

The Florida Parliamentarian

JANUARY 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!

Join us for a series of engaging **virtual excursions**, each offering a deep dive at varying depths into the topics and procedures found in *Robert's Rules of Order*. Our voyage begins in **Key West** with Carol Prahinski, PRP, then sails north to Miami with Sarah Russell, RP, and to **Miramar** with Mary Smith, RP, then across the state to **Cape Coral** with Stephanie (Sam) King, PRP, and north to Ocala. Additional ports of call, offered independently of FSAP, include Timothy Wynn, PRP, and Perfect Rules annual **Groundhog Day Celebration**; and NAP's **ParliPrep** program. Details for these excursions are provided below to help FSAP members chart the course that best fits their interests, experience level, and schedule. We look forward to welcoming fellow parliamentarians for lively conversation, shared learning, and a deeper understanding of parliamentary procedure.



What's new for the new year?

As we step into a new year together, we do so with gratitude for what we've built and optimism for what lies ahead. Each of you brings insight, dedication, and a willingness to serve - qualities that strengthen not only our organization, but one another.

For this upcoming coming year we invite new voices, new ideas, and new challenges from within FSAP, NAP District Three, NAP, and NAPU. How we meet them matters. With respect, thoughtful deliberation, and a shared commitment to listening as well as leading we will turn every meeting into meaningful progress and every difference of opinion into an opportunity to grow.

Leadership is not about position - it is about presence. It shows up when we prepare, when we participate, and when we help others find their voice. Together, let's make this a year marked by clarity, collaboration, and confidence in our collective ability to do important work well. I look forward to all that we will accomplish together in the year ahead when we meet virtually and in person! **Even if you are not able to attend an event, add it to your calendar as a small but meaningful expression of your support wherever you may be.**



The Presenters of Henry M. Robert Day 2025 Education Conference

By Dr. Carol Prahinski, PRP

On Saturday, November 8, over 40 members and guests of the Florida State Association of Parliamentarians gathered virtually to make decisions at the business meeting and continue the learning process with four exceptional speakers, earning up to 4 CEUs:

- Tamara Harris, PRP, District 2 Director, **“Referring and Discharging Committees in Parliamentary Procedure,”**
- Gregory Carlson, PRP, **“Presiding at Dangerous Meetings,”**
- Dr. Frances Jackson, PRP, Immediate Past President of Michigan State Association of Parliamentarians, **“Subsidiary Motions...Incidentally,”** and
- Barbara Proctor, PRP, President of Florida State Association of Parliamentarians, **“Tips and Practice for Making Motions and Presiding.”**

The theme was **“A Motion to Lead: Lessons in Procedures and Persuasion.”** Each presenter shared their wisdom and knowledge for 75 minutes. Most registered participants stayed all day. Why? Because each speaker was exceptional and we were without technology glitches or hesitations. As one member said, “It was the best virtual presentation that I’ve ever attended.” High praise indeed.

Another attendee said, “The speakers covered diverse topics. I appreciated the audience interaction.” In my mind, Barbara’s practice session had interaction on steroids, and it was a great way to end the day. Each of us needs to practice to continue the learning. One of her slides showed the hierarchy of motions that we could use while presiding. She included tips to help us with the process. For example, why should we take a no vote when the number of ayes are significant? Be sure to practice Robert’s words, such as “It is moved and seconded to...(repeat motion).”

It was the second time that I had the pleasure of listening to Gregory Carlson’s speech. I could listen to it for a third time simply because of the wisdom it contains. How does a person become exceptional at handling dangerous meetings when no one in the membership feels positively towards the pro-tem chair? Gregory provided wisdom throughout the process, including what to say and the sequence to gain support amongst the members for effective decision making. He also mentioned where we should be careful. It is easy to lose an audience that is already antagonistic.

With an advanced topic, Dr. Frances Jackson spoke about subsidiary motions and specifically incidental main motions (IMM). She started with the five classes of motions, of which main motions were segmented into original and IMM. She reviewed the five characteristics of subsidiary motions, noting that RONR rarely uses the word “always,” yet it does with the first characteristic (6:6). She referred to the Concise Guide to 70 Motions ©

NAP, which lists these motions and their characteristics (available from the NAP Bookstore). In addition, she gave us guidance to help us learn and be comfortable with subsidiary motions and IMMs. “Every word in Robert’s counts.” Understand the specifics. “RONR is not user-friendly. You must memorize the rules.” Lastly, we performed much better on the post quiz than the pre-quiz. Thank goodness.

