**Local No. 4400 C.W.A. By-Laws**

**ARTICLE I**

**NAME AND HEADQUARTERS**

A. This Local shall be known as Local No. 4400, Communications Workers of America.

B. This Local shall maintain a suitable office, which shall be known as the Local Headquarters Office. This office shall be the repository of the Local archives and all other records, papers and property necessary to the general conduct to the Local’s affairs.

**ARTICLE II**

**OBJECTS**

The objects of Local No. 4400 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 III**

**JURISDICTION**

Jurisdiction of the Local shall be the jurisdiction assigned by the Union, and appearing on the face of the Local Charter.

**ARTICLE IV**

**GOVERNING AUTHORITY**

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

A. Through action taken in Local membership meetings, and by referendum of the Local membership.

B. By action and decision of the Local Executive Board between Local Membership Meetings.

C. By action and decision of the Local President between Executive Board and membership meetings. Such action shall be in compliance with the Union Constitution and policies, these by-laws and rules and decisions of the Union, Local and/or its Executive Board.

**ARTICLE V**

**LOCAL DELEGATES AND ALTERNATES TO CONVENTIONS**

**SECTION I – GENERAL**

A. Delegates and Alternates to the Union Conventions shall be elected by secret ballot of the membership in accordance with Article VIII of the Union Constitution, and Section II of this Article.

B. The Local Executive Board shall determine the number of delegates and alternates to be sent to the Union Conventions with respect to Local finances.

C. The Local President shall be Chairman of the Local Delegation to the Union Conventions.

D. The voting strength of the Local to the Union Conventions shall be apportioned equally to each delegate. Any votes remaining after equal apportionment shall be assigned to the Chairman of the Local Delegation.

E. It shall be the duty of the Local Secretary-Treasurer to certify the Local delegates to the Union Conventions to the Secretary-Treasurer of the Union within the time limits specified in the Union Constitution.

F. The Local Executive Board shall select delegates to other conventions.

**SECTION II - ELECTION OF DELEGATES AND ALTERNATES**

A. Election of Local Officers shall also establish their election as delegates or alternates to the Union Conventions during their term of office in the following order:

1st-President

2nd- Executive Vice President

3rd-Secretary-Treasurer

4th-Up to three Area Vice Presidents/at large Board member

Additional delegates and/or alternates shall be elected by secret ballot of the membership, not less than thirty (30) days in advance of the Union Conventions.

B. If less than a full delegation is to be sent to the Union Conventions, the order, as outlined in this section, paragraph A, shall be followed.

**ARTICLE VI**

**LOCAL STRUCTURE**

The structure of the Local shall consist of the following:

1. Membership

2. Executive Board

3. Officers

4. Stewards

5. Committees

**ARTICLE VII**

**MEMBERSHIP**

**SECTION I - ELIGIBILITY**

Any person eligible to membership in the Communications Workers of America, as defined in Article V of the 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 II - APPLICATION**

Membership in this Local shall be obtained after payment of the Local initiation fee, and upon approval of any Membership Committee, authorized to accept, or reject membership in behalf of the Local, subject to the right of the Local Executive Board to overrule the decision of the Membership Committee.

**SECTION III - MEMBERSHIP MEETINGS**

A. General Membership meetings shall be held:

1. At the call of the Local President.

2. At the request of the Local Membership.

(a) This request shall be in the form of a petition signed by at least 10% of

the Local Membership in good standing and stating the purpose for

which the meeting is to be held. Upon receipt of a proper petition, the

President shall call a meeting within 15 days.

(b) Notice of membership meetings shall be published in advance of the

meetings. All motions entailing the expenditure of money shall be

submitted to a member of the Executive Board at least two weeks prior to

the meeting in which they will be proposed and notice of such motions

shall be included in the published notice of the Membership Meeting.

3. Regular membership meetings shall be held at least twice annually.

**SECTION IV**

A Special membership meeting shall consider only the specific items for which it was called.

**SECTION V - CONDUCT OF MEETING**

Membership meetings 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, Roberts Rules of Order shall govern.

