

# AIP Communicator

May 2013



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## PRESIDENT'S LETTER

by Alison Wallis, CP-T, PRP



*"A man only learns in two ways, one by reading, and the other by association with smarter people."*

—Will Rogers

I hope you are making plans to attend the American Institute of Parliamentarian Annual Session in Salt Lake City, Utah, starting on July 25, 2013. Full details of the schedule, registration, and workshops are contained in this issue and on the website.

The setting in Salt Lake City will be beautiful and interesting to members and their traveling companions. The annual session and its associated events will be rewarding and interesting to AIP members. All members are encouraged to attend the board meetings (July 23 and July 28, 2013) and many members with advanced credentials will be interested in the Business Development Institute on July 24, 2013.

Starting on July 25, 2013, expert parliamentarians will teach nine workshops throughout the days of the Annual Session. We will learn but also have plenty of time to have quality fellowship with our parliamentary peers at the meal functions and social times.

For parliamentarians, of course, the business sessions will be the highlight. Not only is this participation in a deliberative assembly at the core of our democratic nature, but participation at a parliamentary event is one of the best educational tools available. Parliamentary procedure empowers people to work in harmony for the good of their organization—this skill cannot fully be mastered in isolation, no matter what book is studied. The motions that will be made cannot be predicted but we do know it will be the first assembly for many of us that is conducted under the rules of the *American Institute of Parliamentarians*

*Standard Code of Parliamentary Procedure*. Officers and directors will be elected and installed. Come join in the process!

It has been an honor to serve as President of AIP and I thank all those who have supported our organization. I echo Will Rogers in my desire to learn from those smarter than myself, by associating with you, the members of the American Institute of Parliamentarians.

## CALL TO ANNUAL SESSION

In compliance with the Bylaws of the American Institute of Parliamentarians and motions adopted by the Board of Directors, I, Alison Wallis, CP-T, President of the American Institute of Parliamentarians, hereby give notice that the fifty-fourth Annual Session of AIP will convene on Thursday, July 25-27, 2013 at the Salt Lake Downtown Marriott at City Creek.

# 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.

## June 7 - 9, 2013

East Coast Practicum • "Groups in Transition"  
Maritime Institute, Conference Center  
Linthicum, MD

## July 25 - 28, 2013

Business Development Institute  
Salt Lake City, UT

## July 25 - 28, 2013

Annual Session • Salt Lake City, UT

## CP Exam Periods in 2013 (Expanded to two weeks)

June 1 - 16; October 20 - November 5, 2013

(application before July 10, 2013)

## CPP Exams in 2013

July 10, 2013

November 1 - 3, 2013

Dahms-Bierbaum Workshop  
Kansas City, MO



## HOW CAN YOU SHINE YOUR LIGHT?

### 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)

### Members:

Members are urged to check their contact information in the member-accessible online directory. Whenever there are updates or corrections, you can make changes yourself or contact headquarters. In addition to online search capability (by members), an important special committee (composed of Mary Remson and Joe Theobald) is compiling a purchasable membership directory. Whether we consult the website or printed directory, let's be sure information is completely current.

## AMERICAN INSTITUTE OF PARLIAMENTARIANS

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### Public Day Workshop Coordinator

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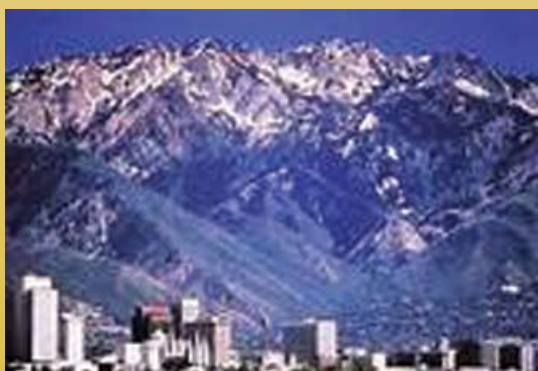
## East Coast Practicum - June 7-9, 2013

The East Coast Practicum like Tax Day also comes once a year. *Organizations in Transition* is the theme for this year's practicum. Curriculum Director Roger Hanshaw, CPP, PRP, and instructors Michael Swift, CPP-T, PRP and Larry Cisar, CPP-T, RP, are expecting you. The theme this year is "*Organizations in Transition*."

