



CALIFORNIA PARLIAMENTARIAN

The Official Publication of California State Association of Parliamentarians
A Division of National Association of Parliamentarians®

2008-09 Issue #2

Lorenzo R. Cuesta, RP Editor

Brief Bullets From the President

Scott Burns, PRP
President CSAP

First, I want to extend, once again, my congratulations to Sierra Area's six newest Registered Parliamentarians. CSAP Treasurer **Rick Sydor**, Rick's wife and fellow Sigma Chi Sigma member **Marcia Sydor**, Nominations Committee Chair **Katye Ridgeway**, Sigma Chi Sigma members **Lorraine Talbot** and **Robert Kraffen**, and Epsilon member **Mark Springer**. I know that several others around the state are studying for the exam and perhaps we'll have a few more RP's by Convention this fall. It takes a lot of effort to meet this important threshold, but it is well worth it. It isn't just a matter of being able to put "RP" behind your name.

Studying to pass the examination is also the best way of learning the finer details of RONR – the kind of details one really needs to know if one is to be fully proficient in the practice of parliamentary procedure. Even if you never intend to offer your services to others, the personal enrichment you gain stays with you.



Scott M. Burns, PRP

1. Bringing CSAP's Governing Documents Up-to-date:

As I indicated in the last issue, this year we are updating CSAP's governing documents, policies and guidelines to ensure that all officers, directors and units are aware of their responsibilities and have practical guidance. Each document is being reviewed for any necessary editorial corrections and retyped into electronic format so it can be posted in the "members area" of the CSAP website.

If you were online now, you'd see a 'smiley-face' here.) At the February Board meeting, Bylaws Chairman **Gerry Olsen** distributed the current Bylaws, Standing Rules, Board Rules of Procedure, and Board Rules

Relating to the Budget. Although the first two have been available on the website for some time, the latter have not and many members have never seen them.

Our plan is to expand the "documents" area of the website so that anyone can download or print the most current version of any CSAP policy or procedure. This will also help reduce the expense of reprinting these materials every year. The next phase of the project will focus on updating the CSAP Unit Guide, Officers Guide, and Members Guide – none of which have been revised or redistributed for several years.

2. NAP Members' Area:

And speaking of the Members Area – don't forget that NAP has a "Member Services" area too. If you aren't visiting it pe-

continued on page 4

In this issue:

Growth and Services	p. 2
PR and Marketing	p. 2
Bylaw Amendments Due	p. 2
Website Report	p. 3
Robert a Scholar?	p. 5
Your Deadly Second	p. 5
Area Reports	p. 7
A Parliamentary Puzzle	p. 8

Growth and Service Committee Report

Normadene Carpenter, Vice President – G. & S. Chairman

The CSAP Growth and Service Fund provides grants to Areas, Units and individuals who have projects designed to promote membership recruitment and retention,

- to provide parliamentary education for the public,
- to help form new units,
- to encourage regular members to achieve registered status or professional registered status, and
- to promote CSAP by hosting educational workshops and to encourage the study of parliamentary law generally.

Already this year, the fund has granted

- \$100 to the Nu Chi Unit in Southern Area for an early November public workshop,
- \$100 to Sigma Delta Unit in Southern Area for an April workshop and
- \$100 to Sierra Area, CSAP for its annual public Institute in April.

A workshop, institute, or seminar, or anything you wish to call it, is fun to do and will cer-

tainly be a real community service for your area.

There is plenty of money in the Growth and Service Fund for this purpose, so we hope you will organize a parliamentary event for your community soon.

The Fund's income is derived solely from voluntary contributions.

In recent months, a special Cecelia Righter Memorial Fund has been established. You will recall that Cecelia was CSAP's Secretary.

Growth and Service Committee Members:

Marian Misrack, Kappa Unit, Pacific Area
Jeanne Ott, Sigma Rho Pi Unit, Sierra Area.

Contributions to the Growth and Service Fund should be directed to
CSAP Vice President Normadene Carpenter, chairman of the G&S Committee
700 Forni Rd.
Placerville CA 95667.

Bylaw Amendments

Due June 15

Gerald Olsen, PRP

Article X Section 3:

According to CSAP Bylaws Article X Section 3, proposed bylaw amendments must be submitted to the Bylaws Committee by June 15.

Who may submit:

Proposals may be submitted by a unit, by two members-at-large, by the Board of Directors, or by the Executive Committee.

