



# Colorado Parliamentarian

Official Publication of the Colorado Association of Parliamentarians

Editors: Curtis Whitman & Kathy Jackson

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Summer 2011



**Eight Annual  
Summer  
Institute  
July 15-16, 2011**

## THE PERFECT MEETING

- Planning for the expected
  - Before the meeting
  - During the meeting
  - After the meeting
- Anticipating the unexpected
  - Writing script pieces
  - Communicating with officers & members
- Share experiences about
  - a "perfect" meeting or
  - "not so perfect" meeting!
- Hands on activities
  - conduct a mock meeting
  - critique by Rollie Cox
  - critique by participants

### Materials to bring with you to the Institute:

Your copy of **Robert's Rules of Order, Newly Revised, 10th edition**

*This book contains the information you will need to prepare for and conduct the perfect meeting.*

## Presenter

### Rollie Cox, PRP

Rollie is a past president of the National Association of Parliamentarians and is an instructor at the Madison (WI) Area Technical College.

## Where?

Junior League of Denver  
6300 East Yale Avenue  
Denver, CO

## When?

Friday, July 15, 2011

Registration: 1:30 p.m. to 2:00 p.m.

Instruction: 2:00 p.m. to 6:30 p.m.  
with coffee breaks

Saturday, July 16, 2011

Instruction 9:00 a.m. to 3:00 p.m. with breaks  
and 1 hour for lunch



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# THE PRESIDENT'S CORNER

## *Supporting & Mentoring Each Other*

*Mentor: 1) A close, trusted, and experienced counselor or guide  
2) Teacher, tutor, coach (Merriam Webster)*

When I took office on April 23rd, 2011 to serve the 2011- 2012 term as President of CAP, I was filled with predictable trepidation and doubt. How can I do this I asked? Am I prepared, am I capable? I know that I am just part way in my journey to learn to be a competent parliamentarian. I recognize that I am more book smart than "street smart" but I am okay with this because I am not in this alone. I have all of you behind me. Some will teach me and I will learn more. Some I will teach and I will learn more again.

I chose supporting and mentoring as the theme for this term because I realize that I will need much mentoring from my *trusted, and experienced counselors and guides*. I will be helped along the way and nurtured as I grow and hopefully attain the credential of Professional Registered Parliamentarian®.

I, too, will do my part to help my fellow CAP members (Provisional, Regular and Credentialed) to learn and to grow. The process of learning never stops because as soon as we are secure in our knowledge, things change. The 11th Edition of *RONR* will soon be published and with it comes changes that reflect and adapt to the times we live in. Henry M. Robert, and to be honest most of us, didn't contemplate the role that technology would play in our lives. Not just email, but electronic meetings, electronic voting, Skype, Facebook, Twitter, PowerPoint, and on and on. The web meetings I have taken part in with participants from all over the globe are the stuff that sci-fi was made of. This presents a great opportunity for those who have these skills to help others less skilled.

Not only does technology have a role in meetings and organizations but it is now becoming vital in our learning. The National Association of Parliamentarians now offers high-quality training courses for all levels of experience in parliamentary procedure. We can also be a "*teacher, tutor and coach*" by hosting remote courses, by assisting those who wish to take an online class or just guiding people to this resource.

<https://parliamentarians.org/wbtcatalog.php>

Our youth groups also give us an opportunity to share our knowledge. We have several scholarship winners and I hope this trend continues.

I am honored to serve as your President. I am committed to do my very best. I think we can make great progress this year as we support and mentor each other.

Patricia K. Simpson, RP

# UNITS

UNIT	LOCATION	DATE & TIME	PRESIDENT	Phone #
<b>Boulder Unit</b>	Contact unit president for meeting site & time	4 <sup>th</sup> Monday 12:00 p.m.	Ella Travis 335 Inca Parkway Boulder, CO 80303-3517 <a href="mailto:Etravis1@comcast.net">Etravis1@comcast.net</a>	303-494-9229
<b>Colorado Beta Gaveliers (Denver)</b>	Englewood Library 1000 Englewood Parkway Englewood, CO	2 <sup>nd</sup> Tuesday 10:45 a.m.	Norma Beasley 1525 S. Garfield Denver, CO 80210 <a href="mailto:beasley@492bg.com">beasley@492bg.com</a>	303-756-4766
<b>Colorado Gamma Gaveliers (Denver)</b>	District 2 Police Station 3921 Holly St. Denver, CO	3 <sup>rd</sup> Tuesday 9:30 a.m.	Roxanne Garlington 3090 Adams St. Denver, CO 80205 <a href="mailto:roxanneg@juno.com">roxanneg@juno.com</a>	303-388-3535
<b>Colorado Omega Gaveliers (Denver)</b>	LCW American Legion Post #1 5400 E. Yale Ave. Denver, CO	3 <sup>rd</sup> Monday 7:00 p.m.	Susan L. Cameron 4156-F South Mobile Circle Aurora, CO 80013-2791 <a href="mailto:carsardar@aol.com">carsardar@aol.com</a>	303-693-9475
<b>Colorado Springs</b>	Falcon Police Station 7850 Goddard St. Colorado Springs, CO	4 <sup>th</sup> Tuesday 9:30 a.m.	Cheryl Oleyar 1362 Hillcrest Avenue Colorado Springs, CO 80909-3622 <a href="mailto:c.oleyar@comcast.net">c.oleyar@comcast.net</a>	H & F - 719-471-0739
<b>Greeley</b>	Cache Bank & Trust 4601 W. 20 <sup>th</sup> St Greeley, CO	3 <sup>rd</sup> Monday 11:00 a.m. to 12:30 p.m.	Charles F. Hefton, P. O. Box 336534 Greeley, CO 80633 <a href="mailto:charles@mylifebuilders.com">charles@mylifebuilders.com</a>	970-396-3044
<b>Professional Parliamentary Research</b>	Village Inn 207 W. Wolfensberger Rd. Castle Rock, CO	5 <sup>th</sup> Tuesday or Thursday 11:00 a.m.	MaryAnne Tebedo 1916 Snyder Ave. Colorado Springs, CO 80909 <a href="mailto:matebedo@q.com">matebedo@q.com</a>	719-471-2561

