



# Missouri State Association of **PARLIAMENTARIANS**

presents

The 65<sup>th</sup> Annual Parliamentary Seminar

## ***UNDERSTANDING THE BASICS***

**Saturday, August 13, 2016**

**9:00 am to 2:00 pm**

*(Registration beginning at 8:45 am)*

### Program:

Governing Documents

Duties of Officers

Most Used Motions

Mock Meeting

Questions and Answers

*(Based on Roberts Rules of Order Newly Revised, 11<sup>th</sup> Edition)*

*[All instructors are Credentialed Parliamentarians]*

*The Missouri State Association of Parliamentarians is a division of the  
National Association of Parliamentarians*

*More information is available online at <http://parliamentarians.org/mo/> or at <http://parliamentarians-mo.org>*

<b><i>Becoming an MSAP Member is easy with this Special Offer for First-time Seminar Attendees</i></b>	<i>For those joining a Unit by October 31, 2016, Seminar registration can be applied to 2016 and 2017 MSAP membership dues! Only applicable Unit and NAP member dues to be paid prior to January 1, 2018! More information about this special membership offer and MSAP Units are included in the seminar packet.</i>
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### Questions? Contact

Karen Meador, RP, First Vice President, Seminar Chair, [KarenMMeador@aol.com](mailto:KarenMMeador@aol.com)  
816.804.7442 or Joy Freeland, PRP, President, [joyfreeland@gmail.com](mailto:joyfreeland@gmail.com), 816.478.2449

<b>Seminar Location</b> <b>IBEW Local 124</b> <b>Complex</b> LOWER LEVEL 301 East 103 <sup>rd</sup> Terrace Kansas City, MO 64114	<b>Directions:</b> I-435 to Holmes Road Exit. South on Holmes one block to 105 <sup>th</sup> St. West on 105 <sup>th</sup> Street to the end of the street, (past the hotels). Enter through the IBEW Building gate on the left. The meeting is in the lower level in the back of the building. Watch for the "MSAP Seminar" signs!
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# MSAP 2016 Seminar Registration Form

**Save \$5! Send this registration form with payment, postmarked by August 5, 2016.**

## Registration Fee

**\$30.00, postmarked by August 5, 2016**

**\$35.00, postmarked after August 5, 2016**

Includes morning refreshments, lunch and seminar materials

### Lunch Choices

Catered box lunches will be served and are included in the registration fee. Lunch includes a dessert and assorted beverages. Please mark your selection for one of the following and indicate salad preference:

**Club Croissant** - Thinly sliced ham and turkey with cheese, topped with green leaf lettuce and tomato on a fresh croissant.  **Pasta Salad**  **Potato Salad**

**Grilled Chicken Wrap** - Grilled chicken strips, Romaine lettuce, diced tomato, shredded Cheddar cheese, and sliced black olives with Chipotle mayonnaise in a flavored flour tortilla wrap.

**Pasta Salad**  **Potato Salad**

**California Veggie Wrap** - Field greens, avocado, tomato, black olives, julienned zucchini, red pepper, yellow squash and carrots; topped with a pesto mayonnaise.  **Pasta Salad**  **Potato Salad**

**Gluten-free alternative- Salad** - Spinach, chopped bacon, tomato, egg, black olives, raisins, candied pecans and balsamic vinaigrette. (No roll or cookie)

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### **Checks made Payable to "MSAP"**

*[Please send separate registration forms, even if paying for multiple registrations with one check]*

Send registration form with payment to: Virginia Berberick, PRP  
10908 West 96<sup>th</sup> Terrace  
Overland Park, Kansas 66214

**Mark your calendar for the MSAP Seminar and remember to save \$5 by postmarking registration with payment by August 5, 2016!**