

# AIP Communicator

May 2011



## Call to Convention

In compliance with the American Institute of Parliamentarians Bylaws, Article VII, Section 3, and motions adopted by the Board of Directors, I, Mary Remson, CP-T, President of the American Institution of Parliamentarians, hereby give notice that the fifty-second Annual Session of the AIP will convene on Thursday, July 27 - Saturday, July 30, 2011, at the Hotel Novotel, Mississauga, Ontario, Canada.

Registration will begin on Wednesday, July 26.

### TABLE OF CONTENTS

ANNUAL SESSION	3
ANNUAL SESSION TRIP	7
BYLAWS AMENDMENTS	4, 5, 6
CALL TO CONVENTION	1
CONTACTS	2
CONTRIBUTIONS	6
EXAM DEADLINES	2
FACEBOOK	2
NEW MEMBERS	7
NEWSLETTER DEADLINES	2
PRESIDENT'S LETTER	1
SILENT GAVELS	7
UPCOMING EVENTS	2

### PRESIDENT'S LETTER

## Falling Dominoes

by Mary Remson, CP-T, PRP



It had the look of 'falling dominos.' My feet were glued to the floor as I watched in horror while my mother, age 87, lost the battle with the door facing and the wheels of her walker. There

are some things that you can predict will happen and some things that you can only hope will not happen. This was one of those things that I could not predict. I thought the walker prevented falls but in this case it helped to cause one. After the trip to the emergency room and 14 stitches later; I have relived the "dominos" moment hundreds of times in my mind. The old saying "Haste makes waste" has also weaved itself into this remembrance.

I wanted to gain a few minutes of time to devote to other activities such as answering emails, sending out thank-you notes and catching up on other presidential duties. The plan was to quickly complete my daughter duties such as giving my mother her bath and dinner. I pushed her to 'speed it up'. "Are you still in the bath room?" "Come on, come on, let's hurry it up!" I really could use an extra five minutes.

But the five minutes of time that I wanted to garner was now lost on—waiting. I waited for the emergency squad to come to attend to my mother's profusely bleeding forehead. I lost more time waiting in the emergency room. More time lost waiting for the appropriate x-rays to be taken.

I had to wait for the doctor to read the x-ray, more time lost. I waited for the pain prescription, more time lost. I even had to wait to be discharged as there are discharge instructions to receive, and on and on.

What does this have to do with parliamentary procedure? How many times have groups decided that parliamentary procedure is too complicated, too difficult and just takes too long? How many times have groups decided to cut corners and not fully explore a decision or even worse, adopt a poorly crafted motion just to save five minutes of time? What the members are really left with is more problems instead of a decision that the membership can live with. This action requires another meeting to rehash the decision previously made in haste. Time lost! Additional time needed to correct problems the decision created. The time taken later is more than it would have if parliamentary procedure had been carefully followed.

Just as with meetings, my mom is okay and doing better. However I am still trying to get back to where I was before the fall. The dentist had to repair a broken bridge, the optometrist had to fix twisted glasses, and the family physician had to explain why so many new bumps and bruises are being discovered daily. By the way, I never did get those precious five minutes I was aiming for.

Don't miss the 2011 Annual Session in Ontario Canada, the Canadian parliamentary unit is laying out the 'red carpet' to make this annual session one to be remembered for years to come. Let's do it Canadian style in 2011. See you at the Annual Session.

# 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 2 - 8, 2011

CP Exam period (previous registration required)

## June 2011

### Riddick Practicum

CPP Exam

## July 15, 2011

CP Exam registration deadline for October exam period

## July 28 - 30, 2011

AIP Annual Session

Mississauga, Ontario, Canada

CPP exam

## October 3 - 9, 2011

CP Exam period (previous registration required)

## January 26 - 28, 2012

AIP West Coast Practicum

Ontario, California

## Are you a fan of AIP?

Did you know AIP now has a Facebook page? Are you signed up as a fan? Receive instant notifications of upcoming AIP events and breaking news sent straight to your Facebook page. Share pictures from AIP events with other fans.

<http://www.facebook.com/aipparl>

## DEADLINES...

### CP and CPP Exam Sign-Ups

#### July 15, 2011

- CP Exam registration deadline for October exam period
- CP Exam period (previous registration required)

Contact AIP Headquarters, 888.664.0428, for exam applications.

