

CONSTITUTION AND BY-LAWS

APWU

GREATER CINCINNATI, OHIO AREA LOCAL of the AFL-CIO

Revised February, 2016

TABLE OF CONTENTS

1. NAME
2. OBJECTS
3. MEMBERSHIP
4. MEETINGS
5. ELECTED OFFICERS
6. APPOINTED OFFICERS
7. ELIGIBILITY FOR ELECTED OFFICE
8. NOMINATION FOR OFFICE
9. ELECTION OF OFFICERS
10. INSTALLATION OF OFFICERS
11. DUTIES OF OFFICERS
12. SALARIES OF OFFICERS
13. EXECUTIVE BOARD
14. DELEGATES
15. RECALL
16. AMENDMENTS

BY-LAWS

1. ORDER OF BUSINESS
2. RULES OF ORDER
3. FEES, DUES AND ASSESSMENTS
4. AMENDMENTS

PREAMBLE

We believe postal workers, as all other workers, must rely upon their position, and that this necessitates a strong democratic trade union.

We believe the most effective method of improving the salary and working conditions of postal workers, and of promoting their general welfare, is through a union affiliated with the American trade union movement.

We believe the best interests of all postal workers require the formation of a single union of all postal workers, and we pledge every effort to achieve this end, and do hereby adopt the following Constitution and By-Laws which shall cover our future actions.

ARTICLE 1

NAME

Section 1. This organization shall be known as the American Postal Workers Union, Greater Cincinnati, Ohio Area Local, AFL-CIO, hereinafter known as the APWU, Greater Cincinnati, Ohio Area Local.

ARTICLE 2

OBJECTS

Section 1. It shall be the object of the APWU, Greater Cincinnati, Ohio Area Local, to secure, through collective bargaining and legislative effort, a better standard of living and improved working conditions for the members of the APWU, Greater Cincinnati, Ohio Area Local and their families.

Section 2. The APWU, Greater Cincinnati, Ohio Area Local, affirms its belief in a single union of all postal workers in non-supervisory levels. The APWU, Greater Cincinnati, Ohio Area Local will make every effort to bring into being a single union of all postal workers by mergers with other postal unions, and initiating intensive all-out organizing campaigns, reflecting the APWU, Greater Cincinnati, Ohio Area Local philosophy.

Section 3. The APWU, Greater Cincinnati, Ohio Area Local will vigorously

oppose any labor unions outside the Postal Service moving into the Postal Service Union field.

Section 4. The APWU, Greater Cincinnati, Ohio Area Local will continue to organize the unorganized.

Section 5. To unite within one organization, regardless of sex, race, age, creed, color, handicap, political affiliation or nationality, all workers under the jurisdiction of the APWU, Greater Cincinnati, Ohio Area Local.

Section 6. To educate our membership in the history of the Labor Movement and to develop and maintain an intelligent and dignified membership; to vote and to work for the election of candidates who favor the passage of improved legislation in the interest of all labor. To work for the repeal of laws which are unjust to labor and to the postal workers such as the denial of the right to support political candidates of their choice; and to educate all members in the area of economic, political and social justice.

Section 7. All articles in this constitution shall apply to the government of the APWU, Greater Cincinnati, Ohio Area Local only, and shall not be construed to prohibit participation in National or State APWU offices on either an elective or appointive basis.

ARTICLE 3 MEMBERSHIP

Section 1. Any non-supervisory worker, regardless of level or grade, within the jurisdictional claim of the APWU, Greater Cincinnati, Ohio Area Local is eligible for membership.