## OFFICERS AND STANDING COMMITTEE CHAIRMEN 2011- 2012

### OFFICERS:

President..... Patricia Simpson, RP  
 Vice President ..... Susan Cameron, RP  
 Secretary ..... Paula Lasky  
 Treasurer..... Alice Langley  
 Assistant Treasurer ..... Dorothy White

### COMMITTEE CHAIRMEN:

Budget & Finance .....Alice Langley  
 ..... Dorothy White  
 Bylaws ..... Gloette Hess, PRP  
 Communications.....Patricia Simpson, RP  
 Member Education.....Donna Thompson, PRP  
 Membership .....Cheryl Oleyar  
 Planning & Development.....Susan Cameron, RP  
 Public Education.....Donna Thompson, PRP  
 Supplies..... Mary Bahde, PRP  
 Youth .....MaryAnn Tebedo, PRP  
 Historian..... Charles Hefton  
 Editor(s) of CAP.....Curtis Whitman  
 .....Kathy Jackson  
 Parliamentarian..... Mary Bahde, PRP  
 Audit..... Linda Gerwatowski

### SPECIAL COMMITTEE CHAIRMEN:

Yearbook .....Donna Thompson, PRP  
 Nominating .....Kevin Tebedo, RP



**Installation of 2011- 2012 Officers by Donna Thompson**

**Dorothy White, Paula Lasky, Susan Cameron,  
Pat Simpson, (Alice Langley not present)**

# Congratulations

We congratulate our members on their  
accomplishments!

### New Credentials:

Kevin Tebedo - RP

### New Members:

Cheryl Espinoza - Omega  
 Curtis Whitman - Omega  
 Janice Gray - Omega  
 Gloria Magwood- Omega

### Youth Group News

Haxtun FBLA team high school parli pro team for the last 40 years took first at the National competition. Youth committee work pays off. Good job!

### 2011 NAP 38th Biennial Convention

September 23-26, 2011,  
Hilton St. Petersburg Bayfront Hotel  
St. Petersburg, FL



**And coming soon....**

### 2015 42nd Biennial Convention

Colorado Springs, CO  
Volunteers will be needed!

### Colorado Parliamentarian Deadlines

Summer issue	June 15, 2011
Fall issue	October 15, 2011
Winter issue	January 15, 2012
Spring issue	March 15, 2012

*Please send us your unit and member news.  
Parliamentary tips & articles welcome.*

*Curtis Whitman [whitmac@comcast.net](mailto:whitmac@comcast.net)*



## CALENDAR OF EVENTS

### CAP MEMBERSHIP MEETINGS

Saturday, November 5, 2011 (Fall meeting)

Saturday, April 14, 2011 (Annual meeting)

### CAP BOARD MEETINGS

Friday, July 15, 2011

Saturday, September 30, 2011

Friday, February 11, 2012

### PUBLIC EDUCATION WORKSHOPS

To be announced

### SUMMER INSTITUTE 2012

To be announced

### BYLAWS AMENDMENT DEADLINE

January 23, 2012

### NOMINATING COMMITTEE DEADLINE

January 17, 2012

### WHAT IS THE ROLE OF PARLIAMENTARY LAW?

"Parliamentary law should be the servant, not the master, of the assembly. The assembly meets to transact business, not to have members exploit their knowledge of parliamentary law."

Henry M. Robert, *Parliamentary Law*, 1923, p.151.



[www.facebook.com/pages/Colorado-Association-of-Parliamentarians/148450968512949](http://www.facebook.com/pages/Colorado-Association-of-Parliamentarians/148450968512949)



## SNAPSHOTS FROM THE ANNUAL MEETING APRIL 2011

*Thanks Ron Stinson, for  
visiting and sharing with us*



**RON STINSON, NAP PRESIDENT**



# Sign Up Now- Don't Miss it

## Summer Institute Registration Form Registration limited to first 36 registrants

Early Registration

CAP Members = \$70.00 - Non-CAP members = \$85.00

Must be postmarked on or before July 8, 2011

Late or onsite registration - CAP & Non-CAP members = \$85.00

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Organization name \_\_\_\_\_ or Unit \_\_\_\_\_

Send check payable to CAP with completed form to:

Dorothy White, Assistant Treasurer

5253 S. Zeno Way

Centennial, CO 80015-2336

whited703@aol.com

303-5688-9113

One name per form, form may be duplicated

**No Refunds**

Write questions for discussion at institute:

Return Address

Street Number and Name

City, State 98765-4321

ADDRESS CORRECTION REQUESTED