

**CHARLOTTE COUNTY PARLIAMENTARIANS UNIT**

# **ANNOUNCING**

**INTRODUCTION TO PARLIAMENTARY PROCEDURE  
the PRACTICAL APPLICATION OF  
"ROBERTS RULES OF ORDER"  
WINTER CLASSES, 2010**



**THESE CLASSES WILL PREPARE YOU TO PARTICIPATE TO THE FULLEST IN YOUR "NOT FOR PROFIT" CLUB, ASSOCIATION OR ORGANIZATION BY TEACHING YOU HOW MEETINGS ARE CONDUCTED UNDER "ROBERTS RULES OF ORDER".**

**THIS IS AN EXCELLENT COURSE, NOT ONLY FOR CLUB OFFICERS, BUT FOR CLUB MEMBERS WHO WANT TO KNOW THE RULES AND HOW THEY APPLY TO THEIR ORGANIZATION.**

**Deadline for registration is January 810, 2009.**

**WHEN - Wednesdays - 9 to 11:30 a.m.**

**January 13**

Basic Rules, Handling a Motion, Order of Business, Agenda

**January 20**

Main Motions, Primary and Secondary Amendments

**January 27**

Classification of Motions  
Ranking Motions

**February 3**

Voting and Voting Procedures, Nominations, Elections  
Incidental Motions

**February 10**

Meetings, Officers, Bylaws, Committees, Reports

**February 17**

Restorative Motions and Reconsider

**WHERE - Fraternal Order of Police Hall**

**23300 Harper Avenue**

**Charlotte Harbor, FL 33980**

**(Harper Avenue runs off Route 41 in Port Charlotte next to the old Flea Market by the Schoolhouse Square Shopping Center.**

**The Hall is half way down the street next to the Visually Impaired Building.)**

**Course Material - \$30.00**

**To register or for further information contact:**

**Contact: Gene Coy, Pres. - Phone: 639-6617;**

**Email: ekcoy1931@comcast.net**

**or:**

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**Email: craftyksp@ewol.com**