Section 2. Membership shall be divided into six classes; active, associate, active retired, inactive retired, retired and honorary.

a. The active members shall constitute all workers with dues fully paid. They shall be accorded full rights of membership.

b. Associate members shall include paid-up members who have been promoted to supervisors or non-bargaining unit positions. They are not eligible to hold office, have voice, vote or attend meetings.

c. Active retired shall include those paid-up members who have retired from the Postal Service. They may retain full membership with all rights of such membership by continuing to pay full per capita taxes to the APWU plus whatever dues may be required by this local union.

d. Honorary membership may be conferred upon any person by a two-third vote of the members of this local present at any meeting. They are not eligible to hold office or vote, but may have a voice in any meeting of this local with permission of members present.

e. Inactive retired shall include those paid-up members who have retired from the Postal Service prior to April 1, 2005.

f. Retired shall include any members of the Greater Cincinnati, Ohio Area Local who retired, or retires, in good standing, and is a member of the National and Local Retiree Chapter, subject to the requirements of the National and Local APWU Constitutions. Active retired and inactive retired are eligible for membership in the Retiree Chapter by paying the Retiree National Dues.

g. Inactive retired and retired will be entitled to receive the local paper, floral benefits and attend local meetings if they so desire. They are not eligible to hold office or vote, but may have a voice in any meeting of this local with permission of members present, if they were active, paid-up members of a recognized postal union for two years prior to retirement.

Section 3. Candidates for membership must be proposed in writing on applications furnished for this purpose. Each application accompanied with dues for one month or a signed payroll deduction Form 1187 which must be signed by one member in good standing, must be accepted by a majority of the members at the next regular monthly meeting.

Section 4. No eligible worker shall be denied membership because of their age, race, color, handicap, creed, sex, religious or political beliefs or national origin.

Section 5. Anyone found guilty of disloyalty to the United States Government, under due process of law, shall not be eligible for membership.

**ARTICLE 4
MEETINGS**

Section 1. The regular meeting shall be held at least once each month, except July and December which will be at the call of the President.

a. Eleven (11) active members shall constitute a quorum to transact business.

b. The regular monthly meetings shall alternate between a Saturday 7 PM, and a Sunday 1 PM, on a rotating basis.

The place of regular monthly meetings will be determined and announced at the preceding regular monthly meeting.

Section 2. Regular meetings shall be called to order at the discretion of the President.

Section 3. Special meetings may be called at the discretion of the President, or on petition of fifteen (15) members in good standing. Written notice shall be posted 72 hours in advance at all duty stations. Seventy-five percent (75%) of the petitioners must be present to constitute a quorum. Only such business for which the special meeting was called will be considered.

Section 4. If the special meeting is voided, a special meeting for identical reasons may not be called for sixty (60) days.

Section 5. In the absence of the President and the Executive Vice President, the Chairman pro tem for that meeting will be selected by the Executive Officers present, with protocol in mind.

Section 6. Record vote. The roll call may be made from the register of the Sergeant at Arms.

**ARTICLE 5
ELECTED OFFICERS**

President
Executive Vice President
Secretary
Treasurer

Director of Clerk Craft
Assistant Director of Clerk Craft
Director of Maintenance
Assistant Director of Maintenance
Director of Motor Vehicle
Assistant Director of Motor Vehicle

Director of Support Services
Assistant Director of Support Services
Trustees

Section 2. The number of Assistant Directors to be elected in each craft in accordance with the following formula:

No assistant director for 0-199 members in a craft.

1 assistant director for 200-499 members in a craft.

2 assistant directors for 500-999 members in a craft.

3 assistant directors for 1000-1599 members in a craft.

4 assistant directors for 1600-1999 members in a craft.

5 assistant directors for over 2000 members in a craft.

The number of assistant directors per craft to be elected on the basis of the number of craft membership as of January 1 of the election year.

ARTICLE 6 APPOINTED OFFICERS

Sergeant at Arms
Health Plan Representative
Stewards
Associate Office Representative
Editor
Assistant Editor
Posting and Schemes Representative
Legislative Representative

OWCP Representative
Retirement Representative

ARTICLE 7
ELIGIBILITY FOR ELECTIVE OFFICE
AND PROSPECTIVE DELEGATES

Section 1. Only members who are not members of any other Postal Employee Organization (Union) with ostensibly similar aims of those of the APWU shall be eligible for nomination.

Section 2. To be eligible for nominations, a member must have been active in this local for one year prior to the nominating meeting.