Our first speaker, Tamara Harris, provided guidance on how a motion is referred to a committee and the instructions that members should include with the motion to refer. Which committee? If it is a newly formed committee, who is on the committee? Are there deadlines and a budget? The process of discharging a committee can be fraught with problems if not handled smoothly. If the committee is on target to complete and report its work prior to the deadline, it might still be discharged by the members.

Our work as parliamentarians and presiding chairs enables the rights of the members, absentees, and others to be heard and to be a part of the decision-making process. These educational sessions recognized the critical aspects of persuasion in ensuring the rights are protected. At FSAP’s Henry M. Robert Day, we made a motion to lead by listening to lessons in procedures and persuasion.



Florida TSA is always in need of more judges, especially those who have an industry background in a specific area of need. With students competing in so many different fields of technology, everyone has an event in which they can contribute their knowledge and experience. If you are interested in judging an event at an upcoming conference, please view the form below. We could not hold successful conferences without the hard work of our TA volunteer judges! Thank you! Become a Judge Link: <https://floridatsa.org/become-a-judge/>

February 7, 2026 Manatee Regional Conference Parrish Community HS - Parrish, FL Christy Clark Judge Manager	Jan 31 - Feb 2, 2026 Gold Coast Regional Conference Virtual Conference Martha Flynn Judge Manager 2026 FL TSA Gold Coast Judge Application Link: https://bit.ly/FLTSAGoldCoast	March 25-28, 2026 State Conference & Competitions Orlando, FL Judge Manager Judge Link: https://bit.ly/2026FLTSASateJudges March 26 @9:00 a.m. Leadership	June 22-26, 2026 National Conference & Competitions Washington DC
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FSAP members are encouraged to contact Julie Palm, PRP, Chairman, FSAP Youth Committee.

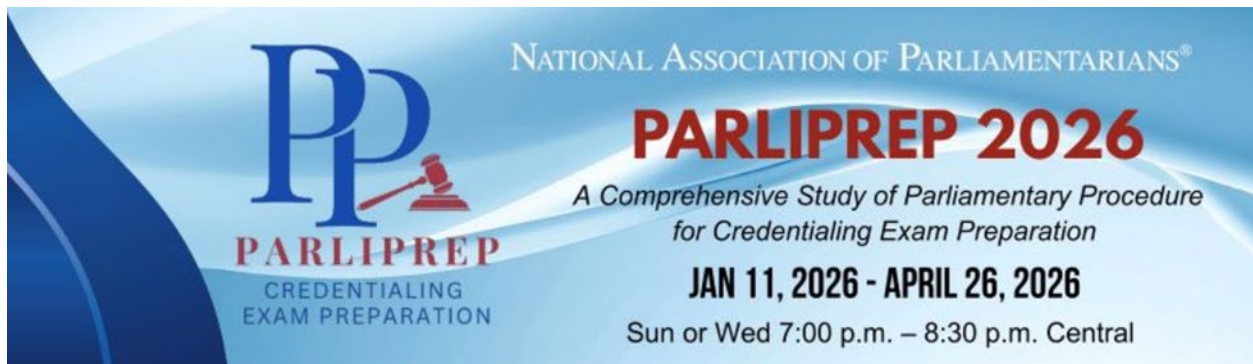


REGISTERED PARLIAMENTARIAN® RENEWAL POLICY

During the 2024-2025 renewal cycle, a *Registered Parliamentarian* (RP) should have completed 10 hours of continuing education unit (CEU) credits - including one hour of Professional Responsibility. Please Take Note: **Beginning with the 2026–2027 cycle**, an RP must complete **20 hours** of CEU credits - including **2 hours** of Professional Responsibility every two years - to qualify for renewal.

PROFESSIONAL REGISTERED PARLIAMENTARIAN® RENEWAL POLICY

During the 2024-2025 renewal cycle, a *Professional Registered Parliamentarian* (PRP) should have completed 15 hours of continuing education unit (CEU) credits — including two hours of Professional Responsibility. Please Take Note: **Beginning with the 2026–2027 cycle**, a PRP must complete 30 hours of CEU credits - including 3 hours of Professional Responsibility every two years - to qualify for renewal.