**SECTION VI-ORDER OF BUSINESS**

A. The order of business at Local and Group meetings shall be as follows:

1. Call to order
2. Roll call (optional)
3. Reading and action on minutes of previous meeting
4. Report of other represented companies.
5. Report of Officers
6. Report of Committee
7. Unfinished business
8. New business
9. Adjournment

B. The order of business may be suspended by a two-thirds vote of the members present.

**ARTICLE VIII**

**QUORUM**

A. The members present for a Local Membership meeting shall constitute a Quorum providing 7 days notice has been given.

B. A majority of the Officers, Executive Board Members, or members of a Committee shall constitute a quorum for those bodies.

**ARTICLE IX**

**NOMINATIONS AND ELECTIONS**

**SECTION I – GENERAL PROVISIONS**

A. Local nominations and elections shall be conducted in accordance with Article XV of the Union Constitution, the Local By-Laws, the Local Rules, and any applicable Federal or State Laws.

B. Regular nominations and elections shall be conducted during the months September, October, November or December of each election year.

C. All voting shall be by secret ballot and shall be conducted by the Local Election Committee.

D. All election ballots shall be cast at established polling places or by First Class U.S. Mail as determined by the Local Executive Board.

E. In connection with nominations, Local Election-Committee shall give at least 25 days notice, by U.S. Mail to the membership, of the offices to be filled by the election and of the time, place and proper form of submitting nominations.

F. In connection with elections, the Local Election Committee shall give at least 25 days notice, by U.S. Mail, to the Membership regarding offices to be filled, names of each candidate, the method of voting, and the manner, time and place of casting ballots and date ballots are to be counted.

G. Only members in good standing shall be eligible to vote.

H. On the day that the ballots are counted, a representative of each candidate may be present.

I. Any and all election ballots and records shall be preserved by the Local Election Committee for at least one (1) year.

J. Candidates shall, to the extent feasible, be notified of the election results by the Election Committee before the results are made public.

**SECTION II – NOMINATIONS**

A. Nominees for Local offices shall be members in good standing of the Local.

B. Nominations for Local President, Executive Vice President, Local Secretary-Treasurer and three (3) up to three Area Vice Presidents and a possible at large board member shall be by written petition.

C. The nomination of a person for the office of President, Executive Vice President, Secretary-Treasurer, up to Three (3) Area Vice Presidents and a possible at large board member shall also constitute the nomination of the same person as a delegate or alternate to the C. W. A. Conventions held during the term of office for which the election is being conducted, in the order outlined in Article V, Section II of these By-Laws, in the event such candidate is elected.

D. Each nominating petition for a local officer or the Area Vice Presidents shall require a mail in petition to a specified location designated by the election committee.

E. A member may petition to be a candidate for only one office in any one election.

F. Nominating petitions shall be prepared and furnished by the Election Committee and shall indicate the office sought, the petitioner’s name, and shall bear the member’s signature indicating the willingness to serve if elected. A valid copy of the petitioning member’s union card must be included with their petition.

G. Nominating petitions shall be filed with the Local Election Committee by the dates specified.

**SECTION III-ELECTIONS**

A. The Election Committee shall examine the petitions and shall certify the eligible nominees.

B. Regular and Special elections shall be conducted under the rules provided within thirty (30) days after the date specified for the filing of nominating petitions. Only votes for eligible nominees will be counted.

C. A vote cast for the office of President, Executive Vice President, Secretary-Treasurer, and up to three (3) Area Vice Presidents and possible at large Board member shall also constitute a vote for such candidate to serve as a delegate or alternate to C.W.A. conventions held during the term of office for which the election is being conducted, in the order outlined in Article V, Section II of these By-Laws, in the event such candidate is elected.

D. All elections shall be determined by the majority’s vote of those voting for Local Officers, President, Executive Vice President and Secretary-Treasurer.

E. All elections for Area Vice Presidents and at large Board member will be by a plurality of those voting.

F. Campaign literature mail outs will be done Monday – Friday, 8 AM – 5 P.M.

G. Election committee members or office staff will be reimbursed for lost wages and mileage by the candidate at their current wage schedule.

H. Election committee members or office staff will perform all functions of the campaign literature mailing including a possible email directed from the local with a disclaimer.

