



## ***Keystone Parliamentary Study Group*** ***Everyone is Welcome!***

**The Keystone Parliamentary Study Group (Keystone)** is our day-time group that meets once a month to learn and practice parliamentary procedure. The meeting format is designed to help our members to enhance their knowledge of Robert’s Rules, as well as, help our members from the National Association of Parliamentarians (NAP) to prepare for their RP and PRP certification.

In a friendly learning environment everyone is able to share their experiences and also offer each other advice on any parliamentary situations and problems. We’re not too formal and we strive to make each meeting educational and enjoyable.

All of our Keystone sessions are free and are held by Zoom invitation only. Keystone has all levels of skill-from the novice up to our NAP credentialed parliamentarians (RP/PRP’s).

Everyone is welcome to attend Keystone provided the participant has an interest in learning more about *Robert’s Rules of Order Newly Revised (RONR)*; and perhaps later, even joining NAP, and then continue your studies so you might become a credentialed member with NAP too.

- Meetings:** 2<sup>nd</sup> Wednesday of each month, 9:00 – 11:00 a.m.\* (September to May)  
**Venue:** All sessions are virtual, via Zoom invitation  
**Schedule:** See details on MAP Website: <http://parliamentarians-mb.ca/study-groups/>

### **Typical Meeting Agenda:**

Time	Minutes (Approx)	Activity
9:00	15	Welcome, Call Meeting to Order, Nominations and Election of Chair Pro Tem, and Educational Program (See below)
	30	Robert’s Rules of Order Quiz (from RONR or RONRIB)**
	35	Parliamentary Procedure Practice Drill***
	25	Search & Find Exercise****
	15	Parliamentary Questions, Problems, Issues or Current Events, Other Educational Activities, Assign duties for next meeting
11:00		Adjourn
Reading for <u>next</u> meeting:		RONR/RONRIB Pages _____ - _____ <i>(Assigned reading is usually a review of 10-20 pages)</i>

\*\***Robert’s Rules Quiz:** One member assigned to prepare questions related to the assigned reading then in meeting tests the group’s knowledge.

\*\*\***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.