NAP Board Member and District Three Director Steven Cook, PRP, is demonstrating his commitment to FSAP members by attending a meeting of each FSAP unit that meets virtually.



Mark your calendar and plan to attend:



Parliamentary Spotlight Forum

Saturday, June 20th
from 10 am – 2 pm ET

FSAP Unit meetings are an opportunity to ask questions, to share information and to practice using parliamentary skills. Information about unit meetings can be found on the FSAP website – flparliamentarian.com – under the tab: Local Units

FSAP is proud of our geographically diverse local units. Each unit offers unique meeting schedules and formats with some units meeting in person, some are transitioning back to in-person meetings, while others continue to meet virtually - meeting details are subject to change. To learn more about our state organization, FSAP, visit our [Facebook page](#).

SHOW YOUR SUPPORT

Even if you are not able to attend an event, add it to your calendar as a small but meaningful expression of your support wherever you may be.

Reminder

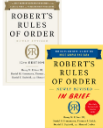
Florida State Association of
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Let All Things Be Done Decently and in Order

FIRST STEPS:

**FOUNDATIONAL SKILLS
OF PARLIAMENTARY PROCEDURE**

Sundays: January 11, 18, 25, and Feb. 1
at 7 p.m. (ET) for 1-hour
presented by
Dr. Carol Prahinski, PRP

Required Material: Robert's Rules of Order, In Brief, 3rd Edition
Homework: Before the 1st session, read pages 1-51.



Target Audience:

- You want to learn more about parliamentary procedure and Robert's Rules of Order.
- You want to have great meetings.
- You want to become a member of the National Association of Parliamentarians.

Click [Here](#) to Register: <https://us02web.zoom.us/j/4CCsrV-IRAifqtZKPp54QQ>

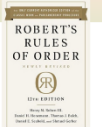
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ON DEMAND:

Video Review from NAPU
FOR AN IN-DEPTH EXPLANATION OF RONR

Wednesdays
at 2 p.m. for 1-hour
with
Sarah Russell, RP



- You realize scheduling a time every week is the only way you are going to review the videos from NAPU to prepare yourself for credentialing exams
- You want to test your knowledge one question at a time

Click [HERE](#) to Register: https://us02web.zoom.us/j/wxYv_Yc-RgmWRTdC1eNgNO

Reminder

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NEXT STEPS:

APPLICATION SKILLS
From Confusion to Credibility

Wednesdays
from 7 - 8:30 p.m. (ET)
Presented by
Stephanie "Sam" King, PRP

Required Material
Robert's Rules of Order, 12th Edition



- You are seeking opportunities to ask questions to understand specific procedures or situations and to practice using your skills
- You have questions about items listed in the NAP Criteria for Credentialing or following NAP's ParliPrep sessions

Click [HERE](#) to Register at: <https://us02web.zoom.us/j/h2NS4OIRYmSdoXL-EW7tA>

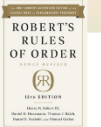
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QUESTIONS ANSWERED:

Basic Review
PARLIAMENTARY PROCEDURES

Fridays
at 2 p.m. for 1-hour
with
Sarah Russell, RP



- You have questions and an ongoing desire to learn basic terminology and procedures to understand how they benefit members in an organization in a friendly and casual environment
- Information based on the NAP Study Guide for Membership

Click [HERE](#) to Register: <https://us02web.zoom.us/j/lmkVLGmnSKmpT6xYD7d1pA>

Reminder: Dues are due!

- ☐ Unit members pay Unit dues to Unit Treasurer
- ☐ Primary NAP members pay dues to NAP (which includes FSAP dues)
- ☐ Affiliate FSAP members pay \$25 dues to FSAP Treasurer



Don't be an only child.
Come our unit meeting to meet your
extended parliamentary family!
We want to hear why you are
interested in our favorite topic!

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Link to FSAP local unit information:
<https://flparliamentarian.com/local-units/>

Link to NAP to become a member of a unit:
<https://www.parliamentarians.org/reclassification-unit-association/>



NATIONAL ASSOCIATION
OF PARLIAMENTARIANS®

Professional Development Committee
MENTORING PROGRAM

Have you considered
becoming an
NAP MENTOR?