ARTICLE 8
NOMINATION FOR OFFICE AND
PROSPECTIVE DELEGATES

Section 1. Nomination for office and prospective delegates shall be made from the floor during the regular February meeting.

Section 2. Nominees must file an acceptance of nomination, in a sealed envelope, with the Secretary not later than ten days after the regular February meeting. Said envelopes shall be opened at a specific time, date and place to be announced at the nomination meeting. If the nominee so chooses, he/she may accept the nomination at the nomination meeting.

Section 3. Nominees shall not run for more than one elected office. All nominees may run for prospective delegate to conventions, if they so desire.

ARTICLE 9
ELECTION OF OFFICERS AND
PROSPECTIVE DELEGATES

Section 1. Election of officers and prospective delegates shall take place prior to the regular March meeting by referendum ballot.

Section 2. At the regular February meeting the President shall appoint a committee of members in good standing, not officers, but a least one member of each craft, to act as judges of the election. They shall prepare and deliver a ballot

to each active member in good standing.

Section 3. All candidates will be placed on the ballot as a result of a random drawing conducted by the election committee at the time of the opening of the sealed envelopes accepting nominations.

Section 4. A member voting shall mark his/her ballot and place it in an envelope marked ballot, seal envelope enclosing same in an envelope bearing his/her name and address and deposit it in the mail for return.

Section 5. Only votes for regular nominees are to be valid. Write in votes shall not be valid, but shall not invalidate the entire ballot.

Section 6. Voting will close at the time, and on the date, specified on the ballot.

Section 7. The judges shall be the sole arbiters of the validity of any ballot.

Section 8. Each candidate shall be entitled to at least one witness who may be present during count of the ballots.

Section 9. The judges shall certify to the Secretary and to the President, in writing, immediately following the vote count, the names of officers-elect and the vote count. The election results shall be published in the next edition of the official union newspaper.

Section 10. Vacancies shall be filled in accordance with the Constitution and By-Laws of this organization.

Section 11. All elected officers shall hold office until their successors have been installed.

Section 12. The term of office for all elected officers shall be three years. Elections to be held every three years, effective with the 1987 election.

Section 13. No officer shall hold two elected offices simultaneously.

Section 14. Election appeals shall be in conformity with Article 12 of the National APWU constitution.

ARTICLE 10 INSTALLATION OF OFFICERS

Section 1. Installation of officers shall be held prior to the April meeting and at such time and place as shall be designated at the regular March meeting.

Section 2. The President or his/her designee shall install the officers-elect according to the Constitution and By-Laws of this organization.

Section 3. The newly elected President shall be entitled to forty (40) hours of Union paid LWOP to serve as a Transition Period, prior to installation.

ARTICLE 11 DUTIES OF OFFICERS

Section 1a. The President shall preside at all Local and Executive Board Meetings, enforce a strict observance of the Constitution and By-Laws and Robert's Rules of Order, appoint all committees and officers not otherwise provided for, subject to the subsequent approval of the Executive Board, direct the Secretary to call special meetings when properly petitioned, sign all attested vouchers drawn upon the treasury by order of the Local. He/she shall perform such other duties as the Local or his/her office may require. He/she shall be ex-officio chairman of all committees. He/she shall be associate editor of the local paper and member of APWU National Postal Press Association. He/she shall be a member of the Retiree Chapter Executive Board and the Retiree Chapter.

Section 1b. The President may remove any steward when that steward is not performing his/her duties properly or not acting for the good of the Local. The steward may appeal the removal at the next Executive Board meeting. The President's decision may be overturned by a majority vote by secret ballot of the Executive Board.

Section 2. The Executive Vice-President shall assist the President and in his/her absence shall perform his/her duties, and he/she shall succeed to that office in the event of vacancy. He/she shall be a member of the Labor-Management and Negotiation Committees. He/she shall coordinate training and education of officers and stewards, he/she shall handle grievances and adverse actions and perform any other duties as the President may assign.

