

**Sixth District PTA Bylaws Update, 2017**

List present and proposed form of item to be amended and include the rationale for each proposed amendment. Underline words to be inserted and strikethrough words to be deleted. You may attach additional pages as needed.

<b>Page#</b>	<b>Article #</b>	<b>Section #</b>	<b>Proposed changes</b>
Cover			Inclusion of San Benito, Santa Cruz & Monterey counties in list of locations to reflect addition of former 20 <sup>th</sup> district counties. Increase number of councils and units. - Rationale: keep up to date with coverage
3	IV	1	Inclusion of San Benito, Santa Cruz & Monterey counties in list of locations of Sixth District PTA. - Rationale: keep up to date with coverage.
3	IV	6	Increase per capita dues received from in council and out of council units from \$4.00 to \$4.75 to account for increase in CAPTA per capita dues.
		<del>d.</del>	Move out of council assessment fee of fifty dollars (\$50.00) per unit per year to standing rules.
5	VII	3b	Nominating Committee is elected at the general association meeting in <b>August</b> (changed from September). - Rationale: GA meeting has been held in August rather than September.
5	VII	5d	OLD (section 14): To be eligible for an elected district office, a person must have served on the district board for one year, been a member of a district committee for one year, or been a council officer for one year. NEW 5d: To be eligible for an elected district office, a person must have served on the district board for one year, have been a member of a district committee for one year, <i>been a council officer for one year, or served on an association board for a minimum of one (1) year.</i> - Rationale: we do not want to exclude out of council unit officers from serving on the district board.
7 & 8	VIII	1l, 1m & 4	Move duties of Notify officers of their election, and chairmen of their appointment, and Send out notices of district board meetings, and executive committee meetings from secretary to president. - Rationale: the president actually performs these duties.
7	VIII	2d	Add Serve as Convention Chair to executive vice president duties. - Rationale: the evp has been performing this duty.
8	VIII	3h	Change the name of the sixth VP from Health Chair to Health and Community Concerns Chair

			- Rationale: to be consistent with other labels for this VP
9	VIII	5d	Remove <del>Receive all monies from the financial secretary for the district, giving a receipt therefore, and deposit immediately in the name of the district in a bank approved by the district board.</del> Renumbered from d through p. - Rationale: the Sixth District PTA treasurer does not deposit any monies; this is the financial secretary duty.
9	VIII	5p	Added duty: Chair the Financial Document Review Committee. - Rationale: The treasurer has been overseeing this committee for several years. Moved from Standing Rules.
9	VIII	6a	Remove duty of financial secretary to remit all monies to treasurer to deposit; Receive all monies for the district, and deposit immediately in a bank approved by the district board. Give a receipt for all monies received for the district <del>and remit at once to the treasurer or deposit immediately in a bank approved by the district board and give a copy of the deposit slip to the treasurer.</del> - Rationale: the financial secretary receives and immediately deposits all monies into the bank. Financial secretary will give a record and the deposit slip to the treasurer.
9	VIII	6c & d	Remove financial secretary duty of giving monthly and annual reports. - Rationale: receipts, deposits are included in treasurer report.
10	VIII	7c	Move presentation of year end audit to association at the August meeting (changed from September). - Rationale: the September association meeting is moving to August.
10	VIII	7h	Added duty: Review the bank statement and perform a 5-minute audit on each bank account monthly. - Rationale: good practice.
11	VIII	10 c & d	Added duties to the director of legislation: to coordinate and promote the annual Sixth District Legislation Round Table, and Chair the Advocacy Committee. - Rationale: duties the VP of legislation has been doing.
12	IX	1	Change district meeting from September to August. - Rationale: we've held the first meeting of the year in August for the last couple years.
13	IX	7b	Increase district association meeting quorum from thirty-two (32) voting members representing nineteen (19) associations to thirty-six (36) voting members representing twenty-one (21) associations.

			- Rationale: increase due to addition of one council (Monterey Bay Council) and additional units from former 20th district.
15	XI	1	Added area counselors, chairmen of standing committees, and immediate past president to the Executive Committee. - Rationale: these people are needed for the Executive Committee.
15	XI	3	<del>Removed at least once a month during the school year, unless otherwise ordered by the executive committee/board of directors. Special meetings of the executive committee/board of directors may....</del> - Rationale: Executive Committee meetings will be called as needed.
18	XIII	3b	Increase district association meeting quorum from thirty-two (32) voting members representing nineteen (19) associations to thirty-six (36) voting members representing twenty-one (21) associations. - Rationale: increase due to addition of one council (Monterey Bay Council) and additional units from former 20th district.
24	Standing Rules Rationale for all Standing Rule updates is to document current practice.	9	<ul style="list-style-type: none"> <li>• Standing Committees: <ul style="list-style-type: none"> <li>○ Removed bylaws counselors committee, leadership committee, organizational services committee, membership committee.</li> <li>○ Changed name of Financial Document Review Committee to Finance Committee.</li> <li>○ Added Advocacy Committee.</li> </ul> </li> </ul>
24		10	List of officer/chairman duties – consolidated and removed redundancies from individual lists of officer/chairman duties.
25		11	Updated participants on the budget committee.
25		12	Replaced treasurer with financial secretary. All district funds shall be sent to the district office or the <b>financial secretary</b> .
25		13	Additional duties of the president <ul style="list-style-type: none"> <li>- Give annual review to the office employee.</li> <li>- Organize new councils and units (moved from VP Leadership)</li> </ul>
25		14	Additional duties of executive vice president: <ul style="list-style-type: none"> <li>- Purchase past president pin</li> <li>- Serve as Convention Chair – duties expanded.</li> </ul>
25		15	Change duties of vice president of leadership: <ul style="list-style-type: none"> <li>- Help organize new councils and units</li> </ul>

			<ul style="list-style-type: none"> <li>- Assist the district parliamentarian with new and at-risk units and councils.</li> </ul>
25/26		16	<p>Vice President of membership duties</p> <ul style="list-style-type: none"> <li>- Remove chair standing committee called membership committee</li> <li>- Added: Recommend annual Sixth District PTA membership incentives to the board, and promote membership programs.</li> </ul>
26		21	Added Advocacy Committee duties.
27		22	Changed name of Financial Document Review Committee to Finance Committee, and updated/expanded duties.
		26	Added <i>An out of council assessment fee of fifty dollars (\$50.00) per unit per year shall be assessed. This is moved from Article IV (Membership and Dues), Section 6.</i>
28		28	Added <i>Council presidents will submit a written report of council activities to the district president by the 30<sup>th</sup> of each month during the school year.</i>
28		29	Added convention delegate selection criteria.
29		30, 31, 32	Added mileage and travel reimbursement recommendations.
30		33	<p>Added Standing Rules updates notes:</p> <p><i>Updates to Standing Rules are to be permanently recorded and distributed to board members. The official copy of Standing Rules will be held by the President, Parliamentarian and Secretary.</i></p>