

# BYLAWS OF PHOENIX SKY HARBOR LODGE NO. 2559

## PHOENIX, ARIZONA

### PREAMBLE

The most famous and lasting preamble to any act of laws we live by is quoted here for our constant guidance.

"We, the people of the United States, in order to form a more perfect Union, establish justice, insure domestic tranquility, provide for the common defense, promote the general welfare, and secure the blessings of liberty to ourselves and our posterity, do ordain and establish this Constitution for the United States of America."

We, the members of this Lodge, have joined together to form a local union affiliated with the respective District Lodges of our members, and the Grand Lodge to better our relationship with our employer, our community, our country, and with each other.

To achieve these aims, the cooperation of all members at all times is essential. Part time participation allows us to receive partial results. A good union member is one who devotes a part of his/her spare time to attend meetings and advance his/her ideas to the betterment of himself/herself, his/her fellow workers, the community, and his/her country.

To fulfill these aims in an intelligent way, we should all be familiar with these bylaws, our respective District bylaws, and IAM Constitution. In our relations with our employer we should all be familiar with the current working agreement.

### ARTICLE I

#### NAME AND PURPOSE

Section 1. This Lodge shall be known as Sky Harbor Lodge 2559, International Association of Machinists and Aerospace Workers, affiliated with the American Federation of Labor, Congress of Industrial Organizations, District Lodges 141 & 142, Alaska Airlines, Hawaiian Airlines, Southwest Airlines, United Airlines, and US Airways, and any other District Lodges/members so assigned.

Section 2. The object of this Lodge shall be to defend, protect, and advance the interests of the IAM to improve working conditions and standards affecting the membership; furthermore to consider problems of state, national, and international significance, insofar as they affect labor.

**Approved: 1-5-18**  
**Effective: 1-1-18**

## **ARTICLE II**

### **MEETINGS**

Section 1. The regular monthly meeting of this Lodge shall be held on the second Tuesday of each month, except when the meeting date falls on a generally recognized holiday, or national Election Day, in which event the meeting shall be the second Wednesday. Time and place shall be established by the Executive Board. Notice of all meetings, shall be posted at least ten (10) calendar days prior to the meeting by the Recording Secretary.

Section 2. Every regular meeting of this Lodge, special meetings, and all Executive Board meetings shall begin with the pledge of allegiance to the flag. The only exception to this rule shall be on rare occasions where a meeting is held and the flag is not immediately available.

Section 3. A quorum to transact business at any regular or special meeting shall be in accordance with the IAM Constitution.

Section 4. Special meetings shall be called by the President upon written request of an officer or representative of the Grand Lodge, respective District Lodges, a majority vote of the Executive Board, or 10% of the membership. No less than 30% of the members petitioning for a special called meeting must be present before the meeting can be called to order. The call for special meetings shall state the purpose of the meeting, and action at such special meetings shall be confined to the subject for which the meeting was called.

The President shall have the authority to call a meeting of the Executive Board when circumstances or conditions arise which need the attention and action of the Board.

### **ORDER OF BUSINESS**

All meetings will be conducted per the Grand Lodge's described Order of Business and follow Robert's Rules of Order.

Section 5. In the event an officer is unable to attend a meeting of this Lodge his/her office shall be temporarily filled by appointment of any member by choice of the presiding officer.

Section 6. In absence of the President, the Vice President, or Recording Secretary shall preside in that order.

Section 7. All business concerning the membership, including voting on any officer or any issue, shall be conducted at the Lodge meeting place.

## ARTICLE III

### MEMBERSHIP

Section 1. All persons in the classifications recognized in the Agreements between, Alaska Airlines, British Airways, Hawaiian Airlines, Southwest Airlines, United Air Lines, US Airways, and the International Association of Machinists and Aerospace Workers AFL-CIO, and any person engaged in any manner in maintenance, overhaul and servicing of aircraft and components with such other airlines and aircraft operators that may wish to affiliate with this Lodge may be admitted to membership after having paid the required fee and assuming the obligation of the IAMAW; and further that said applicant does not advocate dual unionism or support movements or organizations inimical to the interests of the IAMAW or its established laws and policies.

