

# The Ohio Parliament

REVEILLE! WAKE UP AND RISE TO THE CALL, OAP

June-July 2017

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## ELECTED OFFICERS

### President

Laura V. Womack  
26320 Dennisport Drive  
Oakwood Village, OH 44146  
lvwomack@msn.com  
(216) 577-1960

### Vice President

Robert L. Rosell, PRP  
48 Plumwood Road  
Dayton, OH 45409-2510  
rlrosell.prp@gmail.com  
(937) 232-9267

### Secretary

Myra S. Myers, PRP  
209 LaSalle Street  
Mansfield, OH 44906  
Mmyers.myers@gmail.com  
(419) 545-1943

### Treasurer

Laura V. Womack  
26320 Dennisport Drive  
Oakwood Village, OH 44146  
lvwomack@msn.com  
(216) 577-1960

## Message from the President

By *Laura V. Womack, OAP President*

### “IT’S WORTH SAVING AND SHARING”

Fiscal year 2016-2017 has been a year of hard work, completed jobs, and good news. Your President and all members of the Executive Board of the Ohio Association of Parliamentarians are enjoying the ride!

We are most excited about the knowledge and participation in the resurrection of the basically inactive Memorial Fund. With research and found history of the origin of this Memorial Fund; we decided as a Board that it is worth maintaining and applying a new coat of care. Therefore, the roots were loosened, dusted off, and a new revelation regarding the Memorial Fund was revealed and, “This is worth saving and sharing”.

This Memorial Fund was re-energized and really triggered excitement. Dr. Ed Magiste, President of Lori-El Unit, began to interview and solicit family members for donations. After all, his family has a long list of members associated with this art called Parliamentary Education. It goes back to 1968 when the Ohio Association of Parliamentarians was chartered along with its first President Mrs. Jo Tholl and members William B. and Rosaria R. Nolan who were among the first members of the National Association of Parliamentarians in Ohio. Bill was one of the first five men in Ohio to take the NAP membership examination and become a Registered Parliamentarian. Bill and Rose, as they were called, both served in the Nellie Cooley Unit; served in the Ohio Association of Parliamentarians in several capacities, and Bill chaired the first OAP State Conference. Bill and Rose were committed to the principles and values espoused by the National Association of Parliamentarians and the Association of Parliamentarians. Five of their family members are NAP members. Their son Charles “Chuck” Nolan is well known by many NAP and OAP members. He has been actively involved since the 1990’s and achieved the status of Professional Registered Parliamentarian (PRP) in 1999.

In memory of Bill and Rose, family members, led by Dr. Ed Magiste, President of Lori-El Unit, and his mother Patricia Magiste, member of

Please see *Message* on page 2

**APPOINTED OFFICERS****Parliamentarian**

Patricia A. Koch, PRP  
550 Merrimak Drive  
Berea, OH 44017  
pak711@aol.com  
(440) 759-6715

**Editor**

Barbara D. Whitaker, RP  
2519 Valleyview Drive  
Belpre, OH 45714  
b-j2519@sbcglobal.net  
(740) 423-4025

**COMMITTEE CHAIRMEN****Bylaws**

Patricia A. Koch, PRP  
550 Merrimak Drive  
Berea, OH 44017  
pak711@aol.com  
(440) 759-6715

**Education**

Deborah Willis  
3432 Euclid Heights Blvd.  
Cleveland Hts., OH 44418  
Mruss72650@aol.com  
(216)932-8098

**Finance**

James L. Williams, PRP  
927 Trimble Place  
Sagamore Hills, OH 44067  
parliscrib@aol.com  
(216)225-6447

**Membership**

Eva Bekes  
3243 Tullamore Rd.  
Cleveland Hts., OH 44118  
evabekes@aol.com  
(216) 321-6987

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## Judges Still Needed

*By Barbara D. Whitaker, RP*

Myra Myers, PRP, has once again asked for help from members with judging parliamentary skill competitions at the high school level. This is a worthwhile opportunity to help with the future of OAP. Not only does it help the schools, but the students may gain a lasting desire to become a part of our organization as they continue their education and then their professional careers.

