

## Florence Community PTA Standing Rules FY2017-18

**Name of Unit** Florence Community PTA

**EIN** 93-6039094

**National PTA Number** 029933

**Oregon PTA Region** #6

**State/National Affiliation** Florence Community PTA is affiliated with National PTA and Oregon PTA and as such is governed by the Unified Local Unit Bylaws and the Oregon PTA Bylaws.

**Annual Dues** Annual local unit dues shall be \$11.00, which includes \$2.25 to National PTA, \$7.25 to Oregon PTA, and \$1.50 to the local unit. Student membership dues shall be \$10.00, which includes \$2.25 to National PTA, \$7.25 to Oregon PTA, and \$0.50 to the local unit.

**Fiscal Year** July 1st through June 30<sup>th</sup>

**Quorum** Quorum for each general meeting shall be 5 voting members, with at least 2 being general members. All association members who are current on their dues shall be allowed to vote at general meetings. Quorum for each board meeting shall be 3 board members.

**Meetings** Regular (general) meetings of this association shall be held on the following dates and times at the Siuslaw Elementary School Library: September 26, 2017 @ 4pm; November 14, 2017 @ 5:30pm; February 13, 2018 @ 4pm; May 15, 2018 @ 5:30pm. Executive board/committee meetings shall be held as needed.

**Order of Business** Order of business for meetings shall be: 1) Call to order, 2) Approval of minutes, 3) Financial report, 4) Committee reports, 5) Unfinished business, 6) New business, 7) Program, 8) Announcements, 9) Adjourn.

**Board of Directors** The Board shall consist of the five elected officers: President, Vice President, Vice President of Membership, Secretary, and Treasurer; duties of officers are as described in the Unified Local Unit Bylaws. Elections of officers shall be in May each year and officers assume their duties on July 1<sup>st</sup>.

**Committees** The Standing Committees established by the Board of this association are:

Membership, Grant Application Review, Fundraising, and Scholarship. Chairs of Standing Committees shall be appointed by the Board. Special Committees may be appointed by the Board as needed to complete specific tasks; once the task is complete, the Committee is dissolved. The Nominating Committee of this association shall consist of 3 members who shall be elected at a general meeting on or before April; the Committee must submit officer candidate names at the May meeting; once submitted, the work of the Committee is complete.

**Convention Delegates** Delegates (voting representatives) from this association attending the annual meeting of Oregon PTA (convention) shall be appointed at general meeting in March.

**Financial Procedures** Authorized bank account signers for the association shall be four elected officers. The Board shall be permitted to expend up to \$250, without a vote by the general membership, for special needs agreed upon by a majority of the Board.

Standing rules may be amended or rescinded by a two-thirds vote at any general meeting. If notice of the proposed action is given at a previous meeting or in the call for the meeting, rules may be amended/ rescinded by a majority vote.

Date approved \_\_\_\_\_ President \_\_\_\_\_ Secretary \_\_\_\_\_