

ARTICLE V - POWERS OF ADMINISTRATION

Section 2. Executive Board

The Executive Board shall be empowered to represent this Local Union between meetings of the Local Union when urgent business requires prompt and decisive action. In no case, however, shall the Board transact any business that may affect the vital interests of the Local Union, until the approval of the membership is secured. Expenditures of up to \$300 **\$750** can be approved by the Executive Board per month.

Section 3. President

Between meetings of the Local Executive Board, the highest authority in the Local shall be vested in the President, whose actions are subject to the approval or ratification of the Executive Board and the membership at their next regular meeting.

Section 5. Purchases

The Financial Secretary-Treasurer, with the approval of the President, shall purchase supplies, services and equipment necessary to allow the Local Union to achieve the goals set forth by the membership and for the operation and maintenance of the Local 2-232 office and equipment. Any item purchased at a cost of \$300.00 or more, shall require at least two price quotes. Purchases of durable equipment, other than the repair or replacement of current equipment, in the excess of \$500.00, shall require the approval of the Executive Board and Membership.

ARTICLE VII - MEETINGS

Section 1. Regular Meetings

Regular meetings shall be held a minimum of six (6) times per year at the time and date designated by a majority vote of the membership present at any regular meeting or special meeting called for that purpose.

Section 2. Special Meetings

The President may call a special meeting of the Local. The President shall call a special meeting at the request of the Executive Board or the written request of one-third, but no less than seven of the members in good standing. Written notice of a special meeting shall be posted at each unit. The written notice shall include the date, time and place of meeting and state the purpose for which the meeting is called. No business other than for which the meeting is called may be transacted.

Section 3. Executive Board Meetings

The Executive Board shall meet between membership meetings for the purpose of handling emergency affairs of the Local Union and to plan an interesting and constructive program for the following regular meeting of the membership. While the Executive Board will continue to meet in person between membership meetings, it is also an expectation of the Executive Board to monitor, respond, and engage in Executive Board email chains to more actively run the business of the Local. Motions made and voted on via email are to be entered into the Executive Board's meeting minutes and certified at the following in person Executive Board meeting.

Section 5 Quorum

A quorum will constitute the number of members in attendance at a well-publicized meeting.

A majority of the Executive Board shall constitute a quorum at Executive Board Meetings.

ARTICLE VIII - DUTIES OF LOCAL OFFICERS

Section 4. Financial Secretary-Treasurer

- a. It shall be the duty of the Financial Secretary-Treasurer to receive all dues, initiation fees, assessments, fines, and other receipts of the Local Union and to give official receipts or stamps furnished and approved by the International Union for same.
- b. Shall write and sign all checks drawn on the Local Union Treasury which must also be countersigned by the President of the Local Union, and keep a proper balance of the funds of the Local Union.
- c. Shall deposit all monies collected in a suitable bank as may be directed by the Local Union Trustees. Deposits shall be made at least once each week.
- o. Shall keep an inventory of all properties and records of the Local Union, including date of purchase and amount paid.
- p. Shall turn over all books and records to the Trustees for audit when called upon to do so.
- q. Shall, on the demand of the International President and/or his or her representative, produce all books and records for examination and/or audit.
- r. Shall comply with all provisions of the International Constitution, pertaining to the proper functioning of his or her office and his or her conduct as an officer and member of the Local Union.
- s. Shall deliver to his or her successor all monies, documents, records and other properties of the Local Union.
- w. Shall keep proper records of all expenditures of the Local's finances and be in compliance with all Internal Revenues Service reporting to both FEDERAL and STATE Governmental agencies. Wage and Hour records including all Tax Withholding and reporting shall be included in the duties of the Financial Secretary-Treasurer.
- v. It will be the duty of the Financial Secretary and Trustees to develop and maintain a budget plan and report on the financial growth of the Union at each Executive Board meeting

Section 5. Trustees

Trustees will have the option of questioning any Union Member or expense if discrepancies arise.

It will be the duty of the Trustees and Financial Secretary Treasurer to develop and maintain a budget plan and report on the financial growth of the Union at each Executive Board meeting.

Section 6. Sergeant-at-Arms

It shall be the duty of the Sergeant-at-Arms to assist the President or Chairperson in preserving order when called upon to do so. He or she shall also take charge of all property of the Local Union not otherwise provided for, and perform such duties as may be assigned to him or her from time to time by the Local Union.

