

**CWA Local 6502 By-Laws
2000**

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**Article I
Name**

This Local shall be known as Local 6502. Communications Workers of America.

**Article II
Jurisdiction**

Jurisdiction of this Local shall be the jurisdiction assigned by the Union and appearing on the face of the Local charter.

Article III Objectives

The objectives of Local 6502 shall be to represent and serve the workers within its jurisdiction in accordance with the By-Laws and Rules of the Local and the Constitution and policies of the Union

Article IV Local Structure

The structure of the Local shall consist of the following:

- A. Membership
- B. Executive Board
- C. Officers
- D. Committees

Article V Membership

Section 1 - Eligibility

Any person eligible for membership in the Communications Workers of America as defined in Article V of its Constitution, shall be eligible for membership in this Local, if performing work within the Local's assigned jurisdiction, or if employed on a part-time or full - time basis by the Union.

Section 2 - Application

Membership in the Local shall be obtained after payment of the Local initiation fee of \$2.00 and upon the approval of any membership committee authorized to accept or reject membership in behalf of the Local, subject to the right of the Local to overrule the decision of a membership committee.

Section 3 - Transfers

The transfer of membership from this Local to the jurisdiction of another Local and from another Local to the jurisdiction of this Local shall be made in accordance with Article V of the Union Constitution.

Article VI

Local Dues And Assements

Section 1 - Local Dues

Each member of the Local shall pay minimum membership dues as required and in accordance with the CWA Constitution. Membership dues which exceed in amount the minimum dues may be authorized by the majority of those voting on the question. Membership dues exceeding the established minimum amount may be changed by the majority of the Local membership voting on the question by secret ballot referendum or by a secret ballot in a meeting where a quorum is present, if the question has been advertised on bulletin boards at least seven days in advance of the meeting, or by notice mailed postage prepaid to each member at least seven days in advance of the meeting.

Section 2 - Local Special Assemnets

The membership of this Local may levy a special assesment only in the same manner as provided for changing Local dues. However, any special assesments levied shall be in compliance with Article VI of the Union Constitution.

Article VII Governing Board

Section 1 - Membership

The affairs of this Local shall be governed by its membership in accordance with the Constitution and policies of the Union in the following manner:

- A. Through action taken in membership meetings or by referendum of the membership
- B. Through actions and decisions of the Executive Board between membership meetings.
- C. Through actions and decisions of Local officers between meetings of the Executive Board.
- D. The actions and decisions of the Executive Board and Officers of the Local may be overruled by the membership in a Local meeting or by referendum.

**Section 2 - Executive
(or other governing authority)**

The Local Executive Board shall consist of the following: the officers and three other members elected by secret ballot either at a membership meeting called for that purpose or by a referendum vote. The officers shall be President, Executive Vice President, Vice President and Secretary - Treasurer.

**Article VIII
Local Meetings**

Regular meetings of this Local shall be held monthly on a day determined by a majority vote of the membership. Special meetings may be called by a majority vote of the Local officers, or by a petition signed by 15 members. Upon receipt of a proper petition the Local officers shall call a special meeting within 20 days.

**Article IX
Local Delegates To International Convention**

A. A vote for President in the General Election shall constitute a vote for convention delegate and chair of the delegation. A vote for Executive Vice President shall constitute a vote for convention delegate.

The President, Executive Vice President, Vice President, Secretary - Treasurer shall each serve as alternate to the other

B. It shall be the duty of the Secretary of the Local to certify the Local Delegates to the Union Convention to the Secretary - Treasurer of the Union within the limits specified in Article VIII of the Union Constitution

C. In the event the Local elects more than one delegate to the Union Convention, the Local shall determine the Convention Vote assigned to each Delegate in accordance with Article VIII of the Union Constitution.

D. Additional alternates of the Union Convention shall be elected by secret ballot not more than 120 days nor less than 30 days in advance of the Union Convention, at a regular or special meeting.

Article X
Local Committees

A. The Local shall have the following committees:

1. Education Committee
2. Election Committee
3. Organizing Committee
4. Legislative Committee
5. Membership Committee or Committees
6. Community Service Committee
7. Other Committees

B. Members of all committees shall be appointed by a majority vote of the Local officers, subject to the right of the Local to overrule such appointments.

C. Vacancies on committees shall be filled in the same manner as the original appointments

D. A member of any Local committee may be removed by majority vote of the Local officers. A committee member may also be removed by action of the Local in a membership meeting.

E. Duties of committees:

1. Membership Committee - the Membership Committee or Committees shall accept or reject membership applications in accordance with the By-Laws and Rules of this Local and Article V of the CWA Constitution and policies of the Union.

