-7776 • Fax: 615-248-9253

### EXECUTIVE COMMITTEE

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### COMMITTEE CHAIRMEN

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### OTHER COMMITTEES & OFFICIALS

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Roger G. Hanshaw, JD, CPP-T, PRP (Curriculum Director)

#### West Coast Practicum

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Carol Johnson Davis, CP -T

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# AIP TEACHER CERTIFICATION COURSE

January 26-28, 2015

Ayres Hotel & Suites, Ontario, California



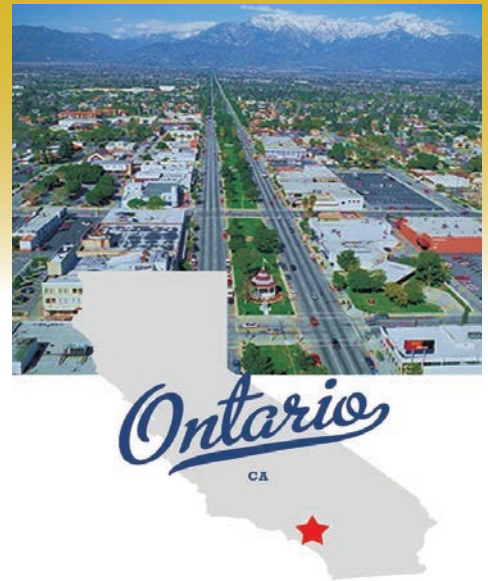
daily full hot American breakfast, complimentary parking, and wireless Internet access.

Ann Rempel, CPP-T, PRP, will serve as the curriculum director. The other full-time instructor is Michael Swift, CPP-T, PRP. Jeanette Williams, CP-T, PRP, will divide her time between administrative duties and teaching. The course begins promptly at 8:00 AM on Monday, January 26, and concludes with dinner on Wednesday, January 28. The course is designed to develop and improve teaching skills at both the beginner and advanced levels, and it will include mock meetings, topics pertaining to educational theory, written examinations, and video-taped teaching demonstrations. The AIP Teacher Certification Course is recommended for any CP or CPP who wishes to become "teacher certified" by AIP and also for any credentialed member of AIP or NAP who wants to improve teaching skills in a controlled non-threatening environment. After successfully completing the course, CPs and CPPs applying for teacher certification classification are required to submit service points demonstrating teaching in the field of parliamentary procedure. Successful completion of this

course by those who already hold the "teacher certification" earns points toward the continuing education requirements. The registration fee includes all on-site materials and closing dinner. It does not include advance reading materials, transportation, lodging, or other meals. The course fee for AIP members is \$350.00 for registrations received on or before December 1, 2014, and \$390.00 for registrations received after December 1. The course fee for non-AIP members is \$405.00 for registrations received on or before December 1, 2014, and \$445.00 for registrations received after December 1, 2014. The non-member registration fee includes a one-year AIP membership. All fees are to be paid in US dollars. Registrations received after December 1, 2014, will be on a space available basis. All cancellations must be in writing. Cancellations received after January 5, 2015, are subject to a \$75.00 cancellation fee. Cancellations received after January 5, 2015, are non-refundable.

The course will be cancelled if there is an insufficient number of people enrolled by December 1, 2014. The education department reserves the right to limit enrollment. Those who register for the course are advised to delay making airline reservations or other nonrefundable travel arrangements until they are notified by the AIP Education Director that the number is sufficient and it is certain that the course will be held.

Go to the AIP website [www.aipparl.org](http://www.aipparl.org) for further details and the registration form. If you have questions about the course, contact Jeanette Williams, CP-T, PRP, AIP Education Director, at [education@aipparl.org](mailto:education@aipparl.org).