ARTICLE IX - LOCAL UNION COMMITTEES

Section 4. Briggs & Stratton Bargaining Committee

The Bargaining Committee for the Briggs & Stratton Unit shall consist of not more than five (5) members. The President, who will act as chairperson, the Recording Secretary and one (1) ~~Grievance-Rep~~ Unit President and two (2) Bargaining Committee members.

Section 6. Strattec Security Bargaining Committee

The Bargaining Committee at Strattec shall consist of the ~~plant-grievance-representative~~ Unit President and two elected Bargaining Committee members elected by the members of the Strattec Unit along with the Recording Secretary and the President of Local 2-232 who shall act as chairperson of the Committee.

Section 7. Duties of Bargaining Committees

The Bargaining Committee shall represent the Union in all negotiations on wages, hours of work, working conditions, third stage grievances and contract negotiations; and shall report progress of same to membership.

ARTICLE X - EXPENSES AND DISBURSEMENTS

Section 1. ~~Salary of President and Financial Secretary.~~ Salary of Executive Board

~~The Salary of the President and Financial Secretary-Treasurer shall be \$1.00 less than the equivalent of mid-point of Labor Grade Five (5) at Briggs & Stratton plus the equivalent of mid-point of Labor Grade at Strattec Security, divided by two, with fringe benefits equal to those offered by Briggs & Stratton, plus a mileage allowance for use of a personal car for Union business.~~

~~In the event it is determined by the Local Union that a full time Union position is no longer warranted, the member holding the affected shall have former job rights as provided in the Labor Agreement and shall fulfill their duties on a part time basis as may be required.~~

The positions of Financial Secretary Treasurer and Local Union President have been deemed part time by the Executive Board. The salary has also been found to be excessive and out of date with our current size of the Local Union. Therefore, the salary of the Local Union President and Financial Secretary Treasurer shall be reduced to \$100 per week with no hourly adder.

In addition to the Financial Secretary Treasurer and Local Union President's salary the other Executive Board Members (Vice President, Recording Secretary, Guide, Sgt. at Arms, Briggs & Stratton Trustee, Strattec Trustee, and Trustee at Large) will receive a salary of \$25 per week.

Salaries will be paid on the last Friday of the month that is not a holiday or the first Friday of the following month if the previous month's Friday ended in a holiday or if the Financial Secretary Treasurer or President was unavailable to sign salaries.

Monthly salaries will be forfeited by any Executive Board member for the month that they are absent without sufficient excuse (vacation, FMLA, bereavement, work (not to be done in excess), Union business, etc.) from a regularly scheduled Executive Board Meeting or Membership Meeting. Determination if an absence is excused, for the purpose of if their salary will be forfeited, will be done by majority vote of the Executive Board present at the meeting in which the Officer is absent.

Salaries as stated are a maximum payment and can be reduced or stopped at the majority vote of the Executive Board or by motion of membership with majority support until the

following Executive Board or Membership Meeting. Salaries will resume unless the motion is again called the following meeting.

Section 4. Lost Time

Officers and members performing services for the Union in the shop or out of the shop during working hours or having to flex working hours to accommodate such work shall be paid by the Union for all time lost plus reasonable and necessary expenses provided a voucher is made out and approved by the President and Financial Secretary of the Union before the money is paid. Per Diem will be available for those members on Union business outside of the shop in excess of 4 (paid) hours in accordance with the guidelines and rates set by the USW International Union.

The Local Union President and Financial Secretary Treasurer shall limit their lost time to a maximum of 16 hours per month each. The Unit President and/or Grievance Representative shall limit their lost time to a maximum of 8 hours per week each.

Hours may be extended in the event of an emergency or as special needs arise, by giving notice via email to the Executive Board immediately prior to or immediately following the event or with prior approval from the Executive Board when the need is known beforehand. Any request for additional hours made must be approved by the Executive Board by majority vote either via email or at the following Executive Board meeting prior to being paid. Any time in excess of the limitations provided without prior approval by the Executive Board shall not be paid unless approved by the Executive Board at the following meeting.

Section 5. Lost time on Saturday or Sunday

Members who ~~attend all day Political Action or Educational meetings~~ perform services or work for the Union on a voluntary basis shall not be paid for lost time on Saturday or Sunday. If a member who performs services for the Union during the week and is subject to a mandatory overtime assignment, the Union will compensate for the difference in rate should the rate of pay be affected by the time of service to the Union. The Union will not compensate for the difference in rate should the overtime assignment be voluntary regardless of the timing of the service to the Union.

ARTICLE XI - INITIATION FEE & MONTHLY DUES

Section 1. Rates

The initiation fee shall be ~~\$50.00.~~ \$20.00

This fee will be waived by proof that the member was previously in good standing with another Union or Local of the USW.