Call of Convention:

In order to meet the deadline for the call to convention, please submit your bylaws amendments to
Chairman Gerry Olsen
861 Durkin Street
Camarillo CA 93010
gerryolsen@dock.net

Standing Rules:

Although proposed amendments to CSAP Standing Rules don't share this critical deadline, it would also help the committee (and our convention planners) if any proposed SR amendments are submitted early as well.

Public Relations & Marketing Committee

Willeen Hasler, PR/Marketing

We are committed to helping all California Units grow by creatively promoting their activities.

CSAP Manual:

The CSAP Manual is posted on our CA website, and NAP has published their new September 2008 manual entitled: "Smart Strategies for Organizing a Public Awareness Campaign – NAP Public Relations and Marketing Manual" some of which is available to Members on their website.

Sample Information:

We have made arrangements to have the following samples of other information posted to the CSAP website since several members attending the recent Southern Area meeting asked for them.

They are now added for other state Units to view and print out if desired:

(1) "CSAP Bookmark for PR.pdf" (this was prepared by CA Sigma Delta Unit for their promo strategies and is very informative and useful);

(2) CSAP Sample Speakers Bureau Promo Sheet.doc;"

(Continued on page 3)

CSAP's Website

[http://www.ca-](http://www.ca-parliamentarian.org)

[parliamentarian.org](http://www.ca-parliamentarian.org)

H. R (Bob) Hall, Webmaster

Information on CSAP's website has been updated as received.

The fall issue of the *California Parliamentarian* is available on the Documents Page, and shortly after this newsletter is published, the winter issue will also be available there.

1. CSAP's Membership Examination Study Guide:

A formal agreement among NAP, CSAP, and the writer has been completed. NAP now fully supports the 300 Questions Website, including the domain and hosting costs. Website web pages have been changed to show NAP support.

After the site was announced in the NAP President's newsletter early in January, almost 30 new users were added in three weeks, and more requests for passwords come in daily.

It is planned that the study guide will be available without the need for a password by the time this newsletter is published; check it out and see: <http://www.300questions.org>.

2. NAP Online Membership Examination:

It is planned to make the NAP membership examination available in an online version, as an alternate to the "hardcopy" version now in use. Design and implementation of an online examination are now complete, and it should be

available in the near future for those potential members who would prefer to take the examination online.

Advantages include instant grading, immediate reporting of results, and the means for applicants to review missed questions. In addition, the software program used to generate the online exams chooses most of the questions randomly from the 300 Questions, so that exams for different applicants will almost never be the same.

Currently, there is a need for a few prospective members who are ready to take their NAP membership exams and would like to take them online. This is the important next step in moving forward with the online exam as an alternate to the hardcopy exam.

If you are such a prospective member, or if you know of one, please get in touch with the writer by email: bobn10ab@ieee.org.

CSAP at NAP

Gerry Olsen, PRP

Special note for California members

The annual convention of the California State Association of Parliamentarians will be held during the NAP convention.

Saturday, September 12, 2009

from 7:00 to 10:00 P.M.

at the San Francisco Airport
Marriott in Burlingame, CA.

PR & Marketing Committee

(continued from page 2)

(3) "Ten Steps to Market Your Parliamentarian Unit.doc;"

(4) 5-30-09 Nu Chi Unit Workshop Flyer #2.doc."

We encourage all Units holding educational workshops throughout the year to send their flyers to our CSAP webmaster, Bob Hall (webmaster@ca-parliamentarian.org).

Business Cards:

Did you know that www.VistaPrint.com is offering a special price of \$1.99 for 500 business cards that your unit members can use to promote your activities and meetings in a business-like manner?

Press Release Information:

Sample Press Releases and information can be found in both the NAP and CSAP PR Manuals, that help you make your releases interesting enough to help both the news media and public get interested.

The following "Word Swaps" may provide stronger copy ideas for the tired, the beat and the spent communicator and reader:

- (1) Leave out "unforgettable" and use "appealing."
- (2) Instead of "thorough" bring in "sweeping."
- (3) Avoid "easy" and choose "foolproof."
- (4) Remove "great" and let in "sensational."
- (5) Bypass "classy" and sprinkle in some "pizzazz." NOW add your own word swaps to make your releases more "appealing."

riodically, you are depriving yourself of some very useful information.

In addition to copies of our governing documents, board minutes, and membership data, there are copies of monthly leadership mailings and issues of the *Possibilitarian*, a quarterly periodical containing news of other regions, and great educational material – including some excellent drills and complete lessons for unit study.