## CATALYSTS CREATE CHANGE: PRESIDENT'S VOLUNTARY ADVERTISING CAMPAIGN

AIP is a wonderful organization with a wide diversity of membership united by a common interest in parliamentary excellence. Let's spread the word! AIP members are challenged to pay for and take out an ad promoting membership in AIP or participation in its programs. Suitable publications are alumni, professional, charity, religious, or special interest publication or trade journal. Websites or social media venues are also excellent choices.

Advertising furthers AIP's mission of maintaining a membership of parliamentarians, educators, lawyers, legislators, and members of business, civic, labor, professional, trade, veteran, religious, service, and fraternal organizations, and welcome to membership interested persons regardless of age, color, creed, financial status, nationality, race, or sex.

Participants are requested to report back the name of the publication or website, circulation, dates of advertising, number of times the ad was run, and money spent (which will be kept private but factored in analyzing success). Extended runs and multiple campaigns are welcome!

Advertising copy may be targeted to specific categories or directed to the general public but should include the toll-free number and the webpage url. Participants are welcome to contact the president for ideas. Remember, use of the AIP logo requires board approval.

Catalyst	Publication	Circulation	Date of Run
Alison Wallis	Louisiana Bar Journal	19,000 +	Dec. 2014

## MEMBERS' CORNER

### **Committee Chairs:**

Proud of your committee? Share your goals and needs with us. The membership would love to hear your efforts and accomplishments. So committee members, consider writing a column for the Communicator or the website (or both). You just might get some volunteers to help share the work as a bonus.

### **Chapter Leaders:**

Please be sure to view your listings on the website. We want accurate information on chapter leaders, meeting locations, links, and events. Make changes to your listings yourself or email AIP President Alison Wallis at [president@aipparl.org](mailto:president@aipparl.org)

### **Calling All Members:**

Did you give a very successful workshop or seminar recently? Why not challenge yourself to write an article for the Communicator as to why it was successful? We are all looking for new and better ideas.



## volunteers needed

AIP needs your **talent** and **labor**. If you have special interests, please volunteer to help our organization perform at its best. Contact President Alison Wallis to find out how you can be involved.

## Deadline Date for the "Communicator"

December 15, 2014

December Issue



## EDITOR'S EXCHANGE

*By David C. Morgan*

Greetings everyone, my name is David C. Morgan, and I am honored to be the new editor of the *AIP Communicator* newsletter. I have been a member of AIP since March, 2009. I live just outside of Comanche, TX. My goal as editor is to continue with the high standards set by AIP to inform and enlighten the members with articles of interest in the field of parliamentary procedure, law, and education. I will also follow the Standing Orders of AIP, section 28.2.1 Purpose, in regards to complying with the publishing requirements, and include news from officers, board reports, chapter information, member's news, and official notices. Advertising will be welcomed as stated in Standing Order 28.2.4.

As editor, I will be asking for help from all members in getting articles in by the deadlines, and for any news that will help in the goals of AIP in educating and promoting our presence here in the greatest country on earth, and around the globe. Let's make this the best newsletter in the field, and the "go to place" for everything to do with parliamentary procedures and law. I thank you all for this great honor and privilege to serve you as editor of the *Communicator*.

Sincerely,  
David C. Morgan

# WEST COAST PRACTICUM 2015

## JANUARY 29 - 31, 2015 "EXPLORE AIPSC"

### USING THE AIP STANDARD CODE FOR EFFECTIVE MEETINGS

Sponsored by the American Institute of Parliamentarians  
Ayres Hotel & Suites, Ontario Convention Center, Ontario, California

#### Instructors:

Barry Glazer, CPP-T and Jim Jones, CPP-T, RP  
(Members of the authorship team)

#### Cost:

**\$475** - AIP members (if registered by Dec. 1, 2014)

**\$550** - Non-AIP members (if registered by Dec. 1, 2014)

#### Cost Dec. 1 and thereafter:

**\$500** - AIP members

**\$600** - Non-AIP members

#### CEUs:

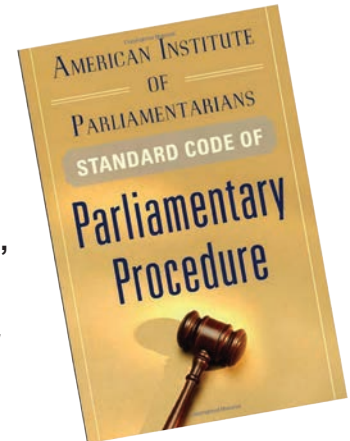
A credentialed parliamentarian will receive 2 points per day for attendance. The Practicum will provide 6 service points.

