

The Official Publication of the Oregon Association of Parliamentarians

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# Oregon Agenda

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**PRESIDENT**

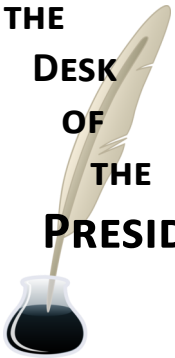
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**FROM**

**THE  
DESK  
OF  
THE  
PRESIDENT**



Our units are now preparing for elections and their own annual meetings. After elections are complete an updated OAP Bylaws and Membership Manual Yearbook will be distributed by email. Since it contains personal contact information, the manual is not placed on our website and is not distributed to non-members.

OAP still needs a Publicity Committee chair. If you're thinking about it, contact me so we can discuss it.

I will begin scheduling "official visits" for the fall. I look forward to being a guest education presenter at one of your unit meetings.

If I don't see you at the next BOD meeting, have a great summer!

Beverly Przybylski, OAP President

The 54th annual meeting of the Oregon Association of Parliamentarians is now behind us, and even if I do say so myself, it was a rousing success! Due to health concerns, the board of directors voted to hold the meeting virtually, and with the skills of our tech team (namely Jeff Weston), it proceeded with very few issues. We elected officers for the next term and a new nominating committee, approved the budget and the proposed revised bylaws for OAP, received a report from District 7 Director Yvette Keese, and had three wonderful workshops presented by Ron Herbison, Yvette Keese, and Teresa Stone. Oh, I almost forgot to mention... and this is the best news... since it was held virtually, it was at no cost.

**OAP BOARD OF DIRECTORS MEETING  
Monday, April 18, 2:00 p.m., on Zoom**

**ALL** OAP members welcome.

Use this [link to register](#).

**BYLAWS REVISION ADOPTED AT ANNUAL MEETING  
BY JEFF WESTON, CHAIR  
BYLAWS COMMITTEE**

I am pleased to report that the bylaws revision prepared by our Bylaws/Procedure Manual Committee was adopted with some minor amendments at our 2022 annual meeting. Our goals for this revision were to simplify our bylaws, limit our bylaws articles to the essential ones listed in Robert's Rules as best as we could, ensure compliance with the National Association of Parliamentarians (NAP) association bylaws checklist, and use the language from the NAP sample association bylaws, where applicable. I feel like we largely succeeded with the goals and note that our current bylaws are several pages shorter than our previous bylaws.

We also included several substantive changes with this revision. Our parliamentarian is no longer an officer, but is still a member of our board and executive committee. Our officers are no longer specifically assigned as a chair or member of specific committees, thus allowing us more flexibility with how to form our committees. We've standardized how committee members are appointed, allowing our president to appoint members of all committees, except for our nominating committee. We've reduced quorum requirements for our member meetings and board meetings. We've renamed many of our committees, but the number of committees and their responsibilities remain the same.

Thank you to those who helped draft this revision: Beverly Przybylski, Alice Bartelt, Ron Herbison, and Teresa Stone.

Our current bylaws are available on our website:

<https://www.oregonap.org/s/2022-03-12-OAP-Bylaws-V1.pdf>.

Deadline for articles in the next issue of ***The Oregon Agenda*** is August 14, 2022.

Email articles to [OAP Editor](#)

**OAP HISTORY  
BY TERESA STONE PRP CP-T, CHAIR  
HISTORY COMMITTEE**

*The following History Committee (note the change in name....) report is attached for your (usual?) viewing enjoyment.....*

1979

The education committee planned and conducted a Parliamentary Institute, which was held Sat, Feb 10, 1979, at the Red Lion Motor Inn, Portland Center. The Institute was conducted by William Evans, First Vice-President, NAP. A total of 75 registrants attended, making it the largest Institute held in Oregon - a great success!

