

Florida Parliamentarian

OCTOBER 2026

Florida State Association of
PARLIAMENTARIANS

Let All Things Be Done Decently and in Order



CHARTING THE COURSE

Welcome aboard the FSAP Cruise Ship as we sail around the great state of Florida!

All Hands on Deck! Saturday, November 7th is going to be an adventure!

October 25 is the deadline to register to attend in person and enjoy the Southern Comfort Buffet Luncheon! Those who register for either in person or virtual attendance by Thursday, November 5 will receive a special introduction to piracy and democracy.



The **FSAP Fall Membership Meeting and Henry M. Robert Day Education Conference** is a **hybrid adventure**, giving those who cannot join us in person the opportunity to not only experience, but participate, in democracy on the high seas virtually. Whether you are new to parliamentary procedure or an experienced parliamentarian, everyone will discover something new. We have parliamentary work to do, and the entire crew, whether attending in person or virtually, will have a role in deciding what happens next!

The adventure begins with the **FSAP Membership Meeting**. FSAP's future depends on the decisions made by its members. During the meeting, members will experience processing **14 proposed bylaws amendments** using a consent calendar, consider a motion to amend the Standing Rules, participate in adopting the budget for the coming year, elect the Nominating Committee, and hear or read reports from officers, committees, and unit presidents. These reports will highlight what FSAP has accomplished and what lies ahead.

Then the real adventure begins!

Following the membership meeting, **NAP Board Member Justin Pappano, PRP**, will take the helm and prepare the crew for a series of interactive mock meetings. Instead of simply talking about parliamentary procedure, participants will step into the action, face challenging situations, make decisions, and discover what happens when a pirate crew must govern itself.

Come aboard. There is parliamentary work to do, and the crew will decide!

Henry M. Robert Day
Education Conference
November 7, 2026
Florida State Association of Parliamentarians

Crew Training by
Justin Pappano, PRP
APPROVED FOR 4 CEUs

FSAP
MEMBERSHIP MEETING @ 9 ET
Hybrid at SpringHill Suites in
Lakeland, Florida

Mock Meeting 11:00 – 5:00 ET
\$50 Registration
\$39 Lunch Buffet

Register Today!

PRACTICE Presiding
Making Motions

You won't just learn parliamentary procedure. You'll experience it!

So grab your RONR, gather your crew, and prepare to set sail with FSAP
for a day of learning, laughter, and parliamentary adventure!

Let's Sing as Pirates! Then Pirates We Be!

Click to listen to theme song: [Click Here to Sing the FSAP Pirate Theme ~~~](#)

October 25:

Deadline to pay \$39 for Lunch Buffet

November 6:

**Deadline to pay \$50 registration fee for
in person and virtual participants
through FSAP website: flparliamentarian.com
or NAP Event Calendar: parliamentarians.org**

**HENRY M. ROBERT DAY
November 7, 2026**

9:00 FSAP membership meeting
10:30 Break
10:45 Crew Training by
Justin Pappano, PRP
12:00 Lunch
1:00 Mock Meetings
2:30 Break
3:00 Mock Meetings
5:00 Adjourn

**Robert's Rules are the Treasure
Leadership is the Journey**

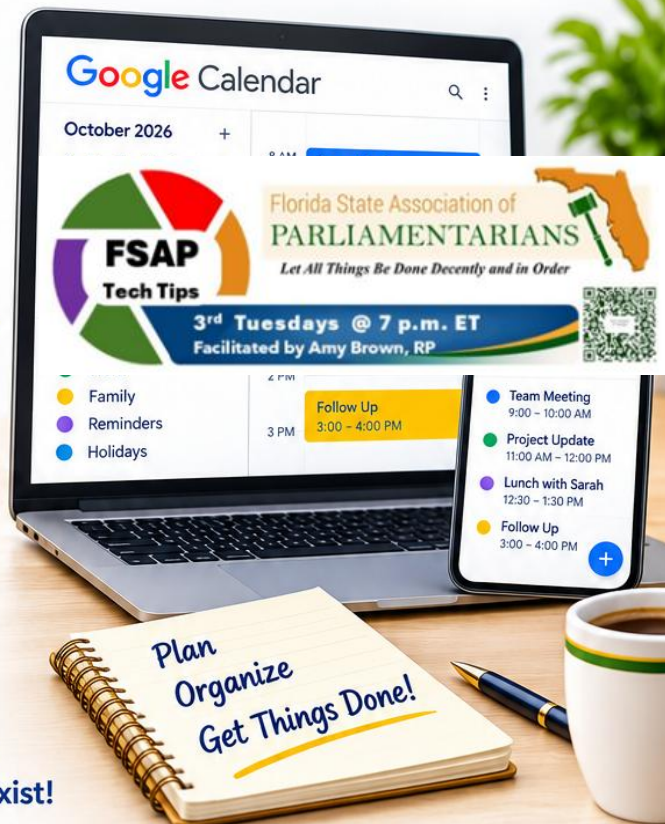


Google Calendar: *Your Secret Weapon* for Staying Organized!

**You use a calendar—
but are you using it to its full potential?**

Learn how to:

-  Schedule and manage meetings
-  Set reminders so nothing slips through the cracks
-  Create recurring meetings and events
-  Invite others and manage responses
-  Connect calendar events with Gmail
-  Keep track of deadlines and important dates
-  Discover helpful features you may not even know exist!



**Bring your questions,
*your curiosity, and your calendar!***

Leave with skills you can use immediately.

FSAP Focus Topic

**Put Robert's Rules
to the Test!**



School Board Meetings

*How could using Robert's Rules
assist this school board?*



Assignment:



Watch

the Epping School Board Meeting



https://www.youtube.com/watch?v=8o-_qhY1zpc

*You watched!
the meeting.
You spotted the
problems.*

*Now let's see what
YOU would do!*



What parliamentary
issues do you see?



How could Robert's Rules
help?



Share your ideas, solutions
and comments with other
parliamentarians!



**Tuesday,
October 27th**



7:00 p.m.