Section 2. Re-initiation

~~The Union shall have the right to collect all back dues from any member who wishes to be re-instated in the local Union but has previously withdrawn from the Union and its dues check off process. This collection of all back dues will be separate from the \$50 initiation fee and will be applicable anytime a former member withdraws and then reapplies for reinstatement. At the request of the member applying for re-instatement and with the approval of the President of the Local as well as a majority vote from the Bargaining Committee representing the member applying for re-instatement, the amount of back dues may be waived or reduced. Each request for a waived or reduced amount of back dues will be non precedent setting and will have no bearing on any other members applying for reinstatement.~~

The Union shall have the right to collect a re-initiation fee from any previous member wishing to be re-instated in the Local Union. This rate will include the \$20.00 initiation fee as well as any lost time (capped at a maximum of 6 hours) and expenses to the Local or Officer for the Officer to re-establish the member within the Local in all of its reports and processes. The member shall be issued an expense report via certified mail for the process and will have 3 months to pay in full or be placed as a member in bad standing.

ARTICLE XII - CONTRACTS AND NEGOTIATIONS

Section 3. Voting

All votes taken to approve or reject a contract shall be by secret ballot.

ARTICLE XIV - LOCAL UNION OFFICERS AND ELECTIONS

Section 1. Officers

This Local Union shall have the following officers: President, Vice-President, Financial Secretary-Treasurer, Recording Secretary, three Trustees (One from the Briggs Unit, One from the Strattec Unit and One At-Large), Sergeant-at-Arms and Guide.

Section 2. Executive Board

The Executive Board of the Local Union shall consist of all the officers referred to in Section 1 of this Article. In addition, the President of each Unit will have an open invitation and a non-voting seat on the Executive Board only at each regular Executive Board meeting of the Local.

Section 4. Nomination and acceptance

Any member desiring to run for Local Union office must notify the Recording Secretary in writing, prior to or within fifteen (15) minutes of the end of the nomination meeting, of his or her desire to accept nomination for a specific office. The terms of office shall be for three (3) years.

ARTICLE XV - ELECTION AND RECALL OF SHOP STEWARDS AND BARGAINING COMMITTEE REPRESENTATIVES

Section 5. Recall of Stewards & Bargaining Committee members

Bargaining Committee members, shop stewards, and/or Shop Committee members may be recalled either by a majority vote of the membership of the unit electing them or by a majority vote of the Local Union at any called meeting, providing the party involved is given at least one weeks' written notice by the Recording Secretary prior to the meeting and that such notice include a statement of reasons why such action is warranted. No request for recall shall be considered unless such request is made by at least thirty per cent (30%) of the membership of the Bargaining Unit electing them or by at least twenty per cent (20%) of the membership of the

Bargaining Unit if the action is initiated at the Local. In recalling such person, the Local Union may impose such period of ineligibility for election to the position from which recalled as the Local Union deems advisable, but not to exceed one year. There shall be no right of appeal to any International Officer or body from recall action taken, except in the event of alleged procedural irregularity in such action.

ARTICLE XVI - ELECTION OF DELEGATES

Section 2. The President and Financial Secretary shall be designated as automatic delegates to all District Council 1, AFL-CIO State and International Conventions.

ARTICLE XXI - AMENDMENTS AND EFFECTIVE DATE

Section 1. Effective Date

These By-Laws shall become effective immediately following approval of the International President. Except as otherwise here in provided, these By-Laws can be amended only by a two-thirds (2/3) vote of the members present at any regular or specially called meeting for this purpose. In the case of a dues increase or decrease, refer to Article VIII. All amendments must be presented at least one regular membership meeting prior to the meeting at which final action is to be taken and shall not be effective until approved by the International Executive Board.

Section 2. New or amended by-laws

All new or amended By-Laws must be submitted to the Chairperson of the By-Law Committee. The Committee will approve or reject it. If rejected, the member will be notified of their right to present the new or amended By-Law at a regular membership meeting according to Article XXI, Section 1.

Section 3. Rejected by-laws

All By-Laws rejected by the By-Law Committee, or not acted on by the By-Law Committee within 45 days of being submitted to the Chairperson of the By-Law Committee, may be presented to membership at the next regular meeting in the form of a motion, supported by a second, and in accordance with Article XXI, Section 1 and 2.

Section 4. Publication of proposed by-laws

All proposals for new or amended By-Laws will be posted on shop bulletin boards with notice of the meeting at which they will be acted upon after being presented at a membership meeting and before the meeting at which they will be considered for adoption.