



Colorado Parliamentarian

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Winter 2012

Annual Membership Meeting Sat. April 14, 2012

What?

Learn about 'The Power of One'

Who?

Maurice S. Henderson
NAP President

Where?

LCW American Legion Post #1
5400 E. Yale Ave., Denver, CO

When?

Registration – 9:00 am
CAP Business Mtg. – 9:30 -10:30 am
Education 10:30 am–12 pm &
1pm to 2:30 pm

*The Supplies committee will have
copies of the 11th edition spiral
bound for \$23 available at the
meeting.*

CAP BOARD OF DIRECTORS MEETING

Date: February 11, 2012
Time: 10:00 a.m. to 12:00 p.m.
Location: LCW Post 1
5400 Yale Blvd. (I-25 & Yale)
Denver, Colorado

Please email Pat Simpson if you are planning to
attend or will be unable to attend.
patricia@kingsburysimpson.com

All unit presidents and committee chairmen must
have their reports submitted electronically by
February 1, 2012
Thank you



INSIDE THIS ISSUE

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THE PRESIDENT'S CORNER

Why I Became a Parliamentarian

When I was attending my Professional Registration Course, I was asked to tell my fellow course members how I became interested in parliamentary procedure. This is my story. Six years ago, I knew very little about Robert's Rules (I had never even cracked the book!) and much of what I knew was wrong. In my day job, as an advisor and Declarant/Developer board member for community associations I became very frustrated by the inefficient and chaotic meetings. I attended the annual showcase for Rocky Mountain Community Association Institute and picked up a flyer for the CAP Summer Institute. It was advertised as learning the basics. I sat through the seminar and was frankly very confused. I heard terms like "precedence" with a long "e", MRSSUN and germane. I thought to myself... "Archaic"! It was a stressful day. But what pulled me in was the kindness and helpfulness of the CAP members. On the side, they explained things to me and brought the whole vision into perspective. Cathy Ables signed me up that day. I left thinking "What have I done!"

This experience of mentoring is what made me join and the continued support of my fellow CAP and Omega members made me continue. This is why I have chosen "Support and Mentoring" as my theme. It made a difference in not only my life but also in the organizations I serve. I am confident that they are well guided by a knowledgeable parliamentarian. I continue to learn and continue to rely on my fellow NAP and CAP members to learn and grow.

I challenge all of you to take someone under your wing and help them to learn more. Each one of us has not only a body of knowledge to share but also a network of people who can assist us. Even if you are not credentialed, you can assist another by guiding them to attend one of our workshops or a unit meeting.

Supporting the basic principles of parliamentary procedure and representing RONR as a help rather than a hindrance is a step in the right direction. I was so rewarded a few years ago after scripting an annual meeting for a Community Association (HOA) that both the Board and the members said it was the best and most productive meeting they had ever attended. That's our job!

Patricia K. Simpson, PRP
President
Colorado Association of Parliamentarians

Colorado Association of Parliamentarians 2012 Nominating Committee Report

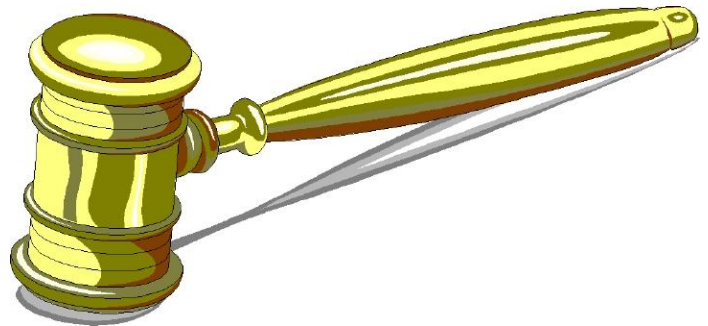
January 5, 2012

The Nomination Committee wishes to report that the committee has interviewed eligible candidates regarding their desire and availability for filling the office of President, Vice President, Secretary and Treasurer. The current officers have all expressed the desire to serve another term. Treasurer Alice Langley, who was unable to fulfill the position to fruition last term, has assured the committee that she will be able to fulfill the duties of Treasurer in 2012.

No other eligible person has come forward requesting a nomination. Therefore, the committee places into nomination the name of Patricia Simpson for President, Susan L. Cameron for Vice President, Paula S. Lasky for Secretary and Alice Langley for Treasurer.

Submitted by,

Kevin Tebedo
Chairman



Welcome New Student Members

Emily Bradley
345 S. Walsh Ave
Holyoke, CO 80734

Payin Becerra
834 S. Bowman
Holyoke, CO 80734

Alyssa Roll
210 S. High School
Holyoke, CO 80734

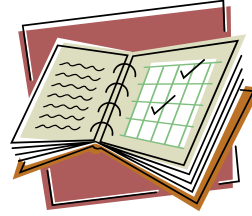
Matthew Wittman
405 South Worley
Holyoke, CO 80734

Joran Zeiler
315 N. Campbell
Holyoke, CO 80734

Yearbook Corrections

Christine Collick
Home: 719-641-3843
Cell: 719-390-4338

Pandora Osler
5670 Vessey Road
Colorado Springs, CO 80908



Save the Dates!