**SECTION IV - QUALIFICATIONS OF ELECTED OFFICIALS**

A. A Local Officer or Area Vice President or at large Board member shall not be qualified to take office unless and until he has: (a) Executed all compliance forms necessary to permit the Union and the Local to exercise its full rights under Federal and State Laws; and (b) Takes the following oath: “I (give name) hereby accept the office of (name of office) of Local No. 4400, 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 and policies 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 abilities, so help me God.”

B. Elected officers and the up to three Area Vice Presidents shall assume office immediately upon fulfilling the requirement of paragraph A above.

**SECTION V – TERMS OF OFFICE**

The term of office for Local Officers and Area Vice Presidents and at large board member shall be for three (3) years or until their successors have been duly elected and qualified. (Unless in violation of C.W.A. Constitution.)

**SECTION VI – VACANCIES**

A. 1. In the case of vacancy in the office of President, the Executive Vice President shall succeed that office.

2. Vacancies in the Executive Vice President, Local Secretary- Treasurer, and Area Vice Presidents shall be filled:

(a) If half or more of the term of office remains when the vacancy occurs, by election in accordance with the terms of this article. The President may temporarily appoint a member who agrees not to run for the office, during such election process.

(b) If less than half of the term of office remains when vacancy occurred, by appointment by the President, subject to the approval of a majority of the Local Executive Board.

**Temporary Vacancies:**

(c) If the office of Executive Vice President, Secretary- Treasurer or Area Vice President is temporarily vacated due to physical inability of the officer or Executive Board member to perform his duties, the President may appoint a member in good standing to temporarily assume the duties of that office, subject to the approval of a majority of the Local Executive Board. Salary shall be shared equally by the appointee and the elected office holder.

**ARTICLE X**

**LOCAL EXECUTIVE BOARD AND THEIR DUTIES**

**SECTION I**

The Local Executive Board shall consist of:

A. Local President

B. Local Executive Vice President

C. Local Secretary-Treasurer

D. Up to three Three Area Vice Presidents and possible at large board member if necessary

**SECTION II – DUTIES**

A. The Local Executive Board shall be responsible for making decisions and taking action in behalf of the Local membership between Local membership meetings on all matters concerning the good and welfare of the members.

B. The Local Executive Board shall at all times follow the policies and programs of the Union and Local, and shall have authority to establish policies and programs between meetings of the Local membership on all matters of policy not otherwise defined by the Union or the Local.

C. The Local Executive Board shall meet (1) monthly, (2) on call of the Local President.

D. The Local Executive Board shall determine the salary or remuneration of any office of the Local, subject to the provisions of Article XVI of these By-Laws.

E. The Local Executive Board shall have the authority to enact “General Rules” as may be necessary to give effect to the provisions of the C.W.A. Constitution, Local By- laws, and any Federal or State Laws.

F. The Local Executive Board shall review the proposed annual operating budget prepared by the Secretary-Treasurer and shall submit the proposed budget, along with its recommendations to the governing authority of this Local, as described in Article IV, Paragraph A only, for approval not later than 30 days before the beginning of the fiscal year set forth in Article XVII herein.

**ARTICLE XI**

**LOCAL OFFICERS AND THEIR DUTIES**

**SECTION I - DUTIES OF THE LOCAL PRESIDENT**

A. The Local President shall preside at meetings of the Local Membership, meetings of the Local Executive Board, and shall be responsible for the conduct of the Local, including:

1. The prosecution of grievances and if not satisfactorily settled, appealing them to higher levels of the Union.

2. To appoint, with the approval of the Local Executive Board, and supervise all standing and special committees of the Local.

3. The approval of all proper bills to be paid by the Local Secretary-Treasurer and to countersign checks drawn on the Treasury of the Local.

4. To call regular and special meetings of the Local Executive Board, Local Membership and Stewards, as required herein.

5. The hiring and supervising of the necessary office personnel authorized by the Local Executive Board.

6. To see that regular monthly Stewards’ meetings and at least two (2) membership meetings a year are held.

B. The President shall have such additional duties as assigned by the Local, or required by the Constitution or policies of the Union.

**SECTION II – DUTIES OF THE LOCAL EXECUTIVE VICE PRESIDENT**

A. The Local Executive Vice President shall work under the direction of the Local President, and shall perform such other duties as assigned by the Local President, Executive Board, or the Local.