The Conference Center at the Maritime Institute of Technology  
692 Maritime Boulevard  
Linthicum Heights, MD 21090

Costs: Members - \$475 before 5/13, \$595 after 5/30;  
Non-members - \$550 before 5/13, \$695 after 5/30  
You may click on the link to the AIP homepage at [www.aipparl.org](http://www.aipparl.org) to get the registration form, informational flyer, and tentative schedule of events.

See you at the East Coast Practicum,  
Darlene T. Allen, PRP  
General Coordinator



## Annual Session

Salt Lake City, UT  
**July 23-28, 2013**

- **July 23, 2013** – pre-session Board of Directors meeting at 3 pm (all members welcome)
- **July 24, 2013** – Business Development Institute (open to all parliamentarians with advanced credentials)
- **July 25-7, 2013** – Annual Session  
Salt Lake Downtown Marriott at City Creek  
75 South West Temple • Salt Lake City, Utah 84101  
Special room rate \$109 (plus tax)  
1-801-531-0800 Hotel Website
- **July 28, 2013** – post-session Board of Directors meeting (All members welcome.)

## Dahms Bierbaum Workshop

November 1-3, 2013

Kansas City from the Lester L. Dahms Memorial Foundation

## Annual Dahms-Bierbaum Workshop

*Jeanette N. Williams, CP-T, PRP, Workshop Coordinator*

The Lester L. Dahms Memorial Foundation is pleased to announce that Curriculum Director Ann Rempel, CPP-T, PRP, has selected the topic "*The Essential Officers - President and Secretary*" for the annual Dahms-Bierbaum Workshop. Other instructors are Nancy Sylvester, MA, PRP, CPP-T, and Dr. Leonard M. Young, PRP.

The workshop starts promptly at 4:00 pm on Friday, November 1, and concludes about noon on Sunday, November 3. The guest room rate at the Hilton Kansas City Airport is \$89 per night plus applicable fees and taxes, and includes complimentary Internet access; the hotel provides a complimentary airport shuttle.

Visit the website at [www.dahmsfoundation.org](http://www.dahmsfoundation.org) for instructor information, the registration form, the scholarship application (for college students), and other workshop details.







## PARLIAMENTARY SPECIALIST: TRAINING POLITICAL PARTY MEMBERS

### An Innovation for the Iowa Republican Caucuses

#### January 3, 2012

By Jim Lohr, Caucus Coordinator  
Story County, Iowa

*Jim Lohr is the Story County, Iowa, County Republican Cochairman. Jim earned his PhD in Speech from the University of Nebraska and taught Parliamentary Procedure at Iowa State University. He is a Certified Professional Parliamentarian, American Institute of Parliamentarians; and a Registered Parliamentarian; National Association of Parliamentarians.*

I encourage training in parliamentary procedures for all political party officers and as many county, district, and state officials. As Story County Republican Party Caucus Chairman I wanted to protect the integrity of our caucuses. The “Occupier” movement of young, educated but unemployed liberals was still enchanting the media. They had established a tent city in Des Moines, Iowa’s capitol. A former state legislator known for his ultra-liberal stances was reportedly coordinating their Iowa efforts. I was concerned that this legislator might train the Occupiers in parliamentary procedure to disrupt the Caucuses. We were warned that some Occupiers might disrupt the precinct caucuses by laying about their residences and then support either ultra-liberal candidates or propose ultra-liberal platform planks. Our state officers worked behind the scenes with law enforcement officials to blunt any possible violence. As part of our boxes of Caucus materials, for our 43 county caucuses, I included a basic sheet explaining how to use a few parliamentary motions correctly.

In 2005, while serving small, cooperative associations, I had copyrighted a visual aid with eight of the eighty six motions in *Robert’s Rules of Order, Newly Revised* arranged in what I called, *Lohr’s Ladder*

of *Motions*. With the threat of the “Occupiers,” I added four protective motions to the “Ladder” shown below. Fortunately, the Occupiers chose not to disrupt the caucuses they did attend..

