

ANNOUNCING



**THE CHARLOTTE COUNTY PARLIAMENTARIANS UNIT WILL
CONDUCT A SERIES OF CLASSES ON:
PARLIAMENTARY PROCEDURE
BASED ON "ROBERTS RULES OF ORDER"**

THE ART OF PRESIDING

Wednesdays, 2010

**February 24, March 3, March 10, March 17, March 24
9 - 11:30 a.m.**

**Place: Fraternal Order of Police Hall
23300 Harper Avenue**

Charlotte Harbor, FL (East of US 41 Northbound)

Cost: Course material - \$30.00

**Some people hate presiding because they dislike speaking
in public, don't know the rules, can't speak parliamentary
language and aren't quite sure how to handle a motion.**

We'll teach you:

How 10 minutes of prep can save hours of meeting time

How to handle motions and voting

Hints for running a hostile meeting

How to facilitate instead of dictate

**This class is open to all members of any type organization,
not just presidents, officers and chairs**

**Contact: Gene Coy, Pres. - Phone: 639-6617; Email: ekcoy1931@comcast.net
or: Karen S. Price, Treas. - Phone: 697-8000; Email: craftyksp@ewol.com**