



PARLIAMENTARIAN PLAN OF ACTION
2019-2020

I. Goals

- A. Provide clarification, assistance, and advice to the State President and to other state, district, and chapter officers of the organization regarding parliamentary procedure.
- B. Receive 25 of chapters' and 6 of districts' bylaws and policies for review.
- C. Present fun and energizing ideas to implement during a meeting as parliamentarian.
- D. Establish communications between members and myself other than the CIP/Chapter mailing.

II. Implementation

- A. Provide clarification, assistance, and advice to the State President and to other state, district, and chapter officers of the organization regarding parliamentarian procedure.

1. Meetings

- a) Attend 100% of all state business and executive council meetings
 - b) Have motion slips, a copy of the MNWT bylaws and policies, and a copy of Roberts Rules of Order: Revised Edition at all attended meetings
 - c) Establish a quorum at each state meeting

2. Assist the Chapter Management Vice President and Extensions Director when working with existing and new chapters by reviewing or creating local chapter bylaws and policies, as well as general meeting procedures.

- a) Maintain close communication with CMVP and Extensions Director regarding the chapters which they are assisting
 - b) Attend chapter visitations in which parliamentary procedures will be discussed or in which bylaws and policies are being reviewed
 - c) Offer chapters aid and assistance as needed

- B. Review 25 chapters and 6 districts bylaws and policies.

1. Contact chapter presidents and district directors to remind them of their submission of bylaws.
 2. Hold a drawing at each state convention for all chapters and districts who have sent bylaws and policies
 3. Offer additional incentives as needed

- C. Present fun and energizing ideas to implement during a meeting as parliamentarian.

1. Contact at least 20 chapters to discuss their ideas about having fun while conducting a meeting using parliamentary procedures
 2. Recognize all members and highlight ideas gathered in all three (3) CIPs, Facebook, and other resources

- D. Establish communications between members and myself other than the CIP/Chapter mailing.

1. Email and contact to chapters and districts as questions and issues arise
 2. Keep Facebook contact with chapters and members liking and interacting with the Parliamentarian Page.
 3. Search for other resources and ways to reach out to the membership.