**Bylaws Committee Report- October 14, 2020**

**Chair: Kellie Schoolar-Reynolds**

MCCPTA BYLAWS REVISION

September BOD meeting- BOD approved proceeding with bylaws revisions. Approved bylaws revision committee: Jennifer Young, Adam Lee, Laura Mitchell, Yeages Cowan, Kellie Reynolds.

Four members of the committee met on October 12 (Jennifer Young, Laura Mitchell, Yeages Cowan, Kellie Reynolds) to discuss potentials revisions to the bylaws. Committee requests input from the BOD on some items, before proceeding further with the revisions. Those items are listed below. Following input, the committee will meet 1-2 times to prepare a draft to discuss with the BOD on November 12.

Bylaws topics for BOD input:

Article VIII, section 5-

Current- If a member of the board of directors (other than an elected officer) files for candidacy for public office, he/she shall not speak publicly on behalf of MCCPTA. If elected to public office, a member of the board of directors shall resign immediately.

Proposal to discuss- BOD member resigns when filing to run for public office

Article VIIIA- AVP and CC section- propose to add statement indicating an individual cannot be CC for two clusters at the same time.

Article VIIIA- proposal to change voting/affirming process for CCs and AVPs.

Current process is complex (hard to summarize here)

Group of presidents from Area meet to nominate AVPs.

Group of presidents from cluster meet to nominate CCs.

Send names to nominating committee prior to annual meeting (election)

Additional individuals can be nominated from the floor.

Individuals from specific area/cluster cast vote for “slate” at the annual meeting

Positions not filled at the annual meeting-

Same process for Area or cluster nomination (groups of presidents vote)

Affirm by the BOD.

Proposal- take the annual meeting component out of the process. Conduct the same area and cluster nomination meetings. Send the names to the nominating committee prior to the May BOD meeting. Affirm at May BOD, so new AVPs and CCs can participate at the June BOD.

Article XII (Note sure of specific location in Article)- indicate that DA votes on Advocacy Priorities.

Article VIII, 4g and Article XVIII, 2- currently state treasurer and others handling funds on behalf of MCCPTA should be bonded.

Proposal- Exec comm should be bonded.

Local bylaws-

MCCPTA bylaws chair the message below to PTA presidents, secretaries, and the BOD on Oct 11

I know there is some confusion about what to do regarding submission of local PTA bylaws to MD PTA. I am a member of the MD PTA bylaws committee and can share some information.

First, some process information:

As far as I know, there are no changes to the process related to National PTA involvement.

To request the booklet that you submit as your final version, send a request to: office@mdpta.org

Let them know which PTA and where to mail it. You can use a personal residence to receive the booklet.

To start the revision process:

You can find the template on the MDPTA website. There is a bylaws tab that takes you to the local PTA template. The 2018 version is current. You use the downloaded template until changes (or lack of changes) are approved by your membership. Then transfer the information to the booklet (neatness counts, please).

The MD PTA office address (for mailing back) is

MD PTA

5 Central Ave.

Glen Burnie, MD 21061

Make sure you keep a copy.

When you send the booklet back, there is a section to indicate where they send the approved bylaws. I always used my address (or another PTA officer) even when schools were open.

Content--

Based on discussions at committee meetings- here are some pointers.

Page 2 of the bylaws booklet (and template) includes helpful reminders.

In the officers section (Article VI and VII)- if there are 2+ VPs and 2 secretaries, make sure the names for each office and specific duties are noted. You can include an addendum if the description is too long to include as added text on the booklet page. The succession order for VPs needs to be clear and it needs to be consistent with Article VI, section 4.

If the Board of Directors elects the nominating committee and/or delegates, add those duties in Article VIII, Section 4, even though they are elsewhere in the bylaws. (Note- some PTAs assign these duties to other bodies).

Information different from what MCCPTA has done in the past (and different from my previous instructions)-

Article V, Section 5-- In the past, we have added "as well as county council" after National PTA, to indicate our dues include MCCPTA dues (in addition to MD PTA and Nat PTA). MD PTA indicated this section only refers to State and National PTA. The MCCPTA dues are mentioned in Article XIII, Section 2. Because the template is from MD PTA, I suggest we go with their interpretation here. At least one local PTA went through a long back-and-forth regarding his issue.

There have been issues with some meeting minutes provided with bylaws. Make sure the minutes indicate the specific changes from previous bylaws that the membership votes on and approves (or does not approve). If there are no changes, indicate so.

The process is slow this year because only 3-5 of us are reviewing bylaws for the whole state. The chair has to go to the office to get the booklet before the process starts. We are working through the bylaws as quickly as possible, but it is not speedy.

I am happy to pre-review your bylaws during the process, to decrease the chance of them being rejected. You can send them to [bylaws@mccpta.org](mailto:bylaws@mccpta.org).

Based on the message- several local PTAs requested input.

A handbook for local PTAs will be drafted after the MCCPTA bylaws revision initial work is complete.