



Proposal # 5      Resolution/Amendment  
Standing Rules    Constitution    Bylaws  
Article III      Section 14

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**Current Wording:**

None

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**Proposed Resolution/Amendment:**

Insert - When calling a special executive meeting, the Department President will notify members of the date, time, agenda and how the meeting will be conducted. Notice should be given within 10 to 14 days. If there is an urgent matter needing to be addressed, then a 5 day meeting notice will be given. An urgent matter is one that needs immediate action to take care of department business.

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**Rational:**

There is currently nothing in our governing documents defining how special meetings will be handled.

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**If adopted, will read:**

When calling a special executive meeting, the Department President will notify members of the date, time, agenda and how the meeting will be conducted. Notice should be given within 10 to 14 days. If there is an urgent matter needing to be addressed, then a 5 day meeting notice will be given. An urgent matter is one that needs immediate action to take care of department business.

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Proposed by the South Dakota Constitution and Bylaws Committee