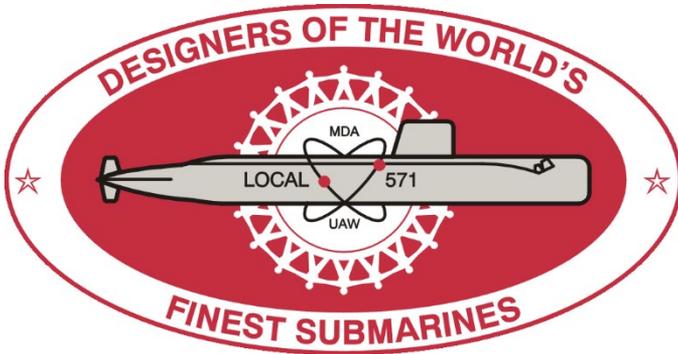


# BY-LAWS

**UNITED AUTO WORKERS  
MARINE DRAFTSMEN'S  
ASSOCIATION**

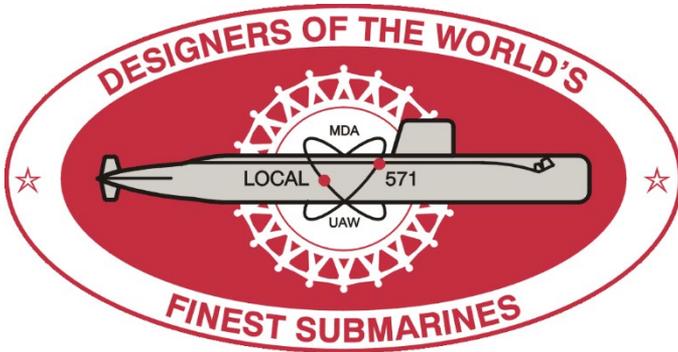


## UAW LOCAL 571

**AMALGAMATED**  
*DESIGNERS OF THE WORLDS*  
*FINEST SUBMARINES*

**UNITED AUTO WORKERS**

**MARINE DRAFTSMEN'S  
ASSOCIATION**



**UAW LOCAL 571**

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## **MDA-UAW AMALGAMATED LOCAL 571 BY-LAWS**

### **Article I - Name of Organization**

This organization shall be known as the Marine Draftsmen's Association, Amalgamated Local 571, International Union, United Automobile, Aerospace and Agricultural Implement Workers of America (UAW), here-in-after referred to as the "Local Union". The Constitution of this Local Union shall be the Constitution of the International Union, UAW and these By-Laws shall be in all respects subordinate to said Constitution and all applications and interpretations thereof.

### **Article II - Membership**

#### **Section 1 - Authorization**

- a. Every member by virtue of his/her membership in the Local Union designates and authorizes the Local Union to serve as his/her sole and exclusive bargaining agent for all purposes.
- b. Membership in the Local Union shall not vest any member thereof with the right, title or interest in or to the funds, property or other assets belonging to the Local Union now or hereafter.
- c. The Local Union shall be composed of workers eligible for membership in the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America (UAW), over whom the Local Union has jurisdiction.
- d. Each member in good standing of this Local Union has the right to nominate and vote, express opinions on all subjects before the Local Union, to attend all membership meetings and express views, arguments and opinions on all matters and business, including candidates for office, properly at the meeting; to meet and assemble freely with other members and generally, to participate in the activities of the Local Union in a responsible manner

consistent with good conscience in order to present and discuss factually and honestly the issues and personalities upon which the membership must base its decisions. These rights shall at all times be subject to the rules of procedure governing meetings and other uniform rules and regulations contained in the Constitution, By-laws and other official rules of the Local Union.

A member in exercising the foregoing rights and privileges shall not take any irresponsible action which would tend to jeopardize or destroy, or be detrimental to, either the Local or International Unions as organizations, or their free democratic heritage, or which would interfere with the performance by this Local Union or the International Union of its legal or contractual obligations as a collective bargaining agent, or interfere with the legal or contractual obligations of this Local Union as an affiliate of the International Union.

Violation or abuse of these rights and privileges of membership, or engaging in conduct prohibited by this section, shall be considered conduct unbecoming a union member. (This provision is necessary for the Local to fully protect itself under the law.)

- e. The membership shall strive to obtain the objectives set forth in the International Constitution and additional objectives as established as the policy of the International Union; to maintain free relations with other organizations; to do all in its power to strengthen and promote the labor movement; to cooperate with its Regional Director, International Representatives and help promote organizational activities.

## Section 2 - Eligibility

- a. All persons within the jurisdiction of this Local Union as set forth in Article 6 of the Constitution.

### Section 3 - Application

- a. Each person within jurisdiction of the Local Union shall complete an application for membership provided by the Financial Secretary of this Union; said application shall provide authorization for automatic deduction of Union dues and/or initiation fee.
- b. Each application for membership shall be acted upon by a majority vote of the Executive Council.
- c. If approved, said candidate shall be issued a membership card and shall be entitled to all rights and privileges pertaining to such status as long as he/she remains a member in good standing.

### Section 4 - Responsibilities of a Member

- a. Each member by virtue of his/her membership in the Union is bound by these By-laws and the Constitution of the Union. Each member shall faithfully carry out the duties and obligations imposed upon him/her by virtue of his/her Union membership and he/she shall not interfere with the rights and privileges of fellow members.
- b. No member shall interfere with the elected officers and representatives of the Union in the performance of their duties, and each member shall render assistance and support to them, provided that this does not interfere with the individual rights of members.
- c. No member shall work for an employer which is being struck by a duly authorized strike of this Union.
- d. No member shall refuse to pay to the Union any dues, initiation fee, assessment, fines or other valid financial obligation properly established or imposed by the Union.
- e. No member shall knowingly make false, defamatory statements about the Union, its members or its officers.

- f. No member shall knowingly violate the contractual or established standards as to wages, hours or working conditions nor shall any member willfully perform work outside of his functional category.
- g. No member shall misappropriate money or property of the Union.
- h. Every member shall follow the rules of order at all meetings of the Union.
- i. No member shall disobey or willfully fail to comply with a lawful decision or order of the Union.

#### Section 5 - Loss of Good Standing

- a. Violation of the foregoing responsibilities or any other provision of these By-laws or of the Union constitution by any member shall constitute grounds for loss of membership in good standing.
- b. Upon losing the status of a member in good standing, said person's membership card shall be revoked and not reinstated until all obligations to the Union have been fulfilled, nor shall said person be allowed to exercise their rights as outlined in Section 6 of this Article.

#### Section 6 - Rights of Members in Good Standing

No provision of these By-Laws, rule of parliamentary procedure or action by the Union or its officers shall be administered in such a way as to deprive individual members in good standing of the following rights:

- a. The right to run for any elected position of the Union after continuous good standing of at least one year.
- b. The right to information concerning the conduct of Union business.