B. The Executive Vice President shall assume the duties of the President in the President’s absence.

**SECTION III – DUTIES OF THE LOCAL SECRETARY-TREASURER**

THE LOCAL SECRETARY-TREASURER SHALL:

A. Be custodian of all assets of the Local.

B. Cause to be deposited all monies in the bank or banks approved by the Executive Board.

C. Keep minutes of all Local meetings and Local Executive Board meetings. A copy of the minutes shall be forwarded to the President.

D. Preserve in good order and in his custody, all important documents, contracts, minutes of meetings, letters and all other records of the Local under such regulations and controls as the Local Executive Board may prescribe.

E. Maintain a current membership record, together with a roll of members suspended, expelled, transferred, and etc.

F. Cause the payment of all proper bills approved by the Local President.

G. Be responsible for furnishing the proper authorities of the Union with all proper forms signed by Local Officers which are required by State and Federal Laws promptly upon their execution.

H. Certify delegates to the Union Conventions as provided in Article V, Section I (E) of these By-Laws.

I. Furnish the proper authorities of the Union with copies of amendments to the Local By-Laws within ten (10) days.

J. Send proper notices to suspended and expelled members.

K. Perform such other duties as may be assigned by the Local President or Local Executive Board.

L. Prepare a proposed annual operating budget for Local 4400 for consideration by the Local Executive Board in accordance with Article X, Section II (F).

**SECTION IV**

All Local Officers and other persons having access and/or custody of Local Funds shall be bonded, the cost to be assumed by the Local.

**ARTICLE XII**

**DUTIES OF AREA VICE PRESIDENTS, CHIEF STEWARDS AND STEWARDS AND AT LARGE BOARD MEMBER**

**SECTION I – DUTIES OF AREA VICE PRESIDENTS**

A. The Area Vice Presidents shall function as staff in the prosecution of grievances.

B. The Area Vice Presidents shall perform any other duties assigned by: (1) The Membership (2) The Local President (3) the Local Executive Board.

C. The Area Vice Presidents shall determine in their area those chief stewards and stewards worthy of monthly salary and make a recommendation to the Executive Board.

**SECTION II – DUTIES OF CHIEF STEWARDS & STEWARDS**

A. The duties of the Local Stewards shall be as follows:

1. The Stewards shall:

a. Work under the direction of the Local President and

b. Perform whatever duties may be assigned by the membership, the Local

Executive Board and the Local President.

B. Stewards may be removed from office for non-performance of duties, inefficiency, actions unbecoming a Union representative, or for acts detrimental to the welfare of the Union, upon approval of the Executive Board.

C. The number of Stewards shall be that necessary for full coverage of locations and tours.

D. Attendance at a monthly meeting shall be a consideration to receive the monthly incentive salary of a Chief Steward and Steward.

E. Stewards shall process all grievances of members under their jurisdictions, and shall promptly refer any and all grievances to the Executive Board. Stewards shall also keep their members informed of all Union activities to the best of their ability.

**ARTICLE XIII**

**COMMITTEES**

**SECTION I**

The Local shall have the following regular Committees:

A. Membership Committee

B. Organizing/Mobilization Committee

C. Education Committee

D. Election Committee

E. Legislative Committee

F. Safety Committee

G. Community Service Committee

H. Grievance Committee

I. Trials & Appeals Committee

J. Strike Committee

K. Defense & Welfare Committee

L. Recreation Committee

M. Worker’s Compensation Committee

N Bargaining Committee

O. By-Law Committee

P. Sergeant at Arms Committee

Q. Equity Committee

R. Women’s Committee

**SECTION II**

Members of all Committees shall be appointed by the Local President subject to the approval of the Local Executive Board, except for the members of the Defense and Welfare Committee, who shall be approved by the members at a regular Membership Meeting by a show of hands.

**SECTION III**

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

**SECTION IV**

Members of any Local Committee may be removed by majority vote of the Local Executive Board.

**SECTION V – DUTIES OF COMMITTEES**

A. Membership Committee.

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

B. Organizing/Mobilization Committee.

The Organizing/Mobilization Committee shall assist the Local Officers and Stewards in organizing and mobilizing all eligible members within the Local’s jurisdiction.