2. Legislative Committee - The Legislative Committee shall assist in developing and pursuing the program of the Union and the Local in the Legislative field. It shall be responsible for the Local's program to register each qualified voter

3. Organizing Committee - The Organizing Committee shall assist the Local officers and members in organizing all non-union employees within the Local's jurisdiction.

4. Election Committee - The Election Committee shall conduct all nominations and elections and referenda of this Local.

5. Education Committee - The Education Committee shall assist in developing the Local's educational program and , with the Local officers, be responsible for effectuating the Union's and Local's educational programs.

6. Community Services - The Community Services Committee shall assist in developing all Community Service Programs.

Article XI Order Of Business

A. The order of business at local meetings shall be as follows:

1. Call to order
2. Reading and action on minutes of previous meeting
3. Report of officers
4. Report of Committees
5. Unfinished business
6. New business
7. Good and Welfare
8. Adjournment

B. The order of business may be suspended by a two-thirds (2/3) vote of the members present.

Article XII Local Officers, Stewards And Their Duties

Section 1 - Local Officers

A. The officers of the Local shall be:

1. The Local President
2. The Local Executive Vice President
3. The Local Vice President
4. The Local Secretary - Treasurer

B. The duties of Local officers shall be as follows:

1. The Local President shall:
 - (a) Be responsible for the conducting of all Local business. Local officers meetings and all special called meetings:
 - (b) Preside at Local Membership. Local Executive Board, and Local officers meetings and all special called meetings:
 - (c) Prosecute grievances and appeal them to higher levels of the Union when not satisfactorily settled:

(d) Supervise all Local Committees:
(e) Approve all bills to be paid, and countersign all checks drawn on the Local treasury:
(f) Perform whatever additional duties as may be assigned by the Local or required by the policies or Constitution of the Union: and
(g) Be a delegate to attend all conventions and caucuses held during the term of office for which he/she is elected.

2. The Local Executive Vice President shall:
(a) Work under the direction of the Local President:
(b) Perform whatever duties as may be assigned by the Local, the Local Executive Board, or the Local President: and
(c) Be a delegate to attend all conventions and caucuses held during the term of office for which he/she is elected.

3. The Local Vice President shall:
(a) Work under the direction of the Local President:
(b) Perform whatever duties as may be assigned by the Local, Local Executive Board, Local Executive Vice President, the Local President: and
(c) May be a delegate to attend all conventions and caucuses held during the term of office for which he/she is elected.

4. The Local Secretary-Treasurer shall:
(a) Maintain a record of the Local Membership and shall keep minutes of all Local meetings and meetings of the Local officers of governing authority:
(b) Furnish both the Vice President and the Secretary-Treasurer of the Union with two copies of any changes in the Local By-Laws within 10 days after such changes are made:
(c) Be responsible for furnishing the Secretary-Treasurer of the Union with all the proper forms signed by Local officers which are required by State and Federal laws immediately upon their execution:
(d) Perform such other duties and the Local or Local President may assign:
(e) The Local Secretary-Treasurer shall be bonded, as must any other person who handles Local Funds or other property, in accordance with the Union Constitution on any State or Federal law: shall be custodian of all assets of the Local and shall make a report to each membership meeting:
(f) He or she shall cause the payment of all bills approved by the Local President:
(g) May be a delegate to attend all conventions and caucuses held during the term of office for which he/she is elected.

Section 2 - Local Stewards

A. The Local shall have as many stewards as may be appointed by the Local President, subject to the right of the Local Membership to overrule such appointments.

B. the duties of Local Stewards shall be as follows:

1. Work under the direction of the Local President: and
2. Perform whatever duties as may be assigned by the Local, and the Executive Board, or the Local President:
3. Be required to attend all called steward meetings.

Article XIII Conduct Of Meetings, Other Local Business And Quorum

A. Membership meetings and any other business of this Local shall be conducted under these By-Laws and rules of the Local and in conformity with the Union Constitution. On questions where the Local By-Laws, the Local rules or the Union Constitution do not clearly apply, Robert's Rules of Order shall govern.

B. A quorum shall consist of members present.

C. A majority of the officers or a majority of the members of a committee shall constitute a quorum for those bodies.

Article XIV Nomination And Election Of Local Officers And Members Of Governing Board

Section 1 - Nominations

A. Nominations for officers of this Local shall be conducted at a combined meeting prior to October 15th of each election year.

B. Nominations shall be made from the floor at this membership meeting.

C. The nominees for each office shall be those members who receive one or more nominations for that office.

D. Only persons nominated will be on the ballot. Write-in candidates will not be permitted, nor space provided.

Section 2 - Elections

The election of officers shall be conducted by secret ballot by mail prior to December 15 of each election year.

A. The ballots are to be prepared and mailed postage prepaid to each member by the Election Committee to his last known address a minimum of fifteen (15) days prior to the election.

