

Parliamentary Procedures Made Easy

Parliamentary procedure is a term many believe limited to government associations. However, nonprofit leaders cannot afford to be ignorant of parliamentary procedure basics. Courts have held that organizations are subject to the principles of parliamentary law if they don't have procedural policies of their own. As a result, ignoring or incorrectly applying parliamentary procedure can lead to embarrassment and lawsuits.

This seminar will cover . . .

- ✓ The Purpose of Parliamentary Procedures
- ✓ General Principles of Parliamentary Procedures
- ✓ Standard Agenda
- ✓ Precedence of Motions
- ✓ Procedures in taking minutes

The seminar will make reference throughout the presentation on the role of the moderator/chair person/president.

All boards are required to use rules of order, and your Bylaws state these rules will be followed. Don't get embarrassed with the misuse or non use of Parliamentary procedures.