C. Educational Committee.

The Education Committee shall assist in developing the Local’s Education Program, and with the Local Officers, be responsible for effectuating the Union’s and Local’s Education Programs.

D. Election Committee.

The Election Committee shall conduct all nominations and elections and referenda of this local. The Election Committee shall take such action as necessary to give effect to the provisions of Articles IX and XXII of these By-Laws. No member who is a candidate for a Local Office may serve on the Election Committee.

E. 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 in civil elections.

F. Safety Committee.

The Safety Committee shall assist in developing and pursuing the Local’s Safety Program and with the Local Officers, be responsible for effectuating the Local’s Safety Program.

G. Community Services Committee.

The Community Services Committee shall assist in developing and pursuing a Community Services Program and shall establish and maintain contact with the various national and local public and voluntary social, health and welfare agencies and with the Local Officers be responsible for effectuating the Union’s and Local’s Community Services Programs.

H. Grievance Committee shall review and correlate all grievances.

I. Trials and Appeals Committee shall perform such duties as described by the C. W. A. constitution.

J. Strike Committee shall maintain a workable and current strike plan.

K. The Defense and Welfare Plan to be developed by this committee shall include guidelines for all expenditures necessary for the conduct of any strike, for the preparation or mobilization of any strike, for the defense, protection and improvement of any collective bargaining agreement to which Local 4400 is a party, for organizing where a purpose of which is to protect and expand the market share in industries within the jurisdiction of Local 4400 and in which the members of Local 4400 are employed and for operating expenses where necessary. Any other purpose for which expenditures under this Plan are requested must be approved by the governing authority of this Local. These guidelines in their entirety are also subject to the approval of the governing authority of this Local.

L. The Recreation Committee shall develop, maintain and recommend to the Executive Board and membership all proposed sports and recreational activities of the Local.

M. The Worker’s Compensation Committee shall assist members who have Worker’s Compensation claims and report their activities to the Executive Board and the Membership.

N. Bargaining Committee: The Bargaining Committee shall be consulted in the negotiation of contract agreements entered into between the employer and the union that amends or augments the agreed upon contract.

O. The By-Law Committee reports to the Executive Board on activities and make recommendations

P. Sergeant at Arms Committee appointed to keep order within the organization.

Q. The Equity Committee reports to the Executive Board on activities and make recommendations.

R. Women’s Committee reports to the Executive Board on activities and makes recommendations.

**ARTICLE XIV**

**DUES, INITIATION FEE, AND ASSESSMENTS**

**SECTION I – DUES**

A. Dues shall be collected in the manner prescribed by the Local Executive Board.

B. Each member of the Local shall pay the minimum membership dues of two and one quarter hours pay per month in accordance with Convention action.

C. Dues may be changed only by a majority of those voting on the question by secret ballot referendum, or by a majority secret ballot vote in a membership meeting where a quorum is present, if the question has been advertised on bulletin boards at least 7 days in advance of the meeting, or by notice mailed to each member at least 7 days in advance of the meeting.

**SECTION II-INITIATION FEE**

A. Initiation fee shall be set by the Local Executive Board.

B. Initiation fee shall not exceed $25.00.

**SECTION III-ASSESSMENTS**

A. The membership of this Local may levy a special assessment only in the same manner as provided for changing Local dues, Article XIV, Section I, Par. C, of these By-Laws. However, any special assessment levied shall be in compliance with Article VI of the Union Constitution.

B. A special assessment may be levied by the Convention. A special assessment may be initiated by the Union Executive Board, and submitted to referendum in accordance with Article XXII of the Union Constitution.

**ARTICLE XV**

**EXPENDITURES**

**SECTION I**

The authorized expenditures of the Local shall be:

A. Reasonable meal, lodging, transportation and miscellaneous expenses of Officers and members when incurred in the performance of authorized Local duties.

B. Reimbursement of lost wages and other compensation incurred in the performance of authorized local duties exclusive of premium time.

C. Salaries of (1) Local Officers (2) Office personnel (3) Area Vice Presidents (4) Expert assistance authorized by the Executive Board and expenses normally necessary and incidental to the operation of the Local.