**If “Occupiers” come to disrupt the caucuses using parliamentary procedure, they might use the NEGATIVE motions below. Motions 1-8 will help small (12 or fewer) boards, committees or organizations get decisions made fairly and efficiently. Since there are no later meetings planned, so items 3, 4 and 7 should not be used. But the NEGATIVE motions are designed to stop good decisions from being made. In our caucuses, any use of these NEGATIVE motions could be designed to disrupt the caucus.**

In a friendly meeting of cooperative members, motions designated as “1-8” can be moved up the numerical ladder, their content is are discussed and the motions are voted on in a progression back down the ladder. The “Negative or Disruptive” motions have the “ranks” or “rungs on the ladder” of “6½” or “1½” to show their respective precedence or elevations among the other motions and are in *italics* below.

#### R S D A V “R” – Recognition, “S” – Second, “D” – Discussion, “A” – Amend, “V” – Vote.

Y Y N N 1½ . . . . . 8. Adjourn (End the meeting promptly.)

The chair can adjourn “. . . if there is no objection.”

Y Y N Y 1½ . . . . . 7. Recess (Until \_\_\_\_ a.m./p.m.) (Or after a time or event.)

For a brief break for a meal, a dignitary, or counting ballots.

N N N N 2/3 *NEGATIVE 6½ Object to Consideration. This could be moved before discussion starts on a motion, does not need a second, cannot be debated or amended. It needs a 2/3 vote against considering the motion or the vote to stop the motion or vote from even being considered. (Most likely to be used against having the presidential vote in the Caucus.)*

Y Y N N 2/3 *NEGATIVE 6½ Suspend the Rules (This removes an item from an agenda, moves it to a different order on the agenda or adds a new item to the agenda. Because it changes the agenda once adopted – a 2/3 vote is required.)*

Y Y N N ½ *NEGATIVE 6½ Table or Lay on the Table. If this motion passes another motion (Take from the Table) must be moved, seconded and adopted to be able to discuss and vote on the original motion.*

N N N N Chair . . . . . 6. Other ( In this “Ladder” the Chair decides other requests.

The group can change the decision by a majority vote against it.

Y Y N N 2/3 . . . . . 5. Previous Question (Close discussion and vote immediately.)

The chair can close discussion, “. . . if there is no further discussion.”

Y Y Y Y 1½ . . . . . 4. Postpone (Until \_\_\_\_ ) (Later this meeting or until the next meeting.)

This should not be used to delay completion of necessary items of business.

Y Y Y Y 1½ . . . . . 3. Refer to the \_\_\_\_ Committee/Staff (To Study, Compromise or Implement.)

Identify what they can do, whether they have a budget, and when to report back.

Y Y Y Y 1½ . . . . . 2. Amend (Change the intent, clarify the wording, or add detail(s).)

Amend by “inserting, striking, or striking and inserting” “before or after the word ‘ \_\_\_\_ ’” or by “adding” at the end of the motion. There can be an Amendment to the Amendment.

Y Y Y N ½ *NEGATIVE 1½ Postpone Indefinitely – This kills the main motion without a vote on the motion itself.*

Y Y Y Y 1½ . . . . . 1. Main Motion (This should be the best solution to an organization’s problem or goal.)

If possible, draft the motion and email or mail it to the members ahead of time, so they are ready.

# AIP Members' Activity Survey Report

By Jim Lohr, PhD, CPP, RP

The usual expectation for the return of surveys is 10%. With about 700 members in AIP, I anticipated approximately 70 returns. The survey ran in the December 2012 producing five returns; in March, three returns. By adding my own responses, the total moved to nine responses. In fairness to those loyal members who did return their surveys, President Alison Wallis and I decided to print a summary of the results returned for whatever wisdom they provide.

- A. The "AIP Status" showed six regular members and three credentialed members.
- B. The "Member of an AIP Chapter" included only one member who is "at large."
- C. The "Other Professional Designations" included one PhD, two MDs, two DDS/DMDs, two RPs and one PRP.
- D. The "Type(s) and number(s) of organizations you served in the last 12 months" have results which are difficult to interpret because some respondents provided actual numbers while others merely checked the blank. Those variations continued throughout the rest of the questionnaire, so the results which follow will merely summarize the responses.