#### Hotel:

Please contact the hotel directly to make your reservation:  
Ayres Hotel & Suites, Ontario Convention Center. 1945 Holt Blvd., Ontario, CA 91761, (800) 248-4661.

Remember to mention the American Institute of Parliamentarians when making your reservation to receive the group rate of \$92.00 (plus 11.82% tax) single or double – breakfast included.

**This workshop includes all materials, three lunches, and two dinners (does not include a copy of AIPSC).**



If AIPSC (American Institute of Parliamentarians Standard Code of Parliamentary Procedure) is your parliamentary authority, or you are considering it as your parliamentary authority, then this class is for you!

Network with fellow students, many of whom use AIPSC as their parliamentary authority. Practice presiding with instruction from credentialed parliamentarians.

Go to the AIP website [www.aipparl.org](http://www.aipparl.org) for further details and the registration form.

Welcome to  
**amazon**smile

Remember to Smile for AIP and select the American Institute of Parliamentarians as your charity.

You shop. Amazon gives.

- Amazon will donate 0.5% of the price of your eligible AmazonSmile purchases to **American Institute Of Parliamentarians** whenever you shop on AmazonSmile.
- AmazonSmile is the same Amazon you know. Same products, same prices, same service.
- Support your charitable organization by starting your shopping at **smile.amazon.com**.

On your first visit to AmazonSmile ([smile.amazon.com](http://smile.amazon.com)), you need to select a charitable organization to receive donations from eligible purchases before you begin shopping. We will remember your selection, and then every eligible purchase you make at [smile.amazon.com](http://smile.amazon.com) will result in a donation.

# WELCOME TO NEW MEMBERS OF AIP

**The following individuals joined AIP from May – October, 2014.  
Be a supportive member and contact any who live near you.**

**Md. Israfil Alam**

Bangladesh National Parliament  
2/26 MP Hostel  
Sher-E-Bangla Nagar, Dhaka 1207  
Banladesh

**Jacquelyn Anthony**

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Decatur, GA 30032

**Jane Bardon**

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St. Paul, MN 55127

**Travis Barrick**

Gallian Welker & Beckstrom, LC  
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Las Vegas, NV 89104

**Marsha Baum**

University of New Mexico  
School of Law  
Albuquerque, NM 87106

**Sandra Bell**

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Westerville, OH 43082

**Philip Bendeich**

SCAX Consulting  
PO Box 500  
Croydon Park 2133  
Australia

**Richard Brown, Jr., J.D.**

824 Sessions Ln  
Kenner, LA 70065

**James Caldiero**

4128 Lotus Cr  
Ellicott City, MD 21043

**David Clarke**

9503 Minorca Way  
Palm Beach Gardens, FL 33418

**Chad Cooper**

4125 RidgeBrook Bend  
Cumming, GA 30028

**Garrett Donnelly**

The Eastland Oil Company  
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Midland, TX 79702