Section 2. Except as otherwise provided in Article I, Section 7 of the Constitution every application for membership shall be presented in writing by a member within the time limits set forth in the applicant's contract, and shall state the name, residence, date and place of birth, occupation and place of employment of the applicant. If a majority of those present consent, a vote upon an application for membership may be made at the same meeting at which the applicant is proposed; otherwise the application for membership shall be referred to the Investigation Committee, in accordance with the Grand Lodge Constitution.

Transfers to this Lodge will be accomplished in accordance with the Grand Lodge Constitution.

Section 3. The initiation fee of this Lodge shall be \$50.00 and reinstatement fee shall be an amount equal to one month dues. With approval of the members voting at a regular meeting, the initiation fee may be reduced or waived for any newly organized group applying for membership and upon approval of the International President.

Section 4. The monthly dues of this Lodge shall be a uniform amount equal to the sum total of the Grand Lodge per capita tax, plus the applicable District Lodge per capita tax, plus the per capita taxes of the required State Affiliates, plus an amount equal to fourteen per cent (14%) of the Grand Lodge per capita tax (to be retained by the Lodge), plus any assessments imposed by any of these bodies. The amount retained by the Local Lodge will increase to seventeen percent (17%) on January 1, 2019, twenty percent (20%) on January 1, 2020, twenty-three percent (23%) on January 1, 2021 and twenty-six percent (26%) of the Grand Lodge per capita tax on January 1, 2022.

Section 5. Any increase in the per capita tax by the Grand Lodge, District Lodges or State Affiliates shall automatically impose a parallel increase upon its membership of this Local Lodge at the same time and like amount.

Section 6. Any member entering the Local Lodge under the influence of liquor or who shall use indecent or profane language or who persistently disturbs the meetings and refuses to obey the orders of the presiding officer, shall be immediately ejected from the lodge room and shall be liable to a reprimand or fine in accordance with the I.A.M. Constitution.

## **ARTICLE IV**

### **LOCAL LODGE OFFICERS**

Section 1. Officers of this Lodge shall consist of a President, a Vice President, a Recording Secretary, a Secretary-Treasurer, a Conductor/Sentinel, and a board of Trustees consisting of three (3) members. These officers shall constitute the Executive Board.

Section 2. The term of office for all officers shall be for three (3) years. Installation of new Officers shall occur at the 1st regular meeting in January following their election.

Section 3. Any vacancy occurring in the office of President because of death, resignation, incapacity, or other cause, shall be filled for the unexpired term by the Vice President. All other vacancies shall be filled in such form or manner as is described below.

Section 4. In the event the office of the Secretary-Treasurer is vacated, for any reason, the Lodge Trustees shall take possession of all funds, records, property, correspondence, and all other Secretary-Treasurer items in his/her possession, receipting him/her accordingly. The vacancy will be appointed by the President with existing Executive Board's approval within five (5) business days of the vacancy. If more than the majority of the term is left vacated, the appointee will serve as Secretary-Treasurer until an election is held to fill the vacated office. Notification of nominations to fill the vacated office will be announced at the next regularly scheduled meeting.

Section 5. Any vacancy occurring on the Executive Board, except those outlined above, will be appointed by the President, with the existing Executive Board's approval within ten (10) days of the vacancy. Said appointment shall be for the balance of the term.

Section 6. The Local Lodge President shall appoint a Communicator who, in accordance with the official directives, policies, and programs of the Grand Lodge, will use the latest forms of information technology to communicate with the Local Lodge membership about their work and family lives.

Section 7. The Local Lodge President shall appoint an Educator to assist in carrying out the official directives, policies, and programs of the Grand Lodge, and any other education and training programs approved by the Grand Lodge and related to educating and training the Local Lodge membership on all issues affecting workers and their families.