*Come ready to watch,
analyze, question and share!*



Be the parliamentarian. Bring your solutions.

LET'S PUT ROBERT'S RULES TO WORK!





CONGRATULATIONS

Carrie L. Roach, PRP

Florida members had an opportunity to meet Carrie during FSAP's Wednesday's Application sessions to help NAP members prepare for the RPCE and the PRPCE. Then we met Carrie in person during the NAP NTC in Birmingham where Carrie took, and passed, the PRPCE!



*Learn.
Practice.
Build Confidence.*

Join Us for a
Parliamentary Procedure Class!

Suspend the Rules

When, When You Can't, Why, Purpose
RONR (12th ed.) \$25

Suspending the rules can be a powerful tool — but it must be used correctly. Join us for a clear and practical look at:

- ✓ When you can suspend the rules
- ✓ When you can't
- ✓ Why it matters
- ✓ The purpose

Get the confidence and knowledge to use this motion effectively in your meetings!

Learn
the rules and their exceptions.

Ask
your questions and get answers.

Apply
what you learn to real meeting situations.

Because every meeting is better when you know the rules!

OFFICERS WANTED!

PRESIDENT

TREASURER

to serve for two years

Leading
Florida's Central Florida Parliamentarians Unit

Serving the World through the Internet
since February 2021



2026 NAP Leadership Conference

August 7-8, 2026

Sarah Russell, RP
FSAP First Vice President

This year the Leadership Conference was again held virtually for two days.

On August 7th, the presenters were:

- Mark Apodaca, PRP (“Follow the Money: Treasurer’s Budget”);
- Alison Wallis, PRP (“Ready to Serve – Board Ready”);
- Richard Miseyko (District Meetings), and
- Miriam Simmons, PhD, PRP (“Growth of Units and Associations”).

On August 8th, the presenters were:

- Sandy Olson, PRP (“Cruise in Style and in Education...”);
- Laura Meade, PRP, CPP-T (“Who’s Going to Keep the Profession Alive?”);
- C. J. Cavin, JD, PRP, CPP-T (“Built on Legacy, Powered by AI”); and
- Mona Calhoun, PRP (“Communicate Like A Leader”).

Mark Apodaca, PRP, pointed out in his presentation that a budget needs to be detailed; has one purpose – to meet organizational mission; should be treated as stewardship, not just paperwork; and all treasurers should be bonded.

Alison Wallis, PRP, pointed out that we should listen with an open mind and open heart and we should listen to fellow board members. Regarding education, we should know as much parliamentary procedure as we can and continue learning how to speak well, write well, and use technology.

Richard Miseyko (President of Site Search, Inc.) spoke about setting up successful district meetings; items we should look at – what hotels need from us, how hotels evaluate small meetings, what audio visuals you would likely need, what contract clauses to watch closely, and how to approach the hotel.

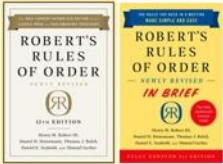
Miriam Simmons, PhD, PRP, gave pointers on how to get new members, start with the basics, look at the Code of Professional Responsibility often, find out how to use PowerPoint and how to get it on a Zoom screen.

Sandy Olson, PRP, spoke about leading with purpose (organizational growth), passion (innovation service), and vision (gives an opportunity to communicate). She also gave trivia questions about NAP.

Laura Meade, PRP, CPP-T, spoke about how parliamentarians can stay relevant due to the encroachment of AI by building relationships with our clients, advising clients to anticipate possible challenges, building our people skills, using AI ourselves.

C. J. Cavin, JD, PRP, CPP-T, encouraged us to identify membership and leadership tasks where AI adds value. He gave some areas where AI helps (membership and communication, meeting preparation, research, education, and administration).

Mona Calhoun, PRP, said as a leader you should extend grace. Several leadership communication decisions you should make are when and what, how and who. You also need to choose the right communication channel -- verbal or written.

 Florida State Association of PARLIAMENTARIANS <i>Let All Things Be Done Decently and in Order</i> Wednesdays at 2 p.m. for 1-hour ON DEMAND TRAINING: Videos from NAPU FOR AN IN-DEPTH REVIEW OF RONR with Sarah Russell, RP Target Audience • You recognize that setting aside a consistent weekly time is the only reliable way to review NAPU videos and prepare for the credentialing exams. • You want to assess your understanding one question at a time.  Click HERE to Register: https://us02web.zoom.us/j/84461811671	 Florida State Association of PARLIAMENTARIANS <i>Let All Things Be Done Decently and in Order</i> NAP MEMBERSHIP STUDY GUIDE The first step to learning how to master meetings QUESTIONS ANSWERED: Basic Review PARLIAMENTARY PROCEDURES  Fridays at 2 p.m. for 1-hour with Sarah Russell, RP Target Audience • You have questions and a desire to learn basic terminology and procedures • You want to understand how these procedures benefit members in an organization • You prefer a friendly and conversational learning environment  Click HERE to Register: https://us02web.zoom.us/j/84461811671
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By Paul Green

The NAP National Training Conference was my first NAP national event. It was a chance to meet many of the people I've only known as postage-stamp-sized boxes on Zoom and make new connections with others who share my passion for parliamentary procedure.

FSAP was well represented at the conference, and I greatly enjoyed meeting my fellow members of the North Florida Parliamentary Unit and members of the broader FSAP community.

The education I gained was very helpful in preparing for the Professional Registered Parliamentarian exam and in preparing to enter the world of client work.

- In the case study sessions, the presenters shared pragmatic knowledge about working with clients.
- One highlight was Loretta Tilley's session on smart client selection, client engagement, and delivering results.
- In a later session, Roger Hanshaw shared useful, real-world advice on handling situations where laws affect our work and on working together with professionals in other fields to deliver results to clients.

The standout training session was the presiding workshop led by NAP Director Justin Pappano and past FSAP president Tim Wynn. At the workshop, we took turns presiding over a mock meeting of an assembly with two rowdy members and got constructive feedback on our performance. I volunteered to be one of the presiders. Pappano and Wynn did an

excellent job throwing things at me and the other presiders that members often do in the real world. For example, using a point of order as an opportunity to debate the underlying motion.