Seven members had served non-profit organizations; three served for-profit corporations and three, professional organizations. One member worked with a condominium association; two, homeowners associations; one, library board; one, an educational institution; two, political parties; one, physicians; two dentists; one, a men's religious group and one, a fraternity.

- E. The "Services Provided" results were also difficult to interpret since I received responses with actual numbers and other responses with the box merely checked by the respondents:
  - Helping with "Immediate Problems" yielded fifty responses from seven respondents with thirty-eight responses from six respondents.
  - The survey questions did not ask respondents to specify what those present nor future problems were.
  - Seven of the members served as parliamentarians for groups; five served as member-parliamentarians.
  - Serving as president of an organization included two respondents; four, as other officers; and two presided for the president.
  - Two chaired conventions; two served as convention parliamentarians.
  - One member gave a talk dealing with bylaws; one, 'ladder of motions'; one, non-debatable motions; one, on "interrupting speakers;" one, reference committees; one, "relationships among the types of motions. One member provided a workshop on motions.
  - One member wrote a parliamentary opinion, five advised on nominating or voting procedures, one advised a candidate.
  - "Bylaws" were interpreted by two members, amended by four and revised by five. One member helped a group write new bylaws.
  - One member trained officers of companies; three advised on disciplinary concerned, one helped to prevent an organizational-takeover and one was involved in a "distance program."
- F. Which "parliamentary authorities" were used? Again, some respondents tallied results, others merely checked off that authority.
  - Five members found *Robert's Rules of Order, Newly Revised, 11th Edition* used; two found older editions of *Robert's*.
  - Two members used the *American Institute of Parliamentarians Standard Code of Parliamentary Procedure*.
  - One member used Alice Sturgis' *Standard Code of Parliamentary Procedure*.
- G. Eight members averaged more than one hundred hours of donated service during the year; two members averaged thirty-five hours of paid service.
- H. Six members did not report any income; three members reported income, with two members earning more than \$1000 each.
- I. No members suggested topics for the *Communicator* nor requested new services from the American Institute of Parliamentarians.

**Editor's Note:** In the March 2013 issue, member response was requested for a survey issued by the Communications Committee. Chair Karen Watson reports no responses were received. The committee is now evaluating other options.

# AIP HONORED AT CALIFORNIA'S STATE CAPITOL

By Brian Ebbert, RP, Assistant Chief Clerk/Parliamentarian California State Assembly; and Member of AIP Chapter 71

On March 21, 2013, AIP Chapter 71, based in Sacramento, was recognized on the floor of the California State Assembly. Assembly Member Ken Cooley (D-Rancho Cordova) made the formal motion on the floor to honor AIP for its dedication to democratic values and parliamentary principles. Legislators greeted ten members of AIP Chapter 71 with a round of applause. The session was broadcast live on statewide cable television via The California Channel (California's version of C-SPAN).

After viewing the Assembly in session, the AIP members were invited for a private meeting with Assembly Member Cooley in his Capitol office. Assembly Member Cooley is an attorney, former Mayor, and former legislative staffer, now serving in his first term in the legislature. He fielded an array of parliamentary and procedural questions from the AIP members in attendance. Assembly Members Richard Pan (D-Sacramento) and Roger Dickinson (D-Sacramento) also joined in personally greeting the group. In California, each member of the 80-member lower house represents nearly 490,000 people. Assembly procedures are governed by state Constitutional provisions as well as in-

ternally adopted house rules, which can be modified by majority vote. When rules are silent, Mason's *Manual of Legislative Procedure* is the parliamentary authority. Over 70 of the 99 state legislative chambers use Mason's Manual as their authority.

Assembly Member Cooley issued certificates to participants after a detailed discussion of California's legislative process. After meeting with the legislators, the group was treated to a behind the scenes tour of the Chief Clerk's operations in the Assembly Chamber. Assembly Chief Clerk E. Dotson Wilson discussed his role as the elected Parliamentarian of the house, and AIP members were able to stand at the Speaker's rostrum and explore the ornate legislative Chamber. The day concluded with a tour of the engrossing and enrolling office in the basement of the Capitol, where teams of legislative staff demonstrated the detailed procedure of examining bills as they move through the complex process and are eventually delivered to the Governor. AIP's visit to the Capitol was recorded in the official records of the Assembly for posterity.