## **ARTICLE V**

### **ELECTION OF OFFICERS AND DELEGATES**

Section 1. Nominations of officers shall be held at the regular meeting in November of election year, and the election of officers shall be held at the regular meeting in December following nomination. The installation of officers shall be held at the regular meeting in January following election. The ceremony of installation shall be conducted by an officer or representative of the International Association of Machinists.

Section 2. Any member nominated for office must be qualified in accordance with Article B, Section 3, of the IAM Constitution, and have been a member of this Lodge for one (1) year, free from delinquency of any nature to a Local Lodge, District Lodge, or the Grand Lodge. No member shall be eligible for nomination for Lodge officer or delegate unless he/she has attended at least fifty percent (50%) of the regular Lodge meetings available to the member during the twelve (12) month period ending the date of close of nominations. Members must sign the meeting book prior to close of meeting as the only verifiable record of meeting attendance.

No member shall be nominated to any office unless he or she is present or has given their consent and acceptance of nomination in writing to the Recording Secretary prior to the close of nominations. This requirement shall be posted on the meeting notice so the membership is aware. No member shall accept nomination to more than one (1) office in an election in this Lodge; however, members seeking nomination to an office of this Lodge may also seek nomination for a Shop Committee or Steward position.

Section 3. All elections of Local Lodge officers, District Lodge officers, and delegates, shall be conducted in accordance with the Grand Lodge Constitution and respective District Lodge bylaws.

Election of Grand Lodge officers and Delegates to Grand Lodge Conventions shall be conducted in accordance with the Grand Lodge Constitution.

All delegates to other affiliated bodies shall be elected in accordance with the bylaws of the affiliated body.

Not less than sixty days prior to the time when elections specified in this Section are to be held, notice of the date, time and place, by letter or by other dependable regularly used means of communication shall be provided to each member qualified to vote at his/her last known address. To qualify each member desiring to vote must be in good standing.

Members who qualify for any of the following reasons, shall be furnished an absentee ballot, provided such member makes a written request to the Recording Secretary, delivering in person or mailing such request not later than thirty (30) days before the election, and provided the records of the Local Lodge indicate that the applicant is eligible to vote in the election. Members requesting absentee ballots must declare one of the reasons listed below to qualify.

1. Members residing in outlying Districts more than twenty-five (25) miles from the Lodge.
2. Members who are confined because of verified illness.
3. Members who are on vacation.
4. Members who are on official IAM business approved by the Local Lodge, District Lodge, or Grand Lodge.
5. Members on employer-travel assignment.
6. Reserve military leave.

Section 4. In the conduct of all elections the President shall, at the nominating meeting, appoint at least three Tellers to assist in conducting the election in a fair and impartial manner. Every effort will be made to ensure a secret ballot, and each candidate for office shall be entitled upon written request to appoint one observer who shall be permitted to be present at the polls and at the counting of the ballots. Ballots shall be perforated so that the name, address, Lodge and card number of each member voting may be detached and retained by the Local Lodge. Prior to each election, the tellers will meet with the Local Lodge President and Recording Secretary to review the rules and requirements for conducting such election in accordance with Local Lodge Bylaws, respective District Lodge Bylaws, and the IAM Constitution. No member who is a candidate for any office, or elected committee, may act as teller.

Section 5. Candidates who receive the highest vote for their respective offices or delegations shall be declared elected.

Section 6. All elections shall be held at the location of regularly scheduled Union meetings, however, Shop Stewards and Committee elections may be held at the work location. In the event this location is not available for whatever reason, the Executive Board shall determine an alternate place and provide notice as soon as possible. The polls will be open to cover all shifts as determined by the President and Recording Secretary.

(a) The Recording Secretary shall send the results of any election for posting on all IAM bulletin boards. The Local Lodge web site, [www.iamll2559.org](http://www.iamll2559.org), will also be used to show election results. The tabulated results will be posted at the Local Lodge office through the close of the next Local Lodge business meeting.