The Board of Directors voted to hold a two-day convention. The Eleventh Annual OAP Convention with the theme, "Podium Pointers," was held at the Red Lion Inn, Portland, April 6-7, 1979, hosted by the Rose City Unit. President Miriam Drake, presiding. Honored guests were Leah Koester, RP, President of the National Association of Parliamentarians; Maurine Taylor, RP, President of the Washington State Association of Parliamentarians, NAP Board member, and member of the Education Committee; and Lester Watkins, RP, NAP District Director. The convention began on Friday evening, at 6:00 p.m. with dinner and the theme was, "Smooth Sailing in Meetings." The Mystic Order of the Rose Womans' Advertising Club of Portland - the "City of Roses," provided the welcome address. The evening meeting constituted the business portion, with election of officers and reports requiring action, including the audit report, and the bylaws report. On the Saturday of convention, OAP held an Institute with the installation of officers by Lester Watkins, RP, District Seven Director. Workshops included, "The Art of Presiding," and "Bylaws - How They Affect You," both presented by Leah Koester, RP. Following was a question and answer panel, moderated by Betty Jones with panelists, Leah Koester, RP; Maurine Taylor, RP; and Lester Watkins, RP.

*(Continued on page 4)*

## **FIX THE TIME TO WHICH TO ADJOURN**

**BY ALICE BARTELT, PRP, EDUCATION COMMITTEE CHAIR**

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What happens when an organization is required to have an annual meeting during a certain time, but not enough members attend the meeting to establish a quorum? One of the motions that can be used is to Fix the Time to Which to Adjourn.

The object of the motion to Fix the Time to Which to Adjourn (also referred to as the motion to “fix the time for an adjourned meeting”) is to set the time, and sometimes the place, for another meeting to continue business of the session, with no effect on when the present meeting will adjourn.

This is one of the few motions that can be made when there is no quorum present. This motion allows a required meeting to convene and then be continued at a later date. A motion to Fix the Time to Which to Adjourn is in order only if at the time it is offered there is no meeting scheduled for later within the same session.

A motion to Fix the Time to Which to Adjourn is privileged only when it is made while a question is pending. If a motion to Fix the Time to Which to Adjourn is made in any assembly when no question is pending, it is in order and is debatable and subject to all of the other rules applicable to main motions. If feasible, any desired motion to Fix the Time to Which to Adjourn should be made while no other question is pending. But situations may arise in which immediate establishment of the time for an adjourned meeting is important, yet there is no opportunity to make a main motion. The privileged motion to Fix the Time to Which to Adjourn can then be used.

In an organized society, the adjourned meeting scheduled by adoption of this motion (privileged or main) must be set for a time before that of the next

regular meeting. When the assembly has no fixed place for its meetings, the motion should include the place as well as the time of the adjourned meeting.

Whether introduced as a privileged or a main motion, the effect of this motion is to establish an adjourned meeting—that is, another meeting that will be a continuation of the session at which the motion is adopted. Unlike a special meeting, an adjourned meeting does not require notice, although it is desirable to give such notice, if feasible. An adjourned meeting should not be confused with a special meeting, which is a separate session called, in ordinary societies, as prescribed by the bylaws.

Because of the nature of the situations that give rise to use of the privileged motion to Fix the Time to Which to Adjourn, adoption of this motion is often followed by immediate introduction of a motion to Postpone, or of the privileged motion to Adjourn, depending on the purpose, as shown in the example below. At the adjourned meeting, except for the reading of the minutes, business will be taken up from the point at which the previous meeting adjourned or at which questions were postponed. RONR (12th ed.) 22:1-11.

An example of using this motion would be if an organization must do elections at the annual meeting and not enough members are present to constitute a quorum. In that case, a member may move, “when this meeting adjourns, it adjourn to meet here on Tuesday, April 12 at 7:00 pm.” This requires a second. It is amendable, but not debatable. A majority vote is required to adopt. By adopting this motion, the organization will meet the requirement of doing elections at the annual meeting, even though the meeting might not conclude until a later date.

*(OAP History, continued from page 2)*

OAP officers elected at the Convention:

President – Miriam Drake;

Vice-President – Betty Jones;

Secretary – Mrs. Richard Foster;

Treasurer – Alice Pohl RP;

Parliamentarian – Ron Ragsdale

The Fall Institute was held in Eugene at the Lane County Community College on Nov 10, 1979. Dr Darwin Patnode, Professor of English at the University of Wisconsin, and author of the book published this year, *Teaching Parliamentary Procedure*, conducted the all-day workshop. After months of planning for making a bid for the 1985 NAP Biennial Convention to be held in Portland, Don and Miriam Drake, Mary Goodwin, Esther Peterson, Alice Pohl, and Anna Stern

brought the campaign to the NAP Convention in Lincoln, Nebraska, Oct 14-18, 1979. The theme, “I Love Oregon,” was displayed in the convention assembly room, and the Oregon Hospitality Room was open to everyone. The Oregon delegation gave Oregon products to all the attendees. Mr. Drake had developed a calendar of events, which included several bus tours of the Northwest’s more spectacular scenic locations. This campaign continued until the last bus filled with convention tourists rolled out of Portland for the Four-Day Grand Tour of the Pacific Northwest on Oct 20, 1985.