April 14, 2012 - March 10, 2012 - May 5, 2012

Member Education

Annual Membership Meeting:

The annual meeting is scheduled for April 14, 2012. President Pat Simpson has invited NAP President Maurice Henderson to attend this meeting. He has accepted our request and will present the educational offering he presented during the recent workshops at the NAP convention. The title of his presentation was "It's All About Me – The Power of One."

Donna Thompson, PRP
Member Education Chairman

Public Education

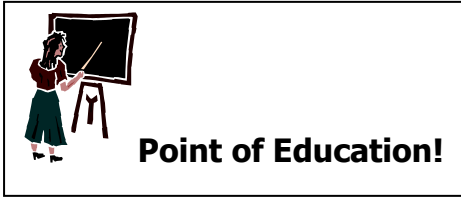
Annual Public Education Seminar - Saturday March 10, 2012:

During the last public education seminar, "resolutions" were suggested as a possible topic. This workshop will be presented at The American Legion Post 161, 6230 W. 60th Avenue, Arvada, Colorado. The tentative working title for this seminar is "Resolutions A to Z." After a review of how to handle a main motion, the attendees will learn the purpose of resolutions as well as how to write with the proper grammar and punctuation. There will be ample time for the participants to write, present, and process their resolutions. There will be a presentation on how to write, present, and process courtesy resolutions and proclamations. The brochure will be out soon.

Homeowners Associations Seminar, Saturday, May 5, 2012:

This seminar is geared specifically for HOA boards, members, and parliamentarians who work with HOAs. During this seminar, the attendees will learn how HOA boards work, what constitutes decorum during debate and meetings, what the duties and responsibilities of board members are, what the duties and responsibilities of regular HOA members are, the differences between the "regular printed meeting agenda" and the "hidden unwritten meeting agenda," what is in the CCIOA act that would influence the role of HOA boards and officers, the differences between "open meetings" and "executive session meetings," and what the HOA can and can't tell the HOA members.

Donna Thompson, PRP
Public Education Committee Chairman



DECORUM IN DEBATE

Decorum comes from the Latin root "decorus" which means fit, proper and customary. In parliamentary procedure, it is the proper and customary practices of speakers and members which ensure an orderly and effective meeting. The basic principles of parliamentary procedure are to expedite business, ensure justice and maintain order. Using decorum, which is

systematic and basic respect, is fundamental in obtaining this purpose. Both RONR and practical sense dictate that decorum is essential for orderly debate.

This concept is not new. In the early seventeenth century there was a book called *Lex Parliamentaria* which stated. "A Member speaking, and his speech, seeming impertinent, and there being much hissing and spitting, it was conceived for a Rule, that Mr. Speaker may stay impertinent Speeches." 1610 (London)

CONFINE REMARKS TO THE MOTION BEFORE THE ASSEMBLY.

Speakers must not speak about unrelated topics, must use a courteous tone, and avoid personalities. For example: If the assembly was debating the purchase of a car, the speaker should not say something like. "I can't believe the delegate from Colorado Springs is talking about wasting our money again like he did when we bought the red rug". An assembly would quickly get off track if unrelated topics could be discussed while a question is pending.

ADDRESS ALL REMARKS THROUGH THE CHAIR. Members cannot address one another directly, but must address all remarks through or to the chair. If, while a member is speaking in debate, another member wishes to question the speaker then the member should rise and state: "Mr. Chairman, I should like to ask the speaker a question." The chair would ask the speaker if he is willing answer the question. The interrupted speaker will give or deny consent addressing his remarks to the chair. If the speaker does agree then the time taken to answer the question comes out of his time allotment for debate. If members could address one another directly, then this would tend to lead to confrontation. The interjection of the chair keeps an atmosphere of neutrality.

DON'T ATTACK THE MOTIVES, PERSONALITY OR CHARACTER OF ANOTHER MEMBER, A SPEAKER OR THE PRESIDING OFFICER. Speakers should not make pejorative comments. For example: "that lazy jerk always is spending our money". An assembly will quickly digress if there is name calling and character assassination. When people become emotionally charged and confrontational, business becomes secondary.

AVOID USING NAMES. It is recommended that members are referred to in some descriptive manner such as: the prior speaker, the delegate from Colorado, the member in the brown coat". Officers should always be referred to by their titles. Keep it professional. Keeping impersonal lends objectivity in discussions.

DON'T SPEAK ADVERSELY ON A PRIOR ACTION NOT PENDING. Members can't speak negatively on the assembly's prior actions unless a motion to reconsider, rescind, or amend that action is pending, or unless one it tends to conclude one's remarks by making or giving notice to reconsider, rescind, or amend a prior action.

