

## *A Note from the De Anza District Parliamentarian*

By: Jennifer Nickel

At the September Conference, I presented a 4-part motion form which is available through the National Association of Parliamentarians (NAP) and these forms are available for purchase from the NAP in their bookstore at this link: [Parliamentarians.org](https://www.parliamentarians.org). A pack of 50 forms is \$25 for nonmembers; \$20 for members (plus tax and shipping) and I am happy to place an order for those who want the member price. These forms simplify the process of making motions, how to call for discussion and voting.

In addition to forms, there are great materials available for anyone interested in learning more about Robert's Rules of Order.

In addition to the 4-part motion forms, I would be happy to provide meeting scripts or handling basic Robert's Rules of Order concepts such as wording used to process or make motions, etc. Scripts are standard fare and are modeled after workshop training given by Erna Kramer at State Convention. Erna Kramer was CFWC's parliamentarian for years. For those who are unsure, a script is a great starting place.

I am considering resuming the De Anza District Parliamentary Study Group via Zoom so we can help more people qualify for the CFWC Parliamentary Certificate. The goal would be to get parliamentary guest speakers; however, that has not been secured yet but may become available in the future. Presently the CFWC Certificate is available with 20 hours of study. Members are not limited in the number of certificates they can earn, but only 1 20-hour certificate per year is awarded.

If you are interested in ordering the 4-part motion forms or if you're interested receiving meeting scripts or studying (via Zoom) various parliamentary topics, please email me at [JN644@aol.com](mailto:JN644@aol.com).