Please contact Myra Myers or Laura Womack for more information or to offer your help. This activity not only helps the schools and students but provides fun and helps hone your own parliamentary skills.

### It's a Wrap – and the next is in the works!

The OAP Annual Session was a success, thanks to the efforts of the Queen City Unit and the other organizers. Over 30 people attended the all-day event, learning from five scheduled presenters and an impromptu lesson from Pat Koch, PRP, OAP Parliamentarian. Thanks are given to Mayor Johnson and those at Forest Park who helped make the event comfortable and successful.

Plan to attend the 2018 OAP Annual Session in Cleveland at Cleveland State University Student Center Ballroom on May 4 and 5. This will be the 50<sup>th</sup> Anniversary Celebration as well. There will be one and a half days of parliamentary learning, a keynote speaker, a silent auction with reception of Friday evening, a Playhouse Square event and a Presidents' Tea Reception to meet the previous OAP Presidents and the newly elected officers. More information will be shared in the coming months. But, Mark Your Calendars now for May 4 and 5, 2018!

### Message from page 1

Lori-El Unit, active since 2008, solicited funds from family members from **California to Ohio**. This family presented to your President \$960.00 in the memory of Bill and Rose to assist others to further their Parliamentary Education. For this, we are most grateful!

This is worth saving and sharing! Your President's hope is that their effort will encourage others to share by donating to the Memorial Fund in the Memory of a loved one, family member, or friend.

After all, the purpose of the Memorial Fund is *a dedicated vehicle for members to make donations in memory or in honor of someone and as a means of funding the Educational activities of the Ohio Association of Parliamentarians*. No matter how much you give, it matters!

## OAP Units

**NORTH COAST:** President - Patricia Koch, PRP (pak711@aol.com). Usually meets 3<sup>rd</sup> Monday at 6:00 PM (4<sup>th</sup> Monday in January) at Warrensville Height County Library, 4415 Northfield Road, Warrensville Heights, OH. No regular meetings in July, August, December.

**CENTRAL OHIO:** President - Myra Myers, PRP (mmyers.myers@gmail.com). Usually meets 1<sup>st</sup> Monday at 7:00 PM (January meeting held electronically) at Worthington Municipal Building, 6550 North High Street, 2nd Floor, Worthington, OH. No regular meetings in July and August.

**MIAMI VALLEY:** President - Betty Reed (snookey@siscom.net). Usually meets 3<sup>rd</sup> TUESday at 6:00 PM at Clark County Library, Park Shopping Center Branch, 1061 North Bechtle Ave., Springfield, OH.

**LORI-EL:** President - Ed Magiste, Ph.D (e.j.magiste@csuohio.edu). Usually meets 1<sup>st</sup> Thursday at 7:00 PM at Elyria YWCA Residence, 318 West Avenue, Elyria, OH. No regular meetings in January, July and August.

**QUEEN CITY:** President - Robert Rosell, PRP (rlrosell.prp@gmail.com). Meets 3<sup>rd</sup> Friday at 10:15 AM at Oakley Library, 4033 Gilmore Avenue, Cincinnati, OH. No regular meetings in July, August, and December.

## OAP Website

Did you miss an issue of the Parliament? You can find back issues on the OAP website at [www.ohioparlamentarians.org](http://www.ohioparlamentarians.org). Also on the site is information about the officers, our units and previous Sessions of OAP. Please take some time to look at our website. It has a lot of information available to you.

## OAP Memorial Fund

The OAP Memorial Fund is a vehicle by which you can send donations to honor or in memory of members, family and friends of OAP. The funds are used to support Educational Activities of the Ohio Association of Parliamentarians. Such activities include the annual support of the OAP website for the site that is hosting it. At this time, please send donations to Laura V. Womack who is acting as treasurer.

Recently, the Nolan/Magiste family gave a wonderful donation to the Fund and for that they are thanked. While no decisions have been made as to how the funds will be spent, the possibilities that come to mind are not only a benefit to the organization, but an advancement of the Ohio Association of Parliamentarians.

Thank you, Nolan/Magiste Family, and all who donated to the Fund this past year. To all members of OAP, please continue to honor members and friends through the Memorial Fund.

