

Article VI: Membership and Dues, Section 4

FROM

#Section 4. Each member of this PTA shall pay such annual dues to said organization as may be prescribed by the organization. The amount of such dues shall include the portion payable to the Michigan PTA (the “state portion”) and the portion payable to the National PTA (the “national portion”).

TO

#Section 4. Each member of this PTA shall pay annual dues to the organization in the amount specified in the Standing Rules. The amount of such dues shall include the portion payable to the Michigan PTA (the “state portion”) and the portion payable to the National PTA (the “national portion”).

Rationale: Wording is more simple and direct.

Article VI: Membership and Dues, Sections 5 & 6

FROM

Section 5. The amount of the state portion of each member’s dues shall be determined by the Michigan PTA. The national portion of each member’s dues shall be one dollar seventy-five cents (\$1.75) per annum.

Section 6. The Michigan portion of each member’s dues shall be two dollars (\$2.00).

TO

Section 5. The amount of the state portion of each member’s dues shall be determined by the Michigan PTA. The national portion of each member’s dues shall be two dollars twenty-five cents (\$2.25) per annum.

Section 6. The Michigan portion of each member’s dues shall be three dollars twenty-five cents (\$3.25).

Rationale: Reflects increase in State and National dues.

Article VI: Membership and Dues, Section 7

DELETE

Section 7. Each member of this PTA shall pay annual dues to the organization in the amount specified in the University Hills PTA Standing Rules. The amount of such dues shall include the portion payable to the Michigan PTA (the “state portion”) and the portion payable to the National PTA (the “national portion”).

Rationale: Redundant. (See Section #4.)

Article VII: Officers and Their Election, Section 2d

FROM

Section 2d. Officers shall assume their official duties at the close of the June meeting, and shall serve for a term of one year, except for the Treasurer, who shall be elected for a term of two years. Officers shall remain in office until their successors assume office.

TO

Section 2d. Officers shall assume their official duties at the close of the **fiscal year** in June, and shall serve for a term of one year, except for the Treasurer **and the President-Elect**, who shall each be elected for a term of two years. Officers shall remain in office until their successors assume office.

Rationale: Correct inaccuracies: 1) there is typically not a June meeting and 2) the President-Elect is also a two-year term.

Article VII: Officers and Their Election, Section 3

FROM

Section 3. Nominating committee:

- a. There shall be a nominating committee consisting of three to five members, one of who shall be selected by the executive board from its body, and the balance elected by the association at a regular meeting prior to December 1st. This nominating committee shall select its own chairman immediately following the election.
- b. The nominating committee shall nominate one or more eligible persons for each office to be filled and report its nominees at the regular meeting in April, at which time additional nominations may be made from the floor.
- c. Only those persons who have signified their consent to serve if elected shall be nominated for, or elected to, such office.

TO

Section 3. Nominating committee:

- a. There shall be a nominating committee consisting of three to five members, one of who shall be selected by the Executive Board from its body, and the balance elected by the association at a regular meeting prior to **February 1**. This nominating committee shall select its own chair**person** immediately following the election.
- b. The nominating committee shall nominate one or more eligible persons for each office to be filled and report its nominees **at least 30 days prior to the last general meeting of the fiscal year**, at which time additional nominations may be made from the floor.
- c. Only those persons who have signified their consent to serve if elected shall be nominated for, or elected to, such office.

Rationale: We are recommending reducing the number of regular meetings from 8 to 5; this accommodates a new meeting schedule.

Article VII: Officers and Their Election, Section 4

FROM

Section 4. Vacancies:

A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the executive board, notice of such election having been given. In case a vacancy occurs in the office of president, the senior vice president shall serve notice of the election.

TO

Section 4. Vacancies:

A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Executive Board, notice of such election having been given. In case a vacancy occurs in the office of President, **one of the Vice Presidents** shall serve notice of the election.

Rationale: We are changing the “Sr. VP” title.

Article VIII: Duties of Officers, Section 1

FROM

Section 1. The President shall:

Etc.

e. Attend meetings called by the Council, when in membership with Council, or arrange for his duly elected alternate to attend.

TO

Section 2. The **duties of the President shall **include, but not be limited to:****

Etc.

e. Attend meetings called by the Council, when in membership with Council, or arrange for **a qualified** alternate to attend.

Rationale: Provides more flexibility; delegates/ reps to Council are not typically elected.

Article VIII: Duties of Officers, Section 2

FROM

Section 2. The Senior Vice President/President Elect shall:

- a. Act as aide to the president;
- b. Perform the duties of the president in the absence or inability of that officer to serve;
- c. Attend meetings called by the Council, when in membership with the Council, or arrange for his duly elected alternate to attend.

The Junior Vice President shall:

- a. Act as aide to the president;
- b. Assists with Fundraising;
- c. Assists with Membership Drives.

TO

Section 2. The duties of the Vice President-Enrichments/President-Elect shall include, but not be limited to:

- a. Act as aide to the President.
- b. Perform the duties of the President in the absence or inability of that officer to serve.
- c. Attend meetings called by the Council, when in membership with the Council, or arrange for a qualified alternate to attend.
- d. Serve as President following Vice President's term.
- e. Coordinate student and parent enrichment activities.

