



Keystone Parliamentary Study Group **WELCOME MEMBERS!**

Keystone is our day-time study group for the members of the Manitoba Association of Parliamentarians. We meet once a month to learn and practice parliamentary procedure. Our meeting format is designed to help beginning parliamentarians, as well as our members working toward the RP and PRP certification.

In a friendly learning environment, members share experiences and offer each other advice on parliamentary situations and problems. We're not too formal and try to make each meeting educational and enjoyable. Currently, all our meetings are held electronically using Zoom, unless the group votes to meet in-person. All in-person sessions will be a breakfast meeting and there will be no charge for the room as long as everyone orders something from the menu.

KPSG has all levels of skill-from the novice up to our credentialed parliamentarians (RP/PRP's). Invited guests are always welcome provided the visitor has some interest in learning more about Robert's Rules of Order Newly Revised (RONR) and intends to join MAP in the near future.

- Meetings:** 2nd Wednesday of each month, 9:00 – 11:00 a.m.* (September to May)
Venue: Held via Zoom, unless the group by 2/3 vote wishes to hold an in-person meeting.
Schedule: See details on MAP Website: <http://parliamentarians-mb.ca/study-groups/>
*Note: Venue and meeting date/time may be subject to change

Typical Meeting Agenda:

Time	Minutes (Approx)	Activity
9:00	20	Welcome Members and Guests, Call the Meeting to Order, Business Meeting
	30	Robert's Rules of Order (RONR) Review Quiz**
	35	Parliamentary Procedure Practice Drill***
	25	RONR Search & Find****
	10	General Discussion of Parliamentary Questions and Problems Other Educational Activities, Assign duties for next meeting
11:00		Adjourn
Reading for <u>next</u> meeting:		RONR Pages _____ - _____ (we usually review 10-20 pages of RONR each month)

**RONR Review Quiz: One member prepares a list of questions from the assigned RONR reading section(s). (Round table format)

***Parliamentary Drill: A member creates a written meeting scenario(s) and volunteers practice chairing these mock meeting situations.

****Search & Find: Various parliamentary scenarios are presented & members select the correct response and then locate the RONR reference.