

Parliamentary Workshops

With Elizabeth "Libby" Pollard



Dallas Association of the Deaf, Inc.
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Here is a great opportunity to learn and/or refresh your understanding of the Parliamentary Procedures!

Libby is a member of [American Institute of Parliamentarians](http://www.aip.org) (AIP) and [National Association of Parliamentarians](http://www.nap.org) (NAP). She has served as a parliamentarian for national, state and local organizations, and has hosted many parliamentary and leadership workshops.

For more details please visit Libby's website: <http://www.parlibby.com>.

All workshops presentations will be presented in American Sign Language. Interpreters will not be provided

Friday, May 9th, 6:30 p.m. Admission: DAD Members - Free Non-Members - \$5.00
"A-B-C's of Parliamentary Procedures"

- ◆ To learn how to participate in a meeting and to use an agenda.
- ◆ To learn how to present and discuss business motions, and voting methods.
- ◆ To discuss the preparation, good meeting manners, supporting group goals, improve communication and presentation skills.
- ◆ To understand the member's rights and obligations within an organization.

Saturday morning, May 10th, 9 a.m. - 12:00 p.m. DAD Members - Free Non-Members - \$5.00
"Classification of Motions"

- ◆ To learn the basic motion which brings business before the assembly.
- ◆ To understand different kinds of secondary motions.
- ◆ To learn the subsidiary motion to *Amend* and the process of making amendments to motions.
- ◆ To have "hands on" experience in writing motions on motion form during break-out session.

(Coffee and orange juice will be served)

Saturday afternoon, May 10th, 1:15 p.m. - 4:15 p.m. DAD Members - Free Non-Members - \$5.00
"How to Run an Effective Meeting"

- ◆ To learn how to have a successful and productive meeting.
- ◆ To understand why participation is important.
- ◆ To practice good meeting manners.
- ◆ To be involved in a "mock" meeting using different motions.

(Lunch provided by CSDVRS, FREE, if attend the morning workshop. Drawings will also take place during lunch)

Sunday, May 11, 8:30 a.m. - 12:30 p.m. DAD Members - Free Non-Members - \$5.00
"Disciplinary Procedures"

- ◆ To learn about your rights as a member of your organization
- ◆ To understand how to discipline a member for breaches of order during a meeting.
- ◆ To understand the rights of your organization and the accused.
- ◆ To learn how to defend yourself if you are accused by an officer or a member of your organization.
- ◆ To know how to have a proper due process hearing within your organization.
- ◆ To understand various remedies against misconduct or negligence of duty in office.
- ◆ To have "hands on" experience of a mock due process hearing.

(Coffee and orange juice will be served)

Any questions?
Please contact DAD Parliamentary
Procedures Committee Chair,
Jack Rosenthal (idr.primera@verizon.net)



CSDVRS

Co-sponsor

If you are a member of DAD, the admission to the four workshops is FREE!
If you are not a member of DAD, then join DAD, before May 1, for only \$10.00!