### NEWSLETTER DEADLINES

Deadline for submissions for the newsletter are the first day of February, May, August, November. Items can be sent to [communicator@aipparl.org](mailto:communicator@aipparl.org)

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# AIP ANNUAL SESSION

## PARLIAMENTARY SOCIETY OF TORONTO AIP CHAPTER 51 • 2011 ANNUAL SESSION

The members of the Parliamentary Society of Toronto (AIP Chapter 51) invite all AIP members and their guests to attend the 2011 Annual Session (the first ever to be held in Canada) in the City of Mississauga, a part of the Greater Toronto Region in the Province of Ontario.

**Please mark the dates on your calendar now: July 28 – 30, 2011.**

The 2011 Annual Session will be held at the Novotel Hotel in the heart of Canada's fourth largest city – the City of Mississauga, which is immediately adjacent to Toronto, the provincial capital. The city centres of Toronto and Mississauga are 16 miles apart and the hotel is a 10-15 minute ride from Toronto International Airport, a five minute walk to Canada's second largest shopping mall and within walking distance of plenty of great restaurants.

As usual, AIP will ensure that the time at, and before, the Annual Session will be a unique educational experience for all attendees, in addition to providing an opportunity to conduct all of the necessary business required to continue AIP as a corporate entity. Since the best view of Niagara Falls is from the Canadian side of the falls, an optional limited seating excursion has been organized for Friday evening July 29, 2011. Details about the 2011 Annual Session, the Hotel, this excursion and other activities can be found at the 2011 Annual Session website: [www.croon.ca/AIP/indexframeset.html](http://www.croon.ca/AIP/indexframeset.html).

The Toronto Chapter of the American Institute of Parliamentarians has been continuously active since 1986, meeting ten times per year, usually in downtown Toronto. We are a small but dedicated group of

individuals who take pleasure in chopping and dicing the concepts and rules of parliamentary law until we have understood all aspects of the rules and can apply them in practice. The year 2011 will be the Chapter's 25th anniversary and we are planning a number of events to celebrate this important milestone. Hosting the AIP Annual Session in our 25th year is a great honour and we look forward to the opportunity to promote the AIP as a truly international organization advancing the study and practice of parliamentary procedure.

If you have not yet decided on whether to attend, please think about it soon. If you have decided to come, please take a few moments now to Register online [HERE](#); Download the printable mail-in registration form; or call AIP at 888-664-0428.

One important reminder for American visitors to Canada is that you will need your passport to return to the United States. If you need to renew or acquire a passport, it might be a good idea to do so now.

The **Parliamentary Journal** seeks quality articles of interest to AIP members. Articles concerned with the simple aspects of parliamentary procedure may be of interest to new members; while articles focused on more nuanced elements of procedure are welcomed by more advanced members. Regardless of how technical your article is, it may find a welcome reception in the **Parliamentary Journal**. Submit your articles to the editor at [pj@aipparl.org](mailto:pj@aipparl.org) who will determine its suitability.

## THERE IS STILL TIME TO GET YOUR DOCUMENTS!



**Bottom line:** Since June 2009, everyone arriving in Canada by air, land and sea has needed a passport.

**Best Advice:** If you haven't already, apply now for your U.S. passport. If you need a passport right away, get a passport within 24 hrs with [www.rushmypassport.com](http://www.rushmypassport.com).

**In Depth:** Passport requirements have been a complicated and ever changing issue for U.S. travelers to Canada for the past few years. Visitors from any country other than the U.S. have always needed a passport to enter Canada. On the other hand, because of a friendly border crossing agreement between Canada and the United States, Canada Border Services did not require U.S. citizens to present a passport to enter Canada. This friendly border crossing agreement used to be mutual; however, now the requirement is that U.S. citizens must have a passport to return home. Canada will not allow a U.S. citizen into the country who does not have the proper documentation to return home. A passport is a must.

**Don't wait! The U.S. application process is already backlogged. Apply for your passport now!**

# AMERICAN INSTITUTE OF PARLIAMENTARIANS PROPOSED BYLAWS AND STANDING RULES AMENDMENTS

**AMENDMENT 1 - RETENTION OF CP AND CPP CREDENTIALS.** Amend Article IX, Accrediting Department, Section 3, Continuing Education, by striking the comma and all text following the word “shall,” and inserting in lieu thereof the phrase, “complete continuing education activity.”