- c. The right to attend membership meetings and to express any views and/or opinions in the deliberation of any business, subject to Section 4 of this Article.
- d. The right to vote on all business discussed at membership meetings.
- e. The right to vote at all elections of this Union.
- f. The right to take part in any social activities of the Union.
- g. The right to attend committee meetings only if they are a member of that committee or if they have been invited to attend by that committee.
- h. Withdrawal - (covered Constitution Article 17)
- i. Reinstatement - (covered Constitution Article 16, Sections 8 & 9)
- j. Retired Members - (covered Constitution Article 55)

### **Article III - Finances and Expenses**

#### **Section 1 – Expenses**

- a. Members of the Local Union engaged in performing services for the benefit of the Union at the Union's request or within the scope of his/her authority shall be reimbursed for expenses incurred upon submittal of an itemized voucher from the member or the supplier of such services; members' lost time is compensated for earnings lost to complete a forty (40) hour pay week; allowances shall not exceed those prevailing for Local's Union Officers per Article III, Section 1.b. and Section 1.e.
- b. Automobile allowance shall be paid to all representatives of the local union engaged in activities of the Union except in the case of General Membership or Executive Board meetings at a mileage distance rate of the most direct route from point of origin to point of destination as

determined by either Rand McNally Road Atlas or an approved computer source as determined by the Local Union Executive Board.

The Local Union approved mileage reimbursement rate will automatically track the (United States – Internal Revenue Service) IRS approved allowable mileage reimbursement rate.

- c. Any check which is written against Local 571 funds must be authorized by a duly executed voucher. The voucher form must be in triplicate (one copy each for the Union's file, the accountants' files and the recipient) and must be signed by the President and Treasurer, the Committee Chairman or other officers as appropriate and the recipient if an individual member.
- d. Recognizing that its officers must participate in cultural, civic, political, fraternal, and educational activities in addition to their specific duties as outlined in the Constitution and these By-laws, that such activities benefit this organization and its members, and that the amount of time spent in such activities is unpredictable and unascertainable, this Local will provide for such officers the monthly allowances set forth below (subject to such limitations as may hereinafter be imposed).

Office/Position

President	.37 per member per month
First Vice President	.22 per member per month
Second Vice President	.22 per member per month
Recording Secretary	.22 per member per month
Financial Secretary	.22 per member per month
Treasurer	.22 per member per month

1. Active membership roll will be used to adjust monthly allowances.
2. No officer shall receive in any month more than one of the allowances listed above. If he/she performs the duties of the President for 3 or more weeks per month he/she shall receive the higher of the applicable allowance.

3. These allowances will be suspended, if the total balance of the MDA-UAW local 571 Treasury is at or below \$500,000 (five hundred thousand dollars). Allowances will be reinstated once the treasury has reached \$600,000 (six hundred thousand dollars).
  4. If any officer is absent for an extended period of time, the President may appoint a member to perform the duties of that officer. If a member is appointed in the place of an absentee officer for 3 or more weeks per month, then that appointee shall receive that officer's allowance.
  5. In the event that an officer does not participate in the above-mentioned activities or willfully disregards directives from the President, the President shall take the issue with the executive officer to the Executive Board, which would rule on the issue after hearing both involved parties. The officer(s) whose monthly allowance is withheld can appeal directly to the Executive Council for arbitration of the Executive Board's decision, with the Executive Council decision being final.
- e. Payments for hotel/motel rooms must be supported by the original itemized hotel/motel receipt showing the daily cost of the room, daily charges to the room and the name of the member using the room.
- Hotel/motel occupancy rates, current maximum allowable per diem rates and air/rail fare expenses are as follows:

Hotel/motel single room occupancy rate or one-half (1/2) of a double room rate if room is shared by another member. An amount as allowed by the International UAW guidelines will be paid for meals when the member is required to and stays overnight and on the day of return as verified by the hotel/motel receipt.

If travel is less than one hundred (100) miles one-way, per diem cannot be paid if overnight stay is not required. Instead, actual incurred necessary expenses can be reimbursed with the presentation of receipts. If overnight stay is required, and travel is less than one hundred (100)

miles one-way, per diem is payable except on the day of return.

Travel costs (air, rail, or mileage) are governed by whichever means is more economical.

The actual passenger receipt copy of the air/rail line ticket must support payment for air/rail line tickets. This passenger receipt requirement is mandatory including tickets purchased by the local union through a travel agent. The purchase of an E-Ticket (electronic) requires the user to request a passenger receipt copy from the airline at time of check-in.

Expense for transportation is paid for the actual mode of transportation used. Mileage expense (in accordance with Article III, Section 1b) can only be paid to the driver of the automobile. Parking and toll charges incurred during travel to location and return travel which are incidental to the use of a personal automobile are reimbursable and must be itemized on expense voucher with receipts submitted.

- f. Members of the Local Union while engaged in or performing services for the benefit of the Union at the Union's request or within the scope of his/her authority are eligible for meals while attending General Membership, Executive Council and Officer's meetings when those meetings are held during normal meal time hours.
- g. Members of the Local Union while engaged in or performing services for the benefit of the Union at the Union's request or within the scope of his/her authority within normal working hours are eligible for reimbursement for meals with the presentation of a receipt.
- h. The Retired Members luncheon will be subsidized by the general fund at a rate of approximately 2/3rds of the meal cost. The current subsidy is for costs exceeding \$7.50 per meal for the retiree and guest. If meal costs rise, the cost to the retiree and guest may be adjusted to maintain the

approximate 2/3rds subsidy. This subsidy will cease when the general fund balance falls below \$1,000,000.

- i. Members performing Union Business at the union's request will be eligible to receive the Company 401K match they would receive had they been at work upon submittal of a lost time voucher and proof of their contribution rate from the most recent paycheck.
- j. Bereavement flower arrangements of an affordable size or monetary donations to a maximum value of \$50.00 to a charitable institution as listed in the deceased obituary or prescribed by the member, are authorized for deceased members or their spouse, parent, stepparent, legal guardian, child, stepchild, grandchild, grandparent, brother, sister, mother-in-law, father-in-law, sister-in-law, brother-in-law, or significant other.
- k. Bereavement flower arrangements of an affordable size or monetary donations to a maximum value of \$50.00 to a charitable institution listed in the retiree's deceased obituary or prescribed by the retiree member, are authorized for the deceased retiree members or their spouse or significant other.**
- l. Cell phones will be provided for the six principal officers to conduct Union business, with the monthly charge for phones and data plan not to exceed \$400 per month. Phones are property of, and will be returned to the Union upon an officer leaving office.
- m. For basic operating expenses (Utilities, Phones, Cell Phones, Internet, Taxes etc.), the check may be written in advance of the authorized voucher. This exception does not eliminate the necessity of preparing the voucher and having it signed after the check is printed.
- n. For Union event expenses approved at a General Membership Meeting, the check may be written in advance of the authorized voucher. This exception does not eliminate the necessity of

preparing the voucher and having it signed after the check is printed.

- o. For expenses approved per the By-Laws of this union, the check may be written in advance of the authorized voucher. This exception does not eliminate the necessity of preparing the voucher and having it signed after the check is printed.
- p. The fiscal year shall be from January 1 to December 31 of the same year.

