

The Official Publication of the Oregon Association of Parliamentarians

Oregon Agenda



VOLUME XLX NO. 2

August 2020

PRESIDENT

Beverly Przybylski, PRP
820 NE 29th Way
Battle Ground WA 97604-8277
360-687-1954
beverlyp9@comcast.net

EDITOR

Beverly Przybylski, PRP
820 NE 29th Way
Battle Ground WA 97604-8277
360-687-1954
beverlyp9@comcast.net

FROM

**THE
DESK
OF
THE
PRESIDENT**



This spring I served as chair of the minutes approval committee for the annual meeting of the Electronic Association of Parliamentarians (EAP). The business meeting was outstanding and the three workshops were relevant and educational. EAP also presented three outstanding webinars on presiding, serving as secretary, and on committees, in June. I attended the American Institute of Parliamentarians annual meeting the first weekend in August. Teresa Stone and Alice Bartelt also attended. The usual business was held such as elections and bylaws amendments, in addition to excellent workshops. NAP and AIP have been revising the Code of Ethics for Parliamentarians which was adopted at this annual meeting and will now go to NAP for presentation at the biennial meeting in 2021. All members of NAP and AIP, credentialed or not, must abide by the code. A red-lined copy is attached for your perusal. Last, but not least, I also attended the District 7 social on June 27th. Teresa Stone was also there. The major discussion item was recruitment.

What an interesting, challenging, and exciting spring and summer. Whether we have been attending meetings as a member or serving organizations in some capacity, we have learned how to manage new technology as our meetings transition from in-person to remote attendance. We met the challenge and used this opportunity to develop special rules of order so that these organizations can continue meeting, as we also help them to update their bylaws. It has been quite a ride!

Although the FBLA did not hold the parliamentary judging in April, I participated in on-line judging for the impromptu and prepared speech contests. The students were so impressive!

During the spring your OAP officers met and signed new bank account cards and completed the transfer of duties to the new treasurer. This couldn't be done before the audit was approved by the board at its May meeting.

(Continued on page 2)

(President's message, continued from page 1)

The board approved a new process of appointing a committee to approve the minutes of our meetings. The chair of the Bylaws/Procedure Manual Committee is working on making that a part of our standing rules or procedure manual along with a few other changes.

Our investment firm, Raymond James, requests that we establish an investment policy, which I hope that the board will complete before this first year is over.

We welcome two new members: Nancy Jo Lewis, a member of TVU, and Christa Marie Svensson, a member of CEU. Congratulations on passing the membership exam and joining our Oregon units!

As mentioned in the last newsletter, Tualatin Valley Unit will be hosting the 2021 annual meeting. The board of directors approved the date and location and a contract has been signed with the Hilton Garden Inn on Airport Way, Portland, for Saturday, March 13, 2021. SAVE THE DATE!

Our temporary webmaster updated the OAP webpage with the current bylaws and unit and officer contact information. But we still need a permanent webmaster! A Publicity/Public Relations chair is also still needed. Won't you help?

Be aware that unscrupulous persons are using my name and connection to OAP in phishing incidents. Check out the email address before replying and if in any doubt, call or text me. I truly will not ask you to go out and buy gift cards for OAP.

Next week the NAP training conference begins, as will the leadership conference, both on-line. Just prior to the TC will be the first-ever on-line PQC and PRC. Previously, PRPs have been taking modules one at a time to renew, but next week the two-day in-person PRC moves on-line. As a graduate of the train-the-trainer course and possible future instructor for the PQC or PRC, I will be serving as technical support next week.

Have a great rest of the summer!

Beverly Przybylski, OAP President

UNIT REPORTS

Cascadia eUnit has significantly increased in size over the summer. It has added 18 provisional members and has several dozen prospective members who have expressed interest in joining. More importantly, Cascadia is beginning to convert provisional members to NAP members. Three are scheduled to take the membership exam at the beginning of September.

Cascadia meets continuously throughout the summer. Subjects taught since April include Points of Order, Appeals, Point of Information, Amendments, and Agendas. Upcoming classes include Amending Bylaws, Elections, and Conventions.

