

The Ohio Parliamentarian

REVEILLE! WAKE UP AND RISE TO THE CALL, OAP

April-May 2017

INSIDE THIS ISSUE

- 1 Message from the President
- 2 Judges Needed
- 2 OAP Units
- 3 OAP Marketplace
- 3 OAP Memorial Fund
- 4 The Elements of a Newsletter

ELECTED OFFICERS

President

Laura V. Womack
26320 Dennisport Drive
Oakwood Village, OH 44146
lvwomack@msn.com
(216) 577-1960

Vice President

Robert L. Rosell, PRP
48 Plumwood Road
Dayton, OH 45409-2510
rlrosell.prp@gmail.com
(937) 232-9267

Secretary

Myra S. Myers, PRP
209 LaSalle Street
Mansfield, OH 44906
Mmyers.myers@gmail.com
(419) 545-1943

Treasurer

TBD

Message from the President

By Laura V. Womack, OAP President

STEPPING TO THE RHYTHM OF ROBERT: DEGREES AND ACCREDITATION

A few days ago, I watched video clips on body rhythm and stepping. These are excellent therapy exercises and body coordination feats. My heart said, you can do that, but my body was not having it! Of course, I watched an Optical Illusion Dance, a Japanese Tron Dance, and a Hand Clap Skit. No way! So, I decided to write about “Stepping to the Rhythm of Robert: Degrees and Accreditation.”

According to Webster, degrees are any successive steps in a process and accreditation is to certify or to authorize the end results of the process. As reflected in the documents of the National Association of Parliamentarians; potential members are offered successive steps to be accomplished before obtaining this organization’s highest degree and accreditation: Professional Registered Parliamentarian (PRP). This process to the highest accreditation may begin and end with the Unit.

Recently, this President has witnessed several new attendees at North Coast Unit meetings. In fact, the door has been swinging wide! They are all becoming Provisional members. Provisional members are those individuals who join a Unit to specifically study parliamentary procedure to be used as directives in their personal associations and to pass the NAP membership examination. After passing, they not only become a primary member of the Unit, but a member of National Association of Parliamentarians and a member of the Ohio Association of Parliamentarians.

The next two successive steps are accredited by NAP with established guidelines. The preparation steps for a Registered Parliamentarian (RP) and a Professional Registered Parliamentarian are comprehensive. The Registered Parliamentarian, when accredited, demonstrates an in-depth knowledge of parliamentary procedure and a thorough familiarity of *Robert’s Rules of Order Newly Revised*. There are five areas of study to be accomplished before achieving the RP certification or accreditation: Research, Motions, Meetings and Sessions, Officers, Elections, and Boards, and Rules of the Assembly.

The final step in the credentialing process is Professional Registered Parliamentarian (PRP). This accreditation indicates that this member can successfully deliver Parliamentary Services and agrees to adhere to the

Please see *Message* on page 2

APPOINTED OFFICERS**Parliamentarian**

Patricia A. Koch, PRP
550 Merrimak Drive
Berea, OH 44017
pak711@aol.com
(440) 759-6715

Editor

Barbara D. Whitaker, RP
2519 Valleyview Drive
Belpre, OH 45714
b-j2519@sbcglobal.net
(740) 423-4025

COMMITTEE CHAIRMEN**Bylaws**

Patricia A. Koch, PRP
550 Merrimak Drive
Berea, OH 44017
pak711@aol.com
(440) 759-6715

Education

Deborah Willis
3432 Euclid Heights Blvd.
Cleveland Hts., OH 44418
Mruss72650@aol.com
(216)932-8098

Finance

James L. Williams, PRP
927 Trimble Place
Sagamore Hills, OH 44067
parliscib@aol.com
(216)225-6447

Membership

Eva Bekes
3243 Tullamore Rd.
Cleveland Hts., OH 44118
evabekes@aol.com
(216) 321-6987

Continued on page 3

Judges Needed

By Barbara D. Whitaker, RP

Joy Myers and Myra Myers were the NAP judges for the BPA Parliamentary Procedure Contest in Columbus on March 16. Joy indicated to Myra that she would like to retire from judging. OAP and Myra will need more people to help in judging.

We offered to help any of the schools to learn about parliamentary procedure. Several teams most keen seem to be from Dayton/Cincinnati area. Can we get help from there?

On April 11, Myra will be judging the SKILLS contest. Mary Remson and Myra Myers will be doing FCCLA on April 27 at the Ohio Expo Center. We need to have more people help us judge.

