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Nancy is the author of the books *The Complete Idiot's Guide to Robert's Rules* and *The Guerrilla's Guide to Robert's Rules* as well as handbooks on parliamentary procedure and effective meetings. Nancy has also been published multiple times in both the *Parliamentary Journal* and the *National Parliamentarian*.

She has been a practicing professional parliamentarian since 1980. Nancy has served as parliamentarian for many local, state, and national organizations, some of whom include: American Veterinary Medical Association, American Speech Language and Hearing Association, American Physical Therapy Association, American Association of Nurse Anesthetists, National Court Reporters Association, American Nurses Association, Information Systems Audit and Control Association, National League of Cities, National Council of State Boards of Nursing, American Society of Pain Management Nurses, National League of Nursing, Girl Scouts of the United States of America, and OrthoIllinois. She facilitated many of these organizations through a complete revision of their bylaws.

Nancy has traveled all over the globe to provide parliamentary and board training as well as speaking services to her many clients. She has been recognized as a meeting expert in the *New York Times*, *Successful Meetings Magazine* and the book *Mastering Meetings*, written by the 3M Meeting Management Team.

Nancy is a Professor Emeritus of Speech at Rock Valley College, where she taught for 31 years. She has a master's degree in Communications from the University of Michigan and a Bachelors' degree in Communications from Indiana State University.