The duties of the Vice President-Committees shall include, but not be limited to:

- a. Act as aide to the President.
- b. Manage the volunteer database.
- c. Recruit committee chairs, serving as a resource for them as needed.

Rationale: Change titles and duties to more accurately reflect each position and the corresponding duties; and to provide more flexibility.

Article VIII: Duties of Officers, Section 3

FROM

Section 1. The Secretary shall:

- a. Keep an accurate record of the minutes of all meetings of the association and of the executive board;
- b. Have a current copy of the bylaws;
- c. Maintain a membership list;
- d. Perform other delegated duties as assigned;
- e. Conduct the correspondence delegated to him/her.
- f. Immediately following the election, send the name and address of the newly elected President to the Michigan PTSA Office.

TO

Section 2. The duties of the Secretary shall include, but not be limited to:

- a. Keep an accurate record of the minutes of all meetings of the association and of the Executive Board.
- b. Have a current copy of the Bylaws at all general meetings.
- c. Maintain a membership list.
- d. Conduct the correspondence of the association.
- e. Immediately following the election, send the name and address of the newly elected President to the Michigan PTSA Office.

Rationale: Improves accuracy and provides more flexibility.

Article VIII: Duties of Officers, Section 4

FROM

Section 4. The Treasurer shall:

- a. Keep a full and accurate account of receipts and expenditures;
- b. Make the disbursements as authorized by the president, executive board, or association in accordance with the budget adopted by the association;
- c. Have checks or vouchers signed by two persons, the treasurer and one other person;
- d. Present a financial statement at every meeting of the association and at other times when requested by the executive board;
- e. Make a full report at the meeting at which new officers officially assume their duties (usually the annual meeting);
- f. Keep the record of the National and State portions of the membership dues separate from the record of the general funds of the local unit, as provided in these Bylaws Article V, Section 6,
- g. Submit the books annually for an audit by an auditing committee selected by the executive board at least two weeks before the meeting at which new officers assume duties.
- h. Forward the \$25.00 unit dues to the Michigan PTSA office on or before June 1 of each fiscal year.
- i. Forward National and State monies to the Michigan PTSA office on a monthly basis by the 28th of each month.
- j. Submit copies of the annual audit and budget to the MPTSA state office by February 28th.

TO

Section 4. The **duties of the** Treasurer shall **include, but not be limited to:**

- a. Keep a full and accurate account of receipts and expenditures.
- b. Make the disbursements as authorized by the President, Executive Board, or association in accordance with the budget adopted by the association.
- c. Present a financial statement at every meeting of the association and at other times when requested by the Executive Board.
- d. **Make a full report at the meeting at which new officers officially assume their duties.**
- e. Keep the record of the National and State portions of the membership dues separate from the record of the general funds of the local unit, as provided in these Bylaws Article V, Section 6.
- f. **Submit the books annually for an audit at least two weeks before the meeting at which new officers assume duties as provided in these Bylaws Article VIII, Section 5.**
- g. Forward the **required** unit dues to the Michigan PTA office on or before June 1 of each fiscal year.
- h. Forward National and State monies to the Michigan PTA office on a monthly basis by the 28th of each month.
- i. Submit copies of the annual audit and budget to the Michigan PTA state office by **December 1.**

Rationale: Correct inaccuracies and provide more flexibility. Note: Delete “c” because it is elsewhere outline and specified that two signatures are required on all checks (Article IX, Section 4j).

Article VIII: Duties of Officers, Section 5

FROM

Section 5. The Treasurer’s accounts shall be examined annually by an auditor or an auditing committee of not less than three members, who, satisfied that the Treasurer’s annual report is correct, shall sign a statement of that fact at the end of the report. The auditing committee shall be appointed by the Executive Board at least two weeks before the annual meeting.

TO

Section 5. The Treasurer’s accounts shall be examined annually by an auditor or an auditing committee of not less than three members, who, satisfied that the Treasurer’s annual report is correct, shall sign a statement of that fact at the end of the report. The auditing committee, **if required**, shall be appointed by the Executive Board at least two weeks **prior to the close of the fiscal year**.

Rationale: Improve accuracy; 1) an auditing committee is only required if an independent auditor is not hired and 2) we do not have an “annual” meeting.

Article VIII: Duties of Officers, Section 6b

FROM

Section 6. All officers shall:

- a. Perform the duties prescribed in the parliamentary authority in addition to those outlined in these Bylaws and those assigned from time to time.
- b. Deliver to their successor all official material not late than ten days following the expiration of their term of office.

TO

Section 6. All officers shall:

- a. Perform the duties prescribed in the parliamentary authority in addition to those outlined in these Bylaws and those assigned from time to time.
- b. Deliver to their successor all official material **no less** than **thirty (30)** days following the expiration of their term of office.

Rationale: Fix typo and allow a more reasonable time frame.

Article IX: Executive Board, Section 1a

FROM

Section 1.

- a. The Executive Board shall consist of the officers of the association, the chair of standing committees, and the principal of the school or a representative appointed by them. The chair of standing committees shall be selected by the officers of the association.

