

Norma Tramm ~ Parliamentarian



Why do we use Parliamentary procedure during our meeting?

There are three basic guiding principles in parliamentary procedure

Justice and courtesy for all

The right of the majority to rule

The right of the minority to be heard

What does this mean?

During discussion at the meeting, members must take turns speaking and only speak to the president or chairman. It is not proper to have a discussion between members at a meeting.

The resolution of any motion is that the majority vote is what will be the rule. All members have a voice and can share their opinion on the subject, but in the end it is the majority that will prevail.

The parliamentarian is an appointed position in the unit, district and the department. This member should be versed in Robert's Rules of Order and especially in our governing documents from the unit to the national organization.

A good parliamentarian is - impartial - knows the rules - helps members learn the rules - and continues to develop her/his own knowledge.

The member parliamentarian has a big decision to make when accepting an appointment to the position. Because of the complete impartiality required, she/he is duty-bound to forego completely her/his right to vote on any question at any time, unless the vote is by ballot.

Much of the work of the parliamentarian involves assisting in the planning and preparation of the meeting. Checking the agenda and script to ensure correct procedures is an important part of this position. In general the parliamentarian's role is purely advisory.

A parliamentarian is available to give information to the president when guidance is requested. It is the president that makes the ruling based on the information available.

All members should be well versed in the governing documents of our organization as it is difficult to play the game successful if you don't know the rules. Your meetings will become more congenial when all members understand and practice parliamentary procedure.

References available:

Parliamentary Authority – Robert's Rules of Order Newly Revised – 12th Edition – shall govern this organization in all cases that are not in conflict with state stature, the constitution, the bylaws or any special rules of order adopted by the organization.

I also like the book, Robert's Rules for Dummies. It has great information in easy to read and understand the language.

These books are best used as a reference and not just read from front to back.

The Department of Minnesota will be "Promoting our Mission by Working our Programs" under the leadership of Department President Robin Dorf.