Larry Taylor, President

Tualatin Valley Unit continued to meet every month using Zoom. The June, July, and August meetings have been educational only; no business. We have been discussing parliamentary situations that the members have encountered recently. We always have lots to discuss and lively discussions.

Wyn Bowler, President

Deadline for articles in the next issue of ***The Oregon Agenda*** is October 10, 2020.

Email articles to [OAP Editor](#)

OAP BYLAWS AMENDMENTS BY JEFF WESTON, CHAIR BYLAWS/PROCEDURE MANUAL COMMITTEE

Per OAP Bylaws Article XIII: Amendments:
Amendments to the OAP bylaws must be submitted to the bylaws/procedure manual committee chair no later than November 30. Please submit any proposed amendments to: jjweston@gmail.com.

**ZOOMING IN ON THE AIP ANNUAL SESSION
BY TERESA STONE PRP CP-T, OAP HISTORIAN**

As in 2019, I received permission from *The Oregon Agenda* Editor and OAP President, Beverly Przybylski, PRP, to submit this article. I've been a two-term OAP parliamentarian, two-term OAP secretary and two-term OAP president. Not to mention my recent term as the elected secretary of NAP - the National Association of Parliamentarians (sorry, I mentioned it!) I am now the OAP historian and am working on the scrapbook, which is an honor! Disclaimers out of the way...

Disclaimers because this submission is about the NAPs "sister" organization, AIP – the American Institute of Parliamentarians. The main differences are the membership requirements, and that NAP relies on *Robert's Rules of Order, Newly Revised*, and AIP utilizes the *AIP Standard Code*.

The AIP 2020 Annual Session, originally to be held on site in Charleston, South Carolina, went virtual due to Covid-19, meeting by Zoom, July 30 - August 2. Meeting via the Internet proved to be an asset in the substantial increase in attendance from about 40

attendees to over 100.

Prior to my attendance, AIP President Al Gage asked me to chair the AIP Annual Session Minutes Approval Committee - the MAC. So along with OAP President Przybylski and OAP Parliamentarian, Alice Bartelt, the three of us attended the meeting from our own homes, dressed however we wanted (from the waist up.) Convenient to a Zoom meeting is the mute and visual buttons – for an attendee to utilize as they see fit. The business sessions were spaced over the course of the four-day meeting, interspersed with workshops. The business sessions were comprised of officer updates, addressing proposed bylaw amendments and election of new board members. The two national organizations share a Parliamentarian Code of Ethics, adopted mutually in 2001, amended in 2015, and again reviewed and amended for approval at this AIP Annual Session.

Having enjoyed this Annual Session, I personally look forward to "attending" the NAP 2020 National Training Conference to be held virtually August 27-30.

**DISTRIBUTING THE OAP NEWSLETTER TO UNIT
PROVISIONAL AND PROSPECTIVE MEMBERS**

Until now, the Editor has kept an email list of everyone receiving *The Oregon Agenda*. With the large number of provisional and prospective members that the Cascadia eUnit has (which is a good thing), it has become too difficult for the Editor to manage, since they are not members of OAP, and there is no way to track them. Therefore, beginning with this issue (August), the Editor will send the newsletter only to members, affiliate members, and provisional members of OAP. Unit presidents are **strongly encouraged** to forward the OAP newsletter to their unit provisional members and prospective members and anyone else whom may benefit. The Editor sincerely appreciates everyone's understanding.

**REPORT OF AUDIT COMMITTEE
BY PATTY GETCHELL, PRP-R, CHAIR**

The members of the Audit Committee have examined the records of the Treasurer of the Oregon Association of Parliamentarians, namely the account registers for checking, savings and investment accounts, bank statements and supporting documentation. We find the records to be in good order and their contents to appear reasonable.

We have also reviewed the financial statements for the Oregon Association of Parliamentarians, which summarize the records referred to above, for the year ended 2018 and 2019. These statements appear to fairly represent the financial position and the revenue and expenses for the organization.

Signed, Patty Getchell, PRP-R and Tina Penman, RP

IT IS CONVENTION TIME!