DON'T SPEAK AGAINST ONE'S OWN MOTION. The maker of a motion should not speak against his motion but rather either be silent or withdraw his motion if he changes his mind on the merits of his motion. If he is not allowed to withdraw his motion, he can vote against it.

DON'T READ FROM REPORTS, QUOTATIONS, ETC., WITHOUT PERMISSION. A member must ask the assembly for permission to read report, etc. It is generally allowed if that which is to be read is not lengthy and is pertinent.

DON'T DISTURB THE ASSEMBLY.

Don't whisper, carry on side conversations, talk on a cell phone, type on a computer, walk around, and so forth. Be courteous so that everyone can hear the discussions and not be distracted.

THE CHAIR SHOULD NOT PARTICIPATE IN DEBATE.

If the Chair is a member of the assembly he has the right to debate. If the Chair wishes to debate he should temporarily step down as presiding officer. He can retake the chair after the resolution of the motion. When in the position of chairman, that person wields an uneven influence. The Chair is in a position of power and if he remains in the chair during debate it could be an unfair advantage.

UNITS

| UNIT | LOCATION | DATE & TIME | PRESIDENT | Phone # |
|-----------------------------------|--|--|---|--|
| Boulder Unit | Contact unit president for meeting site | 4 th Monday 12:00 pm | Ella Travis 335 Inca Parkway Boulder, CO 80303 | 303-494-9229 Etravis1@comcast.net |
| Colorado Beta Gaveliers CO | Englewood Library 1000 Englewood Pky Englewood, CO | 2 nd Tuesday 10:45 am | Norma Beasley 1525 S. Garfield Denver, CO 8021 | 303-756-4766 beasley@492bg.com |
| Gamma Gaveliers | District 2 Police Station 3921 Holly St. Denver, CO | 3 rd Tuesday 9:30 am | Roxanne Garlington 3090 Adams St. Denver, CO 80205 | 303-388-3535 roxannegarlington@comcast.net |
| CO Omega Gaveliers | LCW Amer. Leg. Post 1 5400 E. Yale Ave. Denver, CO | 3 rd Monday 7:00 pm | Susan L. Cameron 4156-F S. Mobile Circle Aurora, CO 80013 | 303-693-9475 carsardar@aol.com |
| Colorado Springs | Falcon Police Station 7850 Goddard St. Colo Spgs, CO | 4 th Tuesday 9:30 am | Cheryl Oleyar 1362 Hillcrest Avenue Colo Spgs, CO 80909 | H & F - 719-471-0739 c.oleyar@comcast.net |
| Greeley | Cache Bank & Trust 4601 W. 20 th St Greeley, CO | 3 rd Monday 11:00 am to 12:30 pm | Charles F. Hefton, P. O. Box 336534 Greeley, CO 80633 | 970-396-3044 charles@mylifebuilders.com |
| PPRU | Village Inn 207 W. Wolfensberger Castle Rock, CO | 5 th Tuesday or Thursday 11:00 am | MaryAnne Tebedo 1916 Snyder Ave. Colo Spgs, CO 80909 | 719-471-2561 matebedo@q.com |

OFFICERS & 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

SPECIAL COMMITTEE CHAIRMEN:

YearbookDonna Thompson, PRP
 NominatingKevin Tebedo, RP



COMMITTEE CHAIRMEN:

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



CALENDAR OF EVENTS

CAP MEMBERSHIP MEETINGS

Saturday, April 14, 2012 (Annual Meeting)

CAP BOARD MEETINGS

Friday, February 11, 2012

PUBLIC EDUCATION WORKSHOPS

Saturday, March 10, 2012
 Saturday, May 5, 2012

SUMMER INSTITUTE 2012

To be announced

BYLAWS AMENDMENT DEADLINE

January 23, 2012

NOMINATING COMMITTEE DEADLINE

January 17, 2012

Congratulations

2011-2012 NAP Officers

Maurice Henderson - President
 Ann Guiberson- Vice President
 Ann Rempel - Secretary
 Evan Lemoine- Treasurer

Future NAP Events



2012

NTC, August 24-26, Hyatt Regency Resort,
 Scottsdale AZ

More information: [2012 National Training
Conference](#)

2013

NBC, Portland OR

2014

NTC, Oklahoma City OK

2015

NBC, Colorado Springs, CO

Join the digital age. View the CAP information and documents in a web based Dropbox. For access and information, contact Pat Simpson.

patricia@kingsburysimpson.com



Sign Up Now- Don't Miss it

Annual Membership Meeting Registration Form

Name _____
Address _____
Telephone _____
Email _____
Organization name _____ or Unit _____

Send or email completed form to:

Dorothy White, Assistant Treasurer
5253 S. Zeno Way
Centennial, CO 80015-2336
whited703@aol.com
303-5688-9113

Return Address
Street Number and Name

City, State 98765-4321



ADDRESS CORRECTION REQUESTED