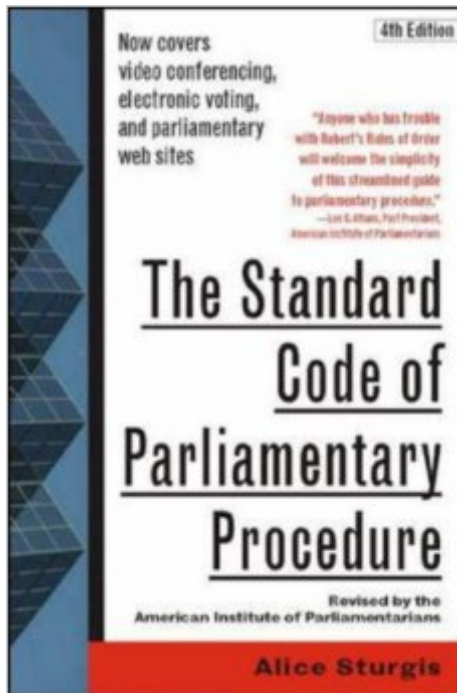


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# The Standard Code Of Parliamentary Procedure, 4th Edition



## Synopsis

Already the acclaimed choice of thousands of successful organizations including the American Library Association, the Fourth Edition features an all-new chapter that considers the ways the Internet and other state-of-the-art technologies have rewritten the rules of today's meetings and conventions. This easy-to-use, paperback volume--the popular alternative to Robert's Rules--is the most comprehensive, understandable, and logical guide to smooth-running, professional meetings. Alice Sturgis was a practicing parliamentarian and consultant to national and international professional and business organizations. She taught at Stanford University and the University of California.

## Book Information

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## Customer Reviews

If you've always feared having to pull out the ol' Robert's Rules of Order because it was too detailed and complex for the casual social organizations in which you participated, help is here. Someone has realized that, because a group might need parliamentary procedures, it does not need the granularity required by The Parliament of England. The Standard Code of Parliamentary Procedure is understandable, comprehensive, logical, refined, and efficient. As it should, it covers all the formal business of holding a productive and respectful meeting. But it also includes procedures that facilitate business for the less formal organization or club. Necessary jargon is defined in a glossary. The "Often-Asked Questions" section covers many common situations and eliminates the need to look through the chapters for most answers. The book is up-to-date, addressing contemporary and

often-encountered situations such as holding meetings and elections via the telephone or Internet. As a bonus, it serves as a resource to those trying to form an organization. There are chapters to help you prepare documents (like bylaws and financial records) that won't be in conflict with legal and parliamentary procedures down the line. It explains the hierarchy of documents that govern an organization. There's even a section that helps explain some of the arcane procedures in Robert's Rules! I'm grateful to have found this gem. It deals with all the situations that my clubs have encountered.

One of the best modernised book on the parliamentary procedures. 1st published in 1950, this 3rd edition is revised by the American Institute of Parliamentarians in 1988. Since this publication, many organisations have changed their bylaws to designate it as their parliamentary authority, among them are: American Medical Association and the American Dental Association. It is the second most popular parliamentary authority after Robert's Rules of Order. WHAT GROUPS MUST FOLLOW PARLIAMENTARY PROCEDURE? 'All organizations, such as business, cultural, religious, social, fraternal, professional, educational, labor, civil, scientific, medical, and governmental, are subject to the principles and rules of common parliamentary law. All profit and non-profit corporations and associations and the boards, counsels, commissions, and committees of government, must observe its rules.' Sturgis, p. 3. This book is undoubtedly one of the best and comprehensive works. There is also a chapter which intended especially to aid persons unfamiliar with parliamentary procedure. To quote Dr. Floyd M. Riddick, Parliamentarian Emeritus US Senate: 'It is understandable vocabulary makes it usable by anyone, not just experts in the field. All students of parliamentary procedure should have a copy in their library.'

As I've learned through hard experience, parliamentary law and procedure is the law of assemblies such as civic groups, professional organizations, city councils, county boards, state legislatures, and the Congress itself. As such, mastery of parliamentary law and procedure is essential to understanding democratic processes and procedures, and keeping the meetings of such organizations running smoothly and efficiently. Properly implemented, parliamentary procedure ensures that proposals for action are properly worded for presentation to the assembly, everyone's opinion is heard and weighed, and a majority of the assembly makes the decision in due course after full and fair discussion and debate by proponents and opponents. Its essence is buy-in by everyone in the assembly into a democratic process for making important decisions. Alice Sturgis first undertook to simplify parliamentary law and procedure back in the 1950s, a daunting task.

Roberts Rules had long dominated the field as the parliamentary authority, but was bloated, poorly organized, internally contradictory, difficult to read, understand, and apply, and confusing. Sturgis cut through the confusion, resulting in a simple, elegant book that explains parliamentary law and procedure in a way that an ordinary reader can understand. A breath of fresh air on a subject fraught with technicalities, manipulation, and distortion. And make no mistake: the incentive to manipulation and distort democratic processes exists where important decisions are being made collectively in assemblies. That why understanding and applying parliamentary law and procedure, and Stugis's approach, are important to members of assemblies.

If you can convince your orgaization to use this manual instead of Robert's, I say go for it! I find this manual much easier to use and more in line with what people expect to be the procedures for having meetings. The book updates old-fashioned language like, "I move the previous question" with the more understandable "I move to close debate". The book includes model Bylaws (useful for our Homeowner's Association which is in the process of revision), and a section that explains the differences between this book and Robert's, as well as tips for those whose organizations still use Robert's. The book is much more readable than Robert's and tends to explain the basic principles a little better. There's a handy table inside each cover to help a member attending a meeting or a presider with proposing and handling motions.

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