## **Article IV - Local Union Officers**

### **Section I - Structure**

- a. The Local Union shall have the following Executive officers:
  - The President/Unit Chairperson
  - The First Vice President
  - The Second Vice President
  - The Recording Secretary
  - The Financial Secretary
  - The Treasurer
  - Three (3) Trustees
  - The Guide
  - The Sergeant-At-Arms
  - The Retired Workers' Chapter Representative
- b. The term of office of the Executive Officers of the Local Union shall be for three (3) years. (Constitution Article 38, Section 2)
- c. Incoming elected officers of the Local Union shall take office immediately and be installed at the next regularly scheduled Executive Council or General Membership Meeting, whichever occurs first.
- d. Financial Officers (including President) of the Local Union of this International Union shall be bonded by such methods and agencies and in such amounts as the International Executive Board may determine, but in no

case for less than the amount required by law. Effective date for bonding changes under these provisions shall be determined by the Board of Trustees. Trustees must examine bonding status no less than twice each year. (Article 12, Section 15)

- e. All vacancies in Local Union executive offices except the office of President shall be filled in accordance with Article XI, Section 5 and Article VI (b) by election. In case of a vacancy in the office of President, the 1st Vice-President shall fill the vacancy for the unexpired term. (Article 38, Section 14)

## **Article V - Duties of the Officers**

### **Section 1 - The Duties of the President shall be:**

- a. It shall be the duty of the President to preside at all meetings of the Union, sign all orders on the treasury authorized by the Union, countersign all checks issued by the Treasurer against accounts of the Union when ordered by the Union, enforce the provisions of the Constitution and appoint committees not otherwise provided for and to be a member ex-officio of all committees except the Election Committee.
- b. Unit chairperson of the Collective Bargaining Committee.

### **Section 2 - The Duties of the First Vice President shall be:**

- a. To assist the President in the discharge of his/her duties and preside in his/her absence and to become President in the event that a vacancy occurs in the office of President.
- b. Responsible for grievances in a specified area.

### **Section 3 - The Duties of the Second Vice President shall be:**

- a. Maintain an accurate list of the membership and their seniority status.

- b. He/she shall assist the International Union in seeing that all members receive all official publications regularly when eligible.
- c. The 2nd Vice-president shall notify the International Secretary-Treasurer of all members initiated, suspended, expelled or deceased, transfers in and out and reinstatements.
- d. Responsible for grievances in a specified area.

#### Section 4 - The Duties of the Recording Secretary shall be:

- a. It shall be the duty of the Recording Secretary to keep a correct record of the proceedings of the Union, sign all orders on the treasury authorized by the Union, read all documents and conduct the general correspondence received by the Union which does not pertain directly to the duties of the other officers of the Union and keep same on file for future reference. The Recording Secretary shall bring to the attention of the membership of the Union any correspondence upon which the membership must take action. The Recording Secretary shall comply with the provisions of Article 50, Section 2 of the Constitution. The Recording Secretary shall furnish to the Research Department of the UAW and to his Regional Director, every six (6) months (in January and July): (1) Three copies of the existing contract(s), (2) A complete revised list of all classifications and rates for the bargaining unit, (3) Any additional information gained through negotiations with the respective plant management that may be useful to other Local Unions in their collective bargaining.
- b. The Recording Secretary shall furnish the International Secretary-Treasurer with the names and addresses of all the officers of the Local Union.
- c. Responsible for grievances in a specified area.

Section 5 - The Duties of the Financial Secretary shall be:

- a. It shall be the duty of the Financial Secretary to receive all dues, initiation fees, readmission fees, fines and all other income of the Union for any fund from any source and to give official receipts for same, as provided in the Constitution. Financial Secretaries of Local Unions having a check-off arrangement shall issue one (1) receipt for the check received from the Company, and otherwise use the procedure outlined above for any other income. No receipt shall be issued to individual members unless the Company does not show on the check stub or pay envelope the amount of the deduction and the reason therefore.
- b. To maintain and present the names of all new applicants of the Union to the Executive Board for action.
- c. The Financial Secretary shall deposit all collections either with the Treasurer, taking a receipt therefore, or in such banks as Union Trustees may direct, with advice to the Treasurer as to the amount so deposited.
- d. He/she shall receive and process applications for membership and notify the candidates of their election or rejection and shall receive and process member terminations.
- e. The Financial Secretary shall keep a record of all members initiated, suspended, expelled or deceased, transfers in and out and reinstatements, during his/her term of office. There shall be maintained by the Financial Secretary a complete record of all active members of the Local Union. This record shall have the date of initiation, the date and cause of suspension or expulsion, the date of reinstatement, together with the date of death, home address and such other matters as may be deemed necessary to keep a record of the continuous membership of a member of the Union.

- f. The Financial Secretary shall not make said record of all active members (membership list) available to anyone except pursuant to the provisions of Article 37, Section 9 of this Constitution.
- g. He/she shall notify all members in arrears of the amount of their indebtedness.
- h. He/she shall receive and process all requests for honorary withdrawal and provide applicants with honorary withdrawal cards.
- i. He/she shall maintain records of V-Cap collections and provide the International Union with a magnetic tape of those collections.
- j. He/she shall input dues data presently supplied to the union by the Electric Boat Corporation on a magnetic tape to the union's membership computer on a biweekly basis and retain hard copies of dues/initiation records of both the Electric Boat Corporation and Computer Sciences Corporation.
- k. Responsible for grievances in a specified area.

#### Section 6 - The Duties of the Treasurer shall be:

- a. The Treasurer shall give a receipt for all monies received from the Financial Secretary. The monies received must be deposited in such bank as the Local Union Trustees may direct for the several funds provided for in the Constitution and such other funds as the Local Union may set up in the name and number of the Local Union. He/she shall sign all checks, which must be countersigned by the President. He/she shall report every month at a regular meeting of the Local Union the total receipts and total expenditures for the Union for the previous calendar month and the amount of money still on deposit. The Treasurer shall deliver to his/her successor all monies and other property of the Union. He/she shall, on demand of

the International Union or Trustees of the Local Union, produce his/her books for examination and audit.

- b. The Treasurer shall write all checks drawn on the Union funds and report in writing every month at a regular meeting of the Union giving the amount of monies received and paid out during the previous calendar month, divided as between the various income and expenditure classifications, and the remaining balances in the fund accounts of the Local Union.
- c. The Treasurer shall by the 20th of each month, send a report to the International Secretary-Treasurer on blanks furnished by the International Union, together with the correct amount of money due the International Union for the preceding month which begins on the first and ends with the last day of the month.
- d. The Treasurer shall keep an inventory of all records and property of the Local Union, the same to contain, when possible, date of purchase and amount paid for each article. He/she shall turn over these books to the Trustees for audit and approval when called to do so. He/she shall, in the demand of the International Secretary-Treasurer, produce his/her books for examination and audit and shall comply with the provisions of this Constitution.
- e. Should it be proven that any Local Union Treasurer has willfully and intentionally failed to report monthly the full membership of his/her Local Union to the International Secretary-Treasurer or should it be proven that any Local Union President, Treasurer and/or Financial Secretary willfully and intentionally refuses to sign a check to send in the full amount of per capita tax on the same number of members who have paid dues to the Local Union, the Local Union may be suspended from all privileges and benefits until the deficiency is made good and the officer or officers responsible for such failure shall not be allowed to again hold office in the organization for a period of three (3) years.