**Photo of Speakers Rostrum:** AIP Chapter 71 members at the Speaker's rostrum in the Assembly Chamber.

Left to right: Brian Ebbert, Sheryl Dodd-Hansen, Scott Burns, Robert Kraffen, Dave Mezzera, Lorraine Talbot, S. David Shapiro, Marcia Sydor, David Bowman, Rick Sydor. Also in attendance, but not pictured: Lorenzo Cuesta, Lee Snook, and Maria Trujillo Trough.

# AMERICAN INSTITUTE OF PARLIAMENTARIANS®

## 2013 Annual Session Workshops - Presentation Times

DAY AND TIME	PRESENTER	WORKSHOP TITLE
Workshop 1 Thursday, July 25 10:35 - 11:50	Mary Remson, CPP-T, PRP	<i>“Shall the Question Now Be Put?”</i>
Workshop 2 Thursday, July 25 1:15 - 2:30	Maurice S. Henderson, PRP	<i>“RONR on CD ROM”</i>
Workshop 3 Thursday, July 25 2:45 - 4:00	Hon., Daniel A. Ivey-Soto, CP, PRP, JD	<i>“Saying ‘Yes’ While Still Saying ‘No’”</i>
Workshop 4 – For those not attending the ‘teacher’ credential workshop – Friday, July 26 10:35 - 11:50	Kay Crews, CP, PRP	<i>“Using RONR - the Book, and all those Charts”</i>
Workshop 5 – For those holding the ‘teacher’ credential – Friday, July 26 10:35 - 11:50	Dr. M. Eugene Bierbaum, CPP-T, PRP	<i>“Planning Parliamentary Workshops for Everyone”</i>
Workshop 6 Friday, July 26 1:15 - 2:30	Joy Myers, CPP-T, PRP	<i>“AIP Governance”</i>
Workshop 7 Friday, July 26 2:45 - 4:00	Joe Theobald, PH.D., PRP, CP	<i>“Ins and Outs of Incidentals”</i>
Workshop 8 Saturday, July 27 10:30 - 11:45	Robert Kraften, CP, PRP	<i>“Quorum”</i>
Workshop 9 Saturday, July 27 1:15 - 2:30	W. Craig Henry, CPP-T, PRP	<i>“Consider Seriatim”</i>



# WELCOME TO NEW MEMBERS OF AIP

The following individuals joined AIP from February 2013 through April 2013.

Be a supportive member and contact any who live near you.

**James A. Gualdoni**  
2370 Ventura Drive  
Walled Lake, MI 48390

**Todd W. Crowder**  
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**Anthony L. McCaskill**  
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**Domonique Clemons**  
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**Wanda Nelson**  
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**Sarah Marshall**  
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Garden City, NY 11530

**Dr. Rose Acker McIver**  
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Cameron Grove Community  
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Upper Marlboro, MD 20774

**Lucas Munoz**  
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Elk Grove, CA 95758



## SILENT GAVELS

*AIP is happy to report no Silent Gavels for reporting period.*

## THANK YOU FOR YOUR CONTRIBUTIONS

**AIP's generous members have made contributions to the funds of their choice during the period February 2013 thru April 2013. We invite you to consider making one or more of these funds the recipient of your generosity.**

**Doris Abbate, CP-T**  
**John W Bacher, CPP (Retired)**  
**Don M Boileau**  
**Al Brodbent, PhD**  
**Barry M. Glazer, CPP-T**  
**Stephen Gorrie**  
**Kathryn Gibbons Johnson, CP**  
**George W Lingen, Jr, DDS**  
**Michael E. Malamut, JD, CPP-T**  
**John "Jack" P. Navins, CP**

**Wanda Nelson**  
**Carol Noack**  
**John Pisacane**  
**Mary L Randolph CPP-T**  
**Alex L Richardson**  
**Jim Slaughter, CPP-T**  
**John D. Stackpole, CPP**  
**John Szewczyk**  
**Michael Wagner-Diggs**

## CONGRATULATIONS TO MEMBERS WITH NEW CREDENTIALS:

**Jonathan M. Jacobs, CPP**  
**Mary L. Remson, CPP-T**  
**Carol Johnson Davis, CP**  
**Dominic Holzhaus, CP**  
**Steven Gounardes, CP-T**