I booked my flights before I knew the exact time the conference ended and picked a late flight so I didn't miss anything. After the final session, I killed some time at the attached mall, made my way to the airport, went through security, then settled in for a few hours before my flight.

What I thought was a mistake ended up being one of the highlights of the trip: I ran into RONR author Dan Seabold and a couple of other conference attendees and spent two hours hanging out with them at the airport restaurant. Spending time with them and getting to know them a bit was one of the best parts of the trip.

My experience of the National Training Conference was one of fellowship, learning, and preparation for the next steps in my parliamentary journey.

While I'm grateful for the online meetings that allowed me to be involved with NAP before attending this event, it's a reminder that electronic meetings aren't a perfect substitute for face-to-face interaction. I'm most grateful for the new connections, the relationships that were deepened, and the things I learned.

As time permits, I've been going through the recordings of the other sessions and revisiting some of those I attended. I very much look forward to attending future NAP events.

Sarah F. Russell, RP **FSAP First Vice President**

On Thursday, the conference began with a First Timers Orientation, followed by the Opening of the Annual Meeting and later, by a Welcome Reception.

Friday attendees were free to choose from several workshops. I chose to attend:

- **“Parliamentary Potluck”** (David Mezzera, PRP), where he spoke of “supermajority”, officer succession, and why the “tinted pages” are called tinted when they aren't;
- **“Art of Parliamentary Strategy”** (Steven Cook, PRP), who told the story of Mulla Nasrudin and the Streetlamp, and using procedural motions as strategic tools;



- **“Drafting Clear and Logical Bylaws”** (Kirk Overby, PRP), who gave some principles of interpretation, sources for best practices, using plain English, and being consistent;
- **“You Can’t Always Get What You Want – The Art of the Well-Timed No”** (Al Gage, PRP), who spoke on what Appeals can and cannot do;
- **NAPEF Annual Meeting**, Carol Prahinski, PRP, won a scholarship for the registration fee for the next NAP Training Conference;
- **The District 3 Meeting** (Director Steven Cook, PRP). Its Biennial Conference will be held April 16-18, 2027, in Raleigh-Durham, North Carolina.

On Saturday:

- **“Presiding Practice”** (Justin Pappano, PRP, and Tim Wynn, PRP) a three-hour session was held, hosted by. This workshop was very hands-on.

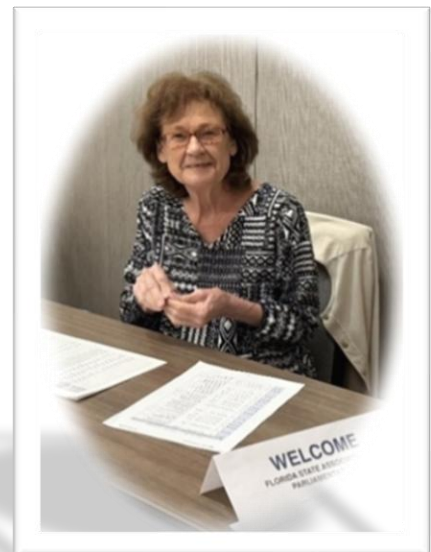
FSAP President, Barbara Proctor, PRP, followed with “Cooking Up Great Meetings”. Her workshop was given in a recipe format which is a very portable solution to meetings (use the standard order of business).

The last workshop I attended on this day was “I Hate Your Bylaws – and You Do, Too!” (Dan Seabold, PRP). Per Dan, say each thing once, do not restate rules – reference them, say it clearly and say it completely.

On Sunday the conference closed out with the session “Robert’s Rules As a Living Document” given by the Robert’s Rules Association Authorship Team. Geoff Alan, PRP (author’s agent) spoke on “How AI Actually Works”. Dr. Daniel Seabold, PRP, spoke about five principles justifying changes to Robert’s Rules of Order, Newly Revised, over the years. Overall, I think the conference was extremely good. It presented workshops for all parliamentary experience levels. It was well worth the in-person experience. In addition, one got to meet people who they may have previously only seen virtually.

Notes & Comments By Julie Palm, PRP FSAP Youth Committee Chairman

I attend the NAP Board of Directors meeting held on August 27, 2026 at 9:12am. Prior to the beginning of the NTC Conference in Birmingham. Attended the First timers meeting at 1:15pm, Presenter was Wanda Sims. She spoke about the learning paths: building foundations, applying skills and advancing practice. Learn-Practice-Connect-Inform. Talked about choosing workshops. The annual meeting began at 3pm with the ROTC, Canadian and USA National



Anthems, Pledge and greetings to Alabama. Introductions and welcomes by many. Organization goals were expressed are to:

- increase membership,
- have educational offerings,
- building stronger infrastructure.
- Mentioned Infrastructure enhancements;
- strengthening organizational infrastructure,
- an event procedure manual,
- a standardized manual for District Directors,
- assess ways to meet the needs of international members.
- Current membership is 3908, District 3 has 790 members.
- Resources: www.parliamentarians.org, NAP bookstore, NAP University, NAP portal.

Announcements:

- October 13, 2026 – NAP Board of Directors Meeting
- April 3, 2027 – NAP Virtual Spring Training Conference
- June 2027 – NAP Anniversary
- August 25-26, 2027 – NAP Biannual convention in New Orleans

Treasurer reported using a new accounting firm and quickbooks.
Meeting adjourned 4:36pm.

Attended welcome reception after dinner, almost over but did enjoy a desert and coffee.

Friday:

9 am - Attended Jim Lawson workshop on Constructive Procrastination.
Unfortunately hard to read the PowerPoint, realized how important it is to always use large print when making a presentation so the audience can read.

10:30 am - Attended Plenary Session - Al Gage - You Can't Always Get What You Want, "The art of the well timed "no" but if you try sometimes you get what you need" - Rolling Stones 1969.