Section 7. To comply with the Labor-Management Reporting and Disclosures Act of 1959, Section 401C, the list of members of the bargaining unit will be available for the inspection of any candidate during the regular meeting of the Lodge. The Lodge will distribute by mail or otherwise, at the candidate's expense, campaign literature in the aid of such candidacy to all members in good standing of the organization.

Section 8. Each candidate for office shall be entitled, upon written request to the Recording Secretary, to appoint one observer who shall be permitted to be present at the polls and at the counting of the ballots.

## **ARTICLE VI**

### **DUTIES OF OFFICERS**

Section 1. The President shall preside at all meetings of this Lodge; decide all questions or disputes not controlled by laws of the IAM; countersign orders and checks properly drawn on or by the Secretary-Treasurer; appoint committees not otherwise provided for; administer the obligation to new members; enforce the laws of the IAM applicable to Local Lodges, and members; and perform such other duties as may be required by the Grand Lodge Constitution and in case of a tie, shall cast the deciding vote. The President representing this Lodge shall be spokesperson for its members in all local issues, and in all matters relating to the affiliated District Lodges and Grand Lodge. The President will be an ex officio member of all committees of this Lodge, except on committees where all officers are excluded.

Section 2. The Vice President shall see that all persons entering the Local Lodge room are members and ascertain whether any are in attendance who are not entitled to remain; see that all property of the Local Lodge has proper care and assist the Conductor/Sentinel and President in maintaining order; preside at all meetings in the absence of the President; Vice President will be an ex officio member of all committees of this Lodge, except on committees where all officers are excluded and assist President in any and all capacities, shall, in the absence of the President be authorized to sign vouchers, checks, and other documents in his/her place and stead, subject to approval of the Local Lodge; and in case of death, removal, or resignation of the President, shall

become president and serve as such until after the next regular election and installation of the successor in office.

Section 3. The Recording Secretary shall conduct correspondence for and in the name of the Local Lodge; present all communications and bills to the Local Lodge and deliver such bills to and for the files of the Secretary-Treasurer; draw all orders on the Secretary-Treasurer when passed by the Local Lodge and attest the same by properly signing and attaching the seal of the Local Lodge thereto; prepare and sign all credentials of delegates and alternate delegates to conventions of the District and Grand Lodge and forward duplicates thereof to the respective Secretary-Treasurer; keep minutes of the Local Lodge meetings; and will perform such other duties as are required by the Grand Lodge Constitution.

Section 4. The Secretary-Treasurer shall collect all dues, fines, assessments and all monies from any source for the benefit of the Local Lodge; keep a systematic account of all disbursements in such a way as to show the balance of cash on hand at the close of each meeting of the Lodge; file all receipted bills; keep a correct account between the Lodge and its members, and submit the books to the auditing committee at the end of January and July; shall receive and deposit all funds of the Lodge in a bank of sound financial standing in the name of this Lodge; shall pay all properly drawn orders by check, which checks shall be countersigned by the president of this Lodge, but shall not draw any checks whatever in violation of Section 3 of this Article, and will perform such other duties as are required by the Grand Lodge Constitution.

Section 5. The Conductor/Sentinel shall examine all persons present prior to the opening of all meetings of the Lodge for the purpose of ascertaining whether any are in attendance who are not entitled to remain, sign in all in attendance including visitors, and shall report to the Vice President all those present who are in arrears for dues; shall answer all alarms at the door, report the same, and admit only those who are entitled to admission. At the close of the business re-enter all visitors for the remainder of the meeting.