- f. Responsible for grievances in a specified area.

#### Section 7 - The Duties of the Trustees shall be:

- a. The Trustees shall have general supervision over all funds and property of the Union. They shall audit or cause to be audited by a Certified Public Accountant selected by the Local Union Executive Board, the records of the Financial Officers of the Union semi-annually as provided herein, using duplicate forms provided by the International Union, a copy of which shall be forwarded to the International Secretary-Treasurer immediately thereafter. It shall also be their duty to see that the Financial Officers of the Union are bonded in conformity with the laws of the International Union. The Trustees shall see that all funds shall be deposited in a bank subject to an order signed by the President and Treasurer and/or Financial Secretary. If a safety deposit box is used, the Trustees shall see that the signatures of the President, Treasurer and one (1) of the Trustees are required before admittance to the safety deposit box is permitted. In the event the books are not received for audit within fifteen (15) days after the end of each six-month period, the Chairperson of the Trustees shall make a report to the next meeting of the Local Union for action.

#### Section 8 - Duties of the Sergeant-At-Arms

- a. It shall be the duty of the Sergeant-At-Arms to introduce all new members and visitors and assist the President in preserving order when called upon to do so. He/she shall also take charge of all property of the Local Union not otherwise provided for and perform such other duties as may be assigned to him/her from time to time.

#### Section 9 - The Duties of the Guide shall be:

- a. It shall be the duty of the Guide to maintain order, inspect the membership receipts, satisfy himself/herself that all present are entitled to remain in the meeting of the Union and perform such other duties as are usual to the office.

## Section 10 - Retired Workers Chapter - Representative

- a. A retired worker will be elected to the Local Union Executive Board to represent the interests of the Local Union Retired Workers Chapter in accordance with Article 38, Section 5 and Article 55 of the Constitution of the International Union.

## **Article VI - Structure of the Local Union Executive Board**

- a. The Local Union Executive Board (President/Unit Chairperson, First Vice President, 2nd Vice President, Recording Secretary, Financial Secretary, Treasurer, Three (3) Trustees, Guide, Sergeant-At-Arms, Retired Workers' Chapter Representative and three (3) Membership Representatives-At-Large) shall consist of all the elected local union officers and unit Chairpersons with voice and vote.
- b. When a vacancy occurs in the office of an Executive Board member (except for the office of President which shall be filled by the First Vice-president for the balance of the unexpired term) the successor to the office of such Executive Board member shall be filled by election in accordance with Article XI, Section 5 (except that a vacancy of a unit Chairperson shall be filled by the unit Vice-chairperson for the expired term).

## **Article VII - Duties of the Local Union Executive Board**

### Section 1 - Authority

- a. The Executive Board shall be empowered to represent the Local Union when urgent business requires prompt and decisive action. In no case, however, shall the Executive Board transact any business that may affect the vital interests of the union until the approval of the membership is secured.
- b. Between meetings of the Executive Board the President shall exercise general administrative authority and shall

be empowered to act on behalf of, and take action permitted to, the Executive Board subject to subsequent approval of the Executive Board.

- c. Have the authority to carry on all normal functions of the Union, including the disbursement of normal operating funds.

## Section 2 - Meetings

- a. The Executive Board shall meet regularly each month or at the call of the President.
- b. The President shall preside over all Executive Board meetings. In his/her absence, the President designates the next highest ranking officer to preside over an Executive Board meeting.
- c. Executive Board members are required to attend all Executive Board, Executive Council and General Membership meetings.
- d. A roll call of Executive Board members will be taken at all Executive Board, Executive Council and General Membership meetings.
- e. A quorum required for the transaction of business at any Board meeting shall be a majority of the Board.

## Section 3 - Obligation of Office

- a. All members of the Executive Board must, as a condition of holding office, execute all necessary forms required by law to be filed with any federal or state agency either for or in behalf of the Union. Failure to do so shall be considered a violation of duties imposed by this section. All officers in the performance of their duties shall adhere to the terms of these By-Laws and the Constitution.
- b. The Executive Board and representatives of this union occupy positions of trust in relation to the members of the

union and as a group are, therefore, accountable to the membership with respect to the performance of their duties.

## **Article VIII - Executive Council**

### **Section 1 - Structure**

- a. The Executive Council of the Union shall be composed of the following:
  1. Members of the Executive Board
  2. Councillors and grievance representatives
  3. Three (3) membership representatives elected by the general membership
  4. Committee chairpersons

### **Section 2 - Meetings**

- a. The Executive Council shall meet monthly, or at the call of the President, or by petition of one-third of the Executive Council to the President.
- b. The President shall preside over all Executive Council meetings. In his/her absence the President designates the next highest-ranking officer to preside over an Executive Council meeting.
- c. Executive Council members are required to attend all Executive Council and General Membership meetings.
- d. A roll call of Executive Council members will be taken at all Executive Council and General Membership meetings.
- e. A quorum required for the transaction of business shall be a majority of the Executive Council, which includes a majority of the Executive Board.

### Section 3 – Authority

- a. Carry out the desires of the general membership.
- b. Not have the authority to bind the Union in any collective bargaining agreement without the consent of the general membership in the appropriate unit but shall review the proposed collective bargaining agreement with the negotiating committee and recommend to the membership acceptance or rejection of the proposed agreement. Have the authority to establish and dissolve special committees upon such terms or conditions consistent with best special interests of the Union.
- c. Approve or disapprove all presidential appointments by a majority vote of the Executive Council present and voting at an Executive Council meeting.

### Section 4 - General Duties of Executive Council Members shall be:

- a. In addition to the duties specifically enumerated in these By-Laws, the members of the Executive Council of the Union shall perform such other duties as may be assigned from time to time by the President, Executive Board, Executive Council or membership.
- b. At least one (1) of the six (6) principal officers shall serve as chairman or cochairman of the grievance committee.
- c. All union officers, committees, councillors and other members handling funds or other property of the Local Union shall, at the completion of their duties, turn over all papers, documents, funds, and/or other union property to the properly constituted local union officers.

## **Article IX - Committees**

### Section I - Standing and Special committees

- a. The Standing Committees shall be as follows:

Citizenship and Legislative Committee  
Community Services Committee  
Recreation Committee  
Constitution and By-Law Committee  
Education Committee  
Civil and Human Rights Committee  
Women's Committee  
Union Label Committee  
Veterans' Committee  
Consumer Affairs Committee  
Absentee Committee  
Property Committee  
Scholarship Committee

- b. Special committees may be established or dissolved by a majority vote of the Executive Board with the approval of the Executive Council to promote the welfare of the membership.

## Section 2 - Appointment of Committees

- a. The Chairman of each committee shall be appointed annually by the President and approved by a majority vote of the Executive Council. Vacancies shall be filled in a like manner.
- b. The President shall be ex-officio member of all committees, except the Election and Trial Committees.

## Section 3 - Removal from a Committee

- a. Any chairman of a committee may be removed by a majority vote of the Executive Board as approved by the Executive Council or by a majority vote of the membership.
- b. Appointed committee members may be removed by the President or the Chairperson.