1-2 pm - Attended Robert Henshaw's workshop, The case part 2, Relationship Between Parliamentary Procedure and Governing Statues. Questions to ask: what is the legal form of the organization, what state, what governing documents. Discussed the Model Nonprofit Corporate Act [new act].

3:30 pm Attended Kirk Overby's workshop, Drafting Clear and Logical Bylaws and Rules.

5pm - Attended the Foundation Meeting. Officer were introduced, reported on actives including scholarships given out and supporters.

6:15 pm - Attended District 3 meeting - Stephen Cook, District Director. Group photo was taken.

Saturday:

9am - Attended Lavon Moore and Kelly Lucas workshop - Parli Partners: A unique Approach to Group Mentoring.

10:30 am - Attended C.J. Cavin's presentation, The Ethical Parliamentarian in A1.

1:45 pm - Attended Miriam Simons workshop, A Quantum of Quorum.

3:30 pm - Attended Dan Seabold's workshop, I Hate The Bylaws and You Do Too. "Say each thing once; Say it in the right place; Say it clearly."

Evening - Attended the Foundation dinner.

Sunday:

Attended the Authors Agent Role and the Future of AI and Roberts Rule - Geoff Alan, PRP. Followed by Roberts Rules a Living Document by Dr. Daniel Seabold. Lastly, Roberts Rules as a living Document Editions History prepared by Burk Balch [who wasn't feeling well] presented by Seabold 2 3



By Carol Prahinski, PRP FSAP Education Chairman

One of the things that I enjoy about the NAP annual conventions/conferences is the ability to meet fellow parliamentarians face-to-face. This year, I met so many people with familiar names and Zoom faces from FSAP. We had a great turnout as we cheered for our FSAP President, Barbara Proctor, PRP, who gave a workshop "Cooking up Great Meetings," which included helpful recipe cards! We also cheered for our FSAP Treasurer, Ed Moore, PRP, who took on additional roles, as the NTC Coordinator and NAPEF

Treasurer. Your leaders are working hard at the national level, too.

The authors of RONR, the Robert Rules Association, gave a presentation on the history of RONR editions and its philosophy. Daniel E. Seabold stated there are five principles of consideration on whether a change to RONR is warranted:

- Does the change apply existing principles to a new question?
- Does the change take into account new practices, such as electronic keypads?
- Are we correcting for inconsistency or ambiguities?
- Would alterations to the arrangement make the book more useful?
- Will a change prevent common misunderstandings?

He said that over the course of the weekend, he received five suggestions for changes. He asks anyone who has a proposed change to email him directly. One of the five was mine on the topic of Filling Blanks. I later followed his direction and wrote him a letter outlining the needed changes to help users. These suggestions were developed over many training sessions given on Filling Blanks, including one from the NAP Spring Conference presentation “Filling Blanks Over Time.”

Dan Seabold also presented a section on the history of the revisions and how the team of authors have transitioned over time. I’m not alone in saying that this was an enjoyable presentation.

On Saturday night, the NAP Education Foundation hosted a dinner, which included a fundraiser for the foundation, with a silent auction and an auctioneer. After the dinner, we listened to the history of the foundation and its impact – to support educational programs, materials, and youth initiatives that advance effective meetings and democratic decision-making through parliamentary procedure. It was a fun, relaxing environment, which felt supportive. I’m glad that I received the NAPEF scholarship, which enabled me to attend the dinner. Thank you, NAPEF!

Now, I needed to figure out how to pack all the goodies into my suitcase for my trip home.

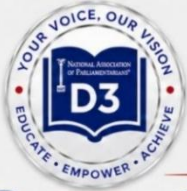


Thankfully, the three FSAP members who live closest to the eye of Hurricane Isaias, which made landfall near Destin, Florida, on October 9, 2026, as a Category 2 hurricane with maximum sustained winds of 105 mph, came through the storm with no or minimal damage.

We are grateful they were spared the worst of the storm.

CALL FOR VOLUNTEERS

★★★
Your time. Your talents. Our success.



NATIONAL ASSOCIATION OF PARLIAMENTARIANS
**DISTRICT THREE
BIENNIAL CONFERENCE**
HYBRID CONFERENCE
APRIL 16-18, 2027

**Raleigh-Durham Area
NORTH CAROLINA**

A successful conference relies on the support of dedicated volunteers like you!
Share your skills, make a difference, and help create an exceptional experience for all.

VOLUNTEER OPPORTUNITIES

1. CONFERENCE KIT PREPARATION Assemble and organize materials for attendees.	2. REGISTRATION & CHECK-IN Welcome attendees and assist with registration.	3. WORKSHOP & PRESENTER SUPPORT Assist facilitators and presenters to ensure smooth sessions.	4. TECHNICAL SUPPORT Provide AV and technology assistance during sessions.
5. HOSPITALITY & GUEST SERVICES Help create a welcoming experience for all attendees and guests.	6. CONFERENCE LOGISTICS Support event logistics and help keep things running smoothly.	7. SOCIAL & DINING EVENTS Assist with social events, hospitality, and dining activities.	8. COMMUNICATIONS & PUBLICITY Help promote the conference and share updates.



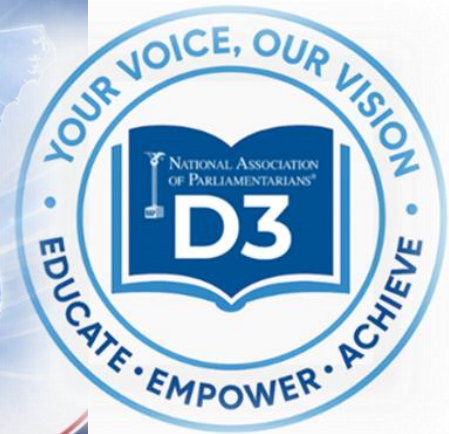
Who to Contact
Steven Cook
District Three Director
✉ drcook@nap2.org



DEADLINE TO RESPOND
Please contact Steven Cook by September 30, 2026, if you are interested in volunteering.

We can't do it without you!
Your contribution helps us foster learning, leadership, and lasting connections.
Thank you!