Section 6. The board of Trustees shall have charge of all property belonging to the Local Lodge; shall see that all of the books are properly kept, and at the time of the semi-annual audit shall assist the auditing committee in the examination of all books and accounts and verify the report of the auditing committee by attaching their signatures thereto. Should the work of auditing the books of the Local Lodge be delayed on account of the failure of one or more of the Trustees to be in attendance, the Auditors shall proceed to carry on the work in the same manner as though all of the Trustees were present. The Trustees shall be liable to the Grand Lodge for all funds and other property of the Local Lodge under their control. The Trustees shall do all of the major purchasing and will keep an accurate account of the location of this Lodge's property.

Section 7. The Executive Board shall meet prior to the regular meeting, on a day and time designated by the President, to review the correspondence; review Lodge finances; plan the agenda; and reach agreement on recommendations to the membership on matters of interest and concern to our members which will carry out the responsibilities and programs of this Lodge. Each board member will have an equal vote in all such matters, and the President as Chairperson shall cast the deciding vote in case of a tie. A majority of the Executive Board shall constitute a quorum

## **ARTICLE VII**

### **COMMITTEES**

Section 1. A Shop Committee, Chief Shop Steward, and/or Shop Stewards shall be elected by each group, as required by the respective District Lodge Bylaws, and in accordance with the applicable Collective Bargaining Agreement, and Representatives shall be notified at the regular meeting in April and nominated at the regular meeting in May and elected at the regular meeting in June. Any newly elected representative shall serve an initial term of twelve (12) months. Any reelected representative shall serve a term of twenty-four (24) months. All terms of office with respect to this section will commence on the first day of July following the election, and will run through June 30<sup>th</sup> of the respective term.

In order to be eligible for nomination for Shop Committee, Chief Shop Steward, and/or Shop Steward, a member must be in good standing and have attended at least fifty percent (50%) of the regular Lodge meetings available to the member during the twelve month period ending the date of close of nominations in accordance with Article B, Section 3, of the IAM Constitution. No member shall be nominated unless present at the nominating meeting or given acceptance to nomination in writing. Members who are unable to attend the nomination meeting may submit acceptance in writing to the Recording Secretary and must be received before close of nominating meeting.

The Chairperson of the Shop Committee will be selected by a majority vote of the committee, except as noted below. In the event the Shop Committee Chairperson is absent from the committee for any reason, the senior member on duty shall assume the duties of Chairperson.

The Shop Committee Chairperson or Chief Shop Steward shall be responsible for representing their members in second step of the grievance procedure of the collective bargaining agreements, giving a report of all current Local grievances as to their progress or settlement at regular Lodge meetings, counseling the shop stewards, making available to them all information on grievance matters, and for conducting regular monthly steward meetings.

In the extended absence of any committeeperson or shop Steward, or in the event of a vacancy in same, an alternate committeeperson or Shop Steward will be appointed by the President. In the absence of the President, the Vice President will appoint as necessary to serve an immediate need.

US Airways Mechanic and Related will elect two (2) full-time Committeepersons and two (2) part-time Committeepersons. The full-time Committeeperson with the longest current continuous tenure on the Committee shall be considered the Chairperson, however, in the event of identical tenure, the person receiving the highest number of votes for the Committee shall be considered the Chairperson.

Alaska Airlines will elect the number of Shop Steward(s) and Chief Shop Steward(s) allowed by their Collective Bargaining Agreement in accordance with the normal procedures of the Local Lodge.

Where not in conflict with the IAM Constitution or District bylaws, and were not otherwise ordered by this section, or applicable Collective Bargaining Agreement, the Executive Board will determine the number of Shop Steward(s) and/or Committeepersons for the respective properties, bargaining units, and/or work areas.

Section 2. Shop Stewards will represent the members in the first step of the grievance procedure in accordance with their respective collective Bargaining Agreements, as so defined in the IAM Steward's Manual. Further duties of the Shop Stewards shall be determined jointly by the Executive Board, Grievance committee Chairpersons (where applicable), Chief Shop Stewards (where applicable), and the respective District officer.

