

## PRIOR LAKE/SAVAGE CHAPTER BYLAWS

Prior Lake/Savage Area Council for the Gifted and Talented  
A chapter of the Minnesota Council for the Gifted and Talented  
Chapter Bylaws

### 1. Name and Affiliation

- 1.1. The name of this nonprofit organization shall be Prior Lake/Savage Council for the Gifted and Talented," also known as SPAN (Synergy/SAGE Parent Action Network). It shall serve the geographic area primarily described as Prior Lake/Savage Area School District 719.
- 1.2. It shall be a duly recognized chapter of the Minnesota Council for the Gifted and Talented. As such, it is subject to MCGT's general supervision and control pursuant to Article VI, Section 4 of the MCGT bylaws.
- 1.3. In this document, the Prior Lake/Savage Council for the Gifted and Talented shall be referred to as SPAN or the Prior Lake/Savage Chapter.
- 1.4. Prior Lake/Savage Chapter's affiliation with MCGT provides it with group exemption status under the Internal Revenue Code pursuant to Section 501(c)(3).

### 2. Aims and Purposes

- 2.1. To provide and support programs that increase the quality of education for and parenting of gifted and talented children.
- 2.2. To increase public awareness of the need for educational opportunities for gifted and talented children.
- 2.3. To open and encourage communication regarding the needs of gifted and talented children.
- 2.4. To encourage and support special university, state, and local programs in the education of gifted and talented students.
- 2.5. To assist parents, teachers and other community members in the development and dissemination of materials for gifted and talented students.
- 2.6. To support and share information about research that will benefit gifted and talented children.
- 2.7. To support and assist the enactment and implementation of local and state legislative policies that improve the educational opportunities for gifted and talented children.
- 2.8. To connect with similar groups who share these aims and purposes.

### 3. Membership

- 3.1. Membership in this organization shall be open to all individuals who have paid the current year's fees to the Prior Lake/Savage Chapter and MCGT. These members will be considered to be in good standing and will be welcome to vote at all general membership meetings.
- 3.2. Honorary annual membership may be given and reviewed by the Executive Board to any person having contributed in an outstanding manner to projects of this organization or to the educational welfare of gifted and talented children.
- 3.3. Annual membership scholarships may be granted at the discretion of the Executive Board.
- 3.4. A "voting member" is any individual present at a meeting who is in good standing. Each current membership shall be entitled to one vote on each matter submitted to a vote of this Chapter.

### 4. Officers

- 4.1. The Officers of the Prior Lake/Savage Chapter, who shall make up the Executive Board, shall be: President or Co-Presidents, Vice President, Secretary, Treasurer, and the immediate Past President or Co-Presidents.
- 4.2. The term of each office shall be one year beginning June 1.

### 5. Duties of Officers

- 5.1. The President or Co-Presidents shall:
  - A. Preside over membership events, general membership meetings and Executive Board meetings.
  - B. Function as the chief executive and business representative of this Chapter.
  - C. Appoint all committees, unless otherwise requested by the membership.
  - D. Represent this Chapter in any activities related to the education or interests of gifted and talented children and delegate any general member to so represent this Chapter if the President, Co-Presidents, or the Vice President are unable to serve.
  - E. Serve as a member of the Executive Board.
- 5.2. The Vice President shall:
  - A. Act in the place and with the authority of the President or Co-Presidents in the event of the absence or inability of the aforementioned to function in any of his/her assigned duties.
  - B. Assist the President or Co-Presidents as needed.
  - C. Serve as a member of the Executive Board.

5.3. The Secretary shall:

- A. Keep accurate minutes of all membership and Executive Board meetings and provide copies via email to the Executive Board members, ~~at least, one week~~ prior to the meetings during the school year ~~via email~~.
- B. Have responsibility for necessary correspondence.
- C. Serve as a member of the Executive Board.
- D. Keep and maintain an attendance record at all meetings.

5.4. The Treasurer shall:

- A. Collect and forward as directed, the portion of membership dues designated for the MCGT.
- B. Keep a true and accurate account of all transactions of this Chapter.
- C. Present a financial report at each meeting.
- D. Maintain an accurate dues record for each member and notify members when it is time to renew their membership.
- E. Keep membership records up-to-date and maintain lists of all current and former members, including name, address, and telephone number.
- F. Serve as a member of the Executive Board.
- G. Report any donations received by this Chapter.
- H. Attend Executive Board meetings and provide the President or Co-Presidents with complete financial reports at their request.

6. Executive Board

- 6.1. The Executive Board is composed of the Chapter officers.
- 6.2. Meeting of the Executive Board shall be held regularly during the school year. The date of such meetings shall be set by the president or co-presidents. A quorum shall consist of a simple majority of the Board.
- 6.3. The Executive Board shall fill any vacancy in its membership from members of the Chapter in good standing.
- 6.4. Termination of Board membership due to conduct detrimental to the purpose, goals and/or philosophy of this Chapter requires a 2/3 majority vote of the Executive Board. Said membership in question shall be given no less than 10 days written notice of the termination vote and an opportunity to defend against any and all charges in writing.
- 6.5. The Executive Board shall have the authority to appoint additional members to the Board.

7. Election of Officers

- 7.1. Chapter officers shall be elected once yearly by simple majority at the spring meeting of the Prior Lake/Savage Chapter.
- 7.2. All Chapter members in good standing shall be eligible to vote for Chapter officers.

## 8. Dues and Income

- 8.1. All persons joining the Prior Lake/Savage Chapter of the Gifted and Talented must also join the Minnesota Council for the Gifted and Talented. Dues for both organizations must be paid at the same time.
- 8.2. Chapter dues will be set by the Board in accordance with MCGT guidelines and will be payable annually on the date the member joined MCGT.
- 8.3. Receipt of donations or grants will be reported by the treasurer to the Executive Board on a monthly basis.

## 9. SPAN meetings

- 9.1 All meetings and programs will be open to the public unless otherwise specified by the Executive Board.
- 9.2 All meetings shall be governed by *Robert's Rules of Order*.

## 10. Amendments

- 10.1 Changes to the bylaws may be proposed by the Executive Board or by a Chapter member as necessary to achieve this Chapter's purposes, goals and objectives.
- 10.2 Amendments shall be introduced at an Executive Board meeting. Changes to amendments shall be entertained and must be agreed to by the proposer.
- 10.3 A simple majority of the Board votes is required to pass the amendment.
- 10.4 Amendments shall take effect immediately upon their adoption.

## 11. Operating Policies

- 11.1 The Board is empowered to issue operating policies to provide members with the necessary procedures for day-to-day activities.

## 12. Dissolution

- 12.1 In the event that the Prior Lake/Savage Chapter of MCGT is dissolved, its Executive Board shall pay all outstanding debts and claims and shall distribute any remaining property of the Chapter to MCGT.

These bylaws shall be made available upon request to any Prior Lake/Savage Chapter member in good standing.

Adopted October 11, 2011