

# **MINNESOTA COVID-19 EMERGENCY UNIVERSAL PTA BYLAWS**

Effective immediately, the Minnesota PTA (MNPTA) has invoked Emergency Universal Bylaws to serve as a temporary replacement and addendum for the following Articles & Sections of the current Universal Bylaws for all Minnesota PTAs / PTSAs during the emergent situation and its timeframe as outlined in (\*). MNPTA Emergency Bylaws will be in effect for all PTAs / PTSAs therein until the time that the MNPTA Executive Board has deemed them to be ineffective.

## **ARTICLE I: EMERGENCY BYLAWS - OFFICERS AND THEIR ELECTIONS**

### **Addendum to Article VII: Officers and Their Election**

Section 1: Officer nominations and elections may be postponed during the time of the identified emergent situation until in-person meetings can be held.

- a. Current officers may remain past term-end until elections can be held to avoid vacancies in the position(s).

Section 2: If nominations and elections need to be performed during the current school year and cannot wait until the emergent situation has ended, PTAs / PTSAs can hold meetings via procedures outlined in Article X of the Emergency Universal Bylaws Document.

Section 3: Procedures for officer nomination and election will follow the Universal Bylaws Article VII, Section 5: and Article X: Meetings.

- a. The entire membership will need to be notified of the following:
  1. Due date for nomination submission and meeting date for the approval of nominations submitted (at least 10 days prior to voting).
  2. Meeting date when voting will take place.

Section 4: Membership will be notified of voting outcomes via call, text or email.

Section 5: Newly elected officers will assume their duties as outlined in the Universal Bylaws and Unit Standing Rules.

## **ARTICLE II: EMERGENCY BYLAWS - MEETINGS**

### **Addendum to Article X: Meetings**

Section 1: Executive Board and Regular Meetings can be held via virtual / online / conference call format if the PTA / PTSA has dire need for meetings to take place.

- a. Meetings will follow original agenda procedures and order of business as defined by the Universal Bylaws and Unit Standing Rules.
- b. All members in attendance must be able to hear each other.

Section 2: Invitees to meetings should be given at least a 5-day notice via call, text or email and appropriate tools (web links, codes and numbers) to connect to the meeting:

- a. All PTA / PTSA officers must be invited to Executive Board Meetings.
- b. The entire PTA / PTSA membership must be invited to Regular Meetings.

Section 3: Quorum and voting procedures must be upheld during the meeting in accordance with the Universal Bylaws in addition to:

- a. Speakers must identify themselves when they begin speaking.
- b. Votes must be taken by roll call and reflected in the meeting minutes.

## **ARTICLE III: ADOPTION OF EMERGENCY UNIVERSAL BYLAWS BY MNPTA**

Section 1: In accordance with the MNPTA State Bylaws, a special meeting of the executive board can be called for the purpose of emergency action in accordance with Article XI, Section 2 and Section 3.

Section 2. The MNPTA and the PTAs / PTSAs therein have the ability to adopt Emergency Universal PTA Bylaws in accordance with the following Minnesota State Statute:

## 2019 Minnesota Statute: 308B.241 BYLAWS.

### 1. Emergency bylaws.

(a) Unless otherwise provided in the articles or bylaws, the board may adopt bylaws to be effective only in an emergency as defined in paragraph (d). The emergency bylaws, which are subject to amendment or repeal by the members, may include all provisions necessary for managing the cooperative during the emergency, including:

- (1) procedures for calling a meeting of the board;
- (2) quorum requirements for the meeting; and
- (3) designation of additional or substitute directors.

(b) All provisions of the regular bylaws consistent with the emergency bylaws shall remain in effect during the emergency. The emergency bylaws shall not be effective after the emergency ends.

(c) Action taken in good faith in accordance with the emergency bylaws:

- (1) binds the cooperative; and
- (2) may not be the basis for imposition of liability on any director, officer, employee, or agent of the cooperative on the grounds that the action was not authorized cooperative action.

(d) An emergency exists for the purposes of this section, if a quorum of the directors cannot readily be obtained because of some catastrophic event.

(\*) In accordance with the Minnesota State Governor's Emergency Executive Order 20-01 (Declaring a Peacetime Emergency and Coordinating Minnesota's Strategy to Protect Minnesotans from COVID-19) and Emergency Executive Order 20-20 (Directing Minnesotans to Stay at Home), all in-person group meetings will cease until that time Emergency Executive Orders for COVID-19 have been lifted by the Governor.

Effective Date MNPTA Emergency Universal PTA Bylaws: April 02, 2020

The Minnesota Emergency Covid-19 Universal PTA Bylaws is an official and legal document of the MINNESOTA CONGRESS OF PARENTS AND TEACHERS (DBA MINNESOTA PTA). Alterations of this document by any persons other than the Minnesota PTA Board is strictly prohibited.