YOUR VOICE ★ OUR VISION ★ OUR FUTURE





MEETING CRIME SCENE

INVESTIGATION

PARLIAMENTARY PROCEDURE TRAINING

Approved for 1 CEU

BPBP
BROWARD-PALM BEACH PARLIAMENTARIANS

*Something went wrong at the meeting.
CAN YOU FIND IT?*

 FIND the problem.
  IDENTIFY the rule.
  DETERMINE the remedy.
  DEFEND the solution.

1 POINT OF ORDER

2 CHAIR

3 THE MOTION

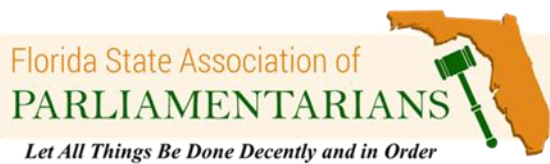
INVESTIGATE.
What happened?

ANALYZE.
Why did it happen?

SOLVE.
What's the solution?

SAVE THE MEETING!

November 3, 2026 @ 7 p.m. ♦ Presented by Barbara Proctor, PRP



STANDING RULES PROPOSALS Submitted by Carol Prahinski, PRP

Move to amend the standing rules by adding Standing Rule #6, under the heading “Official Correspondence and Officers’ Materials,” to state:

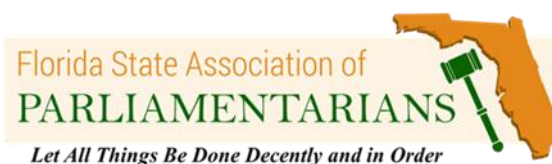
“6. At least 10 days before the deadline, the Corresponding Secretary shall send a call for reports to officers and chairs with the report submission deadline.”

Move to amend Standing Rule #14b by striking out “provide reimbursement up to \$500” and insert “reimburse up to \$700” and by striking out “a delegate.”

b. To the extent funds is available and budgeted, FSAP may ~~provide reimbursement up to \$500~~ **reimburse up to \$700** per budget year to each FSAP convention delegate or FSAP appointed conference member attending NAP events. Reimbursement is conditional upon ~~a delegate~~ attending session meetings and conference events and shall be paid after a written report and expense receipts are received by the FSAP president and treasurer within four weeks of the conclusion of the event.

Move to amend Standing Rule #14c by striking out c in its entirety and inserting “The six FSAP delegates mentioned in Article XI, Section 1, are eligible for reimbursement; other delegates and alternates are not eligible.”

c. ~~Unit delegates and alternates and members-at-large appointed by the FSAP president as delegates to the NAP Convention are not eligible for reimbursement by FSAP.~~ The six FSAP delegates mentioned in Article XI, Section 1, are eligible for reimbursement; other delegates and alternates are not eligible.



Notice of Proposed Bylaws Amendments November 7, 2026

Notice is hereby given to consider the following 14 proposed amendments to the FSAP bylaws during the Fall membership meeting on November 7, 2026. Pursuant to FSAP standing rule 22, editorial changes will be made by the Bylaws Committee. Current bylaws are readily available on the FSAP website behind the Member Portal.

Joyce Brown-Watkins, PRP
FSAP Bylaws Committee Chairman

AMENDMENT #1

Move to amend **Article III Members**, Section 1 Membership Classification. B. Affiliate., (a) **by inserting** “NAP,” (b) **by striking out** in Section 2. Eligibility. “and unit dues.” (c) **by striking out** in Section 4, Resignation and Reinstatement, “and Reinstatement”. **and striking out** B. Reinstatement in its entirety.

Current	Proposed	If Amended
Section 1. Membership Classification. B. Affiliate. Affiliate members shall be members who are primary members of another NAP association. Section 2. Eligibility. B. Provisional. Provisional members preparing for NAP membership shall be eligible for membership upon payment of FSAP dues and unit dues. Section 4. Resignation and Reinstatement. A. Resignation. Members shall present their resignation to FSAP’s second vice-president. B. Reinstatement. 1. Primary and affiliate members who have resigned in good standing or who have forfeited membership for non-payment of dues may be reinstated, within one year of resignation or forfeiture, upon payment of outstanding annual dues; and, if applicable, proof of NAP reinstatement presented to FSAP’s second vice-president. 2. Provisional members who have resigned in good standing or who have forfeited membership for non-payment of dues may be reinstated, within one year of resignation or forfeiture, upon payment of outstanding annual dues.	Section 1. Membership Classification. B. Affiliate. Affiliate members shall be <u>NAP</u> members who are primary members of another NAP association. Section 2. Eligibility. B. Provisional. Provisional members preparing for NAP membership shall be eligible for membership upon payment of FSAP dues ~~and unit dues.~~ Section 4. Resignation and ~~Reinstatement:~~ A. Resignation. Members shall present their resignation to FSAP’s second vice-president. ~~B. Reinstatement:~~ ~~1. Primary and affiliate members who have resigned in good standing or who have forfeited membership for non-payment of dues may be reinstated, within one year of resignation or forfeiture, upon payment of outstanding annual dues; and, if applicable, proof of NAP reinstatement presented to FSAP’s second vice-president.~~ ~~2. Provisional members who have resigned in good standing, or who have forfeited membership for non-payment of dues, may be reinstated, within one year of resignation or forfeiture, upon payment of outstanding annual dues.~~	Section 1 Membership Classification. B. Affiliate. Affiliate members shall be NAP members who are primary members of another NAP association. Section 2. Eligibility. B. Provisional. Provisional members preparing for NAP membership shall be eligible for membership upon payment of FSAP dues. Section 4. Resignation. Members shall present their resignation to FSAP’s second vice-president.

Submitted by: FSAP Bylaws Committee

Rationale: To simplify instructions for dues payment and eliminate reinstatement, which is governed by NAP, not FSAP.

Bylaws Committee Recommendation: To Adopt

AMENDMENT #2

Move to amend Article IV Dues, Section 1. Annual Dues. B. Payment. **2., by inserting** “and Provisional” between “Affiliate” and “members” and **adding** “FSAP dues received by a unit are to be forwarded to FSAP Treasurer with member’s name and contact information. **Strike out** “3.”.