Section 3. There shall be an Auditing Committee of three (3). They shall be nominated and elected by the Local Lodge, at the same time the Local Lodge Officer elections are held and for the same term. Officers of the Local Lodge are not eligible for election as members of the committee. Any vacancy occurring of the Auditing Committee will be appointed by the Local Lodge President, with the existing Executive Board's approval within ten (10) days of the vacancy. Such appointment shall be for the balance of the term.

The committee shall immediately after the close of January and July proceed with the semi-annual examination of all the books and accounts of this Lodge for the preceding period in accordance with the Constitution. The Auditing Committee shall render its report on a form furnished for that purpose by the General Secretary-Treasurer, and send a copy to the Grand Lodge. Should one or more of the Auditors fail to be in attendance, the Trustees shall proceed with the work as though all committee members were present.

Section 4. A Budget Committee will be appointed by the President, and will consist of one member from each bargaining unit. The Committee will commence meeting in September of each year, and will be responsible for the drafting and proposing of a budget for all projected Local Lodge income and expenditures for each calendar year. The

Committee will present its proposed budget to the Executive Board, and, upon its approval by the Executive Board, the budget will be voted upon and adopted by the membership, no later than the December Local Lodge meeting.

Section 5. Negotiation Committee's shall be nominated and elected in accordance with the provisions of the respective District Lodge Bylaws.

Section 6. A Resolutions and Bylaws Committee will be appointed by the President and will consist of one member from each bargaining unit. The Committee will commence meeting in August, and will be responsible for making recommendations to the membership with regard to all Local Lodge Bylaw proposals and/or Grand Lode Convention Resolutions. The Committee shall further be responsible for bringing the bylaws up-to-date by the end of each calendar year, and a log book shall be kept of all bylaw changes, detailing both the action taken by the Local, and the name of the member having made the proposition. The Committee will make available to any member a copy of the current bylaws upon request.

Section 7. The President shall appoint a Legislative Committee of not more than seven members. This Committee shall make regular reports and recommendations to the membership on current developments in legislation, at the State and National level, affecting the welfare of the membership, including local ordinances directly bearing on labor's rights. The Committee shall assist in securing the enactment of legislation favorable to labor, and shall gather information on all such laws enacted, the persons who have favored or opposed the same and from time to time forward such information to THE JOURNAL. Members of the Legislative Committee will also be Delegates to the State Machinist Council AFL-CIO Convention of Arizona, so long as no conflict exists with the Bylaws of the respective councils.

Section 8. Each group represented by this Lodge shall elect a Safety Committee as outlined in their respective Bargaining Agreements.

US Airways/Mechanic & Related Safety Committee shall consist of a Flight Safety Committee and a Ground Safety Committee. The committees will each consist of a Chairman, three Committeeperson and any alternate Committeepersons as necessary. There shall be one Committeeperson from each of the three standard shifts i.e. days, swings, and graves. The Chairman of these committees may serve as one of the committeeperson for a designated shift. The Local Lodge President with concurrence of the Executive Board will appoint all Flight and Ground Safety Committee positions. If a committeeperson leaves the shift they are appointed to represent, the Local Lodge President and Executive Board will appoint a replacement from a list of interested members.

Section 9. All committees not herein provided for shall be appointed by the President with the approval of the Executive Board. Upon Committee approval that Committee shall appoint their own Chairperson.

Section 10. All committee reports must be in writing and submitted to the Recording Secretary.

## **ARTICLE VIII**

### **ABSENCE AND CHARGES**

Section 1. In the event any officer of this Lodge absents himself/herself from three (3) consecutive, regular meetings without being excused therefor, and if there is no controversy as to the refusal to excuse being proper, such officer shall be deemed to have resigned his/her office. The vacancy shall be filled by appointment for the balance of the term.

Should such officer contend the refusal to excuse him/her for such absence is improper, the presiding officer shall prefer charges against him/her, charging conduct unbecoming an officer on the basis of his/her absence without excuse found acceptable to the lodge, and he/she shall be tried in accordance with applicable provisions of the IAM Constitution.

