

*Columbus Association of the Deaf, Inc*  
**PARLIAMENTARY  
WORKSHOPS**

*To be presented by Elizabeth “Libby” Pollard*

May 16-17, 2008

**OPEN and FREE for EVERYONE**

**\*\*\*All in American Sign Language \*\*\***

*Great opportunity to learn and/or refresh your understanding of the Parliamentary Procedures!!!*

**Friday, May 16, 2008 – 6:30 PM to 9:00 PM at CCH 2 in WESTERVILLE**

**“A-B-C’s of Parliamentary Procedures”** – Learn basics of how to participate meeting and make things going smooth in meeting. How to use an agenda, make and discuss on motions, and voting.

**Saturday, May 17, 2008 – 9:00 AM to 12:00 PM at CAD in COLUMBUS**

**“Responsibility of Members and Officers”** – Learn about what is member’s responsibility during meeting and also for officers. How parliamentary procedures help everyone working together?

**“Classifications of Motions”** – Learn how to make good motions during meeting and several different kinds of secondary motions. How to make subsidiary motions to AMEND and process to make amendments to motions. Ideas of how have more successful motions during meeting.

**Saturday, May 17, 2008 – 1:30 PM to 5:00 PM at CAD in COLUMBUS**

**“How to Run an Effective Meeting”** – Learn how to have successful and productive meeting. Why participation is important? Practice good meeting manners and be involved with “mock” meeting using different motions. Also learn how to apply into Board meetings, disciplinary process, and MORE.

**CCH 2 = Columbus Colony Housing II  
1165 Colony Dr, Westerville OH 43081**

**CAD = Columbus Association of the Deaf  
323 Woodrow Ave, Columbus OH 43207**

**REFRESHMENTS FOR SALE AT CAD ALL DAY SATURDAY - CAD SOCIAL ON SATURDAY  
EVENING AFTER WORKSHOPS (Normal admission fee apply after 6 PM)**

**Who is Libby Pollard?** Libby is nationally well-known Deaf leader who had once served as President of National Association of the Deaf (NAD). She is a member of American Institute of Parliamentarian (AIP) and National Association of Parliamentarians (NAP). She has served as a parliamentarian for national, state and local organizations, and has hosted many parliamentarian and leaderships workshops. For more details, please visit Libby’s website: <http://www.parliblibby.com>.

**If you have any questions about this event** – please contact CAD Secretary Robert Cooper at [darc821@aol.com](mailto:darc821@aol.com) or fax 614-825-4429, OR Jody Felter, CAD Events Coordinator at [jmfelter@sprint.blackberry.net](mailto:jmfelter@sprint.blackberry.net) OR Frank Stephan at [fstephan@sbcglobal.net](mailto:fstephan@sbcglobal.net).

**Co-Sponsors:**



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