# “A STUDENT’S PERSPECTIVE (AND RAVE REVIEW!)” OF THE AIP TEACHER CERTIFICATION COURSE March 13-16 • Jacksonville, Florida

It was with some trepidation that I enrolled in the AIP Teacher Certification Course that was recently held in Jacksonville, Florida, in March. From a “newbie’s” perspective, AIP can be just a little intimidating. I can recall attending my first East Coast Practicum just two years ago. Presiding practice in front of all those seasoned parliamentarians: Was I going to have to do that?! It was nerve racking! And then the following year at the East Coast Practicum, to observe the oral CPP exams: Will I ever do that?! So when I got a couple of calls to say “Carol, this course would be a really great experience for you,” I could only wonder whether I could withstand the intensity. But from the encouragement from two great mentors, Ann Rempel and Jeanette Williams, my fears were allayed (somewhat) and I made my way to Jacksonville. And I am glad I did.

The Teacher Certification Course was a great experience. From the very outset, beginning with the registration process, class participants understood the requirements for class pre-work as well as what was to be expected during the three-day course. The faculty was outstanding. Dr. M. Eugene Bierbaum, Ann Rempel, and Jeanette Williams brought a wealth of

experience and knowledge to the course along with their engaging and collegial demeanors. The faculty was open and responsive to all class questions and was available for consultation regarding the participants’ presentations after class hours.

The curriculum of the class focused on principles which would assist class participants in becoming more effective teachers of parliamentary procedure. The concepts included principles for teaching adults, understanding how adults learn, and the variables that affect their learning. Emphasis was also placed on activity-based learning as evidence has shown that this method increases learning, proficiency, and excitement in classroom settings. Helpful instruction was given surrounding planning and developing courses in parliamentary procedure (identifying potential audiences, determining hours of instruction, selection of various texts, etc.) as well as instructions for developing a well defined lesson plan. Also included in the instruction was an emphasis on the importance of logistics, utility and comfort of the educational environment, and the effective use of presentation programs and visual aids.

As with all AIP credentialing education activities, included were two fairly com-

prehensive examinations. One focused on the prerequisite reading and the second on the materials covered in class. The tests were composed mostly of multiple-choice and matching questions. And in true AIP style, there were two teaching presentations from each class participant. These presentations blended the participants’ parliamentary knowledge with their new and improved teaching tools acquired throughout the three-day course. These presentations were graded by the faculty and participants received immediate constructive feedback from the faculty, as well as from fellow class participants.

Many hours were spent in preparation and participation in the course. It was intense but it was all very well worth it and I survived! I encourage all who are eligible to enroll in the next AIP Teacher Certification Course to do so. It is a one of a kind experience!

Carol Johnson Davis, CP

**Editor’s Notes:** Jeanette Williams, Course Coordinator, passed Carol’s report along. Jeanette explained that there were three instructors and seven students. We congratulate Carol on her success and praise the instructors for their generous efforts.





**American Institute of Parliamentarians  
2013 Annual Session Registration Form  
July 25 – July 27, 2013  
Downtown Marriott at City Creek – Salt Lake City**

Name \_\_\_\_\_ Badge Name \_\_\_\_\_  
Address \_\_\_\_\_ City /State/Zip Code \_\_\_\_\_  
Phone \_\_\_\_\_ Email: \_\_\_\_\_  
Certification (Circle) CP CP-T CPP CPP-T RP PRP Other \_\_\_\_\_  
Guest Name \_\_\_\_\_ Guest Badge Name \_\_\_\_\_

**Payment must be received or postmarked before May 30, 2013 for the Super Early Bird discount or before June 25, 2013 for the Early Bird discount. All fees are in US currency.**

**Cancellation Policy:** All cancellation requests must be in writing. Cancellations received after July 4<sup>th</sup> will be subject to a \$75.00 cancellation fee. No refunds will be given for cancellations after July 15, 2013.

Note: All AIP members are invited to attend pre and post-annual session meetings of the Board of Directors on July 23 and July 28, 2013.