CURRENT WORDING	IF ADOPTED WILL READ
<p><b>Section 3. Continuing Education.</b> To retain status as a certified parliamentarian or a certified professional parliamentarian each member shall, at least once every seven years, complete a continuing education activity as approved by the accrediting department and the board.</p>	<p><b>Section 3. Continuing Education.</b> To retain status as a certified parliamentarian or a certified professional parliamentarian each member shall complete continuing education activity.</p>

**PROPOSED BY:** Accrediting Department

**RATIONALE:** To establish clear and objective criteria for maintaining AIP’s credentials.

**RECOMMENDATION:** The Bylaws and Standing Orders Committee recommends a vote *for* this amendment.

**AMENDMENT 2 - REVOCATION OR RECLASSIFICATION OF CREDENTIALS.** Amend Article IX, Accrediting Department, by adding a new Section 5, Revocation or Reclassification of Credentials, as set forth in the following table:

CURRENT WORDING	IF ADOPTED WILL READ
<p>(None)</p>	<p><b>Section 5. Revocation of Reclassification of Credentials.</b> The credentials of Certified Parliamentarian, Certified Professional Parliamentarian, Certified Parliamentarian-Teacher, or Certified Professional Parliamentarian-Teacher may be revoked, or the credential-holder reclassified to a lower credential, in accordance with the provisions of the standing orders.</p>

**PROPOSED BY:** Bylaws and Standing Orders Committee

**RATIONALE:** The 2010 Annual Meeting adopted a motion, “That the AIP bylaws committee be directed to prepare a bylaw amendment for consideration at the 2011 Annual Session, spelling out the process of revoking the CP, CPP, or T credentials.” This proposed amendment, and the proposed amendment to the standing orders set forth in Amendment 5, are submitted in response to that directive.

**RECOMMENDATION:** The Bylaws and Standing Orders Committee recommends a vote *for* this amendment.

**AMENDMENT 3 - CONTINUING EDUCATION.** Add a new Standing Order 10.3, Continuing Education, as set forth in the following table:

CURRENT WORDING	IF ADOPTED WILL READ
(None)	<p><b>10.3 Continuing Education.</b> To retain status as a certified parliamentarian or a certified professional parliamentarian each member shall, during each applicable seven year period of certification, complete ten hours of continuing education activities approved by the accrediting department and board of directors.</p> <p><b>10.3.1.</b> A Certified Professional Parliamentarian (CPP) or a Certified Parliamentarian (CP) member who fails to successfully complete the continuing education requirement and timely submit proof thereof during his or her seven-year period shall revert to the next lower classification of membership. A CPP shall revert to a CP classification and a CP shall revert to a member classification. The member shall be required to complete the required examination to be reinstated in his or her previous classification.</p> <p><b>10.3.2</b> Members holding the Teacher “T” credential that fail to maintain the required continuing education shall lose their teacher credential and shall be required to complete the AIP Teacher Training Course to reinstate that credential.</p>

**PROPOSED BY:** Accrediting Department

**RATIONALE:** To establish clear and objective criteria for maintaining AIP’s credentials.

**RECOMMENDATION:** The Bylaws and Standing Orders Committee recommends a vote *for* this amendment.

**AMENDMENT 4 - AWARD OF CREDENTIALS AS TEACHER OF PARLIAMENTARY PROCEDURE.** Amend Standing Order 12 by striking the words “and education departments” and inserting in lieu thereof the word “department”

CURRENT WORDING	IF ADOPTED WILL READ
<p><b>12. Teacher of Parliamentary Procedure.</b> A certified parliamentarian or a certified professional parliamentarian may be credentialed as a Teacher of Parliamentary Procedure after demonstrating competency through the successful completion of the AIP Teacher Training Course, submission of the required teaching hours, recommendation of the accrediting and education departments, and approval of the board.</p>	<p><b>12. Teacher of Parliamentary Procedure.</b> A certified parliamentarian or a certified professional parliamentarian may be credentialed as a Teacher of Parliamentary Procedure after demonstrating competency through the successful completion of the AIP Teacher Training Course, submission of the required teaching hours, recommendation of the accrediting department, and approval of the board.</p>

**PROPOSED BY:** Accrediting Director and Education Director.

**RATIONALE:** The accrediting department is responsible for certifications.

**RECOMMENDATION:** The Bylaws and Standing Orders Committee recommends a vote *for* this amendment.



**AMENDMENT 5 - REVOCATION OF RECLASSIFICATION OF CREDENTIALS.** Amend the Standing Orders by inserting a new Standing Order 13, Revocation or Reclassification of Credentials, as set forth in the following table, and renumbering the succeeding Standing Orders accordingly:

CURRENT WORDING	IF ADOPTED WILL READ
(None)	<p><b>13. Revocation or Reclassification of Credentials.</b></p> <p><b>13.1 Unprofessional Conduct.</b> Revocation or reclassification of credentials for unprofessional conduct shall be in accordance with AIP’s Rules for Handling Complaints and Reporting Ethical Violations.</p> <p><b>13.2 Failure to Maintain Credentialing Requirements.</b></p> <p><b>13.2.1</b> Credentialed members shall submit information to the Accrediting Department documenting their parliamentary activities within each seven year. Validation of activities shall be the prerogative of the Accrediting Department.</p> <p><b>13.2.2</b> If a member fails to submit the required information, or the Accrediting Department finds that the information submitted does not show satisfactory completion of the requirements for the certification for which it is submitted, the Accrediting Director shall notify the member of that fact and of the Accrediting Department’s proposed revocation or reclassification of the credentials.</p> <p><b>13.2.3</b> A member may submit additional documentation of questioned activities to the Accrediting Department within thirty days after receipt of the Accrediting Director’s notice of the proposed action. The Accrediting Department will review the documentation and respond with a final decision within sixty days after receipt of the documentation.</p> <p><b>13.2.4</b> Any member who does not agree with the final decision of the Accrediting Department may submit an appeal to the Executive Committee within thirty days after receipt of the Accrediting Department’s final decision. The Executive Committee shall consider the appeal and issue its decision within thirty days after receipt of the appeal. The decision of the Executive Committee shall be final.</p>

**PROPOSED BY:** Bylaws and Standing Orders Committee

**RATIONALE:** This amendment is proposed to provide the detail omitted from the proposed bylaws amendment set forth in Amendment 2. The committee believes these administrative details are more appropriate for the standing orders than for the bylaws.

**RECOMMENDATION:** The Bylaws and Standing Orders Committee recommends a vote *for* this amendment.

## THANK YOU FOR YOUR CONTRIBUTIONS

**AIP’s generous members have made contributions to the funds of their choice from November-February, 2011. We invite you to consider making one of more these funds the recipient of your generosity.**

SCHOLARSHIP FUND  
Kelly H. Zack-Decker

EDUCATIONAL  
PROGRAMS  
Henry M. Miller

UNRESTRICTED FUND  
Mary D. Smith, CP, RP

# NEW MEMBERS TO AIP

The following individuals joined AIP from November through February, 2011. Be a supportive member and contact any who live near you.



**Kayleigh A Eaves**  
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**AMERICAN INSTITUTE OF PARLIAMENTARIANS**

## 2011 Annual Session Niagara Excursion

*Niagara Falls*

*Fallsview*

*Maid of the Mist*

*Niagara On The Lake*

# \$207.00

(taxes and gratuities included)

**INCLUDES:**

- Pick up in hotel Main lobby at 3:00pm, Friday July 27th, 2011
- Drop off to Novotel after Niagara Falls light show at 11:00pm
- Maid of the Mist admission
- Niagara on The Lake Tour
- Wine Tasting in the Niagara Wine Region
- Buffet Dinner overlooking the falls at the Sheraton Falls View (Penthouse Suite)
- Niagara Falls Light Show (Canadian Side - Best View)

**MISSISSAUGA**  
Leading today for tomorrow

**Ontario**

**Canada**



## SILENT GAVELS

We bid farewell to the following  
AIP members:

**Maxine Alloway**  
Spokane, WA

**Birdell Taylor**  
Seattle, WA



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## PARLIAMENTARY SOCIETY OF TORONTO



Members of the Parliamentary Society of Toronto, Chapter 51, toured the buildings of the Ontario Legislature. The tour was hosted by the Honourable Stephen J. Peters, Speaker of the Ontario legislative Assembly.

**Speaker's Chair:** Stephen J. Peters, Speaker of the Ontario Legislative Assembly

**Seated (L to R):** Peter Crabtree (Treasurer), Yvonne Greig, Abbas Ali Khan, Henry Miller

**Standing (L to R):** Stephen Powell (Director of Programs), Richard Slee (First President of Chapter 51, current secretary), Len Lytwyn, Larry O'Neill, Fran Goddu (2011 Annual Session Local Coordinator), Michael Mouritsen (current Chapter President), Jim Lochrie, Timothy Sulisz, John Sooran.

**Unable to Attend:** George Meek (Vice President), Mary Van Dyk, Randie Jacobs.