*.....DOES the National Association of Parliamentarians decide to hold its convention in Oregon in 1985? Stay tuned for the exciting reveal in the next newsletter!*

## **PARLIAMENTARY MEMORIES (AND THEN SOME....) MY INSPIRATION STORY! BY PATTY GETCHELL, PRP-R**

So, I thought I would let you know how it all began, and why I decided to study parliamentary procedure.

Even though I had two great friends, Janice Larsen and Peggy Long, both parliamentarians asking me to join, I wasn’t all that convinced I needed to study parliamentary procedure.

I was a member of Portland PGE Toastmasters. As most clubs we met on a regular basis, and we took turns being the chair. It was my turn one fall morning to chair the meeting. During the meeting a member brought up a request from another Toastmaster unit to share meetings (we go there and participate in their meeting and vice versa). Well, the request came from a Toastmaster unit at the state prison in Salem; and yes, they have meetings. Discussion was

intense as we couldn’t have prisoners come to the PGE building – right.

At some point during the conversation, I was concerned that because some members wanted to do this, others did not, and charter members were considering quitting the club. I did not know what to do to keep the meeting running smooth and not lose members. In the end it was decided to attend their meeting. Members that wanted to attend could, but they would not come to our meeting location.

This was the deciding moment for me to study parliamentary procedure and ensure everyone and every issue was appropriately handled. So, I joined the Mt. Hood Unit with Janice, Peggy, Laurretta, and I don’t remember who else, but a great group to be sure.

To let you know the rest of the story about the meeting at the prison.

We, four of us, attended the meeting. On the way there I told one of our members that he may not get out of prison as he was wearing blue denim (like prisoners wore then). We all had a good laugh. It was kind of creepy being in this huge space with all of these prisoners; guards were on the upper level watching. I was very glad I did not have to evaluate a speech – would have been very difficult.

I don’t remember losing any members from this issue.

So glad I am here today because of a Toastmasters meeting...

**Congratulations to Members Elected to the  
Nominating Committee at the  
2022 Annual Meeting**

Alice Bartelt, PRP - Mt Hood Unit  
Tina Penman, RP- Rose City Unit  
Jeffrey Weston - Rose City Unit  
Nancy Lewis - Tualatin Valley Unit (alternate)  
Jeff Weston will serve as chair

**Congratulations to Oregon  
Association of Parliamentarians  
2022-2024 Elected Officers**

President Beverly Przybylski, PRP  
Vice-President Ron Herbison, PRP  
Secretary Teresa Stone, PRP, CP-T

Paul Belz-Templeman, PRP will continue as  
treasurer until the vacancy is filled

**Nominating Committee Members Elected at  
Annual Meeting  
by Jeff Weston, Chair**

As chair of our Nominating Committee, I am pleased to report that along with myself, Alice Bartelt and Tina Penman were also elected to our Nominating Committee, with Nancy Lewis as our alternate. Our official duties are to nominate members for election to office at our 2024 annual meeting. Our hope in the meantime is to reach out to our members to identify potential volunteers to serve on our committees.

**Unit Report**

TVU's nominated slate of officers is president Nancy Lewis, secretary Glenda Peters, and treasurer Wyn Bowler. The election is at the April meeting.

The program for the March meeting of TVU was a discussion of issues that the members have had at other organizations. As always, we had lively discussions that were interesting and informative.

Wyn Bowler, President

**PARLIAMENTARY QUOTATION**

Instructions: Break the code to find a quote that Henry Martyn Robert wrote. His name may clearly hold the key to help you solve this easily!

"MXUHU JXUHU YI DE BQM, RKJ ULUHO CQD TEUI MXQJ YI HYWXJ  
YD XYI EMD UOUI, JXUHU YI JXU BUQIJ EV BYRUHJO."

