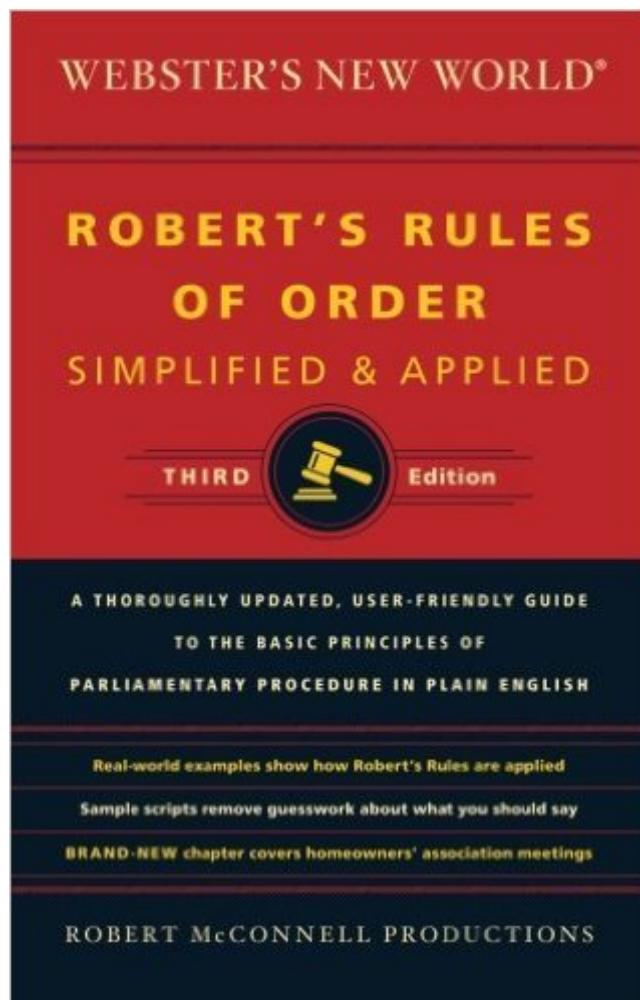


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# Webster's New World Robert's Rules Of Order Simplified And Applied, Third Edition



## **Synopsis**

A revised and updated edition of the clearest, most useful guide to parliamentary procedure. This essential and authoritative resource, based on the principles originally laid out in the classic Robertâ™s Rules of Order, explains the often-confusing rules of parliamentary procedure in clear, simple language and shows how to apply them practically and effectively. Among its helpful features are sample scripts to help figure out what to say while conducting meetings, hands-on examples to show how the rules are applied, and timesaving tips to help make meetings more efficient. This thoroughly revised and updated user-friendly reference includes an ample index and cross-references for finding information quickly and easily. A completely new chapter on homeownersâ™ associations covers restrictions, obligations, proxy voting, and covenants.

## **Book Information**

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## **Customer Reviews**

A plain language version of Robert's Rules, well organized and easy to follow. What makes this guide unique is that the author explains why procedures are important, and how, properly applied, Robert's Rules facilitate democratic leadership as well as efficient meetings. Also covers how to debate issues, handle unruly meeting attendees, and conduct elections. The third edition has added a chapter on using Robert's Rules in Homeowners' Associations (HOAs), with their somewhat unique organizational structure. Many Board members in HOAs are inexperienced at serving as Directors or Officers. This guide can provide valuable assistance in explaining the role of each

Board member with respect to the membership at large. In short, Robert's Rules helps get things done with as little fuss and drama as possible.

I have always wanted to know the reasons behind rules. This book explains them in the first chapter. I had followed Robert's Rules of Order Newly Revised for running meetings before and saw how the rules helped keep order, but I didn't understand what was behind them. When I read Robert's Rules of Order Simplified and Applied, that first chapter not only clearly explains the principles behind the rules, it also shows how the rules are designed to support democracy--self-government and respect among equals. Using this book can help voluntary organizations work more effectively by making the best use of the ideas and talents of all their members. At the same time it cultivates the understanding and practice of the principles and rights upon which our republic is founded. Amy S. Peterson  
Glen Arbor, Michigan

I'm on the board of directors of a large property owners association and need to practice good parliamentary procedures. This book is a handy reference guide. I have studied sections of it, but mostly use it to look up specific topics. It works well that way.

I have had copies of Robert's Rules for many, many years. I am happy to get this publishing as it simplifies things. With this book, you don't have to be a lawyer to be a parliamentarian, anyone can do it. This book is a "must" for any organization, no matter the level.

Great book. Easy to follow and the HOA section is very informative. Small enough to carry with you.

Better than most of the other RRoO handbooks about. Clear, concise, easy to read.

If you are in a position where you run meetings and take minutes, here is your backup when you have to say "No".

Almost finished reading. Very good and easy to read. Now there is an 11th addition. I don't know what is different but 3rd addition is well written

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