The NAP Professional Development Committee Mentoring Program is in need of Mentors! If you are credentialed and are willing to share your knowledge and time to assist regular members to become credentialed as RPs and RPs to become PRPs, please follow these steps:

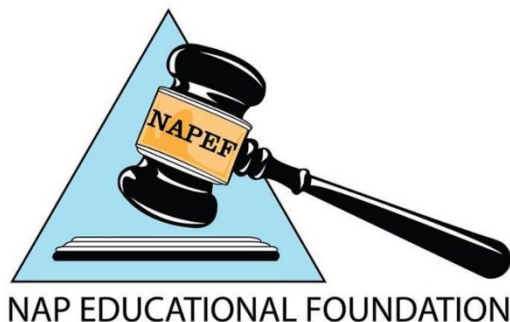


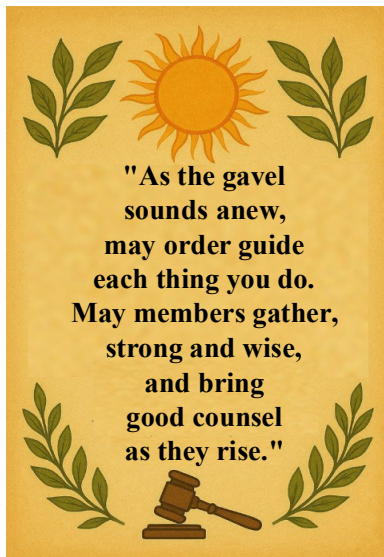
NATIONAL ASSOCIATION
OF PARLIAMENTARIANS®

2026 NAP National Training Conference ♦ August 26th – 30th

"Tag Your Bags for BHM"
BIRMINGHAM

Greater Birmingham Convention & Visitors Bureau
www.inbirmingham.org





Order Prevents Confusion

Scripture:

"For God is not the author of confusion, but of peace, as in all churches of the saints."

—1 Corinthians 14:33 (KJV)

Reflection:

Confusion is not just inconvenient—it is disruptive to peace. Where the Spirit dwells, there is clarity and purpose. In meetings, confusion often arises when procedures are ignored or misunderstood. Bringing order restores peace and protects the group's focus.

Parliamentary Principle:

Clear rules reduce confusion, prevent domination, and keep the meeting aligned with its purpose.

Call to Action: Let your leadership bring clarity, not chaos—be a voice of peace in the process.



"Chaos is inherent in all compounded things. Strive on with diligence."
– The Buddha's last words



Diligent structure dispels confusion.

"Parliamentary procedure does not complicate meetings. It's the lack of knowledge of parliamentary procedure and what it's intended to accomplish that complicates meetings."



– **Dana LaMon, AS, DTM**
1992 World Champion of Public Speaking.

FSAP Tech Tip for Parliamentarians - Jeopardy Game Link:
[RONR In Brief \(RSP\) "A B C's" Jeopardy Template](#)

Improper Voting

Scenario:	Problem:	Tip:
The chair calls for a voice vote on a motion, but it's unclear whether the motion passes or fails. There's no clarity.	Improper voting leads to confusion about whether a motion was passed.	If the outcome of a voice vote is unclear, call for a division of the assembly , which requires members to vote individually.

MEMBERSHIP BENEFITS

Education & Training

- Reach new leadership potential
- Earn credentials as an RP or PRP

Resources

- Access FREE guides & publications
- NAP University & NAP Bookstore
- Virtual Training Sessions

Advocacy

- Promote leadership skills
- Learn best practices for your organization

Networking

- Connect with other leaders and professionals
- Answers to your questions



MEMBERSHIP INFORMATION –If you have questions regarding your membership, contact FSAP Second Vice President, Mary Smith, RP (maryhsmith@yahoo.com).

WANTED: Judges for Student Competitions - Check your calendar to see if you are available, then contact FSAP Youth Chairman Julie Palm, PRP, to volunteer as a judge in Orlando or in your local school district.

INTERESTED IN FSAP EDUCATIONAL OPPORTUNITIES? If your organization or unit, or someone you know is interested in learning more about parliamentary procedure, be it general training or preparing to take the NAP exam to become a member, the RPCE, or the PRPCE, contact FSAP Education Chairman, Carol Prahinski, PRP (prahinski@gmail.com).