	Super early bird – before May 30	Early bird – before June 25	Regular or on site registration	Total
Business Development Institute <i>July 24 (includes lunch &amp; reception)</i>	\$140	\$150	\$160	
Full Registration <i>(includes 1 reception, 3 breakfasts, 3 lunches, 2 dinners)</i>	\$360	\$390	\$410	
Single Day Registration	\$130	\$150	\$185	
Guests and single event tickets				
Welcome reception (Wed.)	\$15	\$15	\$15	
Installation Banquet (Sun.)	\$60	\$60	\$65	
TOTAL				

**Please specify special dietary requirements:** \_\_\_\_\_

**Three Easy Ways to Register:**

- 1) Checks should be made payable to **American Institute of Parliamentarians** and mailed to:  
AIP  
550 M Ritchie Highway #271,  
Severna Park, MD 2146.
- 2) **Register online** at [www.aipparl.org](http://www.aipparl.org)
- 3) Call AIP at **888-664-0428**

**For information, contact** Carrie Dickson at [annualsession@aipparl.org](mailto:annualsession@aipparl.org) or Laurie@nextwavegroup.com

**Hotel:** Salt Lake City Marriott Downtown at City Creek, 75 South West Temple, Salt Lake City, UT.

**For Reservations call:** 1-888-236-2427 and identify AIP Annual Session, code AIPAI PA, for special room rate of \$109.00 (single/double) plus tax.

# BUSINESS DEVELOPMENT INSTITUTE



## Speakers and Topics

- Knowing the Rules and Knowing your Client's Needs -- *Ann Rempel*,
- Parliamentary Rules beyond the Rules of Order -- *David Shapiro*
- The Virtual Parliamentarian Practice -- *Lucy Anderson*
- Technology for the Professional Parliamentarian – *Lorenzo Cuesta*
- Two other Topics Pending

## Registration Form

**Class for current or retired advanced credentials by NAP and AIP**

Name:			
Credentials:			
Email:			
Address:			
City/State/Zip:			
Select Pay:	\$140 by 5/30/13	\$150 by 6/25/13	\$160 on site
Payable to:	American Institute of Parliamentarians (Cost includes class, lunch, welcome reception, and printed materials)		
Mail Check to:	AIP 550 M Ritchie Highway #271 Severna Park, MD 21146		
Or Contact AIP:	888-664-0428 or <a href="http://www.aipparl.org">http://www.aipparl.org</a>		





## American Institute of Parliamentarians

550M Ritchie Highway, #271 • Severna Park, MD 21146  
Tel: 888-664-0428 • [www.AIPparl.org](http://www.AIPparl.org) • [aip@AIPparl.org](mailto:aip@AIPparl.org)

### LUCY ANDERSON MAKES A PRESENTATION AT THE UNCF 67TH NATIONAL ALUMNI COUNCIL AND 55TH NATIONAL PRE-ALUMNI COUNCIL LEADERSHIP CONFERENCE

AIP Board member and youth committee chair, Lucy Anderson, presented a workshop entitled “*Leading by Example With Parliamentary Procedure*” at the Annual Leadership Conference of the United Negro College Fund National Alumni Council (NAC) and National Pre-Alumni Council (NPAC), on Thursday, February 14, 2013, in Atlanta, Georgia. About 70 persons, representing 39 UNCF member colleges and universities from around the Country, attended the session during which Lucy promoted American Institute of Parliamentarians by including information about AIP in her slide presentation and making additional personal contacts with the students in attendance.

Her presentation was very well received as evidenced by the eager participation of the students. Lucy made the presentation interactive including several mini-skits and questions and answers. This format for teaching the subject proved to be very successful with the group. Lucy was told that she was expected back “for a repeat performance at future conferences.” Lucy credits her husband, Tophas Anderson, for the opportunity to speak to the group where he serves as a member of the UNCF NAC Board of Directors.

The UNCF NAC/NPAC annual Leadership Conference is a 4-day symposium with opportunities for networking, motivational, and educational workshops and events for alumni, pre-alumni (students), college presidents, and UNCF staff. The UNCF supports the Leadership Conference through staffing and resources. UNCF uses the Conference as an opportunity to highlight the accomplishment of its member college and university students and alumni.



Board Member and Youth Committee Chair Lucy Anderson teaching *Leading by Example with Parliamentary Procedure*.