The recent February issue, for example, had a complete unit lesson, with exercises and answers, on the subject of 'discipline.' A very useful tool for your unit program chairman, and for self-edification. Go to www.parliamentarians.org and select "Member Services."

3. CSAP Delegate Credentials:

The CSAP Board of Directors has adopted written procedures for issuing and validating delegate credentials for CSAP conventions.

Although these responsibilities have been described in various sections of CSAP's bylaws, they were never clearly set out in one document and they haven't always been uniformly followed. The new guidelines, prepared by Credentials Chairman **Sharon Hillbrant** and **Sandy Sanders**, should help ensure that everyone involved in the process is aware of his or her responsibilities and the necessary deadlines. The procedures have been distributed

to unit presidents and posted in the "Members Area" of the CSAP website.

4. New Committee Members:

Thanks to the latest members who have volunteered to help out with the task of running this outfit!

New committee appointments:

Youth Committee:

Sam Gales (Pacific/Pi Gamma)

PR/Marketing:

Lisa Rothman (Pacific/Omega Alpha Kappa)

Bylaws:

Esther Heller (Pacific/Zeta)

Education:

Loretta Newsom (Pacific/Omega Alpha Kappa)

5. Have you moved or changed your email address recently?

Don't forget to notify CSAP and NAP if your address, telephone, or email address changes. You can notify either CSAP or NAP; we share the information. New postal regulations require non-profit organizations to use the full 9-digit zip code (Zip+4) if they are to take advantage of non-profit postal rates. This special rate permits CSAP to mail copies of the CP affordably to those members who either can't or don't want to receive copies electronically.

So...when you provide us with that new address, it is very helpful if you can provide those extra 4-digits too.

6 Reminder: Two for the Price of One in September.

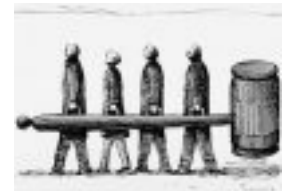
Since many of us are facing difficult economic times, it's gratifying to recall that you'll save a bundle this year by not having to pack for a 3-4 night CSAP convention.

Instead, you can pack for a 3-4 night NAP convention! The NAP Convention planning committee has been hard at work, and our own volunteers are about ready to start. CSAP will be having a 3-hour business meeting on Saturday evening, from 7-10 p.m.. We will use this time for conducting elections, deliberating by-law amendments, adopting a budget and any other essential business. We expect to keep expenses low and charge only the nominal fee necessary to defray any added costs.

Even though it will be an abbreviated affair, there is still much work to do and I am looking for volunteers to help with registration, credentialing, and general all-around shepherding.

Contact me at sburns@omsoft.com.

Scott



**Henry Martyn Robert:
Military officer?
Latin scholar?**

David Mezzer, RP
Past CSAP President

I'm sure you all know that Henry M. Robert was an Army Engineer officer, achieving the rank of Brigadier General. But how many of you knew that (when he passed away in 1923) he was the last surviving member of his West Point class of 1857?

Or that he taught a year at the Military Academy following his commissioning?

And how many of you knew that he studied Latin while in high school in Ohio?

Those tidbits might explain the development of some military terms and Latin expressions in Robert's attempts to educate and assist meeting attendees when he published his "Pocket Manual of Rules of Order for Deliberative Assemblies" and later his 1915 "Robert's Rules of Order Revised."

So what terms did Robert borrow from military expressions?

And what Latin phrases did he utilize in his explanations of parliamentary procedure?

And which did he rely on more - military or Latin?

Quiz yourself and make two lists of terms and phrases borrowed from those two sources. Then check out some answers on page 9.

Do you really want to "second" that??

David Mezzer, RP

The "second" is one of the easiest concepts to grasp in parliamentary procedure. Agree or disagree? Well, what if I told you that if a doubt existed as to who gave the first offense, the decision would rest with the "second"? Know what I mean? Probably not. Did I trick you? Might there be another connotation for the term "second?" Yup . . . read on!

Far apart from the RONR context of a second person who feels that a motion is worth discussing, there is another entire meaning for "second" -- a person who acts as an aid or official assistant to another, especially to one of the principals in a duel or boxing match. Let's have some fun and look at this entirely different annotation of a "second."