D. Defense and/or Welfare Program expenditures in accordance with the Defense and Welfare Committee recommendations pursuant to Paragraph K, Section V, Article XIII.

E. Retirement gifts to retiring members that have been members in good standing for five years at the time of their retirement. Such gifts shall be paid in the amount of $25.00 for each full year of membership in good standing and shall be only paid from current revenues and only if the local has sufficient revenues to cover them after meeting its financial obligations.

F. Provided however that the five year requirement set forth in the first sentence of this paragraph shall not apply to nor render ineligible for benefits under this provision, any member otherwise eligible for this benefit who involuntarily transferred out of the jurisdiction of CWA 4400 and who remains a member in good standing of the international union and its affiliated locals until the time of retirement. Nor shall this five year requirement be applied to bar any such member who subsequently is transferred or returns to the jurisdiction of Local 4400 and becomes and remains a member in good standing thereafter until retirement. Retirement is defined for the purpose of this provision as retirement from any employer whose employees or any part thereof are members of Local 4400. This payment from the retirement gift fund is a onetime payment per lifetime for those employees reengaged in employment that is represented by Local 4400.

G. It is the members’ responsibility to contact the union office no later than six (6) months after their retirement date to request their check.

**ARTICLE XVI**

**SALARIES AND REIMBURSEMENTS**

**SECTION I**

Salaries shall be as follows: (subject to the approval of the Executive Board)

A. President

1-12 months 25% of 011 Schedule

13-24 months 30% of 011 Schedule

25 months and over 35% of 011 Schedule

B. Executive Vice President

1-12 months 8% of 0111 Schedule

13-24 months 15% of 011 Schedule

25 months and over 20% of 011 Schedule

C. Secretary-Treasurer

1-12 months 8% of 011 Schedule

13-24 months 12% of 011 Schedule

25 months and over 15% of 011 Schedule

D. Area Vice Presidents

1-12 months 4% of 011 Schedule

13-24 months 7% of 011 Schedule

25 months and over 10% of 011 Schedule

E. Any Area Vice President elected to Executive Vice President or Secretary-Treasurer will go to next % increase in pay.

F. Chief Stewards and at large board member shall receive a monthly incentive salary equal to three (3) hours pay based on the 011 wage schedule, subject to provisions of Paragraph C, Article XII, Section I.

G. Stewards shall receive a monthly incentive salary equal to 1 ½ hours pay based on the 011 wage schedule subject to provisions of Paragraph C, Article XII, Section I.

H. Active Committee Chairpersons shall receive a monthly incentive salary equal to three (3) hours pay based on the 011 wage schedule.

**SECTION II**

No member shall receive remuneration for more than one office.

**ARTICLE XVII**

**FISCAL YEAR AND AUDIT**

**SECTION I**

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

following year.

**SECTION II**

The financial records of this Local shall be audited promptly by a Certified Public

Accountant at the close of each Fiscal Year. The results of such audit shall be available for

the inspection of any member of the Local.

**ARTICLE XVIII**

**COLLECTIVE BARGAINING**

Collective Bargaining for this Local shall be conducted in accordance with Article XVII of the

Union Constitution. Agreements shall require ratification at a membership meeting, or by

First class U.S. Mail, as determined by the Local Executive Board.

**ARTICLE XIX**

**STRIKES**

**SECTION I**

The calling, conduct and termination of strikes shall at all time be in compliance with the Rules prescribed by the Communications Workers of America, and Article XVIII of the Constitution.

However, a strike called by and affecting only this Local may be terminated upon:

A. Approval of Local Officers with authorization from the membership through majority vote of the members present.

B. By a majority vote of the members present in a membership meeting.

C. Upon direction of the Executive Board of the Union.

**ARTICLE XX**

**CHARGES, TRIALS AND APPEALS**

**SECTION I – CHARGES**

Officers and members of this Local may be fined, suspended or expelled for any of the acts enumerated in Article XIX of the Union Constitution.

**SECTION II-TRIALS**

Any accused person shall be tried under the provisions of Article XXI of the Union Constitution.

**SECTION III-APPEALS**

A member of this Local, upon being found guilty by a Local Trial Court, may appeal as provided in Article XXI, of the Union Constitution.

