Grand Island Electronic Unit April 21, 2025 7:00 p.m. CT via Zoom

Title: Amending Those Bylaws

Presenter: Sandy Olson, PRP 308-380-6017 [olson.sandy@gmail.com](mailto:olson.sandy@gmail.com)

Abstract: Did you include all information in advance that will help members update an organization’s bylaws to meet its current and future needs? What elements are included in giving proper notice of the proposed changes to members? Are you able to explain the handling of the motion, *Amend Something Previously Adopted* and its voting process? Were all members provided with the new documentation and an explanation of changes? Share your expertise with others in this interactive workshop.

Body of Knowledge: Consultant, Domain 2, Write clear and logical governing documents. Write scripts for adopting, revising, and amending bylaws.

Performance Expectations: PRPCE 2.60 “Know and describe the procedure for giving notice at a meeting.”

RPCE 1.45 “Understand and describe the effect when previous notice has been given of a motion to rescind, amend something previously adopted, or an amendment is adopted which is beyond the scope of notice.”

RPCE 9.1 “Know and identify the default requirements to amend bylaws.”

RPCE 9.4 “Understand and explain how notice is given of bylaw amendments and the limitations on amendment of them imposed by the scope of notice.”

Biography: **Sandra K. Olson, PRP**

**Sandy Olson, PRP**, has been a member of the National Association of Parliamentarians for over thirty-five years. She has been a career business educator for the last forty plus years. Sandy is past president of the Nebraska State Association of Parliamentarians and past National Secretary of the National Association of Parliamentarians. She is currently the Vice- President of the NAP Educational Foundation and a Commissioner of Credentialing for the National Association of Parliamentarians. Sandy has served in numerous leadership roles in the area including the CASA board of directors, Business and Professional Women’s Club President, PEO, and is a life member of the Future Business Leaders of America (FBLA) and the National Education Association. She was the Walmart 2003 Teacher of the Year and is the recipient of the Nebraska 2001 Aksarben Ike Friedman Educational Leadership Award and a 2018 Distinguished Alumni at UNK.

Sandy enjoys presenting leadership and parliamentary workshops throughout the nation. Her parliamentary teams have placed in the top ten in the nation.

Resource: *Robert’s Rules of Order Newly Revised (12th ed.)*

1 hour presentation, medium level audience, 1 CEU

Outline:

Why use amend something previously adopted

Giving Previous Notice

Scope of Notice

Exceptions to Rules

Application/Time Limit

Revision

Cases