Myra has received a call from a women wanting judges for the district HOSA contest next January. It will be in the North Coast Unit area (Canton). Myra said she would help and hope that someone from North Coast could volunteer also.

Abbreviations:

BPA - Business Professionals Association of America

SkillsUSA - is for career and technical students (formerly VICA)

FCCLA - Family Career and Community Leaders of America (formerly home economics only)

Please contact Myra Myers or Laura Womack for more information or to offer your help. This activity not only helps the schools and students but provides fun and helps hone your own parliamentary skills.

Message from page 1

Code of Ethics adopted by NAP. A PRP is also eligible to be listed in the National Association of Parliamentarians Professional Referral Services. But, before obtaining this accreditation, the member must compete and show skills in the areas of: Serving as a Professional Parliamentarian; working with an organization's governing documents; doing parliamentary research and writing an opinion; serving as an instructor/consultant; and applying ethical and business practices of a Professional Registered Parliamentarian.

Stepping to the Rhythm of Robert's Degrees or Accreditation offers a committed member a succession of steps to reach a desired goal in parliamentary procedures. As a member, the door is open for any individual to demonstrate an appreciation of parliamentary procedure without fear of *Robert's Rules of Order Newly Revised*.

OAP Units

NORTH COAST: President - Patricia Koch, PRP (pak711@aol.com). Usually meets 3rd Monday at 6:00 PM (4th Monday in January) at Warrensville Height County Library, 4415 Northfield Road, Warrensville Heights, OH. No regular meetings in July, August, December.

CENTRAL OHIO: President - Myra Myers, PRP. Usually meets 1st Monday at 7:00 PM (January meeting held electronically) at Worthington Municipal Building, 6550 North High Street, 2nd Floor, Worthington, OH. No regular meetings in July and August.

MIAMI VALLEY: President - Gwendolyn Means (gmmeans1el@gmail.com). Usually meets 3rd Monday at 6:00 PM at Clark County Library, Park Shopping Center Branch, 1061 North Bechtle Ave., Springfield, OH.

LORI-EL: President - Ed Magiste, PhD (e.j.magiste@csuohio.edu). Usually meets 1st Thursday at 7:00 PM at Elyria YWCA Residence, 318 West Avenue, Elyria, OH. No regular meetings in January, July and August.

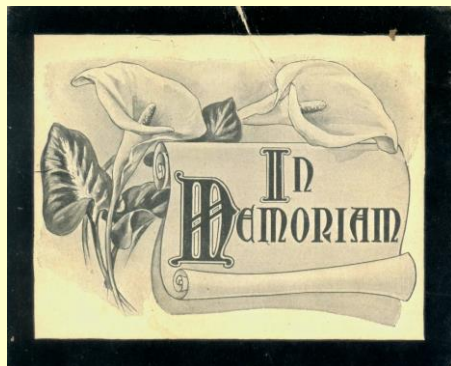
QUEEN CITY: President - Robert Rosell, PRP (rlrosell.prp@gmail.com). Meets 3rd Friday at 10:15 AM at Oakley Library, 4033 Gilmore Avenue, Cincinnati, OH. No regular meetings in July, August, and December.

OAP “Marketplace”

The Ways and Means Committee will have NAP literature for sale at the OAP Annual Session. Ordering is in alignment with the topics being presented. If you have a specific item you would like ordered from NAP, please contact Ed Magiste.

OAP Memorial Fund

The OAP Memorial Fund is designated as a funded support item for the Ohio Association of Parliamentarians where you can send donations in memory or in honor of members, family and friends of OAP. The funds are used to support Educational Activities of the Ohio Association of Parliamentarians. Such activities include the annual fees of the OAP website for the site that is hosting it as well as other educational venues. At this time, please send donations to Laura V. Womack who is acting as treasurer.



COMMITTEE CHAIRMEN

Continued

Public Relations

Kathryn L. Lives, PRP
1281 Jeremy Court
Forest Park, OH 45240
liveskathy@yahoo.com
(513) 742-0043

Ways and Means

Edward J. Magiste, PhD.
17794 Indian Hollow Rd.
Grafton, OH 44044
e.j.magiste@csuohio.edu
(216) 570-2849

Webmaster

Robert F. Pollock
2044 Larchmont Rd.
Akron, OH 44313
rfpollock@sbcglobal.net
(330) 528-0410

DATES TO REMEMBER

District 4 Conference

May 7-9
Madison, WI

OAP Annual Session

May 19, 2017
Forest Park, OH

NAP Convention

September 8-11
Lombard, IL

SUBMISSION DEADLINES

All submissions for the *Parliagram* are to arrive to the Editor no later than the first day of the even numbered months.