**SECTION IV - LOCAL TRIAL COURT**

A. A trial court of this Local shall be composed of three persons who are members of this Local and not parties to the proceedings.

B. Members of the Trial Court shall be selected by the Local Executive Board.

**ARTICLE XXI**

**RECALL OF OFFICERS**

**SECTION I**

A. A Local Officer may be recalled in conformity with the provisions of Article XX and Article XXII of the Union Constitution.

B. An Area Vice President may be recalled in conformance with provisions in Article XX and Article XXII of the Union Constitution by members of the Local.

**ARTICLE XXII**

**REFERENDUM OF THE LOCAL**

**SECTION I**

A. The Local Election Committee shall submit any subject or policy to a referendum vote of the Local Membership when directed to do so by:

1. The Local Executive Board.

2. The action of a Local Membership meeting.

3. A petition signed by at least 10% of the Local Membership.

B. A referendum petition shall state clearly the matter to be voted upon and shall be filed with the Local Secretary-Treasurer.

**SECTION II**

A. The Local Executive Board shall determine the validity of all referenda petitions.

B. The Local Executive Board members may express their views on all matters contained in all referenda petitions.

**SECTION III**

A. Referenda and mail ballots shall be conducted under the following rules.

1. Ballots shall be validated by the Local Election Committee and shall include the question to be voted upon.

2. Every reasonable effort shall be made to insure that each Local Member in good standing receives a ballot.

3. Referenda and mail ballots shall be by certified ballot.

4. The referendum shall be completed within sixty (60) days of the date the petition was filed with the Local Secretary-Treasurer.

**SECTION IV**

A. The Local Election Committee shall be the sole custodian of all referenda and mail ballots, shall establish their validity and shall protect fully the secrecy of each member’s vote.

B. A majority of the votes cast shall determine the referendum.

C. The Local Election Committee shall certify the results of all referenda to the Local Executive Board immediately.

D. Any and all referenda and mail ballots shall be preserved by the Local Election Committee for at least one (1) year.

**SECTION V**

A. If the petition is granted, the Local Executive Board shall take such action as may be necessary to fulfill the petition.

B. The results of all referenda and mail ballots shall be publicized to the Local Membership within a reasonable time.

**ARTICLE XXIII**

**AMENDMENTS TO LOCAL BY-LAWS**

**SECTION I**

A. The Local By-Laws may be amended by:

1. A majority vote of the members present at a Local Membership meeting provided that:

(a) Ten (10) days notice of such amendment has been given to the Local Membership, or

(b) The amendment had been proposed at the previous Local Membership Meeting.

2. A Referendum vote of the Local Membership.

B. Amendments to the Local By- Laws may be proposed by the Local Executive Board, by action of a Local Membership Meeting, or by petition signed by at least 10% of the Local Membership in good standing.

C. The proposed amendment, in writing, shall be submitted to the Local Executive Board which may edit the wording thereof, provided the intent and meaning of the proposed amendment is not altered.

D. Upon receipt of a valid proposed amendment, the Executive Board, within thirty (30) days shall advise the Local Membership of said Amendment, and as to whether the vote shall be taken at a Local Membership Meeting or by a referendum of the Local Membership. If the vote is to be taken at a Local Membership Meeting, said meeting shall be called within fifteen (15) days of the notification to the Local Membership. If the vote is to be taken by referendum, the Local Election Committee shall initiate said referendum within ten (10) days in accordance with Article XXII of these By- Laws.

E. If adopted, the amendment shall become effective immediately, or on the date specified in the amendment.

**ARTICLE XXIV**

**DEFINITIONS**

A. Words in these By-laws indicating the masculine gender shall be deemed also to refer to the feminine gender.

B. In these By-Laws Local means Local 4400. Union means C.W.A. National Union.

**ARTICLE XXV**

**EFFECTIVE DATE**

These amendments to the By-Laws shall become effective immediately upon their adoption.

Amended: 4-18-78

Amended: 3-1-83

Amended: 5-15-84

Amended: 02-18-1986

Amended: 04-19-1988

Amended: 11-14-2001

Amended: 04-18-2006

Amended: 12/15/2009

Amended: 09/20/2011

Amended: 12-15-2015

Amended:11/21/2017