According to the 1965 book The Duel: A History of Dueling, by Robert Baldick, there were 26 official rules for conducting a duel down through history - far fewer than there are motions in RONR, but rules just as definitive and obligatory in their characteristics. There were rules for determining who could make the first challenge, who chose the weapon (sword or pistol?), who set the location and the time, when apologies could be rendered, and so on. Of these 26 rules, a half dozen affected the "second," who, according to the primary rule, was responsible for all other rules being strictly observed. Consider some of these regulations for a "second," as cited in the formal code for dueling:

- "Seconds" had to be of equal rank in society as the principals they attended since a "second" might either choose or chance to become a principal, and equality was indispensable.
- The challenged chose the location, the challenger chose the distance, and the "second" fixed the time (never at night) and terms of firing (such as the signal).
- The "seconds" loaded in the presence of each other, unless they gave their mutual honor that they had charged smoothly and singly (whatever that may have meant in dueling parlance).
- "Seconds" were bound to attempt a reconciliation before the meeting took place or after sufficient firing or hits as specified.
- In slight cases, the "second" handed the principal but one pistol, but in gross cases two, holding another ready in reserve.
- When the "seconds" disagreed with one another and resolved to exchange shots themselves, it had to be at the same time and at right angles with their principals. If with swords, side by side, with five paces' interval.

So there you have it: The role of the "second."

When you second a motion these days, I'm sure the farthest thing from your mind would be handing one of the principals in the debate a single pistol. Or if a seconder disagrees with an opposing speaker, who would dare exchange shots themselves at right angles?

(Continued on page 6)

CSAP Leadership Profile

Editor's Note: CSAP couldn't function without its cadre of volunteer officers, directors, and committee members. While each of our volunteers is usually well known to members of their unit or area, they may be just a name to others around the state. So...with each issue, we intend to give you a brief profile of a few of your fellow members who have taken that extra step to leadership...

JUDITH (JUDIE) CHEESEBROUGH, CSAP Secretary

Judie is currently a member and Past President of CA Theta Unit. She recently finished up two years as Southern Area Secretary and has also served as Vice Director of Southern Area.

Judie served three years in the United States Navy and then went to work for the Navy as a civilian employee until she started her family.

After staying home for 6 years, she returned to work at Northrop but got caught in the big lay offs of the early 90's. She is now retired from the work force enjoying her family and especially her grandchildren.

Judie has been Chapter, Regional Council and State President of an International Philanthropic Organization (Epsilon Sigma Alpha International) and served as the Local Convention Chair for the 2006 International Convention of this same organization of approximately 600 attendees.

Judie has been awarded the Regional Council and State Council Outstanding Woman of the year for Epsilon Sigma

Alpha and received the Outstanding State Counselor's Award of Excellence for the ESA Foundation.

Judie has always been interested in Parliamentary Law, but was unable to dedicate time studying and attending meetings while still in the work force.

With retirement came the opportunity to attend Theta meetings and spend more time studying.

She is currently preparing for the Registered Parliamentarian exam.



Second part of "Seconds" by

David Mezzera, RP
(Continued from page 5)

If swords were used, one of the 26 rules stipulated that the parties engage until one was well bloodied, disabled, or disarmed, or until, after receiving a wound and blood was drawn, the aggressor begged pardon.

Let's hope that none of our meetings ever get to this stage and let's hope that "seconds" in parliamentary situations are a lot easier to handle than "seconds" in combat!

Susan Rayburn

Chair Education Committee

Susan Rayburn is a member of the Sigma Chi Sigma unit (Sierra Area).

She chairs the Education Committee and is a member of the Budget and Finance Committee.

Until 2000, Susan was a Registered Tax Preparer also referred to as CTEC (Calif. Tax Education Council, Dept. of Consumer Affairs) or a CTEC registered preparer. CTEC licenses individuals in California to prepare tax returns. It covers the usual stuff, course work and an exam, continuing ed. bonding, licensing, etc.

Susan also had a tax and accounting practice in Santa Rosa from 1978-1999. Her more recent specialty is compliance auditing.

She recently moved to Georgetown, in the greater Sacramento area. For the most part she is retired, but still works remotely with some of her remaining clients.

She is also busy as a volunteer or consultant to a number of El Dorado County public agencies, including its County Office of Education and Area Council on Aging.

Susan plans to study for her RP exam as soon as the dust settles.

CSAP Area Reports

Sierra Area

Rick Sydor, RP

Sierra Area is pleased to announce that 6 members have earned the "RP" designation after their name since the last issue of this publication.

Robert Kraffen, RP;
Katie Ridgeway, RP;
Mark Springer, RP;
Marcia Sydor, RP;
Rick Sydor, RP and
Lorraine Talbot, RP.