TO

Section 1.

- a. The Executive Board of this organization shall consist of its current officers, the immediate past President or past Treasurer, and the school principal or his/her appointed representative.

Rationale: More accurately reflect the composition of the Board and the volunteer nature of committee chairs.

Article IX: Executive Board, Section 1c

FROM

Section 1.

- c. The members of this Board shall serve for a term of one year, except for the Treasurer, who shall be elected for a term of two years. Officers shall remain in office until their successors assume office.

TO

Section 1.

- c. The members of this Board shall serve for a term of one year, except for the Treasurer and the President-Elect, who shall each be elected for a term of two years. Officers shall remain in office until their successors assume office.

Rationale: The President-Elect is also a two-year term.

Article IX: Executive Board, Section 4e

FROM

Section 4.

- e. To appoint an auditor or an auditing committee at least two weeks before the annual meeting to audit the treasurer's accounts;

TO

Section 4.

- e. To appoint an auditor or an auditing committee at least two weeks prior to the end of the fiscal year to audit the Treasurer's accounts.

Rationale: We do not hold an "annual" meeting.

Article IX: Executive Board, Section 5

FROM

Section 5. Regular meetings of the Executive Board shall be held during the school year, the time to be fixed by the board at its first meeting of the year. A majority of the Executive Board members shall constitute a quorum. Special meetings of the Executive Board may be called by the President or by a majority of members of the Board.

TO

Section 5. Regular meetings of the Executive Board shall be held during the school year. A majority of the Executive Board members shall constitute a quorum. Special meetings of the Executive Board may be called by the President or by a majority of members of the Board.

Rationale: The E Board meeting schedule is not necessarily set in advance for the entire year.

Article X: Meetings

FROM

Section 1. Regular meetings of the association shall be held at predetermined dates and announced at the first meeting, unless otherwise provided by the association or by the executive board, five (5) days notice having been given of change of date...

Section 2. Special meetings of the association may be called by the president or by a majority of the executive board, five (5) days' notice having been given.

Section 3. The annual meeting shall be held in May.

Section 4. Three (3) members shall constitute a quorum for the transaction of business in any general, annual or special meeting of this association.

TO

Section 1. Regular meetings of the association shall be held at predetermined dates announced prior to the first meeting. Five (5) days notice shall be given for any change of dates, unless due to circumstances beyond the Executive Board's control.

Section 2. Special meetings of the association may be called by the President or by a majority of the Executive Board, three (3) days' notice having been given.

Section 3. Three (3) members shall constitute a quorum for the transaction of business in any general, annual or special meeting of this association.

Rationale: More plainly worded, more flexibility and we do not hold an "annual" meeting.

Article XI: Standing and Special Committees, Section 2

FROM

Section 2. The Executive Board may create such standing committees as it may deem necessary to promote the Objects and carry on the work of the association. The term of each chair shall be one year. No member shall serve as chairman of the same committee for more than two consecutive terms.

TO

Section 2. The Executive Board may create such standing committees as it may deem necessary to promote the Objects and carry on the work of the association. The term of each chair shall be one year. No member shall serve as chairman of the same committee for more than two consecutive terms **without the consent of the Executive Board.**

Rationale: Provide more flexibility in filling open chair positions.

Article XI: Standing and Special Committees, Section 3

FROM

Section 3. The chair of each standing committee shall present a plan of work to the executive board for approval. No committee work shall be undertaken without the consent of the executive board.

TO

Section 3. The chair of each standing committee shall present **a report** to the Executive Board **and/or the membership in accordance with the Standing Rules.** No committee work shall be undertaken without the consent of the Executive Board.

Rationale: More accurate; committee chairs present reports, not a “plan of work.”

Article XII: Council Membership, Section 1

FROM

Section 1.

- a. The association shall be represented in meetings of the Rochester PTA Council by its president or alternate, the principal or alternate, and by two (2) delegates or their alternates. All representatives to a council must be members of a local unit.
- b. Delegates and their alternates shall be chosen by selection at the May meeting.
- c. Delegates to the Rochester PTA Council shall serve for a term of two (2) years.

TO

Section 1.

- a. The association shall be represented in meetings of the Rochester PTA Council by **its President (or alternate) and the President-Elect (or alternate).**
- b. Alternately, delegates may be chosen by selection or appointed at the **first general meeting of the year. Delegates to the Rochester PTA Council shall serve for a term of not more than two (2) years.**
- c. **All representatives to a Council must be members of a local unit.**

Rationale: Improves accuracy but still provides provision for delegates.

(PREVIOUSLY APPROVED)

Article XII: Council Membership, Section 2

FROM

Section 2. This association shall pay annual dues of \$125.00 to the Rochester PTA Council as provided in the council bylaws.

TO

Section 2. This association shall pay annual dues to the Rochester PTA Council as specified in the Council Bylaws.

Rationale: Dues this year increased from \$125 to \$250 with the change in the distribution of ink cartridge recycling earnings directly to the schools. By not specifying an amount in the bylaws, they will not need to be revised if the amount of Council dues changes again.

Article XVI: Amendments, Section 1 d&e

Need to correct listed address for Michigan PTA office.