XUDHO CQHJOD HERUHH

The answer will be published in the next issue of *The Oregon Agenda*.

The editor thanks Patty Getchell, PRP-R, for suggesting fun parliamentary games for future issues of *The Oregon Agenda*; they will be included as time and space permit. The above, and future parliamentary games is from "Parliamentary Puzzles, Games, Searches, etc.," copyright 2002, and is based on RONR, 10th edition.

**Statement of Financial Activities (Income Statement)**  
**12/1/2020-11/30/2021**

	Actual	Budget
<b>INCOME</b>		
<u>Dues</u>		
Student	\$10.00	\$0.00
Unit Member	\$480.00	\$480.00
Member at Large	\$450.00	\$480.00
Affiliate	\$40.00	\$40.00
<b>Total Dues</b>	<b>\$1047.00</b>	<b>\$1000.00</b>
Donations	\$0.00	\$35.00
Donations-Educat.	\$0	\$500.00
<sup>4</sup> Fees-Tuition	\$270.00	\$1,750.00
Annual Meeting	\$0	\$0
Interest Income	\$30.61	\$0.00
<b>Total INCOME</b>	<b>\$1220.61</b>	<b>\$3,285.00</b>
<b>EXPENSES</b>		
Printing/Postage/Office	\$0.00	\$0.00
Officer Expenses	\$0.00	\$0.00
Committees/Board	\$0.00	\$25.00
Website Hosting	\$164.00	\$175.00
Annual Meeting	\$0	\$0
Gifts	\$0.00	\$25.00
Advertising	\$50.00	\$500.00
<sup>4</sup> Event Brite	\$33.79	\$50.00
<sup>4</sup> Instructors	\$502.50	\$1,700.00
President's Travel	\$0.00	\$500.00
Miscellaneous		\$100.00
<b>Total Expenses</b>	<b>\$750.29</b>	<b>\$3,075</b>
<b>Net Income</b>	<b>\$530.31</b>	

Notes to Financial Statements

Raymond James Investment Money (money market with more fees than interest) were transferred on December 1, 2020 into the On Point Interest Checking Account

On Point CDs were opened June 2, 2021 in the following amounts:

3 month CD \$3,000; 12 month CD \$2000; 24 month CD \$3,000; 36 month CD \$3,000

\$60 in dues for two Members at Large who joined in 2021 were not received until February of 2022 and classified as receivable at 11/30/21

Classes on Parliamentary Procedure were offered to the public in the Spring of 2021.<sup>4</sup>

Tuition	\$270.00
Processing	(\$33.79)
Instructor pay	<u>(\$502.50)</u>
NET	<b>(\$266.29)</b>

Paul Belz-Templeman, PRP  
Treasurer



## Parliamentary Law Month Proclamation April 2022

Whereas, Since April is the birth month of Thomas Jefferson, who wrote the first American manual of parliamentary procedure in 1801, it is an appropriate time to honor him and celebrate the use of parliamentary procedure;

Whereas, It is fitting to honor Henry Martyn Robert, author of *Pocket Manual of Rules of Order for Deliberative Assemblies*, also known as Robert's Rules of Order;

Whereas, *Robert's Rules of Order Newly Revised* is the most widely recognized and used parliamentary authority in public and private organizations;

Whereas, It is timely to reflect on the importance of parliamentary procedure in meetings in providing for civil discourse, protecting individual rights, ensuring fairness, and maintaining order;

Whereas, The National Association of Parliamentarians® has, by adoption of a standing rule, designated the month of April as Parliamentary Law Month;

Whereas, The National Association of Parliamentarians® is a professional society dedicated to educating leaders throughout the world in effective meeting management through the use of parliamentary procedure; and

Whereas, The vision of the National Association of Parliamentarians® is to provide parliamentary leadership to the world; now, therefore, be it

*Resolved*, That I, Wanda M. Sims, PRP, President of the National Association of Parliamentarians®, do hereby declare April 2022 as Parliamentary Law Month and call upon the districts, associations, units, and all members to observe the month with appropriate programs, ceremonies, and activities as a way to create the future and bring our mission and vision into reality.

Wanda M. Sims, PRP  
NAP President