Section 3. The Secretary shall keep a complete record of the proceedings of the Local and of the Executive Board, notify all members when ordered by the President or the Local, attest all vouchers drawn upon the Treasury by vote of the Local, and he/she shall hold his/her books and papers at all times in readiness for

inspection upon authorization of the Executive Board. He/she shall deliver to his/her successor in office, all books, papers or other property in his/her possession belonging to his/her office. He/she shall attend to all correspondence of this office. He/she shall perform such other duties as his/her office, the President, the Local, or the Executive Board may require of him/her.

Section 4. The Treasurer shall, immediately upon his/her installation, assume the duties of office, receive from his/her predecessor all moneys, books, papers, and property of the Local, pertaining to said office. He/she shall have custody and give an account of all moneys belonging to the Local, pay out upon vouchers drawn on him/her when signed by the President and attested by the Secretary. He/she shall obtain a receipt for all moneys disbursed. He/she shall keep a true and correct account between the members and the Local. He/she shall report at the March meeting all financial and special funds of this Local. He/she shall report at the regular monthly meeting the financial transactions of the previous month. He/she shall notify cash paying members when they become three months in arrears of dues. When a member becomes six months in arrears, he/she shall report him/her to the Local for suspension. He/she shall keep his/her books and papers ready at all times for inspection upon authorization of the Executive Board. He/she shall report to the Local excess funds for investment. He/she shall perform such other duties as his/her office, the President or the Local may require. The Treasurer shall not transfer money from one fund to another without the approval of the membership at the regular scheduled meeting. The Treasurer's Report shall show true liabilities.

Section 5. Duties of Craft Director. He/she shall be responsible for his/her craft. He/she shall be responsible for the processing of all grievances in the craft. He/she shall be a member of the Labor-Management Committee and the Local Negotiating Team. He/she shall be present on any consultations concerning his/her craft. He/she shall be responsible for a report of his/her craft at each regular monthly meeting and provide articles for the local publication. He/she shall perform other duties as the President may assign.

Section 6. Duties of Assistant Craft Director. He/she will perform such duties as assigned by the President and/or by his/her Craft Director.

Section 7a. Duties of Editor. He/she shall have general supervision of the publication and mailing of the Union Paper. The editor shall be charged with gathering and publishing news of local and national union interest, the Labor Movement in general, and with keeping the membership informed. He/she shall be a member of the National APWU Press Association and shall be a delegate to

their conventions. He/she may solicit advertisements for the Union Paper provided the advertisements do not exceed twenty (20) percent of the printing area of the Paper. All expenses pertaining to printing and mailing and other materials shall be defrayed by the Union. He/she shall perform other duties as the President may assign.

Section 7b. Duties of Assistant Editor. He/she shall perform such duties as assigned by the President and/or the editor.

Section 8. Duties of Posting and Schemes Representative. He/she shall be responsible for all matters pertaining to posting and schemes. He/she shall be responsible to the President.

Section 9. Duties of OWCP Representative. He/she shall be responsible for all matters pertaining to OWCP and shall assist officers and members in areas related to OWCP. He/she shall be responsible to the President.

Section 10. Duties of Trustees. The Trustees shall have general supervision over the funds and property of APWU Greater Cincinnati, Ohio Area Local. The Trustees will audit the books for the first and third quarter. They shall report their findings at the May membership meeting for the first quarter audit and at the November membership meeting for the third quarter audit. They shall perform such other duties as the President, Local or their office may require.

Section 11. Duties of Health Plan Representative. He/she shall use his/her salesmanship to induce members to join the Health Plan of the Union. He/she shall endeavor to answer all questions relative to the plan and to furnish forms which may be required in this field. He/she shall aid and assist all compensation cases brought to the Union. He/she shall keep all records pertinent to the Health Plan. He/she shall insure that all members of the APWU Health Plan are members in good standing of this local. He/she shall perform other duties as the President may assign.

