

**Mid-Michigan Unit
Regular Meeting Minutes
Jan. 9, 2025**

The regular meeting of the Mid-Michigan Unit of the National Association of Parliamentarians was convened by Zoom on Thursday, Jan. 9, 2025, at 6:02 P.M. President Erica Shifflet-Chila and Carol Prahinski as secretary were present. The agenda was adopted as corrected: specifically, the title “Unfinished Business” was modified to add “and General Orders”.

A quorum was present. Those in attendance were:

Erica Shifflet-Chila, President	Steve Britton	Karen Spencer-Kia
Carol Prahinski, Secretary	Tom DeMeritt	Vivian Tansil
Jerry Preston, Treasurer		

There were no guests.

Member Britton read the mission and vision statement. Member Kia-Spencer led the pledge of allegiance. The meeting minutes of November 14, 2024, were adopted as corrected.

President’s Report – Unit dues are due. She is now receiving an NAP link to a list of active members.

Treasurer’s Report – The balance remains at \$1,297.88.

The Treasurer received one \$10 check for dues payment. In addition, two members paid \$10 prior to the dues increase, which was adopted in September.

Motion: Member Prahinski moved that any member who paid 2025 dues of \$10 prior to the bylaws adoption would owe \$10.

Ruling: The chair ruled that the motion was not in order since the bylaws cannot be suspended. The ruling of the chair was sustained.

Member Britton noted that a proviso would have enabled this decision to be determined at the time of the bylaws change.

Committee Reports

- Membership and Publicity Committee Chair Shifflet-Chila announced that the committee created a PowerPoint deck for the purpose of generating interest of parliamentary procedure to non-parliamentarians. The PPT and recording are available to any interested member.
- The Bylaws and Rules Committee Chair Prahinski asked member Spencer-Kia to present several proposals to the standing rules on behalf of the committee. Spencer-Kia asked the chair to consider the motions together in gross. Member Britton objected.

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- 44 1. **Motion:** On behalf of the committee, Member Spencer-Kia moved to strike out “The
- 45 secretary may provide for notice of meetings and minutes electronically, if possible.
- 46 (*October 21, 2002*)” The motion was adopted using unanimous consent.
- 47
- 48 2. **Motion:** On behalf of the bylaws committee, Member Spencer-Kia moved to insert
- 49 “At least three days before a meeting, the secretary ought to provide electronically the
- 50 meeting package, which includes the orders of the day, draft minutes, and notices of
- 51 pending business when applicable.”
- 52 ○ Member Preston moved to amend by striking out “ought to” and inserting
- 53 “must.” Adopted.
- 54 ○ The amended motion was adopted using unanimous consent.
- 55
- 56 3. **Motion:** On behalf of the bylaws and rules committee, member Spencer-Kia moved
- 57 to insert “period The Membership and” such that the standing rule would read, “The
- 58 president will be the contact person for the unit website. The membership and
- 59 publicity committee will be authorized to make updates to the unit website.” Using
- 60 unanimous consent, the motion was adopted.
- 61
- 62 4. **Motion:** On behalf of the bylaws and rules committee, member Spencer-Kia moved
- 63 to strike out “as a working member” and “workshop” and insert “registration” such
- 64 that the standing rule would read, “Any member who attends a unit workshop should
- 65 not pay registration fees as long as the unit is financially able to cover the cost.”
- 66 Using unanimous consent, the motion was adopted.
- 67
- 68 5. **Motion:** On behalf of the bylaws and rules committee, member Spencer-Kia moved
- 69 to strike out “The national convention delegates and alternates are to be elected at the
- 70 annual meeting in May.” The motion was adopted using unanimous consent.
- 71
- 72 6. **Motion:** On behalf of the bylaws and rules committee, member Spencer-Kia moved
- 73 to insert “The unit will reimburse \$100 to each unit delegate towards the registration
- 74 fee at the convention upon receipt of:
- 75 a. A paid invoice for the NAP Convention registration, and
- 76 b. An oral or written report of the NAP Convention business meeting. The report
- 77 must be presented at a unit meeting before the end of the calendar year.”
- 78
- 79 • Member Britton moved to amend by inserting “’s treasurer” after the word
- 80 “unit”. Motion to amend was adopted.
- 81 • Member Britton moved to strike “unit” on line 30 and insert “NAP
- 82 Convention” and insert “NAP” before convention. Motion to amend was
- 83 adopted.
- 84 • Member Tansil moved to strike “unit’s” but since this motion was asking the
- 85 assembly to renew a non-renewal consideration, the motion was ruled out of
- 86 order.

- The amended motion read, “The unit’s treasurer will reimburse \$100 to each NAP Convention delegate towards the registration fee at the NAP Convention upon receipt of:
 - A. A paid invoice for the NAP Convention registration, and
 - B. An oral or written report of the NAP Convention business meeting. The report must be presented at a unit meeting before the end of the calendar year.”
- The amended motion was adopted.

7. **Motion:** On behalf of the Bylaws and Rules Committee Member Spencer-Kia moved to strike “check” “unit’s check voucher” and “completed by the individual requesting the reimbursement.” And insert “trackable means” and “MMU Reimbursement Request.” Such that the standing rule would read “All disbursements shall be by trackable means. The treasurer will only issue the disbursement following the approval of the unit and receipt of the MMU Reimbursement Requestion.” The vote was four to three and the motion was adopted.

8. **Motion:** Member Preston moved to strike “bank” and insert “financial” such that the standing rule reads “The president, vice-president, and treasurer shall be authorized signatories on the unit’s financial account.” The motion was adopted.

9. **Motion:** Member Britton moved to strike out “Points of” in a heading title. Member Prahinski moved to amend by inserting “Background.” Motion to amend was adopted, such that the amended title reads “Background Information.” The amended main motion was adopted.

10. **Motion:** Member Tansil moved to strike lines 45 through the end. The motion was lost.

Unfinished Business and General Orders

Treasurer Preston presented the amended proposed budget for December 1, 2024, through November 30, 2025. With 11 members, dues revenue would be \$165. Webhosting is \$115. The surplus would be \$50. Adopted.

- Member Prahinski noted that with the newly adopted standing rules, the unit expects to reimburse \$100 to our NAP Convention delegate, assuming they give a report to the unit, which would lead to a deficit of \$50.

Announcements

- Remember to pay dues to your favorite NAP units (and national).
- **Previous Notice:** For the next meeting, the president asks us to be prepared to reach a decision using fill-in-the-blank regarding the meeting hour and day of the week.
- The next meeting of MMU will take place at 6:00 pm on Thursday, February 13, 2025, via Zoom.
- MURP is scheduled for Saturday, January 11 at 10 am.
- MSAP Quarterly Meeting, Saturday, January 18 at 10 am.

133 With unanimous consent, the president adjourned the meeting at 7:45 P.M.

Carol Prahinski

134 Carol Prahinski, Secretary

135 Adopted as presented on March 13, 2025. CP

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