



Colette Collier Trohan CPP-T, PRP

Colette Collier Trohan is a nationally-known parliamentary consultant and trainer and the author of the Great Leaders Series – tools developed specifically for anyone who wants to be more effective in meetings, whatever the role. She is also the founder of A Great Meeting, Inc. a company dedicated to developing, publishing and providing materials and services to help people have great meetings that are fair, well-organized and productive. Services include meeting planning, facilitation, strategic planning, governance documents preparation and revision, professional presiding, and training.

CREDENTIALS

- Certified Professional Parliamentarian-Teacher, American Institute of Parliamentarians (AIP)
- Professional Registered Parliamentarian, National Association of Parliamentarians (NAP)
These credentials are held by fewer than thirty individuals in the world.

REPRESENTATIVE LIST OF PROFESSIONAL ASSOCIATION SERVICE

- Accrediting Director, American Institute of Parliamentarians 2003 - 2007
 - *Responsible for conducting the examination program for Certified Parliamentarian and Certified Professional Parliamentarian credentials*
- President, Maryland Lawyer's Unit (NAP) 2004-2006
- Vice President, Maryland Association of Parliamentarians - 2006
- Director, Maryland Association of Parliamentarians (NAP) 2004-2006, 2007
- Educational workshop coordinator:
 - National Association of Parliamentarians biennial convention September, 2001
 - National Association of Parliamentarians Tech 101- National Training Conference October, 2000
 - American Institute of Parliamentarians annual conference July, 1999
 - American Institute of Parliamentarians East Coast Practicum June, 2008
- Featured educational speaker for professional association events:
 - AIP Annual Sessions – 2007, 2005, 2002, 2000, 1999
 - AIP Teacher Training Course instructor – 2002
 - AIP Lucas Memorial Practicum – 2006, 2004, 2003, 2001
 - AIP Floyd Riddick Memorial Practicum – 2007, 2006, 2004, 2002, 2001
 - Colorado Association of Parliamentarians Educational Workshop - 2004
 - Texas State Association of Parliamentarians – 2005
 - DC Parliamentary Law Day – 2007
 - Wisconsin State Association of Parliamentarians – 2007
 - Lester L. Dahms Foundation Parliamentary Workshop – 2000

- NAP District II Conference – 2007, 2006, 2005, 2004
- NAP Biennial Convention – 2005, 2003, 1999
- NAP National Training Conference – 2006
- NAP Conference of Presidents – 2007

REPRESENTATIVE LIST OF CLIENT SERVICE – TRAINING

- Designer and trainer for two courses on the role of the director and chair for the National Rural Electric Cooperative Association (NRECA) - courses 901.1 and 903.1 in the training catalog).

Customized training or facilitation services provided for the following associations:

- Equal Employment Opportunities Commission
- Paralyzed Veterans Association
- Atlantic States Marine Fisheries Commission
- United Soybean Board
- National League of Cities
- Iowa Society of Association Executives
- Plumbing-Heating-Cooling Contractors National Association
- National Education Association
- NRECA Director's Leadership Conference
- Florida Dental Association
- National Association of Home Builders
- Community Associations Institute
- Romance Writers of America
- Special Libraries Association
- NRECA Executive Assistants Conference
- National Machining & Tooling Association
- City of Goodyear, AZ
- City of Henderson, NV
- National Association of REALTORS®
- National Emergency Number Association
- Optical Society of America
- American Nurses Credentialing Center
- Long Island Board of REALTORS®
- Greater Capital Area Association of REALTORS®
- National League for Nursing
- The Columbia Association

REPRESENTATIVE LIST OF CLIENT SERVICE – PARLIAMENTARIAN

- National Rural Electric Cooperative Association
- American College of Radiology
- Society of Women Engineers
- National Ready Mixed Concrete Association
- National Corn Growers Association
- Women's Council of REALTORS®
- National Association of Women Business Owners
- Nurse Practitioners of Maryland
- National Association of Telecommunication Officers and Agents
- Society for Interventional Radiology
- Special Libraries Association

- Generic Pharmaceutical Association
- Plumbing-Heating-Cooling Contractors National Association
- Competency & Credentialing Institute
- Romance Writers of America
- Virginia Association of REALTORS®
- National Association of School Nurses
- National Alliance for Fair Contracting
- The ARC of the United States
- School Nutrition Association
- Goodwill Industries International
- ePhilanthropy
- National Emergency Number Association
- Sigma Theta Tau International

REPRESENTATIVE LIST OF CLIENT SERVICE – PROFESSIONAL PRESIDING OFFICER

- Aircraft Mechanics Fraternal Association
- Nurse Practitioners Association of Maryland

CLIENT SERVICE - EXPERT WITNESS

- Tel Court Cooperative – 2004

PUBLICATIONS & ARTICLES

- “A Great Meeting Needs a Great Chair” AGM Publications 2005
- “A Great Meeting Needs Great Members” AGM Publications 2005
- “A Great Meeting Needs a Great Secretary” AGM Publications 2006
- “A Great Meeting Needs a Great Treasurer” AGM Publications 2006
- “The Parliamentarian and the Law – The Trump Card” National Parliamentarian vol. 64
- “The Productive Board Member” National Parliamentarian vol. 65
- “Governance Documents – A Proposed Structure” Parliamentary Journal April 2001
- “The Roles of the Board and CEO in a Staff-Driven Association” Parliamentary Journal July 2002
- “Five Myths About Parliamentary Procedure” Association Management January 2002
- “For the Record: Roll Call Votes” National Parliamentarian vol 67
- “Special Rules for Special People” Parliamentary Journal January 2007