#### Section 4 - Responsibilities of Committee Chairman

- a. Each Committee Chairman shall report or cause to have reported, any activity or inactivity regarding said committee at all meetings of the Executive Council and General Membership.
- b. During meetings of the Executive Council, committee chairmen or a representative there from, shall have voice and not vote concerning said committee unless said chairman or representative is a member of the Executive Council.
- c. Committee chairmen shall appoint or dismiss all members of their committees.

#### Section 5 - Duties of Committees

- a. These committees shall perform all duties assigned to them by the Constitution and By-Laws and such additional duties as they may be directed to perform from time to time by the President, Executive Board, Executive Council or the general membership.

##### 1. Citizenship and Legislative Committee

- a. The Citizenship and Legislative Committee shall be responsible for informing the membership of the legislative issues and the positions of candidates for State or Federal office. The committee is responsible for implementing the legislative program adopted by the constitutional convention and develops campaigns designed to encourage greater registration and voting in all elections.

##### 2. Community Services Committee

- a. The Community Services Committee shall be responsible for obtaining assistance for members and their families in time of need by working through public and private agencies to ensure that members in emergency situations

get the needed help. This committee shall have the responsibility of administering strike insurance benefits. In the event the Local Union establishes a Community Services Fund to aid members with undue hardship during a strike situation, the Community Services Committee will draw up guidelines on the selection process to be used for distribution of these funds to distressed members. These guidelines are subject to the approval of the general membership.

### 3. Recreation Committee

- a. The Recreation Committee is responsible for developing programs which are designed to build solidarity within the Union by getting members better acquainted with each other through social and recreational activities. The committee shall obtain approval from the Executive Council prior to planning such events and programs.

### 4. Constitution and By-Law Committee

- a. The Constitution and By-Law Committee shall become familiar with the Constitution and Local Union By-Laws and meet for the purpose of giving consideration to the form and substance of proposed By-Law changes submitted by members for action.

### 5. Education Committee

- a. The Education Committee is responsible for putting into operation the education mandate adopted by the UAW by informing the membership on issues, training new councillors and committee members, indoctrinating new members and developing greater solidarity in the Union through an informed membership. This committee is also responsible for keeping the membership informed of the importance of purchasing goods produced by union workers in union shops and matters of truth in lending, truth in packaging and truth in advertising.

## 6. Civil and Human Rights Committee

- a. The Civil and Human Rights Committee is responsible for ensuring that the full rights of all members of the Union are not infringed upon by reason of race, color, age, sex or creed.

## 7. Women's Committee

- a. The Women's Committee is responsible for developing programs which are of special interest to women in an effort to involve them in a more active participation in the Union.

## 8. Union Label Committee

- a. The Union Label Committee helps to emphasize the importance of supporting those goods produced in union shops, by union members. The committee also brings to the attention of our members those products produced by non-union companies and anti-labor manufacturers.

## 9. Veterans Committee

- a. The Veterans Committee shall provide needed information to veterans and their families. They should also monitor all legislation dealing with veterans.

## 10. Consumer Affairs Committee

- a. The consumer affairs committee shall strive to keep the membership informed on truth in lending, truth in packaging, truth in advertising, label on products, etc. so that each member can obtain maximum value for monies spent.

## 11. Absentee Committee

- a. The Absentee Committee shall review and report in writing every month at the regular meeting of the local union the absentee records of all members holding any

Local 571 elective position. They shall meet with any member elected or appointed to an elective position who has been absent from three (3) Executive Board, Executive Council and/or General Membership meetings within a continuous twelve-month period during his/her term. If the Absentee Committee finds mitigating circumstances for absenteeism of the member they shall submit their findings to the Executive Council for the Council's determination of the validity of the excuse(s).

- b. Any member holding a Local 571 elective position who has been absent from four (4) unexcused Executive Board, Executive Council and/or General Membership meetings within a continuous twelve-month period during his/her term, upon written recommendation of the Absentee Committee, shall forfeit his/her position and all rights and privileges. For members of the Executive Board, who are required to attend two meetings per month, the Executive Board meeting and the Executive Council/General Membership meeting shall constitute one monthly meeting. Absence from either the Executive Board meeting or the Executive Council/General Membership will constitute one (1) missed meeting. Members of the Executive Board and Executive Council shall be charged one absence after three times tardy attending an Executive Board, Executive Council and/or General Membership meeting. Definition of tardy is 15 minutes or more past the scheduled meeting start time.
- c. The chairman of the Absentee Committee shall notify the President of the member's forfeiture of position. The President shall cause the member to be notified of the Committee's findings. The position forfeited shall be filled by temporary appointment by the President until such time as the appeal process is complete.
- d. The councillor, grievance representative, elected official or officer who has forfeited his/her position by violating the above paragraph may appeal directly to the General Membership at the next General Membership meeting, with the General Membership decision being final. Any openings in the above stated positions shall be filled in

accordance with Local 571 by-laws following the appeal process.

- e. Elected officials removed from office for failure to comply with the above attendance rules shall be ineligible to run for any elective office for the balance of the term of office from which they were removed, except as a delegate to the UAW Constitutional Convention.

## 12. Property Committee

- a. The Property Committee is in charge of the care, **upkeep, maintenance and preventative and**—maintenance of Union property, buildings and improvements to said property of buildings. The committee shall know the condition and affect the repair **and/or replacement** of furniture and equipment owned or leased by the Union. The committee shall also project future needs and initiate purchase or lease of additional or replacement furniture or equipment. The committee will establish and enforce the rules for use of the property. The rules will be presented to the Executive Board and the Executive Council for approval. Proposed rules that are rejected by the Executive Board and/or Executive Council shall be returned to the committee with recommendations. A copy of all rules will be posted in the building **and/or on the MDA-UAW Local 571 Web site**. The committee is authorized to enter into agreements to repair, purchase or lease items provided the per-item cost does not exceed ~~\$500.00~~ **\$1,500.00**. Items which exceed ~~\$500.00~~ **\$1,500.00** shall be brought before the Executive Board and Council with recommendation for approval of the expenditure. All items exceeding ~~\$500.00~~ **\$1,500.00** shall be let out for competitive bids. The committee shall report monthly progress to the Executive Council. A list of all repairs, improvements, **and** acquisitions, **and disposals** of furniture and equipment shall be maintained. The committee shall obtain approval from the Executive Council for such events and programs in advancement of the solidarity of the Union.

### 13. Scholarship Committee

- a. The committee shall appoint, each year, a chairperson of the John F. Saffomilla & E. Roy Colville Scholarship. The scholarship is awarded to worthy children of members in good standing. The chairperson of the scholarship shall provide for application forms for candidates, rules and procedures to be followed, and selection of three area impartial scholars to serve as the scholarship selection committee. This selection committee shall select all winners and runner-ups. If either winner should be disqualified or forfeit the award, the first runner-up would be the recipient of that award.

## **Article X - Dues, Initiation Fees & Collection of Payments**

### Section I - Dues

- a. nion dues shall be as prescribed by Article 16, Section 2 of the Constitution.