Section 12. Duties of Associate Office Representatives. He/she shall use his/her office to promote a full time work force, assist members, stewards and officers and encourage surrounding unaffiliated associate offices to become part of the Greater Cincinnati, Ohio Area Local, APWU. The Associate Office Representative will perform duties as assigned by the President. The President shall appoint no more than three Associate Office Representatives.

Section 13. Duties of Sergeant at Arms. The Sergeant at Arms shall have charge of the door, and allow none but members to remain except by order of the

President. He/she shall maintain order. He/she shall obtain signatures of all members in attendance in the register book provided for that purpose. He/she shall be appointed by the President from members present at each membership meeting. He/she shall perform other duties as the President may assign.

Section 14. Duties of Chief Steward. In addition to his/her duties as steward, he/she shall be responsible for coordinating the duties of the stewards on his/her tour(s) within his/her craft and such other duties as the President and/or Craft Director may assign him/her.

Section 15. Duties of Stewards. Stewards shall process grievances, and shall enforce the National and Local Agreements at all times. Stewards shall report all suspected contract violations to the Chief Steward or Craft Director to whom they are assigned. They shall be official representatives of the Union, disseminating information, union literature, etc, among the members. They shall introduce themselves to new workers coming into the Postal Service and at all times strive for one hundred percent membership. Stewards should attend regular meetings of the Union and take advantage of all opportunities to improve themselves as stewards and individuals. Stewards must attend Steward Training Courses. Stewards shall be responsible for taking notes of grievances and complaints, and for keeping records of the dates and action taken. These records and notes shall be discussed with and forwarded to the Chief Steward or Craft Director. He/she shall perform any other duties as the President, Craft Director or Chief Steward may assign him/her.

Section 16. Duties of Legislative Representative. To pursue and promote legislative goals of the American Postal Workers Union, AFL-CIO by writing and/or contacting Legislators. Also, to keep the membership informed as to the status of Legislation that affects them, and perform any other duties as the President may assign.

Section 17. Duties of Retirement Representative. He/she shall assist members in obtaining information for retirement plans. He/she shall coordinate informed retirement decisions through use of articles, reports at Union meetings, and seminars. He/she shall perform such other duties as the President, Local or their office may require.

Section 18. Any officer of the union who acts in a supervisory capacity or applies for a supervisory position shall be required to immediately resign his/her office. All elected officers will be required to spend some time in the union office. All officers responsible for official union records and grievances shall keep same on

file in the union office.

Section 19. Stewards, officers and appointed representatives are prohibited from representing the APWU in other forums such as, but not limited to, Equal Employment Opportunity Commission, National Labor Relations Board and Merit System Protection Board. Should any of the above individuals represent individuals in these forums, they are doing so as individual representatives and not APWU representatives unless authorized by the President in writing.

ARTICLE 12 SALARIES OF OFFICERS

Section 1. The President of the Greater Cincinnati, Ohio Area Local shall be paid bi-weekly at the Level 10, Step P rate plus 10% of that base salary. The Greater Cincinnati, Ohio Area Local shall pay all hospitalization, life insurance, and retirement expenses. He/she shall be entitled to 30 days per annum leave and 13 days sick leave a year. Thirty days annual leave to be earned on a pro-rated basis. Sick leave to be accumulated at the rate of four hours every two weeks. All unused leave up to, but not in excess of the amount specified in the National Agreement, and all unused sick leave will be payable upon termination of office. Jury Duty -- same as provided by the Postal Service.

Section 2. The following officers shall be compensated on a quarterly basis, in accordance with the established compensation below, based on collections of the previous quarter's dues, less deductions.

OFFICERS

Effective July 1, 1997:

EXECUTIVE VICE PRESIDENT

\$.23 per member per month.

SECRETARY

\$.21 per member per month.

TREASURER

\$.21 per member per month.

DIRECTOR OF CLERK CRAFT

\$.21 per craft member per month.

ASSISTANT DIRECTOR OF CLERK CRAFT

\$.15 per craft member per month.

DIRECTOR OF MAINTENANCE CRAFT

\$110 per month plus \$.21 per craft member per month.

