

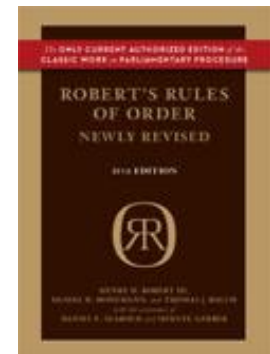
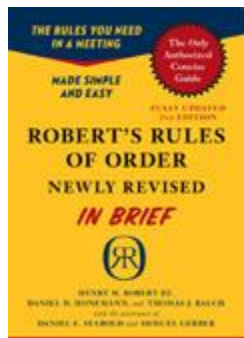
Puzzling Out Parliamentary Procedure

**An Introduction
To These PowerPoint
Presentations**



What is the authority for these presentations?

Answer: It is *Robert's Rules of Order Newly Revised*, the 11th Edition
Published in September, 2011



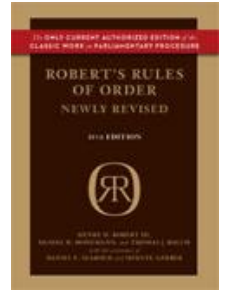


Just a Bit of History...

Henry Martyn Robert was an engineering officer in the regular Army. Without warning he was asked to preside over a public meeting being held in a church in his community and realized that he did not know how. He tried anyway and his embarrassment was supreme. This event, which may seem familiar to many readers, left him determined never to attend another meeting until he knew something of parliamentary law.

This material is from the official website of Robert's Rules of Order
<http://www.robertsrules.com/history.html>

History continued...



Ultimately, he discovered and studied the few books then available on the subject. From time to time, due to his military duties, he was transferred to various parts of the United States, where he found virtual parliamentary anarchy, since each member from a different part of the country had differing ideas of correct procedure.

To bring order out of chaos, he decided to write *Robert's Rules of Order*, as it came to be called...

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Robert's Rules of Order
<http://www.robertsrules.com/history.html>*

A Final Word of History..

The eleventh, current, edition has been brought about through a process of keeping the book up to date with the growth of parliamentary procedure. All editions of the work issued after the death of the original author have been prepared by persons who either knew and worked with the original author or are connected to such persons in a direct continuity of professional association.

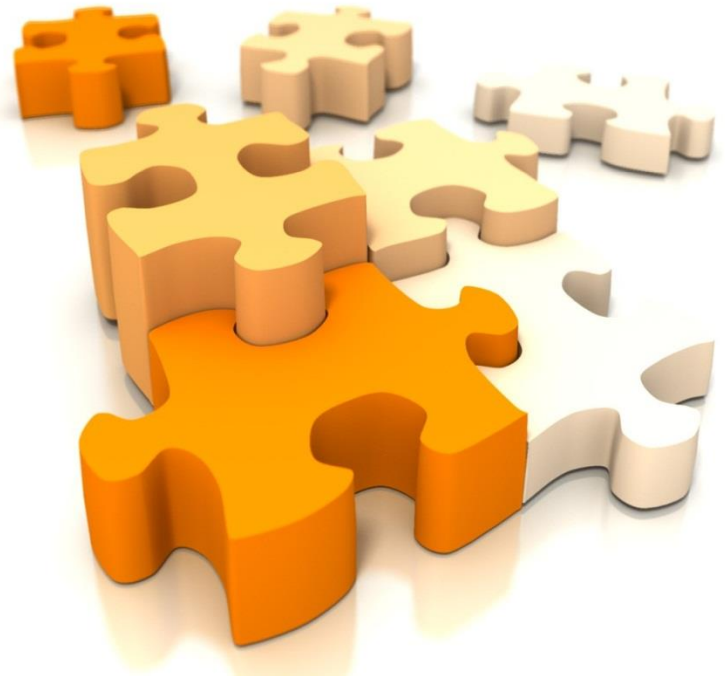
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A puzzle is incomplete until all the pieces are in place

- Each part of the whole is but one piece of the puzzle
- All the pieces together make the organization and the meeting work well
- You learn and place one piece at a time



The Overall Picture

Objectives



Parliamentary procedure:



Establishes the purpose and structure of organizations;



Defines membership classifications, rights, and obligations; and



Defines rules and procedures for conducting business.

The Overall Picture

Principles

- Parliamentary law is based upon the will of the majority;
- the right of the minority to be heard;
- protection of the rights of absentees;
- courtesy and justice for all; and
- consideration of one subject at a time.



What is NAP?

The National Association of Parliamentarians has adopted the following mission statement:

NAP is a society dedicated to educating leaders throughout the world in effective meeting management through the use of parliamentary procedure.

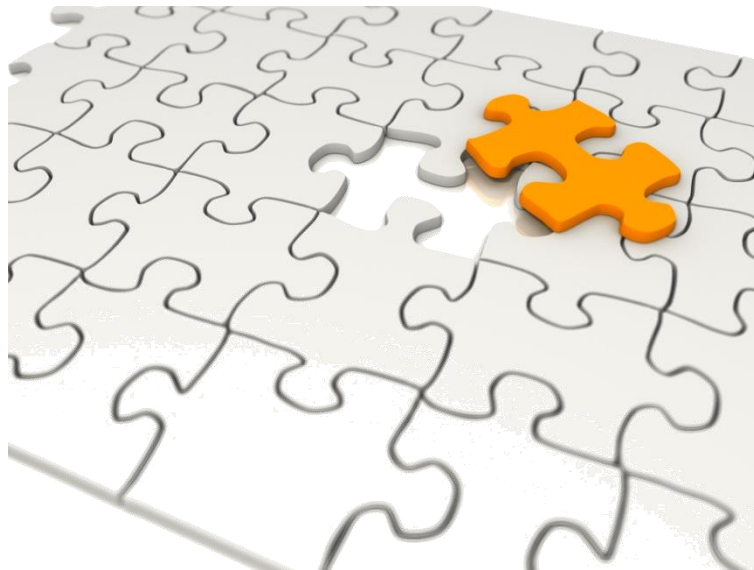


What will be Covered?

Each of the PowerPoint presentations will cover one area of basic parliamentary procedure. You will study each part of the puzzle individually, and you will finally be able to put the whole thing together to have a better organization and more effective meetings.

The Twelve Individual Presentations are:

- The Agenda
- Boards/Committees
- Nominations/Elections
- Officers
- Motions
- Minutes
- Presiding
- Voting
- Bylaws
- Debate
- Handling motions
- Members



LET'S GET STARTED!

Better meetings and a better organization will be part of your future with the help of the National Association of Parliamentarians and *Robert's Rules of Order, Newly Revised*.