### Section 2 - Initiation Fee

- a. The initiation fee for new hire members as of January 1, 2017 is fifty (50) dollars, payable upon acceptance into the Amalgamated Union at a rate of \$10.00 per month through payroll deductions. Members who are in the process of initiation and have paid in excess of that amount as of January 1, 2017 will cease to make additional payments. Members who have paid a higher fee for initiation are not eligible for reimbursement.

### Section 3 – Reinstatement Fee

- a. The reinstatement fee is three hundred (300) dollars

## Section 4 - Collection of Payments

- a. Any provision of these By-Laws relating to the payment or collection of dues, initiation fees, etc. shall not be construed as incorporating into the Union security contract those requirements for good standing membership which may be in violation of applicable law. However, all such financial obligations imposed by these By-Laws shall be legal obligations of the members upon whom imposed and enforceable in a court of law.

## **Article XI – General Election for Executive Office**

### Section 1 - Eligibility

- a. No member shall be eligible for election as an executive officer of the local Union until he or she has been a member in continuous good standings in the Local Union for one (1) year immediately prior to the nomination. Newly admitted units in this Local shall not apply time requirements under this section to offices which function within said units until first election after one (1) year of membership in the Local Union.

No member whose dues and/or initiation fees have been withheld by the Employer for payment to the Union shall be declared ineligible to be nominated for an office by reason of a delay or default in payment of dues and/or initiation fees by the Employer to the Union.

- b. A candidate may not run for more than one Executive Board office in an election.
- c. In the event of a special election to fill a vacancy, a member of the Executive Board must resign their position in order to run for another Executive Board office.

### Section 2 - Nominations

- a. Nominations for Executive Board office will be held at a specially scheduled membership meeting held the

first week in May in the year in which Executive Board offices expire.

- b. Candidates nominated for office shall not require a seconding nomination.
- c. Candidates must accept their nomination orally or in writing at the special nominating meeting.
- d. The Election Committee shall publish a list of the candidates for the election, the time and place of elections and the time and place of any possible run-off elections, at least fifteen (15) days in advance of the elections.
- e. Candidates may arrange for mail distribution of campaign literature by the Election Committee provided that such candidate pays the cost involved in advance. If it becomes necessary to consolidate mail distribution, the cost shall be assessed upon the candidates involved on a pro-rated basis.

### Section 3 - Election Procedure

- a. Executive Board members shall be elected by majority vote for a three (3) year term of office in the months of May and June.
- b. If no candidate for an office receives a majority of votes cast on the first ballot, the two candidates receiving the greatest number of votes shall participate in a runoff election.
- c. The Election Committee shall conduct the election by secret ballot in the vicinity of the work sites on a regularly scheduled workday. Election Day procedures shall be established by the Election Committee.
- d. Each candidate is entitled to have observers who must be allowed to witness all balloting processes. The Union shall not be responsible for any expenses incurred by the observers.

- e. Only Election Committee members (elected and appointed) shall handle the ballots and the election records, and always within view of the observers, if any.
- f. The Local Election Committee shall have complete charge of the Local and unit elections. The election procedures shall be established by the Election Committee and approved by the Executive Board.
- g. The Local Election Committee shall be responsible for providing a polling place or polling places for units. Unit elections may be held in locations convenient to the plant or plants involved.

#### Section 4 - Post Election Requirements

- a. Election results shall be promptly published by posting and use of standard Union distribution procedures by the Recording Secretary.
- b. All election records, including membership and eligibility lists, copies of nominations and election notices, voting instructions, marked, challenged, spoiled and unused ballots and tally sheets must be preserved for one (1) year by the Election Committee.
- c. The certification of the results of the election must be made in a report by the Election Committee and given by the committee to the next membership meeting.

#### Section 5 - Special Elections

- a. In the event a vacancy occurs in any Executive Board office, except President as provided for under Article VI, Section 2b, a special election shall be held to fill such office unless the vacancy occurs less than sixty (60) days prior to a regularly scheduled general election as provided for under this Article.

- b. The President of the Local Union shall appoint a member to fill any such vacancy until the special election is held. This appointment is subject to the approval of the Executive Council.
- c. Proper notice shall be given to all members in good standing at least seven (7) days in advance of the nominations to fill a vacancy in an executive office. Said notice shall state that nominations will take place at such meeting to fill the vacancy or vacancies in the local union office or offices, naming them. Only a fifteen (15) day posted notice is required between the time of nominations and the date of the election. The election shall be held by secret ballot. The Election Committee shall supervise the election, distribute the ballots, conduct the counting and tabulation of the same, apply and invoke the rules governing elections, preserve the ballots and certify the results of the election. This section shall be in accordance with these by-laws and the International Constitution.
- d. Nominations for the vacant office will be held at the next regularly scheduled membership meeting after the vacancy occurs.
- e. The Election Committee shall conduct such nominations and elections in accordance with the provisions of this Article for regular triennial elections except that any special election must be held within thirty (30) days of the membership meeting at which nominations for the vacancy were accepted.

## Section 6 - Protests and Appeals

- a. All protests of the election procedure and all appeals shall be handled in accordance with Article 38 of the Constitution.

## Section 7 - Installation

- a. Each elected officer will immediately take office and will be administered the Oath of Office, specified in Article 39

of the Constitution, at the membership meeting immediately following the election.

- b. Outgoing officers will vacate the office immediately or at the discretion of the President.

## **Article XII - Membership Representatives-At-Large**

### **Section 1 - Duties of the Membership Representative**

- a. There shall be three (3) Membership Representatives-At-Large elected to represent the membership of the Local Union between quarterly membership meetings as provided for in Article 37 of the Constitution.
- b. Membership Representatives are full members of the Executive Board with voice and vote.

### **Section 2 - Election of Membership Representatives**

- a. Membership Representatives shall be elected for three (3) year terms by secret ballot and by majority vote of the membership.
- b. Election shall take place at the regularly scheduled triennial elections for Executive Board officers.
- c. All of the requirements of Article XI shall apply to the nomination and election of Membership Representatives.

## **Article XIII - Councillors and Grievance Representatives**

### **Section 1 - Duties of Councillors and Grievance Representatives**

- a. To represent the members of his/her geographic area at all meetings of the Executive Council.
- b. To coordinate all Union matters within his/her geographic area.

- c. To pursue an inquiry of any practice or policy initiated or changed by management which may affect the welfare of the members or of the Union.

## Section 2 - Terms of Office and Elections - Councillors

- a. Each unit of the Local shall elect a sufficient number of Councillors to adequately service the membership of that unit. It shall be the duty of the unit chairperson or President to make every reasonable effort toward that end.
- b. Councillors shall be elected for three (3) year terms by plurality vote of members in a geographic area established by the Local Union Election Committee.
- c. The Election Committee shall establish the geographic areas for Councillors, hold nominations, and publish these to the membership in March of the year in which Councillor terms expire.
- d. All candidates for Councillor must work within the geographic area designated by the Election Committee, thus excluding members on loan. Apprentice members, due to program rotation schedule, are not eligible for the position of Councillor. Candidates for Councillor must be a member in good standing with the Union for a continuous period of one (1) year immediately prior to the nomination.
- e. The Election Committee shall conduct the election for Councillor positions during the month of April of the year in which the Councillor terms expire.
- f. Nominations will be opened for a period of seven (7) days during March, as designated by the Election Committee, with the approval of the membership. All nominations for Councillors shall be made in writing and delivered to the Election Committee prior to the close of nominations.