ASSISTANT DIRECTOR OF MAINTENANCE CRAFT

\$75 per month plus \$.15 per craft member per month.

DIRECTOR OF MOTOR VEHICLE CRAFT

\$110 per month plus \$.21 per craft member per month.

ASSISTANT DIRECTOR OF MOTOR VEHICLE CRAFT

\$75 per month plus \$.15 per craft member per month.

DIRECTOR OF SUPPORT SERVICES CRAFT

\$110 per month plus \$.21 per craft member per month.

ASSISTANT DIRECTOR OF SUPPORT SERVICES CRAFT

\$75 per month plus \$.15 per craft member per month.

EDITOR

\$750.00 per annum.

OWCP REPRESENTATIVE

\$60.00 per month.

Section 2a. The President may suspend salary of any officer when said officer is not performing the duties of his/her office. The suspension of salary may be appealed at the next Executive Board meeting.

Section 3. The Legislative Representative, Posting and Schemes Representative, Assistant Editor, Retirement Representative and Trustees will be compensated by dues remittal payable annually in the month of December.

Section 3a. Stewards and Alternates will be compensated at their going rate for attending Steward meetings and/or seminars required by the Local at the call of the President. This does not include special or regular membership meetings.

Section 4. Health Plan Representative. He/she shall be paid out of the commissions received from the APWU Health Plan and the Health Plan Members Account. His/her quarterly salary will be \$180 provided funds are available in the Health Plan Members Account. The extra moneys received over \$180 quarterly shall be placed in the Local Health Plan fund.

Section 5a. Lost time. Loss of time for official union business will be compensated at the direction of the President, subject to the approval of the Executive Board, on the basis of no loss-no gain. A duplicate copy of Form 3971 or equivalent document for Support Services members must accompany the request for LWOP compensation.

Section 5b. Reimbursement of lost Thrift Savings Plan Contributions (USPS). Loss of Thrift Savings Plan contributions by USPS due to official union business will be compensated at the going rate. Member must furnish proof of amount being contributed.

Section 6. The President will have an allowance of \$125 per month for incidental union expenses. Any unused money shall be returned to the Treasury.

Section 7. Double compensation for local salaried officers shall not be paid by the APWU, Greater Cincinnati, Ohio Area Local. The higher compensation shall prevail.

ARTICLE 13 EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the President, Executive Vice President, Secretary, Treasurer, Directors of crafts and Assistant Directors of crafts provided for in the formula in Article 5.

Section 2. The Executive Board will meet at least bi-monthly at the call of the President. The Secretary shall keep a record of business transacted, and shall report disposition of items discussed, recommendations and attendance and those excused from the Executive Board at the next meeting of the Local. During the interim of the meetings of the Local, the Executive Board shall have authority to draw on the treasury whatever money is required to carry out official union business.

ARTICLE 14 DELEGATES

Section 1. With the exception of Retiree delegates, delegates to all conventions, and all other official union meetings, shall be drawn from the Executive Board, and the number of delegates will be determined by the Executive Board. The Retiree Chapter shall be permitted to send up to four (4) delegates to any convention or conference. The Local will not be obligated to pay any expenses for Retiree delegates attending a convention or a conference.

Section 2. If additional delegates to conventions are needed, they shall be drawn from a roster of delegates chosen by referendum ballot. These delegates shall be elected during the regular election of officers and their term shall run concurrent with those officers. The roster of delegates will be compiled on a basis of votes received, that delegate with the most votes heading the roster down to the delegate with the least number of votes at the bottom of the roster.

Section 3. All delegates shall vote as a block after caucusing at Convention. Retiree delegates may only vote on issues affecting Retirees.