Excuses for the previous month's meeting must be made prior to the next month's meeting in writing to the Recording Secretary.

## **ARTICLE IX**

### **LOCAL LODGE FINANCES**

Section 1. All income received by the Secretary-Treasurer and receipted shall be deposited in a bank of sound financial standing in the name of this Lodge. All funds in excess of twice the normal estimated monthly expenses may be deposited in a regular savings account at the same bank or certificates of deposit insured by the Federal Deposit Insurance Corporation.

All regular monthly bills and expenses shall be paid from the general fund and reported to the membership at regular meetings. All disbursements must be made by voucher signed by the Recording Secretary and the President. All checks drawn by the Secretary-Treasurer must be countersigned by the President. In the absence of the President the responsibility will then rest with the Vice President to countersign checks.

Any expenditure of more than \$1000.00 for any purpose other than regular monthly bills and expenses must be approved by a majority of members present and voting at a regular meeting. A notice, stating amount and purpose shall be posted not less than ten (10) days prior to the meeting by the Recording Secretary.

No financing or donating from the treasury of Local Lodge 2559 shall be approved unless there is a reserve of \$5.00 for every member of the Lodge in general

savings and working accounts combined, after the Grand Lodge and District Lodge per capita taxes and General Bills are paid for the current month.

The Trustees shall be responsible for all the major purchasing and will keep an accurate account of the location of this Lodge's property.

The funds, property or assets of this Lodge shall not be loaned or appropriated for any other than legitimate purposes of the International Association of Machinists and Aerospace Workers.

All Officers, employees or other individuals in this Local Lodge who are responsible for, or handle funds of or for the Local Lodge, shall be bonded in accordance with the IAM Constitution and the IAM Policy relating thereto.

Section 2. For the faithful performance of their duties, the officers of the Local Lodge will receive monthly salaries based on the number of dues payers reported to the Grand Lodge each month as follows: President, \$0.25 per member; Vice President, \$0.05 per member; Recording Secretary, \$0.25 per member; Secretary-Treasurer, \$0.80 per member, Conductor-Sentinel, \$0.02 per member. The Trustees will receive the equivalent of a dues stamp per month.

For time spent acting in an official Committee/Union capacity for this Local Lodge a member will be compensated at his or her regular straight time hourly rate not to exceed ten (10) hours in any one day or 40 hours in any 7 day period. Lost time shall be defined to include only those hours for which the member would have been scheduled to work had they remained at work and shall not include trades or overtime.

When members travel on approved Union business, the Local Lodge will pay properly receipted hotel and transportation charges. Additionally, the Local Lodge will pay an unreceipted per diem allowance for meals and incidental expenses based on the published IRS per diem rates away from their home city, or one-third (1/3) of the IRS rate at their home city. The per diem allowance when attending the William W. Winpisinger Education and Technology Center will be two (2) days (for the travel days coming and going) at the IRS rate for St. Mary's County, MD.

Mileage will be paid at the published IRS rate when a member uses his or her vehicle for approved union business.

Members who act as election tellers on their regularly scheduled day off shall be compensated for all hours worked at a rate of twenty dollars (\$20.00) per hour.

Section 3. In the event the combined liquid assets of this Lodge fall below \$50,000, an Emergency Fund of \$10,000 will immediately be established in a separate savings account. No money shall be voted out of this Emergency Fund except by a three-fourths vote of those voting at a special or called meeting for this purpose.

Section 4. All strike donations sanctioned by the Grand Lodge, must be approved by a majority of members present and voting at a regular meeting.

Section 5. All initiation fees, dues, fines and assessments shall be payable to the Secretary-Treasurer. Membership cards will be returned to the members when stamped by the Secretary-Treasurer as soon as possible.

