



STANDING RULES

1.0 LOGO

- 1.1 The logo is in the shape of the state of Nebraska with the mace superimposed in the position of the location of Lincoln. The eagle at the top of the mace rises above the state symbolizing moving forward. Nebraska State Association of Parliamentarians is printed within the outline of the state.

2.0 MEMORIALS

- 2.1 The president shall notify NAP headquarters of the member's death.
- 2.2 A fifteen dollar (\$15.00) donation shall be sent to the NAP Educational Foundation in memory of the member.

3.0 FINANCE

3.1 Dues

- 3.1.1 Annual dues shall be twenty dollars (\$20.00) per member.
- 3.1.2 Youth groups shall be exempt from paying dues.
- 3.2 The treasurer shall purchase from NAP Headquarters the appropriate association president's pin for presentation to the incoming president at the time of installation.
- 3.3 The treasurer shall oversee the completion of the 990N no later than March 1.
- 3.4 Fifty dollars (\$50.00) each shall be allocated for three board members for travel expenses to attend the NAP Leadership Conference. Proof of attendance shall be submitted with the voucher.
- 3.5 One hundred dollars (\$100.00) each shall be allocated to the president, vice-president, and four members for travel expenses to attend the National Training Conference (NTC). Proof of attendance shall be submitted with the voucher.
- 3.6 One hundred dollars (\$100.00) each shall be allocated to the president, vice-president, and four delegates for travel expenses to attend the NAP biennial convention. Proof of attendance shall be submitted with the voucher.
- 3.7 The NSAP registration fee shall be paid by attendees even though they may not attend all activities. NSAP invited guests shall be exempt from paying the registration fee.
- 3.8 Reimbursement of miles shall be at twenty cents (0.20) per mile, per driver, to attend board meetings, unit meetings when requested to attend and transport NSAP guests. Members are encouraged to car pool.

- 3.9 Lodging, food, transportation to and from the arrival airport, when applicable, shall be paid for the official NAP representative or guest presenter at the annual meeting/workshop.

4.0 AWARDS

- 4.1 Members in good standing on March 1 are eligible to participate in the awards program.

- 4.2 The annual activity form covers the period of April 1 through March 31.

- 4.3 Awards are as follows:

- Recruitment Award is presented to the unit which has demonstrated the greatest recruitment of new members during the current administrative year;
- Performance Award is presented to the unit which has demonstrated dedication and contributions to parliamentary excellence during the current administrative year (the most points accumulated by combining the points of the individual unit members);
- The Star Award is presented to members for outstanding contribution to parliamentary excellence during the reporting period. Outstanding contribution is indicated by earning at least 1000 individual points. A member may receive the award annually.
- Attaining Professional Registered Parliamentarian status in NAP;
- Attaining Registered Parliamentarian status in NAP; and
- Parliamentarian Hall of Fame is presented to a member who over the past 10 years has made outstanding contributions to NSAP. A listing of the nominee's accomplishments and activities are to be submitted via a letter of recommendation to the Awards Committee Chairman (not necessarily awarded each year).

- 4.4 Applications and guidelines for awards are available from the Awards Committee Chairman.

5.0 MEMBERS

- 5.1 The first *NSAP Newsletter* following the election of officers shall list the names of new and continuing board members.

6.0 AMENDMENTS

- 6.1 These Standing Rules may be amended at any annual meeting by
- a. a majority vote of the members present and voting provided the proposed amendments have been included with the official call to the annual meeting, or by
 - b. a two-thirds vote of the members present and voting if previous notice has not been given.