B. The nominee in any election receiving a majority of the votes cast shall be declared elected.

C. If on the first vote a candidate does not have a majority of the votes cast, a second vote shall be taken in the same manner as shown in Section 2, subsection A of this article. The second ballot shall show the two candidates having the greater number of votes cast in the first election.

Section 3 - Local Election Committee

A. The election of members for the Executive Board, and delegates to the CWA Convention shall be conducted under the supervision of the Election Committee who shall have the authority and responsibility to see that nominations and elections are conducted in accordance with the Union Constitution and these By-Laws, with reasonable opportunity for each member to nominate and vote for the nominee of their choice.

B. The Election Committee shall also conduct any referenda submitted to the membership.

C. A member shall not be permitted to serve on the Election Committee if he is a candidate for any office of the Local or delegate to CWA Convention.

D. All questions concerning the conduct and challenges of elections shall be determined by the Election Committee, subject to the CWA Constitution and Federal Laws.

Section 4 - General Provisions

A. The nominee in any election receiving the majority of the vote cast shall be declared elected. If no one nominee has a majority on the first ballot, the vote shall be taken again, and the two nominees having the greatest number of votes on the first ballot shall be nominees on the second ballot.

B. On any ballot where a nominee is unopposed, that person or persons will be elected to that position by acclamation from the members present at the nominations meeting.

C. Only members of the Local in good standing shall be eligible to vote or hold office.

D. The term of office shall be for 3 years.

E. The officers shall take office on January 1.

Section 5 - Vacancies

A vacancy in the office of Local President shall be filled by the Local Executive Vice President. Vacancies in other Local offices shall be filled either by appointment of the Executive Board of the Local, subject to approval of the appointment by the Local membership within sixty (60) days or by election in the same manner as that required for regular elections and within sixty (60) days.

Article XV Strikes

A. the calling, conduct and termination of strikes affecting this Local shall at all times be carried on in compliance with the rules prescribed by the Union and Article XVIII of its Constitution.

B. Strike duties are any duties assigned by the Local officers, Executive Board and/or the Strike Captain.

Article XVI Charges, Trials And Appeals

Section 1 - Charges

Members of this Local may be fined, suspended or expelled in the manner provided by these By-Laws for any of the acts enumerated in Article XIX of the Union Constitution.

Section 2 - Trials

Any accused member, including officers of this Local shall be tried under the provisions of Article XXI of the Union Constitution.

Section 3 - Appeals

A member or officer of this Local, upon being found guilty by a Local trial court may appeal as provided in Article XXI of the Union Constitution.

Section 4 - Local Trial Court

A trial court of this Local shall be composed of 3 persons who are members of this Local and not parties to the proceedings and who shall be selected by the governing body of the Local.

Article XVII Recall Of Local Officers

Any elected officer of this Local may be recalled in accordance with the provisions of Article XX and XXII of the Union Constitution.

Article XVIII Amendments To Local By-Laws

After adoption, these By-Laws may be amended by either of the following methods:

A. Majority vote of the members present in a Local meeting if the proposed amendment has been introduced at a previous membership meeting or had been advertised to the membership by use of bulletin boards or U.S. mail postage prepaid at least 7 days in advance of the meeting: or,

B. Referendum of the membership.

Article XIX Referendum Of The Local

A. Local Election Committee shall submit any question to a referendum of the membership when directed to do so by action of a regular or special membership meeting.

B. Questions submitted to referendum shall be determined by a majority vote of those voting on the question.

Article XX Fiscal Year Audit

A. The fiscal year of this Local shall be from October 1st of each year to and including September 30th of the succeeding year.

B. The financial records of this Local shall be audited by an outside accountant at the end of each fiscal year. The results of such audit shall be made available for the inspection of any member of the Local.

Article XXI

Oath Of Office

Each elected officer of the Local, after meeting all other qualifications shall be duly installed upon taking the following oath:

"I (give name) hereby accept the office of (name of office) of Local (give Local No.) Communications Workers of America, with full knowledge of the responsibilities and duties of such office.

I promise to faithfully discharge my duties according to the By-Laws and rules of the Local and the Constitution of the Union.

I further promise to give my successor in office all books and records in my possession. I shall at all times endeavor to serve my Local and the Union to the best of my ability, so help me God."

Article XXII Local Special Fund

This fund is provided for building and educational and other emergencies as determined by the Local Governing Board. The amount of fifty cents per member per month shall be deposited to this fund.

Article XXIII Federal and State Laws

Any article contained herein which is inconsistent with Federal or State Law shall be of not force or effect.

Article XXIV Adoption

These By-Laws shall be adopted upon the approval of a majority of the members voting upon their adoption in the membership meeting called for that purpose.