What Is An Icebreaker?

Adapted from a publication by the City of Orlando

Some of you will answer that it is a ship on Lake Erie used to break the ice so cargo vessels can reach port. Others will say it's something to help people get to know one another. In this instance, we'll go with the latter. An icebreaker is a short and quick activity designed to help get a meeting off to a great start. Consider using an icebreaker when there are new people in attendance, people need to bond quickly to work towards a common goal, a newly formed committee is meeting for the first time, or topics are new or unfamiliar to many of those involved.

Icebreakers are a great way to create a friendly and relaxed meeting environment, help the members get to know each other and keep the members engaged with the organization. The secret to a successful icebreaker involves planning, designing the activity with a specific objective in mind and making sure the activity is appropriate and comfortable for those involved.

Even a simple icebreaker has an objective. If the people are like-minded, maybe it is just to get to know a little more about each other. If they are from different education or income levels, or from different backgrounds or cultures, maybe it is to help ease people's perceptions of each other. Icebreakers among those who know each other can get the discussion flowing comfortably. If they are strangers, icebreakers are comfortable, simple ways to make introductions and help people start communicating. When participants don't know each other but share a mission, an interest or an idea and have something in common, an icebreaker can warm up the group prior to more serious discussion of the topic.

INTRODUCTORY ICEBREAKERS:

1. **Little Known Fact:** Have members share their name, if they are married, have children, where they live, and one little known fact about themselves.
2. **True Or False:** Participants introduce themselves and make three or four statements about themselves, one of which is false. The rest of the group has to decide which statement is false.

PROBLEM SOLVER:

Sticky Situation: Have participants work in small groups. Create a simple problem scenario for them to work on for a short time (perhaps how to handle a sticky motion or a meeting scenario). Once the group has analyzed the problem and prepared their feedback, each group in turn presents their analysis and solutions to the entire group. Keep the problem theoretical and simple enough to solve quickly.

TEAM BUILDING ICEBREAKER:

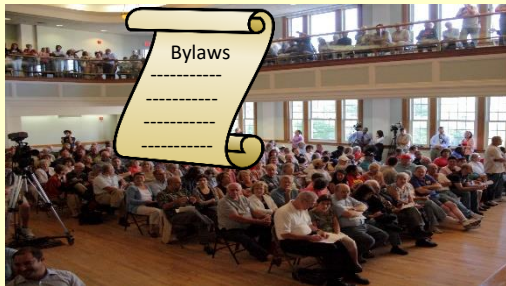
Shipwreck: Have the participants work in small groups. Give the teams the scenario that they are about to be shipwrecked on a desert island, and can choose 10 items to take with them. Give them a time limit, and let them debate!

TOPIC EXPLORATION ICEBREAKERS:

1. **Word Association:** Generate a list of words related to the topic of your event or training. Write all suggestions on the board, perhaps clustering by theme. You can use this opportunity to introduce essential terms and discuss the scope of your event.
2. **Burning Question:** This gives each person the opportunity to ask key questions they hope to cover in the event or training. Again, key terminology and scope can be discussed. Be sure to keep the questions and refer back to them as the event or training progresses.

Do you understand how to amend a motion?
 Do you ever need to amend or revise your organization's bylaws?
 How do you make recommendations during a meeting?
 To answer the above questions and others that you may have,

The Ohio Association of Parliamentarians Invites you to Attend their Annual Session.



Friday, May 19, 2017
 8:30 AM to 5:00 PM
 Forest Park Municipal Building
 1201 West Kemper Road
 Cincinnati, OH 45240

Nationally known professional parliamentarians will present the latest information on how to amend motions, revise and amend organizational documents, and make recommendations, as well as address other pertinent topics in parliamentary procedure.

This session is open to anyone who is interested in learning how to apply the principles that are contained in the authoritative text on conducting meetings, *Robert's Rules of Order Newly Revised* (11th Edition). The session will benefit board members and officers of nonprofit organizations, church and community boards, city clerks of council, newly elected governmental officials, student organization officers and members, and others who are interested in effective meeting management and decision making.

Registration Form

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Phone: (_____) _____

NAP Member: Yes No If Yes, Name of Unit _____

First Time Attendee: Yes No

Registration fee: \$25 for Adults / \$10 for Students ([Registration fee includes lunch.](#))

Please mail registration form and your check payable to OAP postmarked by May 5, 2017 to: Laura V. Womack, 26320 Dennisport Drive, Oakwood Village, OH 44146-5950.