ARTICLE 15 RECALL

Section 1. Upon a petition with the signatures of twenty percent (20%) of the members under his/her jurisdiction, an officer or officers may be subject to the Recall procedure. A copy of the charges, which shall be made in duplicate form, must be submitted with the petition for recall. The Executive Board shall send one copy of charges to the officer against whom the charges have been preferred. The officer who has had recall proceedings filed against him/her shall be given an opportunity for defense. Fifteen days shall be allowed him/her to reply to the charges, same to be in writing. If after fifteen days the Executive Board has failed to receive reply, it shall proceed with the recall election. Copies of the charges and the reply shall be sent out with each ballot. The charges and the reply to be sent out with each ballot shall contain no more than one thousand (1,000) words each. It shall require two-thirds of the votes cast to recall an officer.

Section 2. The foregoing procedure will not be in effect for petitions received after August 1st, immediately preceding the Local elections.

ARTICLE 16 AMENDMENTS

Section 1. Amendments to the Constitution may be adopted provided: the proposed amendment is presented at any regular monthly meeting of this organization, and is voted upon and passed by a majority of the members present at the meeting. The proposed amendment will then be published in the organization's official publication in the issue directly preceding the meeting during which the amendment will be voted upon. A two-thirds majority of the members present is needed for passage of any amendment.

Section 2. In order that exact language and intent of any amendments be clear, all amendments shall be submitted in written form by the person or persons proposing the amendments.

BY-LAWS

ARTICLE 1 Order of Business

Section 1.

1. Opening of meeting and pledge to flag.
2. Roll call of officers.
3. Reading of minutes of previous meeting and one section of the Constitution or By-Laws and
Treasurer's Report.
4. Reports of special committees.
5. Reports of standing committees and officers.
6. Deferred business.
7. Application for membership and introduction.
8. Unpaid bills.
9. New business.
10. Good of the Local.

11. Adjournment.

Section 2. The Order of Business may be transposed at any time by a majority vote of the members present at the meeting.

ARTICLE 2
Rules of Order

Section 1. The Chair, during any session of the Local, shall be addressed as Mr. President or Madam President

Section 2. All meetings shall be conducted under the Robert's Rules of Order.

Section 3. Any member may move for a roll call vote.

ARTICLE 3
Fees, Dues and Assessments

Section 1. No initiation fees shall be charged by this Local.

Section 2. Dues shall be paid bi-weekly, annually or by voluntary payroll deduction plan.

- a. Dues bi-weekly: \$13.85
Dues annually: \$360.10

b. Commencing July 1, 1978, these dues will increase in accordance with the national constitution (Article 16, Section 2) which reads as follows:

The national per capita tax and local dues shall be increased when each negotiated salary increase takes effect by the following formula: by deducting three (3%) percent of each negotiated salary increase based on level 5, step D, one (1%) percent for the APWU, and two (2%) percent for the local.

Section 3. Associate members shall pay dues of \$12.47 bi-weekly or \$324.22 per year.

a. Commencing July 1, 1978, these dues will increase in accordance with the national constitution (Article 16, Section 2) which reads as follows:

The national per capita tax and local dues shall be increased when each

negotiated salary increase takes effect by the following formula: by deducting three (3%) percent of each negotiated salary increase based on level 5, step D, one (1%) percent for the APWU, and two (2%) percent for the local.

Section 4. Inactive Retired Members shall pay dues of \$2 per year. These dues will be paid directly to the Treasurer. They will not be notified by the Treasurer for non-payment of dues. He or she will automatically be suspended for non-payment of dues, when they become one year in arrears.

Section 5. Any assessment levied by the national shall be passed on to the membership.

Section 6. Dues of a new member shall begin the first month following election to membership.

Section 7. A member becoming three (3) months in arrears for dues shall be notified by the Treasurer and if he/she fails to pay arrears within the next three months he/she shall be suspended for non-payment of dues and so declared by the President in open meeting.

Section 8. Upon receipt of the retiree dues rebate from the National APWU, the local will reimburse the Retiree Chapter the entire amount minus expenses the local incurs related to the Retiree Chapter. These expenses shall be itemized and given to the Retiree Chapter president.

ARTICLE 4 Amendments

Section 1. Amendments to the By-Laws shall be made in the same manner as prescribed for amendments to the Constitution.