**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 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.

**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.

**Section 5.       Trustees**

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

**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 and two (2) Bargaining Committee members.

**Section 6.       Strattec Security Bargaining Committee**

The Bargaining Committee at Strattec shall consist of the plant grievance representative 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.**

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.

**Section 4.       Lost Time**

Officers and members performing services for the Union in the shop or out of the shop during working hours 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.

**Section 5.       Lost time on Saturday or Sunday**

Members who attend all day Political Action or Educational meetings on a voluntary basis shall not be paid for lost time on Saturday or Sunday.

**ARTICLE XI - INITIATION FEE & MONTHLY DUES**

**Section 1.       Rates**

The initiation fee shall be $50.00.

**Section 2. Reinitiation**

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.

**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.

**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.