



Summary of Parliamentary Procedure: Plus How to Run a Good Meeting (Paperback)

By Ted H Gordon

Createspace Independent Publishing Platform, United States, 2013. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.This manual has been well used and found especially useful in many organizations. One of the many letters received by the author was from J. A. McGeehan, who wrote this book was used by the ASTM-HDEO panel, the group developing certain new engine oil categories for the United States of America. McGeehan said that meetings ranged up to 120 business members from across the U.S., and that as a result of his group using this booklet, we now run a more efficient meeting with all the member having a clear understanding of the [parliamentary] process. The key to an easy learning manual of parliamentary procedure is not what is in the book (although that too is important), but what has been left out of the book. The goal of this manual is to discuss only the motions most commonly used, and not to burden the reader with infrequently encountered motions and rarely used parliamentary tactics. The goal is what is required to make the average reader feel comfortable and confident with parliamentary procedure. The author...



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Reviews

This publication might be well worth a read, and much better than other. It really is simplified but excitement inside the 50 % of the book. You will not feel monotony at whenever you want of the time (that's what catalogues are for concerning when you check with me).

-- **Imogene Bergstrom**

Without doubt, this is actually the greatest operate by any writer. It is really basic but surprises within the 50 percent of the ebook. I discovered this ebook from my i and dad recommended this ebook to understand.

-- **Mrs. Chelsea Hintz**