### COMMITTEE CHAIRMEN

*Continued*

#### Public Relations

Kathryn L. Lives, PRP  
1281 Jeremy Court  
Forest Park, OH 45240  
liveskathy@yahoo.com  
(513) 742-0043

#### Ways and Means

Edward J. Magiste, PhD.  
17794 Indian Hollow Rd.  
Grafton, OH 44044  
e.j.magiste@csuohio.edu  
(216) 570-2849

#### Webmaster

Deborah Willis  
3432 Euclid Heights Blvd.  
Cleveland Hts., OH 44418  
Mruss72650@aol.com  
(216)932-8098

### DATES TO REMEMBER

#### NAP Convention

September 8-11  
Lombard, IL

#### OAP Annual Session

May4-5, 2018  
Cleveland, OH

### SUBMISSION DEADLINES

All submissions for the *Parliament* are to arrive to the Editor no later than the first day of the even numbered months.

## Report of the Ohio Association of Parliamentarians 48<sup>th</sup> Annual Session (Excerpt)

The Ohio Association of Parliamentarians (OAP) held its 48<sup>th</sup> Annual Session in the City Council Chambers at the Forest Park Municipal Building at 1201 West Kemper Road in Forest Park, Ohio on May 19, 2017.

The doors to the building officially opened at 8:00 AM. The Council chamber facilities provided for table placement throughout the room to accommodate approximately 50 people, plus a separate table for Ways and Means sales. Audio arrangements included individual microphones at each of seven seats on the Council dais, with an additional microphone at the podium directly adjacent to the dais. Arrangements were made with the City of Greenhills to borrow a projection screen and LCD projector. The laptop computer used for the presentations and other various presentation sundries (e.g. white boards, markers, poster paper/flipboards with stands, etc.) were provided by the Annual Session Facility Coordinator and various OAP Board Members

Formal registration commenced at 8:30 AM. A registration table was set up just inside the building front door area. A total of 35 persons attended the Annual Session; 22 OAP members and 13 guests, with guests including representatives from Forest Park and other local communities. Pre-meeting Continental Breakfast was provided with the complements of the Queen City Unit.

The Annual Session was called to order at 9:30 AM by OAP President Laura V. Womack. The Honorable Charles Johnson, Mayor of the City of Forest Park, provided a warm welcome to the meeting attendees. OAP Vice President Robert Rosell, PRP, expressed appreciation to Mayor Johnson for his welcome and to the City Staff who provided support to the Annual Session. Pat Magiste offered the invocation. Prencis Wilson led the Pledge of Allegiance of the United States of America.

President Womack convened the business meeting. Jimelle Rumberg provided the Credentials Report, which was adopted. Ann Bauer, RP, read the Standing Rules for the meeting, which were adopted. The assembly then adopted the Annual Session Program. President Womack provided the President's report and referenced the Treasurer's Report. The Audit Committee's report was presented. Finally, the President introduced the OAP Educational Committee Chairperson, Deborah Willis, who commenced the educational workshops for the session.

A total of five planned workshops were presented:

- Barbara Whitaker, RP, provided a workshop entitled "Resolved, That...", geared to address the various aspects associated with the preparation and handling of resolutions.
- Myra Myers, PRP, offered a workshop entitled "Ways to Amend", which covered all the different ways in which to use the motion to amend in conjunction with a main motion.
- Robert Rosell, PRP, presented a workshop entitled "Bylaws: Amendment and Revision", which provided a comparison on the rules associated with amending and revising bylaws; the workshop was based on material developed by James L. Williams, PRP.
- Patricia Koch, PRP, offered a workshop on the NAP Membership Examination. This workshop addressed the resources need for study, tips on studying for the examination, application for the examination, options for taking the examination, and what happens after passing the test.

- Ed Magiste, Ph.D., provided a workshop entitled “What Robert’s Doesn’t Say about Presentations.” This workshop provided important information on how to develop a truly informative and effective presentation.

Additionally, Patricia Koch provided an impromptu pre-lunch training session on the 13 Ranking Motions under *Robert’s Rules of Order, Newly Revised*.

