



# HAWAI'I STATE ASSOCIATION OF PARLIAMENTARIANS ("HSAP") 2015 Biennial Convention Minutes

## CALL TO ORDER

President William J. Puette called the HSAP 2015 Biennial Convention to order at 10:00 a.m. Secretary Rachel Glanstein was present to take minutes.

## CONVENTION REPORTS

Credentials Committee Chair Rachel Glanstein reported that, as of 10:04 a.m., 14 members entitled to vote (5 members-at-large and 9 unit members) and 8 guests had registered. On behalf of the committee, R. Glanstein moved to adopt the credentials report; the credentials report was adopted by unanimous consent. [The report was subsequently updated by unanimous consent to state that, as of 10:15 a.m., 15 members entitled to vote (5 members-at-large and 10 unit members) and 8 guests had registered.]

Standing Rules Committee Chair R. Glanstein moved to adopt the standing rules of the convention as presented in the convention packet; the standing rules of the convention were adopted by unanimous consent. (The rules are attached.)

HSAP Vice-President Susan Glanstein moved to adopt the convention program in the convention packet with one correction (spelling); the convention program was adopted by unanimous consent. (The program is attached.)

## REPORTS OF REPRESENTATIVES, OFFICERS, AND COMMITTEES

Steve Glanstein, an At-Large Director of the National Association of Parliamentarians ("NAP") Board, provided an update from NAP. John Hohlbauch, NAP District 8 Director, gave a district update.

President Puette provided the President's report (included in the convention packet). Treasurer Ronald Mobley gave the Treasurer's report (included in the convention packet).

The following committee chairs provided reports (included in the convention packet): Bylaws Committee Chair R. Glanstein, Education Committee Chair June Asato, Legislative Committee Chair Steve Glanstein, and Membership Committee Chair Robert Asato.

## ELECTION OF OFFICERS

Nominating Committee Chair Mobley presented the report of the committee (included in the convention packet). There were no nominations from the floor and the following nominees were elected by a unanimous voice vote:

President	June Asato
Vice-President	Susan Glanstein
Secretary	Josette Kawana
Treasurer	Ronald Mobley

ELECTION OF DELEGATES TO THE 2015 NAP CONVENTION

Nominations and elections were conducted, and the following delegates were elected by a unanimous voice vote:

<u>State Delegates (6)</u>	<u>Member-At-Large Delegates (14)</u>	
June Asato	John Brewer	Michael Golojuch
Robert Asato	Colin Carter	William Hillendahl
Lois Ekimoto	Massy Cashen-Suguitan	Philip Lahne
Rachel Glanstein	Brenda Ceria	Richard Rodriguez
Josette Kawana	My-Le Flores	Sue Savio
Dr. William J. Puette	Steve Glanstein	John Schick
	Susan Glanstein	Ann Shaver

ELECTION OF THE NOMINATING COMMITTEE

Nominations and elections were conducted by unanimous consent, and the Nominating Committee for 2015-2017 consists of Frank Pestana, John Brewer, and Ronald Mobley.

INSTALLATION OF OFFICERS

Outgoing President Puette and District 8 Director Hohlbauch installed the new officers of HSAP.

COURTESY RESOLUTION

Steve Glanstein moved to send a letter of appreciation to the Guigni Archives, and the motion was adopted by unanimous consent.

ADJOURNMENT

The convention adjourned sine die at 11:19 a.m.

\_\_\_\_\_  
Rachel Glanstein, Outgoing HSAP Secretary

Approved \_\_\_\_\_  
(date & initial)

*\*Minutes approved by the HSAP Executive Board on \_\_\_\_\_.\**

## STANDING RULES OF THE 2015 HSAP CONVENTION

1. Identification badges issued by the Credentials Committee shall be worn for admission to all meetings. Badges may not be transferred without proper action by the Credentials Committee.
2. Smoking and vaping are not permitted in the meeting room.
3. All electronic devices shall be silenced for the duration of the meeting and workshop. No video, tape, or other electronic recording shall be permitted unless authorized by the members or provided for by the Americans with Disabilities Act (ADA).
4. A delegate who wishes to speak must rise and be recognized by the presiding officer. Upon recognition, the member must state his/her name, office, title or membership designation. The member must use the designated microphone if one is available.
5. All main motions and amendments shall be presented to the presiding officer and secretary in writing and shall be signed by the maker of the motion. The presiding officer may waive this rule.
6. Debate shall be limited to two (2) speeches of two (2) minutes for each delegate on each debatable question, section, or subdivision thereof.
7. Nominations for all HSAP officer positions shall be completed before the election. Debate on nominations shall be limited to one (1) speech per nominee of no more than two (2) minutes.
8. No delegate while speaking in debate may move to limit debate or order the previous question.
9. Voting Cards: each registered delegate entitled to vote will be issued a "voting card" which the delegate shall raise when called upon by the chair to express the delegate's vote. No one except the delegate to whom the voting card is issued may use the card to vote. Each delegate must return the voting card issued to him/her at the end of the convention or in the event that the delegate must leave before adjournment. A voting card left unattended or in the custody or use of anyone except the delegate to whom it was issued will be confiscated.
10. Voting for NAP Convention delegates and HSAP Nominating Committee shall be by ballot unless there is no contest. A plurality vote shall elect.
11. All announcements shall be submitted in writing to the presiding officer and the secretary. The presiding officer may waive this rule.
12. The Executive Board shall approve the minutes.

## HSAP 2015 CONVENTION PROGRAM

Registration Rachel M. Glanstein, Secretary

Call to Order / Welcome Dr. William J. Puette, President

### Convention Reports

- Credentials Committee – Rachel M. Glanstein, HSAP Secretary
- Standing Rules Committee – Rachel M. Glanstein, Chair
- Program Committee – Susan Glanstein, HSAP Vice President

Introductions Dr. William J. Puette, HSAP President

NAP Update Steve Glanstein, NAP Director at Large

District Update John Hohlbauch, District 8 Director

Reports of HSAP Officers/Committees Reporting Officer/Committee Chair

### Nominations & Elections

- Nominating Committee Report
- Election of HSAP Officers for 2015-2017
- Election of HSAP Delegates/Alternates to NAP Biennial Convention in Arlington VA from September 4-7, 2015
- Election of Nominating Committee for 2015-2017

Bylaw Amendments Rachel M. Glanstein, Chair

### New Business

Installation of HSAP Officers Dr. William J. Puette, President HSAP  
John Hohlbauch, District 8 Director

### Announcements

### Adjournment Sine Die

### Education Program

"Ask a PRP" panel featuring Professional Registered Parliamentarians from HSAP