BY LARRY TAYLOR, PRP, OAP VICE-PRESIDENT

Both major political parties in the United States will conduct the biggest, most expensive conventions produced anywhere on Earth this year. For the Democratic Party, the quadrennial convention is the highest level gathering within the party. What does parliamentary procedure say about conventions?

The word convention refers to an assembly of delegates who are usually chosen specially for each session as representatives of the constituent units or sub-divisions within a larger group of people, to sit as a single deliberative body acting in the name of the entire group.

Basic provisions in the bylaws should:

- authorize a periodic convention;
- define its powers and duties;
- fix its quorum;
- specify its voting members;
- prescribe the qualifications of its delegates and alternates, the basis of determining their number, and the method of electing them; and make such provision as the particular convention may require for its organization and operation.

Basic provision for the voting body of members may be worded in the bylaws as appropriate to the

particular organization.

The principal parliamentary functions most directly connected with the formal organization of the convention itself are performed by three committees, each of which has been appointed as (hopefully) prescribed in the bylaws. These three committees are:

- the Credentials Committee, which prepares and certifies to the convention the list of officers, delegates, and alternates that it has registered after finding them entitled to accreditation;
- the Committee on Standing Rules, which drafts rules of operating procedure specially required for the particular convention; and
- the Program Committee, which works out a convention program combining a suitable order of business.

Before a convention can transact any other business, it must officially form itself into a single voting body—which is done at the first business meeting. When the assembly of delegates of an established society has been so organized in accordance with the bylaws or other governing rules as described below, it then acts as and in the name of the whole society.

The official organization of the convention is brought about by the separate consideration and adoption of the reports of three committees mentioned above—the Credentials Committee, the Committee on Standing Rules, and the Program Committee, in that order.

Sometimes the actions in these three committees make history. *RONR* (11th ed.) states the following on credentials: cases of contested seats in a delegation will seldom arise except in political conventions. Indeed. In 1964, Emma Sanders brought an end to segregated delegations within the Democratic Party after she filed a challenge to the all-white delegation from Mississippi. The challenge urged the Credentials Committee to recognize the Mississippi Freedom Democratic Party (MFDP) as the legitimate branch of the state party. They stated that the regular state organization should be repudiated, that its patronage should be cut off and that it should be denied representation at the Democratic National Convention. The MFDP was offered a decidedly inadequate compromise solution by the Credentials Committee, which they rejected and walked out.



VIRTUAL
NAP TRAINING
CONFERENCE
AUGUST 27-30, 2020

CODE OF ETHICS FOR PARLIAMENTARIANS

Jointly Adopted by **The National Association of Parliamentarians®**
and **The American Institute of Parliamentarians®**

Initially Adopted 2001, ~~Amended July 2015~~ Revised 2020

The National Association of Parliamentarians® and the American Institute of Parliamentarians® join together in approving and supporting this Joint Code of Ethics on behalf of the entire parliamentary profession. Members of both organizations recognize the supreme importance of respect for equal justice, the pursuit of truth, and the nurture of democratic principles. We regard as essential to these goals the protection of freedom of speech and the guarantee of equal opportunity through the use of parliamentary law. As guardians of parliamentary procedure, we play a vital role in the preservation of a democratic society. A consequent obligation is to maintain the highest standards of ethical conduct. ~~Therefore, we~~ As such, we adopt this code to guide us in the minimum standard of conduct for our members. Members may be expected to abide by additional organizational standards, such as rules of accreditation. And members must find within our own conscience the touchstone against which to test the extent to which our actions should rise above ~~these established minimum standards~~ the rules that bind us.

~~Universal~~ As such, we adopt this code to guide us in the minimum standard of conduct for our members. Members may be expected to abide by additional organizational standards, such as rules of accreditation. And members must find within our own conscience the touchstone against which to test the extent to which our actions should rise above the rules that bind us.