**Laurie Dovey**

LLD INK  
79 Mango Manor Dr  
Cape Canaveral, PA 32920

**Zana English**

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**Leonard Forstell**

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Valdez, AK 99686

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Littleton, NH 03561

**Steven Indig**

53 Evanston Dr.  
Toronto ON M3H 5P4  
Canada

**Elizabeth Landers**

9245 Poplar Ave  
Germantown, TN 38138

**Susan Langston**

1840 72nd Ave NE  
Saint Petersburg, FL 33702

**Lawrence Lawton**

11125 N. Roundup  
Mead, WA 99021

**Nashira Layade**

420 Passaic Street  
Hackensack, NJ 07601

**Teela Martin-Mellus**

6205 Mesquite Trl  
McKinney, TX 75071

**Alex Mili**

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Wilmington, DE 19801

**Rodney E Moorehead**

PO Box 2160  
Kingshill, VI 851  
Virgin Islands, US

**Shayne Morgan**

120 SW Parker Ln  
Lake City, FL 32024

**Raymond Nelligan**

13960 Shoshonee Ct  
Apple Valley, CA 92307

**Douglas Offermann**

2234 Old Ironsides Rd  
Abilene, TX 79601

**Mahmoud Okasha**

CPC  
39B River Rd  
Essex, CT 06426

**Victor Ouimette**

6814 N. Catherine Rd  
Mercer, WI 54547

**David Patterson**

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Ellisville, MS 39437

**Zandra Petersen**

VI Public Employees Relations  
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**Carlos Santana**

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**Fang Xie**

2065 Half Day Rd  
Deerfield, IL 60015



**Terry Applegate,**  
President

## SAY HELLO TO XMI ASSOCIATION MANAGEMENT

Starting October 1, 2014, the American Institute of Parliamentarians began receiving services from XMi with a focus on helping us to better manage our membership and finances. As an **accredited association management company**, XMi is one of only 79 management companies across the country to hold the honor and distinction for providing the best practices in the industry.

**XMi Association Management** has been serving national and state associations since 1994. Based in Nashville, TN, Terry Applegate, President leads a highly qualified and dedicated team of 10 association executives. The AIP Account Manager is Sharon Barkmeier. Sharon brings significant experience in serving membership organizations and association logistics.

As a division of XMi Holdings, XMi AMC has ample resources with an entrepreneurial vision. In 2009, they added XMi Studio to support web and graphic design services. In 2011, XMi Meetings was started to provide dedicated meeting planning services to client conferences and corporate events.

**Like AIP, XMi AMC is ready and poised to build for the future. Thank you for allowing us the opportunity to join together!**

### NEW AIP OFFICES

618 Church Street, #220  
Nashville, TN 37219  
Tel: 615-250-7776  
Fax: 615-248-9253



### THANK YOU FOR YOUR CONTRIBUTIONS

**AIP's generous members have made contributions to the funds of their choice during the period May 2014 thru October 2014. We invite you to consider making one or more of these funds the recipient of your generosity.**

<b>Md. Israfil Alam</b>	<b>Rosemary Seghatoleslami</b>
<b>Marie Lynn Diaz De Leon</b>	<b>Philip Tuhy</b>
<b>Charles Donaldson</b>	<b>James Wilburn</b>
<b>Edmund Donoghue</b>	<b>Jeanette Williams</b>
<b>Steven Gounardes</b>	
<b>Alex Richardson</b>	

### SIGNING OFF...

A great big AIP "welcome" to David Morgan, the new editor of *The Communicator*. When Alison asked me to serve as editor last year, I was excited about the opportunity to try something new in AIP. As with any new venture there are deadlines to meet and challenges to overcome.

This year I have found it necessary to take a step back from several commitments to deal with some health challenges. I know that David is looking forward to working with all of you in the coming year to bring you "what's up" in AIP! Best of luck David!

**Linda A. Juteau, CPP-T, PRP**





American Institute of Parliamentarians

**Members, let us see you and help us  
showcase our theme  
“AIP—Raising Standards”**

**Have some fun! We want to  
remind you to participate.**

Simply go to an identifiable or special local place and have your photo taken with a copy of AIPSC.

Photos will be featured in upcoming editions of the AIP *Communicator*, on our Facebook page, website, and other social media.

**Send to [Communicator@aipparl.org](mailto:Communicator@aipparl.org)**