Current	Amendment	If Adopted
B. Payment. 1. Primary members shall pay FSAP dues to NAP. 2. Affiliate members shall pay FSAP dues to FSAP. 3. Provisional members shall pay FSAP dues to the unit. Units shall remit the association dues to FSAP with unit members’ names and contact information.	B. Payment. 1. Primary members shall pay FSAP dues to NAP. 2. Affiliate <u>and Provisional</u> members shall pay FSAP dues to FSAP. <u>FSAP dues received by a unit are to be forwarded to FSAP Treasurer with member’s name and contact information.</u> ~~3. Provisional members shall pay FSAP dues to the unit. Units shall remit the association dues to FSAP with unit members’ names and contact information.~~	B. Payment. 1. Primary members shall pay FSAP dues to NAP. 2. Affiliate and Provisional members shall pay FSAP dues to FSAP. FSAP dues received by a unit are to be forwarded to FSAP Treasurer with member’s name and contact information.

Submitted by: FSAP Bylaws Committee

Rationale: Simplify to make payments easy and friendly. Some Affiliate member may pay FSAP and unit dues to unit; some provisional members do not belong to a unit. Do not want to limit methods of payment.

Bylaws Committee Recommendation: To Adopt

AMENDMENT #3

Move to amend **Article V Officers. Section 2. Term of Office. C. by striking out** “, except the treasurer,”

Current	Proposed	If Amended
Section 2. Term of Office. A. Officers shall hold office for a term of two years or until their successors are elected. B. The president shall not serve consecutive terms. C. No other elected officer, except the treasurer, shall serve more than two consecutive terms in the same office.	Section 2. Term of Office. A. Officers shall hold office for a term of two years or until their successors are elected. B. The president shall not serve consecutive terms. C. No other elected officer; ~~except the treasurer;~~ shall serve more than two consecutive terms in the same office.	Section 2. Term of Office. A. Officers shall hold office for a term of two years or until their successors are elected. B. The president shall not serve consecutive terms. C. No other elected officer shall serve more than two consecutive terms in the same office.

Submitted by: FSAP Bylaws Committee

Rationale: The same term limits should apply to all offices.

Bylaws Committee Recommendation: To Adopt

AMENDMENT #4

Move to amend **Article V Officers**, Section 4 Duties of Officers, E. Corresponding Secretary, **by striking out** Section 2 “2. Send a copy of the current FSAP bylaws to NAP and at such other time as the bylaws may have been amended after each FSAP annual meeting,” **and inserting** “2. on an annual basis, either certify that the association bylaws have not changed, or provide a current copy of the FSAP bylaws to NAP Headquarters. When the FSAP bylaws have been updated either through amendment or revision, send a copy of the updated FSAP bylaws to NAP within 30 days,”
In 3., **striking out** “annual report book” and **inserting** “agenda and reports for the membership meetings.”

Current	Proposed	If Amended
E. Corresponding Secretary. The corresponding secretary shall: 1. send notices of all meetings and other notices when previous notice is required; 2. send a copy of the current FSAP bylaws to NAP and at such other time as the bylaws may have been amended after each FSAP annual meeting, and 3. compile the annual report book.	E. Corresponding Secretary. The corresponding secretary shall: 1. send notices of all meetings and other notices when previous notice is required; ~~2. send a copy of the current FSAP bylaws to NAP and at such other time as the bylaws may have been amended after each FSAP annual meeting;~~ 2. <u>on an annual basis, either certify that the association bylaws have not changed, or provide a current copy of the FSAP bylaws to NAP Headquarters. When the FSAP bylaws have been updated either through amendment or revision, send a copy of the updated FSAP bylaws to NAP within 30 days, and</u> 3. compile the ~~annual report book~~ <u>agenda and reports for the membership meetings.</u>	E. Corresponding Secretary. The corresponding secretary shall: 1. send notices of all meetings and other notices when previous notice is required; 2. on an annual basis, either certify that the association bylaws have not changed, or provide a current copy of the FSAP bylaws to NAP Headquarters. When the FSAP bylaws have been updated either through amendment or revision, send a copy of the updated FSAP bylaws to NAP within 30 days, and 3. compile the agenda and reports for the membership meetings.
Submitted by: FSAP Bylaws Committee Rationale: For #2, to conform with NAP bylaw provision, Article IV Division, Section 3E1 and 3E4. For #3, the agenda and reports are needed for all membership meetings. Bylaws Committee Recommendation: To Adopt		

(CONTINUED ON THE NEXT PAGE)

AMENDMENT #5

Move to amend **Article V Officers**, Section 4 Duties of Officers, F. Treasurer., by **striking out** in #9, “November” and **inserting** “December” and by **inserting** between item 6 and 7, “7. Assess financial trends of FSAP and report these trends to the members annually;”