- g. Notice of the election in a geographic area, the candidates for the Councillor position in that area and the date, time and place of the election and any possible runoff election shall be circulated and posted fifteen (15) days prior to the election in each geographic area.
- h. Councillor elections shall be by secret ballot held during the regular lunch hour. The results of the various elections shall be recorded and published to the membership.
- i. In the event of a tie election for any Councillor position, a runoff election shall be conducted. The candidates who tied for a position on the first ballot shall be the candidates on the second ballot. Elections shall be conducted until the tie is broken.
- j. In the event there are no candidates for a Councillor position, the vacancy shall be filled by an appointment of a qualified member by the President, subject to the approval of the Executive Board and Executive Council.

### Section 3 - Special Elections - Councillors

- a. In the event a vacancy occurs in a Councillor position, the Election Committee shall conduct a special election to fill such vacancy, unless the vacancy occurs within sixty (60) days of the regularly scheduled triennial elections.
- b. The Election Committee shall open nominations for the vacancy within ten (10) days after the vacancy occurs.
- c. Section 2, Paragraphs f, g, h, i, and j of this Article shall apply to special elections.

### Section 4 - Terms of Office - Grievance Representatives

- a. The President shall appoint Grievance Representatives for each district annually, up to the contractual limit, and approved by a majority vote of the Executive Council. Vacancies shall be filled in a like manner.

- b. The Election Committee shall establish Grievance Representative districts at the time they establish Councillor geographic areas, and publish them in accordance with Section 2, Paragraph (c) of this Article.

#### Section 5 - Involuntary Relocation

- a. In the event a Councillor is involuntarily relocated and is ineligible to continue as a Councillor in accordance with Section 2, paragraph (d) of this Article, he/she shall retain his/her status as a member of the Executive Committee and an interim Councillor shall be elected, in accordance with Article VII, for the remainder of the term or until the original Councillor returns to the geographic area, whichever occurs first.

#### Section 6 - Increase in Membership within a Geographic Area

- a. In the event the membership of a geographic area increases, the Election Committee may determine new geographic areas and schedule an election in accordance with the procedure for special elections.
- b. Any new Councillor positions shall be filled in accordance with Article XIII.

#### Section 7 - Resignations

- a. All resignations from office shall be submitted verbally or in writing to a member of the Executive Board who will promptly notify the President, Recording Secretary, and Chairman of the Election Committee.

#### Section 8 - Recall From Office

- a. A Councillor may be recalled by the members he/she represents for failure to perform the duties of office as provided for in Article 45, Section 3 of the Constitution.
- b. A vote on the question of recalling a Councillor may be initiated by a petition setting forth the reasons why the

recall is sought and signed by at least 25% of the current members working under the jurisdiction of the Councillor.

- c. Such a petition must be filed with the Recording Secretary of the Local Union. The Councillor so complained of shall receive notification by the Recording Secretary of the specific complaints.
- d. Upon the filing of the petition with the Recording Secretary, the President of the Local Union shall call a special meeting within ten (10) days. Notification of the time, place and date of the meeting will be made to the membership at least five (5) days prior to the special meeting.
- e. Twenty-five percent of the current members working under the jurisdiction of the Councillor must be present at the recall meeting to establish a quorum.
- f. A two-thirds vote of those present and voting is necessary to recall.

## **Article XIV - Election Committee**

### **Section 1 - Electing the Election Committee**

- a. The Local Union Election Committee shall be nominated and elected at the regularly scheduled December membership meeting in the year prior to the year in which Executive Board terms expire.
- b. The Election Committee members shall serve for (3) year terms. The Election Committee shall consist of five (5) members.
- c. **In the event a vacancy occurs within the Election Committee, the Local Union Election Committee will hold nominations and elections at the next general membership meeting to fill the vacancy.**

The members of the Election Committee shall select their own chairman.

It shall be the responsibility of the Election Committee to conduct and supervise the nominations, election and appeals process of all local union elections.

The Election Committee will report to the membership on the arrangements for the conduct of the general election, such as date, time and place and any other matters specified in the latest UAW Publication of the Guide for UAW Local Union Election Committees. The Election Committee reports shall be subject to the approval by the membership.

## Section 2 - Responsibilities

- a. The Election Committee shall be responsible for establishing the geographic areas for councillor and grievance representative eligibility and shall supervise the conduct of elections to Union Office as provided herein.
- b. The Election Committee shall review the geographic areas on an annual basis during the month of March and make any changes necessary with the approval of the Executive Board.

## **Article XV - Delegates from the Local Union**

### Section 1 - Delegates to International Convention

- a. All delegates to International UAW Constitutional Conventions shall be chosen pursuant to Article 8 of the Constitution.

### Section 2 - Delegates to State CAP Councils and PAC Councils

- a. The top four (4) officers of the Local Union shall be automatic delegates to the Conventions of the Connecticut State UAW CAP Council and the Connecticut State UAW PAC Council. In case any of the top four officers is

unavailable to represent the Union at the Convention(s), the next highest ranking officer shall represent the Union in his/her place.

## **Article XVI - Negotiating**

### **Section 1 - Membership**

- a. The top six (6) officers of the Local Union shall constitute the Local Union Negotiating Committee.

### **Section 2 - Purpose and Authority**

- a. The Negotiating Committee is authorized to represent the Local Union, for purposes of collective bargaining, in all negotiations with the Employer.

## **Article XVII – Meetings**

### **Section 1 - General Membership Meetings**

- a. General Membership meetings shall be held quarterly during the months of March, June, September and December. Notice of General Membership meetings shall be posted on Union Bulletin Boards at least five (5) working days prior to such meeting.
- b. Members in attendance at Membership meetings shall have the right to express their views, arguments, or opinions upon any business properly before the meeting subject to these By-Laws and orderly procedures.
- c. Notification of monthly unit meetings shall be posted on plant bulletin boards wherever bulletin boards are provided at least three (3) days prior to such meetings.
- d. In the event of failure of a chairperson of a unit Committee to call a regular meeting for three (3) consecutive months, it shall then become the duty of the

Local President to call a unit committee meeting or unit membership meeting.

## Section 2 - Special Membership Meetings

- a. Special Membership meetings may be called at any time by the President, the Executive Board or the Executive Council or by written petition of not less than twenty (20) percent of the General Membership. Notice of Special Membership meetings shall be posted on union bulletin boards at least two (2) working days prior to such meeting. This notice may be suspended by decision of the Executive Board where required to meet an urgent situation in the event of a strike.
- b. Special Membership meetings called by petition shall be held not more than two (2) weeks after the petition has been received by the Recording Secretary.
- c. Business transacted at Special Membership meetings shall be limited to that included in the call of the meeting.

## Section 3 - Quorum

A quorum necessary to transact any business by the General Membership shall consist of ten (10) percent of the membership or twenty-five (25) members, exclusive of Union officers, whichever is less.