Lunch was arranged by the Queen City Unit and provided by Hamann’s Catering. Lunch consisted of turkey or ham sandwiches with swiss or American cheese, fruit cup, potato or pasta salad, chips, water or soft drinks, and a cookie. Queen City Unit also arranged for afternoon snacks provided by Kroger.

Throughout the session, tickets were drawn for door prizes donated by various NAP Executive Board Members. A final drawing was held for NAP Members only, with the prize of an NAP key chain donated by Joy Myers, PRP.

The meeting concluded with President Womack presenting a courtesy resolution to Robert Rosell, State Annual Session Coordinator, and the host unit Queen City, recognizing their efforts in planning and organizing the OAP 48<sup>th</sup> Annual Session, along with an invitation to the 49<sup>th</sup> Annual Session in 2018 at Cleveland State University in Cleveland, Ohio. The Annual Session was adjourned at 5:05 PM.

All-in-all, the consensus of the attendees appeared to reflect that the OAP 48<sup>th</sup> Annual Session was a very successful event. Initial feedback from the attendees included many positive comments, with specific requests: inclusion of for workshops for the more experienced members; more ideas for creating interactive workshops; inclusion of a two-hour study session on motions to prepare National Association of Parliamentarians Members for the Registered Parliamentarian examination.

This member would like to express his appreciation to Facility Coordinator Kathy Lives, to the volunteers of the Queen City Unit, to the OAP Executive Board, and to the Forest Park City Staff, whose dedicated efforts were an essential part of the success of the 2017 Annual Session.

Robert Rosell, PRP  
OAP Vice President and Annual Session Coordinator



Robert Rosell, PRP presenting



Registration Committee



Pat Koch, PRP, Parliamentarian (L )  
Laura V. Womack, President, presiding (R )

## Education Committee Report

The one day Annual Session of the Ohio Association of Parliamentarians was held on Friday, May 19, 2017 from 8:30am until 5:00pm at Forest Park Municipal Building, 1201 West Kemper Road, Cincinnati, OH 45240.

The Education Committee Chairman prepared the request for presenters which was sent out to the membership. Five members offered to present workshops. Jim Williams proposed the bylaws workshop, but was unable to do so for health reasons. A special thank you is given to Vice President, Robert Rosell for stepping up to present Jim's workshop. The workshop proposals were presented and accepted by the board as follows:

1. Resolved, That . . . Barbara Whitaker, RP, Member at Large
2. Ways to Amend Myra Myers, PRP, Central Ohio Parliamentary Unit
3. Revising Bylaws: The Art of Perfecting Governance-Robert Rosell, PRP, Miami Valley and Queen City Units
4. NAP Membership-How to Study for and Take the Membership Examination-Patricia Koch, PRP, North Coast Unit
5. What Roberts Doesn't Say About Presentations-Edward Magiste, Lori-El Unit

The Education Committee chairman communicated with presenters to ensure their materials were submitted for the session notebook and ensure their equipment needs were addressed. The chairman also created the evaluation form. Attendees received of an additional impromptu workshop on the thirteen ranking motions given by Patricia Koch, who stepped in to present the workshop when the lunch delivery was delayed. We thank Pat for her graciousness in volunteering to fill the wait time with an informative workshop.

Thirty-one persons preregistered for the Annual Session. Thirty-five persons attended. Twenty-four evaluations were received. The majority of attendees (16) rated the workshops as very good. Most felt the material presented was new to them and that the information was applicable to their work/study and professional development. The majority (16) felt the length of the workshop was about right and that the visual aids/handout were very good and that presenters interacted and engaged the audience. There were comments regarding the physical space, that it was a bit cool and crowded. The other comment was related to lunch being delayed.

Suggestions for future trainings were for advanced workshops for more experienced members and attendees. Other comments were:

- Limit talks to 45 minutes each-more breaks
- More education directed to OAP members
- Writing a full motion or editing a wrongly written resolution

Comments regarding what members would do differently as a result of attending the session included incorporating technology and different teaching techniques in presentations, reducing verbage in Powerpoint slides, paying closer attention to what members write, and making a commitment to study for the membership and RP exams.