Congratulations to all. [I also have it on good authority that there are several others studying hard to earn this prestigious recognition.]

Our second quarterly Area Meeting was held at the Aviator's Restaurant near the Sacramento Executive Airport on January 18, 2009 with 20+ people present. CA Epsilon Unit presented "Parliamentary Jeopardy" led by Lorenzo Cuesta, RP. It was a challenge with lots of learning and laughs.

Many members of Sierra Area are out in the community with their skills as parliamentarians, improving bylaws, and putting on workshops.

Hope that even more members can get involved. What are you doing to share your skills?

Members of Sierra Area are getting ready and doing their part to make sure that the NAP Convention in San Francisco will be a success and a learning experience for the attendees.



Southern Area

Chuck Nolan, PRP

CSAP Southern Area met on January 31, 2009 at Ante's Restaurant in San Pedro, CA. There were 35 members and guests in attendance at the meeting with nine First Timer's.

CSAP Secretary Judie Cheesebrough gave the lesson on Presiding.

Future meetings for Southern Area are,

August 29 at the Pomona Valley Mining Company with CSAP President Scott Burns presenting the lesson.

Meeting locations and lesson topics will be posted on the Southern Area page on the CSAP website.



Pacific Area

Wanda Scott

The next Pacific Area (PA) meetings for the 2008-2009 term is on Saturdays: July 25, 2009.

CSAP welcomes its newest members to the CSAP units

Rodney Cobos (Zeta Chi)

644 Ridgecrest Drive
Santa Paula, CA 93060
Cobosbro6@aol.com

Carolyn Cotton (MAL)

3317 Spyglass Court
Fairfield CA 94534
carolyncotton@earthlink.net

Scott Lieberman (MAL)

15466 Los Gatos Blvd
Los Gatos, CA 95032
Scott73@earthlink.net

Olivia McCaffey (MAL)

P.O. Box 192
Sierraville CA 96126
elslasho@gotsky.com

Andrew Potter (Sigma Delta)

1600 Pacific Highway
San Diego, CA 92101
Andrew.potter@sdcounty.ca.gov

2008-09 Calendar of Events

Jun 13 CSAP Board of Directors (Teleconference)

Jul 7 Submissions to CP due

Jul 15 Pacific Area Qtly

Aug 29 Southern Area Qtly

Sep 11-14 NAP Biennial Convention (San Francisco)

Sep 12 CSAP Annual Convention (with NAP)

Oct 31 Southern Area Qtly

Henry Martyn Robert: Military officer? Latin scholar?

Answers (Continued from page 6)

How many of these terms were you able to compile?

Military:

1. officers
2. sergeant-at-arms
3. rank (of motions)
4. general orders
5. guard (doorkeeper)
6. excused from duty
7. orders of the day
8. countermand
9. leave (permission)

Latin:

1. pro tem - short for pro tempore (time being)
2. sine die (without day)
3. ad hoc (to this)
4. ex-officio (from the office)
5. seriatim (series)
6. proviso (provided)
7. quasi (as if)
8. quorum (who is)
9. viva voce (living voice)

So it's 9 to 9. Should we break the tie?

How about the command "Stand at Ease?" Sounds like it might tip the scale to one side, but should we really count that? It's clearly an expression related to soldiers' orders during marching drills,

BUT it was never used by Robert himself in any of his manuals - it's a term only added by the authorship team in the 10th edition of RONR in 2000, keeping in line with Robert's military background.

I guess we'll just leave it at a tie then!

A Puzzle: Parliamentary Track

Starting with the letter in the top left-hand corner (and moving only horizontally or vertically), find 15 parliamentary terms hidden in the box. Each term starts with a letter horizontally or vertically next to the end of the previous term. The terms form a continuous line leading to the bottom right-hand corner. You must use every letter and use it only once.

A	D	J	T	A	R	N	C	O	I	T
R	U	O	N	E	I	O	I	M	M	T
N	T	E	A	M	A	O	T	E	E	E
D	A	G	I	L	N	M	E	L	T	I
E	B	E	A	R	I	T	C	E	N	O
A	M	R	P	S	O	O	N	V	O	N
N	L	O	R	W	N	C	O	I	B	J
E	A	E	D	A	L	R	N	T	C	E
A	E	R	A	R	Y	U	S	Q	R	U
P	P	B	O	D	B	L	E	U	O	M

Puzzle by LRCuesta, RP