## Section 4 - Order of Business

- a.
  1. Opening
  2. Moment of Silence for Deceased Union Members
  3. Call of the Meeting
  4. Reading of Minutes of Previous Meeting
  5. Report of Financial Standing
  6. Correspondence
  7. Report of Committees
  8. Unfinished Business
  9. New Business
  10. Good and Welfare of the Union

11. Roll Call (Executive Board)

12. Adjournment

## Section 5 - Rules of Order

- a. The regular order of business may be suspended by a vote of the membership any time.
- b. The chairman of the meeting shall be authorized to enforce the foregoing and subsequent rules of decorum at a meeting by any means appropriate, including expulsion of a member from a meeting.
- c. Any conversation or activity which has the effect of disturbing a member while speaking or disturb the conduct of the meeting or hinder the transaction of business shall be deemed a violation of order subject to the provisions of Article XXXI of the Constitution.
- d. No drinking of alcoholic beverages shall be permitted during meetings. Any member who attends a meeting in an intoxicated condition and/or creates a disturbance or becomes unruly shall lose voice and his/her right to vote at said meeting. Where necessary to maintain order, the member may be evicted from the meeting by order of the Chairperson subject to the challenge of the membership. Flagrant or persistent violation of this section by any member shall be conduct unbecoming a union member.
- e. The membership may determine what portions of its meeting shall be withheld from publication.
- f. When a member wishes the floor, said member shall rise and respectfully address the Chair, and when recognized by the Chair shall state his or her name.
- g. If two or more members rise to speak, the Chair shall decide which is entitled to the floor.
- h. The same member shall not speak more than once on the same question until all members wishing to speak have

had the opportunity to do so, nor more than ten (10) minutes at one time.

- i. Every member, while speaking, shall adhere to the question under debate and avoid all invective and indecorous language, but all members shall have the right to express their views, arguments and opinions upon any business properly before the meetings.
- j. No member shall interrupt another member while speaking except for a point of order, in which case said member shall briefly state the point and the Chair shall decide the same without debate.
- k. Any member, while speaking, being called to order by another, at the request of the Chair, shall cease speaking and be seated until the question of order is determined.
- l. If any member feels aggrieved by a decision of the Chair, said member may appeal the decision of the Chair to the members of the meeting without debate.
- m. The following motions shall have precedence in the order listed below:
  1. To adjourn
  2. To close debate
  3. To take up the previous question
  4. To table
  5. To postpone indefinitely
  6. To postpone to a definite time
  7. To refer
  8. To amend
- n. If proper motion to amend has been made, the question on the amendment shall be put first; if more than one amendment has been offered, the question shall then be put as follows:
  1. Amendment to the amendment
  2. Amendment
  3. Original proposition

- o. A motion to adjourn shall always be in order except:
  - 1. When a member has the floor
  - 2. When members are voting
  - 3. When a motion is pending
- p. A motion to adjourn having been put and lost shall not be in order again provided there is further business before the Union, until fifteen (15) minutes have elapsed.
- q. The Chair shall state every question before the Union prior to permitting the opening of debate thereon. Should no member rise to speak on the question, or upon a majority vote to close discussion, the Chair shall put the question and no member shall be permitted to speak further upon it.
- r. When the Chairman has called for the vote to commence, no further debate or remarks shall be allowed, unless a mistake has been made, in which case the mistake shall be rectified and the Chairman shall call for the vote to recommence.
- s. Any question or procedure in debate, not provided for herein, shall be governed by the latest edition of Roberts' Rules of Order, Revised.

## **Article XVIII - Appeals Procedure**

### **Section 1 - What May Be Appealed**

- a. Any member of this Amalgamated Local Union may appeal any action or decision of the Local Union or its representatives as provided for in Article 33 of the Constitution.

### **Section 2 - Time Limit on Appeals**

- a. Any member of this Amalgamated Local Union choosing to appeal an action as provided for in Section 1 must present their appeal in writing to the Recording Secretary

no later than sixty (60) days from the time he/she was aware of the action or reasonably should have been aware.

### Section 3 - Appeals Procedure after Receiving Appeal

- a. The Executive Board shall refer any appeal to the Grievance Committee if it involves a matter of a grievance settlement or to the Negotiating Committee if it involves a matter of collective bargaining. Otherwise the Executive Board shall consider the matter itself.
- b. Whichever of these bodies the matter is referred to shall consult with the grievant, permit him/her a full opportunity to be heard on the matter and then shall reach a decision on the appeal. The decision shall be reported to the Recording Secretary who shall in turn notify the grievant.
- c. Within thirty (30) days of receiving a notice of such a decision, the grievant, if wishing to appeal further, shall submit his/her appeal to the Recording Secretary in writing for consideration by the earliest possible membership meeting.
- d. If an appeal is taken by the grievant, the body which considered the grievant's appeal under paragraph (a) above shall report its findings and decision at the next membership meeting.
- e. The decision of the membership shall be final provided, however, that the grievant may appeal further as outlined under Article 33 of the Constitution.

## Article XIX - Strikes and Strike Solidarity

### Section 1 - Strike Vote

- a. Strikes against the Employer can only be called by strike authorization and strike votes in accordance with Article 50 of the Constitution.

## Section 2 – Violations of Strike Solidarity

- a. Any member of the union who fails or refuses to honor the picket line or other Union concerted activity or who returns to work during a duly authorized strike or work stoppage shall be liable to disciplinary action by the union, including but not limited to expulsion or suspension from membership in the union.
- b. Any member of the union who shall induce in any manner any other member of the union, to engage in any action violative of paragraph (a) of this section shall be liable to suspension and/ or expulsion from the union.
- c. Withdrawal from membership for purposes of this article shall only be effective in accordance with the applicable provisions of the Constitution.
- d. Discipline for violations described in paragraph (a) and (b) of this section shall be imposed only after charges and trial in accordance with Article 31 of the Constitution.

## Article XX – Amendments to By-Laws

### Section 1 – Form

- a. Any addition or revision to the By-Laws must be presented in the following form:
  1. The Article
  2. The Section under the Article
  3. The Subsection under the Section

### Section 2 – Proposals

- a. Proposed amendments must be submitted in writing at the general Membership or Executive Board meeting, read aloud there and tabled for action at the next meeting of the general membership. A period of at least twenty-four

(24) hours must elapse between meetings for the purpose of amending the By-Laws.

### Section 3 – Notice

- a. The subject matter of such amendments must be advertised to the membership through bulletin boards or other medium prior to the meeting at which the vote thereon is to be taken.

### Section 4 - Approval

- a. Such amendments shall become effective only after approval by a majority vote of the members present and voting on such amendments.

### Section 5 - Invalid or Inoperative Provisions

- a. If any provision of these By-Laws shall be declared invalid or inoperative by a competent authority of the Executive, Judicial or Administrative branch of Federal or State government or the International Union, the Executive Board shall have the authority to suspend the operation of such provision during the period of its invalidity and shall substitute in its place a provision which will meet the objectives to its validity. If any section or subsection of these By-Laws should be held invalid by operation of law or by any tribunal or competent jurisdiction, the remainder of these By-laws or other than those which have been held invalid shall not be affected thereby.