Topics members suggested for next year were:

1. Parliamentary procedure for those attending meetings-what things are more important for ordinary members than for leadership.
2. More advanced items for more advanced students.
3. Can Pat Koch do a two hour study session on motions to prepare people for the RP Exam
4. More ideas for presenting interactive workshops

The Education Committee is asking input from the executive board for revising the Call for Presenters. There was feedback last year that the current format may deter persons from offering to do workshops, and the Chairman does not want this to be a barrier to getting presenters for next year.

The chairman is also asking for input for revising the evaluation form. Are there other things we want to get feedback on to assist with future events, can the form be streamlined, etc.?

Each year we get a comment on having sessions more geared to OAP members or beyond the basics/more advanced trainings. As we will have more space, this can be accommodated, however, we will need to encourage members to volunteer to teach these.

Recommendations:

1. Executive Board determining the theme for the two day Annual Session at its next meeting so the request for presenters can be sent out earlier as we will need more presenters for the 2018 two day session.
2. As we will have more space next year, the Chairman would recommend **two education tracks**, one at a **beginner's** level and another at an **intermediate** level. This of course would be dependent on members offering to present workshops.
3. Having NAP materials of general interest as well as materials related to the workshops topics presented is again recommended.
4. Allotting time for those who prepay to take the NAP membership test as part of the workshop offerings. Attendees would be offered a membership refresher session followed by a proctored session in which they take the actual membership exam. This is being offered, successfully, at many non-parliamentarian organization conferences.
5. The chairman would also like the board to consider having a market place where members and units who have created parliamentarian and educational materials can showcase their materials, and if they have them available for sell, to be able to sell them at the session. Those participating in the Market Place would be responsible for managing their sales. If the Executive Board would like to do this they can determine if they want to offer this at no cost (Chairman's recommendation) or charge participants a flat rate or a percentage of sales. This would allow Individuals and Units to raise some funds.
6. The Education Committee Chairman would also like to develop, as a pilot, a **"distance learning study group"**. This would be for members who do not have a study group near them to study together for the membership and RP exams. The Chairman has explored this with Patricia Koch and is requesting the Board's approval to pilot sessions in the fall of 2017. The local members attending would continue to meet with Pat in person and others would be able to participate in the sessions via electronic media (webcam, Skype, etc.)

Deborah Willis, Education Committee Chairman



Sale items



Precis Wilson & Pat Magiste



Pat Koch & Deborah Willis



Ed Magiste, PhD.

## The Importance of “Correct” Punctuation

Whether it be a resolution, a bylaw, the minutes, a report or a motion that is being drafted, attention to correct punctuation is important. The entire meaning can be changed with just the placement of a comma or period. That is why there are reviews of governing documents. That is also why there are editors. For example:

Dear John:

I want a man who knows what love is about. You are generous, kind, thoughtful. People who are not like you admit to being useless and inferior. You have ruined me for other men. I yearn for you. I have no feelings whatsoever when we're apart. I can be forever happy - will you let me be yours?

Gloria

Dear John:

I want a man who knows what love is. All about you are generous, kind, thoughtful people, who are not like you. Admit to being useless and inferior. You have ruined me. For other men, I yearn. For you, I have no feelings whatsoever. When we're apart, I can be forever happy. Will you let me be?

Yours,  
Gloria

For the sake of argument, I wouldn't have signed the second “Yours” if I was trying to get out of the relationship. But, you get the idea. The words are exactly the same. The meaning is totally different. Here's another:

“Say ‘NO’ to Drugs from the NMB Police D.A.R.E Officers.” Oops! That one missing comma turned police officers into drug dealers.



Rachel is a cannibal? And eats dogs?

1. It takes many ingredients to make Burger King great but, the secret ingredient is our people.
2. Slow Children Crossing.
3. Automatic washing machines. Please remove all your clothes when the light goes out.
4. "Elephants Please Stay In Your Car." (Warning at a safari park)
5. **Lost:** Wallet belonging to a young man made of calf skin

The list goes on. I think you get the idea. Punctuation is important. Check your documents.