Current	Proposed	If Amended
F. Treasurer. The treasurer shall: 1. serve as the financial officer and be custodian of all funds of FSAP; 2. deposit funds in depositories approved by the FSAP Executive Board; 3. pay authorized bills promptly; 4. keep an accurate record of receipts and disbursements; 5. present a financial report at each membership meeting and each meeting of the FSAP Executive Board; 6. prepare the budget with input from officers and committee chairmen; 7. close the books at the end of the fiscal year and submit the financial records to the audit committee; 8. file all necessary forms with the IRS and the state of Florida; 9. invoice affiliate members for FSAP dues no later than November 1; 10. forward the names and addresses of members and provisionals upon their affiliation with a unit to the FSAP Executive Board; and 11. Furnish the Herberta Ann Leonardy Scholarship Fund chairman with a record of all scholarship funds available.	F. Treasurer. The treasurer shall: 1. serve as the financial officer and be custodian of all funds of FSAP; 2. deposit funds in depositories approved by the FSAP Executive Board; 3. Pay authorized bills promptly; 4. keep an accurate record of receipts and disbursements; 5. present a financial report at each membership meeting and each meeting of the FSAP Executive Board; 6. prepare the budget with input from officers and committee chairmen; <u>7. assess financial trends of FSAP and report these trends to members annually;</u> ~~8.~~ 7. close the books at the end of the fiscal year and submit the financial records to the audit committee; ~~9.~~ 8. file all necessary forms with the IRS and the state of Florida; ~~10.~~ ~~9.~~ invoice affiliate members for FSAP dues no later than ~~November~~ <u>December</u> 1; ~~11.~~ ~~10.~~ forward the names and addresses of members and provisionals upon their affiliation with a unit to the FSAP Executive Board; and ~~11~~ <u>12.</u> Furnish the Herberta Ann Leonardy Scholarship Fund chairman with a record of all scholarship funds available.	F. Treasurer. The treasurer shall: 1. serve as the financial officer and be custodian of all funds of FSAP; 2. deposit funds in depositories approved by the FSAP Executive Board; 3. Pay authorized bills promptly; 4. keep an accurate record of receipts and disbursements; 5. present a financial report at each membership meeting and each meeting of the FSAP Executive Board; 6. prepare the budget with input from officers and committee chairmen; 7. assess financial trends of FSAP and report these trends to members annually; 8. close the books at the end of the fiscal year and submit the financial records to the audit committee; 9. file all necessary forms with the IRS and the state of Florida; 10. invoice affiliate members for FSAP dues no later than December 1; 11. forward the names and addresses of members and provisionals upon their affiliation with a unit to the FSAP Executive Board; and 12. Furnish the Herberta Ann Leonardy Scholarship Fund chairman with a record of all scholarship funds available.
Submitted by: FSAP Bylaws Committee Rationale: For the current #9, to align the payment of dues with the fiscal year. For the new #7, the Treasurer’s report of these trends to ensure informed membership. Bylaws Committee Recommendation: To Adopt		

AMENDMENT #6

Move to amend **Article V Officers**, Section 5 Nominations. A. Nominating Committee. #1, by **striking out** “annual” and **inserting** “fall” before “meeting held”.

Current	Proposed	If Amended
Nominating Committee. 1. A nominating committee of five members shall be elected at the annual meeting held in even-numbered years. A plurality vote shall elect. A member shall not serve a consecutive time on the committee and no two members shall be from the same unit. Vacancies on the nominating committee shall be filled by the FSAP Executive Board.	Nominating Committee. 1. A nominating committee of five members shall be elected at the ~~annual~~ fall meeting held in even-numbered years. A plurality vote shall elect. No member shall serve a consecutive time on the committee and no two members shall be from the same unit. Vacancies on the nominating committee shall be filled by the FSAP Executive Board.	Nominating Committee. 1. A nominating committee of five members shall be elected at the fall meeting held in even-numbered years. A plurality vote shall elect. No member shall serve a consecutive time on the committee and no two members shall be from the same unit. Vacancies on the nominating committee shall be filled by the FSAP Executive Board.

Submitted by: FSAP Bylaws Committee

Rationale: Align the nominating process with the election cycle. Electing the Nominating Committee in the fall provides sufficient time to prepare its report to give notice to members at least 30 days prior to the election at the spring membership meeting.

Bylaws Committee Recommendation: To Adopt

AMENDMENT #7

Move to amend **Article V Officers**, Section 6 Elections. B., by **striking out** “, except the treasurer,” and “The Treasurer shall assume office on August 1.”

Current	Proposed	If Amended
Section 6. Elections. A. Officers shall be elected at the annual meeting held in odd-numbered years. B. Elected officers, except the treasurer, shall assume their duties at the close of the annual meeting at which they are elected. The treasurer shall assume office on August 1. C. Elections shall be by ballot except, when there is only one nominee for an office the chair shall declare the nominee elected by acclamation.	Section 6. Elections. A. Officers shall be elected at the annual meeting held in odd-numbered years. B. Elected officers, ~~except the treasurer,~~ shall assume their duties at the close of the annual meeting at which they are elected. ~~The treasurer shall assume office on August 1.~~ C. Elections shall be by ballot except, when there is only one nominee for an office the chair shall declare the nominee elected by acclamation.	Section 6. Elections. A. Officers shall be elected at the annual meeting held in odd-numbered years. B. Elected officers shall assume their duties at the close of the annual meeting at which they are elected. C. Elections shall be by ballot except, when there is only one nominee for an office the chair shall declare the nominee elected by acclamation.

Submitted by: FSAP Bylaws Committee

Rationale: The Treasurer should commence their term in alignment with the other officers.

Bylaws Committee Recommendation: To Adopt

AMENDMENT #8

Move to amend **Article VI Meetings**, Section 4 Special Meetings, by **striking out** “upon the” and **inserting** “within 30 days of” after “shall be called by the president”.

Current	Proposed	If Amended
Section 4. Special Meetings. A. Special meetings may be called by the president or by majority vote of the FSAP Executive Board, and shall be called by the president upon the written request of a majority of the units. B. Notice shall be sent to the membership at least seven days prior to the date of the meeting.	Section 4. Special Meetings. A. Special meetings may be called by the president or by majority vote of the FSAP Executive Board and shall be called by the president ~~upon the~~ <u>within 30 days of the</u> written request of a majority of the units. B. Notice shall be sent to the membership at least seven days prior to the date of the meeting.	Section 4. Special Meetings. A. Special meetings may be called by the president or by majority vote of the FSAP Executive Board and shall be called by the president within 30 days of the written request of a majority of the units. B. Notice shall be sent to the membership at least seven days prior to the date of the meeting.
Submitted by: FSAP Bylaws Committee Rationale: To establish a time limit. Bylaws Committee Recommendation: To Adopt		

Amendment #9

Move to amend Article VII, The Executive Board. Section 1. Composition, **by striking out** “following standing committees: communications, education, meeting planning, membership, technology, and unit presidents” and **adding** “standing committees and unit presidents.”