1. Aspirational Standards for Parliamentarians*

A parliamentarian ~~shall~~ should:

- 1.1 Assist in upgrading and improving the profession.
- 1.2 Assist in maintaining the integrity and competence of the profession.
- 1.3 Maintain high professional standards and keep abreast of the latest research in the field.
- 1.4 Promote a spirit of cooperation, ethical practice, and fair dealing with colleagues.
- 1.5 Conduct oneself so as to reflect credit on the profession and inspire the confidence, respect, and trust of clients and the public.
- 1.6 Encourage non-discriminatory standards in all aspects of parliamentary practice.

* Section 1 articulates the "ideals" toward which all parliamentarians should aspire. They are not intended to be subject to discipline.

2. Ethical Standards within the Profession

A parliamentarian shall:

- 2.1 Refrain from misrepresentation or other conduct that may reflect adversely on the profession.
- 2.2 Refrain from knowingly or recklessly making untrue comments about the work, knowledge, fitness, or other qualifying aspect of ~~a colleague~~ another parliamentarian.
- 2.3 Immediately report to the ethics committee any known ~~or suspected~~ violation of this code of ethics that represents a material threat to the perceived integrity of the

The section titles used in this Code are for reference purposes only and are not intended to be used or relied upon in interpreting or enforcing the Code of Ethics for Parliamentarians. “

profession. When requested, the parliamentarian shall provide testimony to the ethics committee, and shall assist the committee in the fulfillment of its charge.

2.4 Refrain from violating or attempting to violate any ethical standard contained herein through the acts of another.

3. Ethical Standards Related to Obtaining Appointments

A parliamentarian shall:

3.1 Not knowingly or recklessly misrepresent parliamentary credentials, education, or experience ~~to a client~~.

~~3.2 Refrain from making untrue comments about competing applicants.~~

~~3.3.2~~ Refrain from giving anything of more than nominal value to anyone for recommending the ~~parliamentarian's~~ parliamentarian's services, except for the reasonable cost of advertising ~~and~~, the usual charges of a referral service, or payment for the purchase of a parliamentary practice.

~~3.4.3~~ Decline any appointment that the parliamentarian knows or should know the parliamentarian is not competent to handle.

~~3.5.4~~ Decline any appointment in which the parliamentarian is likely to be unduly restricted in the exercise of independent professional judgment.

4. Ethical Standards in Relation to Clients

A parliamentarian shall:

~~4.1 Adhere to the terms of any contract or written agreement between the parliamentarian and the client.~~

~~4.2.1~~ Prepare adequately for each job and act with reasonable diligence and fulfill all commitments promptly in providing service to a client in accordance with any agreement with the client.

~~4.3.2~~ Advise the client on the proper application of the accepted rules of parliamentary procedure, and not knowingly endorse interpretations of parliamentary procedure notwithstanding the client's personal desires in the matter that are objectively unreasonable.

~~4.4.3~~ Not accept gratuities or favors that might appear to warp professional opinions ~~nor shall parliamentarians offer any favor, service, or thing of value to obtain special advantage~~.

~~4.5 Keep in confidence any information obtained in the course of professional service.~~

~~4.4~~ Keep in confidence any information obtained in the course of professional service, absent informed consent from the client, except to the extent the parliamentarian reasonably believes the release of such information is reasonably necessary to prevent or report criminal or fraudulent activity, to secure professional advice about compliance with the Code of Ethics, to establish a claim or defense, including in a matter before the ethics committee, or to respond to allegations in any proceeding concerning the parliamentarian's service to the client, or to comply with law or a court order.

~~4.6.5~~ Maintain a position of objectivity and impartiality, and refrain from avoid participating in substantive debate, to the extent required by the role in which the parliamentarian provides service.

The section titles used in this Code are for reference purposes only and are not intended to be used or relied upon in interpreting or enforcing the Code of Ethics for Parliamentarians. “

4.7.4.6 Call Make reasonable efforts to call to the attention of the ~~presiding officer any~~ deviation client significant deviations from the rules that may be harmful to the ~~organization~~ rights of members of the assembly, as is required by the role of the parliamentarian.

4.7 Not withdraw from employment without reasonable justification without first taking reasonable steps to avoid foreseeable detriment to the client.

4.8

The section titles used in this Code are for reference purposes only and are not intended to be used or relied upon in interpreting or enforcing the Code of Ethics for Parliamentarians. “