

August 8, 2016

## Proposed Amendments To PAWS BYLAWS ADOPTED NOVEMBER 2015:

The following amendments to the PAWS Bylaws adopted in November 2015 are proposed pursuant to PAWS Bylaws Article XII, which states:

### Article XII – Amendments

These bylaws may be amended by two-thirds vote of members present (assuming a quorum) at any regular or special meeting, provided that previous notice of the proposed amendments was given to members at the regular or special meeting immediately preceding the meeting at which amendment voting is to occur, and provided that the proposed amendments were previously distributed in writing or by an electronic communication to each student household contact maintained by the administration and to each teacher and administrator at the school.

*Proposed to amend Article V-Meetings to eliminate the requirement to hold June and August regular meetings.*

### Article V – Meetings

**Section 1. Regular Meetings.** The regular meeting of the organization shall be on the second Monday of each month ~~August~~ September through ~~June~~ May at 6:00 p.m. At the April regular meeting, annual reports from officers will be received and officer elections will be held.

*Proposed to amend Article VI, Section 4 relating to the Executive Board to clarify the number of voting board members necessary to conduct business at an Executive Board meeting. This amendment prevents an issue where there is a sufficient number of executive board members present at a board meeting to constitute a quorum (7) but where not all present are capable of voting separately (because Article VI, section 1 provides that standing committee co-chairs share a board vote).*

### Article VI-Executive Board

**Section 1. Membership.** The Executive Board shall consist of the officers and the chairs of each standing committee. No person serving on the Executive Board shall have more than one vote on the Executive Board. If an officer also chairs a standing committee, that person shall have only one vote on the Executive Board. Any person chairing more than one standing committee is limited to one vote on the Executive Board. Co-chairs for a standing committee share one vote on the Executive Board and will abstain from voting if the co-chairs disagree as to their vote.

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**Section 4. Quorum.** Seven (7) Executive Board members constitutes a quorum for an Executive Board meeting, *but no Executive Board action requiring a vote may occur unless there are a sufficient number of board members present to yield four (4) concurring votes in compliance with Article VI, Section 1.*

*Proposed to amend Article VI, Section 5 relating to Executive Board Actions by Consent to increase from \$250 to \$300 the maximum spending amount that may be approved by the Executive Board via unanimous vote conducted by email.*

**Section 5. Action By Consent.** Routine organizational spending not exceeding ~~\$250~~ \$300 may be approved by the Executive Board via a unanimous vote conducted by email. The secretary shall maintain a record of each Executive Board member's vote. If the Executive Board member's votes are not unanimous, the issue must be presented for discussion and voting by all members at the next regular or special meeting. If the matter is approved via unanimous vote, the secretary shall read the record of the votes at the next regular or special meeting, and the matter shall be included in that meeting's minutes.

- a. Routine Organizational Spending. Routine organizational spending includes expenses related to matters already discussed and approved by the membership at a regular or special meeting and that are already included in the annual budget. Routine organizational spending also includes expenses related to matters

commonly necessary for the operation of the organization (e.g. postage, copying, advertising).

*Proposed to amend Article VII, Section 2 relating to Standing Committees to reflect the changed names of the current committees.*

#### **Article VII – Committees**

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**Section 2. Standing Committees.** The following committees shall be held by the organization: Volunteers, Fundraising, Yearbook, Book Fair, Newsletter, Spring Event, Hospitality ~~Carnival~~, and Teacher Appreciation ~~& Luncheon~~.

*Proposed to amend Article VIII, Section 2 relating to Finances-Expenses to permit expenditures of up to \$750 to be proposed and approved at the same meeting.*

#### **Article VIII – Finances**

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**Section 2. Expenses.** Any expenses of the organization shall be approved, in accordance with these bylaws, by vote of the Executive Board as allowed by these bylaws or by a vote of the membership at a regular or special meeting.

**a. Expenses Exceeding \$500 \$750.** Any expenditure greater than \$500 \$750 shall be approved by a vote of the membership at a regular or special meeting following the regular or special meeting at which the request for the expenditure was presented, provided that the request was noted in the minutes of that meeting and the minutes were distributed in accordance with these bylaws.

*Proposed to amend Article IX-Parliamentary Authority to require Robert's Rules of Order only when necessary to effectively conduct a meeting (reflects current informal operation of meetings).*

#### **Article IX – Parliamentary Authority**

When deemed necessary by the President, Robert's Rules of Order shall govern meetings when they are not in conflict with these bylaws.