Section 6. The President, Recording Secretary and Secretary-Treasurer, shall execute and cause to be filed all financial and other reports on behalf of this Local Lodge which may be required by applicable civil law to be prepared and signed by these officers. They shall also make available the information contained in such reports to the membership in such form and manner as shall constitute compliance with legal requirements, and shall also maintain records on the matters required to be contained in said reports in such detail and for the periods required by applicable law.

Section 7. The financial report required by the Labor Management Reporting and Disclosure Act of 1959, will be available for members who wish to see such reports, during the regular Lodge meetings.

Section 8. The Local Lodge will send a donation of 8.5 cents (eight point five cents) per dues paying member per month to the MNPL Education Fund.

Section 9. The Local Lodge will send a donation of 50 cents (five zero cents) per dues paying member per year to the IAM Scholarship Program.

## **ARTICLE X**

### **GENERAL AND MISCELLANEOUS**

Section 1. All correspondence addressed to Local Lodge 2559 or officers of this Lodge which is of concern to the membership shall come to the attention of the Executive Board.

Section 2. Any business conducted in a meeting between management and any officer of this Lodge shall be reported to the membership at the next regular meeting. No officer or member of this Lodge shall initiate any agreement which changes, deviates from, or impedes the implementation of the collective bargaining agreements.

Section 3. Nothing pertaining to union or company business and nothing else concerning the membership of Lodge 2559 shall be considered a secret of any officer or any member from the membership. Willful violation will be cause for suspension from this Lodge in accordance with the IAM Constitution.

Section 4. Any issue such as a new contract between the IAM and the company shall not be voted on for acceptance until the new issue has been received and our membership has had time to familiarize themselves with same.

Copies of the full proposed contract changes shall be printed and provided to all affected members if time permits.

Section 5. The Executive Board with the aid of the stewards shall enforce all provisions of union security as described in the IAM Constitution and the collective bargaining agreements.

Section 6. All delinquent members notified by the Secretary-Treasurer shall be required to pay dues through the current month. Any failure to pay after due notice shall be handled in accordance with the respective collective bargaining agreement and the Grand Lodge Constitution.

Section 7. Any unemployed member must report to the Secretary-Treasurer, and meet the requirements as set forth in Article G of the Constitution to be excused from payment of regular dues. The cost of unemployment stamps for qualified members will be paid by the member.

Section 8. Any member who meets the requirements of Article I, Section 17 and 18 of the Constitution, shall be granted an Honorary Withdrawal Card.

Section 9. Visiting members shall be admitted upon presenting satisfactory identification. Visitors other than members of labor organizations may be invited to speak on subjects of interest to the membership, with the approval of the Executive Board, but shall not be present during the regular business meeting.

## **ARTICLE XI**

### **AMENDMENTS**

Section 1. Any increase in the amount of initiation and reinstatement fees, Emergency Funds, and Local Lodge dues must be handled on the basis of the procedures specified in the IAM Constitution.

Any other amendments to these bylaws must be handled on the basis of the following procedures:

(a) All proposals must be in writing, signed by the member and referred to a Bylaws Committee appointed by the President.

(b) Must be read as proposed at two (2) consecutive meetings. Immediately following the second reading, the Bylaws Committee shall submit their recommendations.

(c) Reasonable advance notice must be given to the membership of the time, date and place of the second reading, and vote to be taken on the Bylaws Committee's recommendations.

(d) Each proposal must be considered and voted upon separately. A majority affirmative vote by those present and voting is needed for adoption.

(e) Triplicate copies of approved proposals, together with the master copy of bylaws shall be referred to the International President for approval and designation of an effective date.

Section 2. Bylaws as amended will be printed and one copy distributed to each Shop Committee and Executive Board member. Additional copies will be made available to the membership upon request.

Section 3. Nothing in these bylaws shall be construed or applied in a manner that will conflict with the provisions of the IAM Constitution. All matters arising and not specifically covered by these bylaws shall be governed by the IAM Constitution.

**Approved on behalf of the  
International President**



Rickey Wallace  
RESIDENT GENERAL VICE PRESIDENT