Current	Amendment	If Adopted
Section 1. Composition. The FSAP Executive Board shall consist of the elected officers, the corresponding secretary, and the chairmen of the following standing committees: communications, education, meeting planning, membership, technology, and unit presidents. The parliamentarian shall serve as an advisor to the board.	Section 1. Composition. The FSAP Executive Board shall consist of the elected officers, the corresponding secretary, and the chairmen of the <u>standing committees and unit presidents.</u> ~~following standing committees: communications, education, meeting planning, membership, technology, and unit presidents.~~ The parliamentarian shall serve as an advisor to the board.	Section 1. Composition. The FSAP Executive Board shall consist of the elected officers, the corresponding secretary, and the chairmen of the standing committees and unit presidents. The parliamentarian shall serve as an advisor to the board
Submitted by: FSAP Bylaws Committee Rationale: Expand leadership and communication opportunities. Bylaws Committee Recommendation: To Adopt		

AMENDMENT #10

Move to amend **Article VII**, The Executive Board. Section 2. Powers and Duties. B. Duties. In 3., by **striking out** “approve those authorized to sign checks;” and **inserting** “authorize signatories on the bank account;”.

Current	Proposed	If Amended
B. Duties. The FSAP Executive Board shall: 3. approve those authorized to sign checks;	B. Duties. The FSAP Executive Board shall: 3. ~~approve those authorized to sign checks;~~ <u>authorize signatories on the bank account;</u>	B. Duties. The FSAP Executive Board shall: 3. authorize signatories on the bank account;

Submitted by: FSAP Bylaws Committee

Rationale: For clarification.

Bylaws Committee Recommendation: To Adopt

AMENDMENT #11

Move to amend **Article VII The Executive Board**, Section 3. Meetings. B. Special (a) by **adding** “within five days” after “FSAP Executive Board”, (b) by **striking out** “twenty-four” and **inserting** “forty-eight”, and (c) by **striking out** “Notice may be waived by the members of this board in accordance with statutory requirements. Officers present at a meeting shall be deemed to have received, or to have waived, notice.”

Current	Proposed	If Amended
B. Special. Special meetings of the FSAP Executive Board may be called by the president and shall be called at the written request of three members of the FSAP Executive Board. The call shall be given at least twenty-four hours before the meeting. Notice may be waived by the members of this board in accordance with statutory requirements. Officers present at a meeting shall be deemed to have received, or to have waived, notice.	B. Special. Special meetings of the FSAP Executive Board may be called by the president and shall be called at the written request of three members of the FSAP Executive Board <u>within five days.</u> The call shall be given at least ~~twenty-four~~ <u>forty-eight</u> hours before the meeting. ~~Notice may be waived by the members of this board in accordance with statutory requirements. Officers present at a meeting shall be deemed to have received, or to have waived, notice.~~	B. Special. Special meetings of the FSAP Executive Board may be called by the president and shall be called at the written request of three members of the FSAP Executive Board within five days. The call shall be given at least forty-eight hours before the meeting.

Submitted by: FSAP Bylaws Committee

Rationale: (a & b) To set time limits. (c) Restating Florida statute is redundant.

Bylaws Committee Recommendation: To Adopt

AMENDMENT #12

Move to amend **Article VIII Committees**, Section 3. Duties., I. Unit Presidents., by **striking out** “exchange information” and **inserting** “develop strategies and seek alternatives”.

Current	Proposed	If Amended
I. Unit Presidents. The unit presidents committee shall exchange information on unit membership, educational	I. Unit Presidents. The unit presidents committee shall ~~exchange information~~ <u>develop strategies and seek alternatives</u>	I. Unit Presidents. The unit presidents committee shall develop strategies and seek alternatives on unit membership,

program development and communication strategies. A unit president may select the unit's vice-president to represent the unit at the committee meeting.	on unit membership, educational program development and communication strategies. A unit president may select the unit's vice-president to represent the unit at the committee meeting.	educational program development and communication strategies. A unit president may select the unit's vice-president to represent the unit at the committee meeting.
Submitted by: FSAP Bylaws Committee Rationale: Establish a collaborative approach to strategic planning and problem solving. Bylaws Committee Recommendation: To Adopt		

AMENDMENT #13

Move to amend Article X Electronic Meetings and Communications . Section 3 Ballot Vote., by striking out "through the designated internet meeting service" and inserting "electronically" after "anonymous vote conducted".		
Current	Proposed	If Amended
Section 3. Ballot Vote. An anonymous vote conducted through the designated internet meeting service shall be deemed to be a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.	Section 3. Ballot Vote. An anonymous vote conducted ~~through the designated internet meeting service~~ electronically shall be deemed to be a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.	Section 3. Ballot Vote. An anonymous vote conducted through the designated voting software service shall be deemed to be a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.
Submitted by: FSAP Bylaws Committee Rationale: For clarification. Bylaws Committee Recommendation: To Adopt		

AMENDMENT #14

Move to amend Article XIV Amendment of Bylaws . Section 2., (a) by striking out "A proposal for a bylaw revision may only be authorized at an annual meeting." (b) and striking out "the next annual meeting or special" and inserting "any membership" before "meeting and".		
Current	Proposed	If Amended
Section 2. A proposal for a bylaw revision may only be authorized at an annual meeting. The proposed bylaw revision shall be presented at the next annual meeting or special meeting and shall be adopted by a two-thirds vote provided that the proposed revision has been noticed with the call of the meeting at least thirty days before the meeting.	Section 2. ~~A proposal for a bylaw revision may only be authorized at an annual meeting.~~ The proposed bylaw revision shall be presented at ~~the next annual meeting or special~~ any membership meeting and shall be adopted by a two-thirds vote provided that the proposed revision has been noticed with the call of the meeting at least thirty days before the meeting.	Section 2. The proposed bylaw revision shall be presented at any membership meeting or special meeting and shall be adopted by a two-thirds vote provided that the proposed revision has been noticed with the call of the meeting at least thirty days before the meeting.
Submitted by: FSAP Bylaws Committee Rationale: To eliminate restrictions. Bylaws Committee Recommendation: To Adopt		