

INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS

BYLAWS OF LOCAL LODGE 20

NICEVILLE, FLORIDA

DECLARATION

Now, therefore, we the International Association of Machinists and Aerospace Workers, pledge ourselves to labor unitedly in behalf of the principles herein set forth, to perpetuate our Association on the basis of solidarity and justice, to expound its object, to labor for the general adoption of its principles, to consistently endeavor to bring about a higher standard of living among the toiling masses.

This Local Lodge shall be known by the title and name of Local Lodge 20, International Association of Machinists and Aerospace Workers, located in Niceville, Florida.

ARTICLE 1 – MEETINGS

Section 1. The government of the Lodge shall be by its members in regular meetings and special called meetings, and by the Executive Board between meetings. The right that belongs to one member belongs to all members alike as long as they remain in good standing with this association.

Section 2. The regular monthly meetings of this Lodge shall commence at 9:30 a.m. on the first Saturday of each month. When the meeting date falls on a generally recognized holiday or holiday weekend, a substitute day of meeting may be set at the preceding meeting.

The one exception to this is the December meeting where elections for Officers to the Lodge, the Directing Business Representative, and/or the Business Representatives must be voted in the Lodge on the second Wednesday.

- a. Any meeting of Local Lodge 20 shall be opened with the Pledge to the Flag.

Section 3. For the purpose of carrying out the business of this Lodge, special meetings shall be called by the President on the written request of ten percent (10%) or more of the members. The members are to be notified as to the purpose of the meeting by bulletin or otherwise, at least four (4) working days prior to such meetings.

- a. No business, other than that stated for the called special meeting, shall be transacted at the called meeting.

Approved: 7-24-09

Effective: 8-1-09

Section 4. At any meeting, any member who shall make use of profane or indecent language, or cause disturbance due to the influence of alcohol, or refuses to obey the command of the President when called to order, or uses disrespectful suggestions towards the officers or members, shall be asked to leave the premises by the Conductor/Sentinel, and, if the above is not obeyed, will be removed and may be subject to a fine or expulsion in accordance with the IAM Constitution.

Section 5. At any meeting, no member shall speak more than five (5) minutes on any subject, or a second time, until all who wish to speak on the subject have had an opportunity. No member shall speak more than twice on the same subject, except by majority consent of the members.

Section 6. Smoking shall not be permitted at any of the Local Lodge's meetings.

ARTICLE II – LOCAL LODGE OFFICERS

Section 1. The Officers of the Lodge shall be the President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor/Sentinel, and three (3) Trustees. These Officers constitute the Executive Board of this Lodge.

Section 2. This Lodge shall, as prescribed by the IAM Constitution, direct the duties of the Officers.

Section 3. The Executive Board shall be composed of the Officers of this Local Lodge. Their duties shall be to consider matters of business to be brought before the Lodge, to pass on the same in the form of recommendations or objections, and to present the same to the body for their approval or disapproval at the next regular meeting.

Section 4. All Officers, employees, or other individuals of this Local Lodge who are responsible for funds of, or for this Lodge, shall be bonded in accordance with the IAM Constitution and the IAM policy relating thereto.

Section 5. In the event of a vacancy, in any of the Local Lodge Officer or committee positions, they will be filled in accordance with the IAM Constitution.

Section 6. Any vacancy occurring in the office of the President shall be filled by the Vice President for the remainder of the unexpired term.

Section 7. For the faithful performance of the duties of their office, the following salaries shall be paid monthly from dues money:

(a) For the faithful performance of his/her duties, the Vice President shall receive the equivalent of the monthly dues.

- a. Secretary-Treasurer One Dollar (\$1.00) per full dues paying member
- b. Recording Secretary 30 cents (\$.30) per full dues paying member
- c. President 30 cents (\$.30) per full dues paying member

ARTICLE III – LOCAL LODGE ELECTIONS

Section 1. Nominations for Lodge Officers will be held in November of each election year.

Section 2. Elections of Lodge Officers shall be held in Niceville, Florida. The elections will be held at the regular meeting beginning in December of 2004, to hold office from the regular meeting in January. Said Officers shall continue in office until their successors have been elected and installed. The nominee receiving the highest number of votes shall be declared elected. The length of term for each local office will be for a period of three (3) years.

Section 3. The balloting is to be open from 9:30 a.m. to 11:30 a.m. on the day of the regularly scheduled meeting as specified in Article III, Section 2.

Section 4. Members shall be notified of elections in accordance with the IAM Constitution.

ARTICLE IV – ELIGIBILITY FOR OFFICE

Section 1. Any member of this Lodge in good standing shall be eligible for any office in the Lodge, provided he/she has been in good standing in the Local Lodge for at least twelve (12) months, and providing he/she has attended at least fifty percent (50%) of the Lodge meetings held during the twelve (12) month period ending the date of the close of nominations.

Section 2. All nominees must either be present at the time of nominations, or must have submitted by letter to the Lodge indicating acceptance of the nominations.

Section 3. Members, who are paying full dues, whether retired, etc., are eligible to run for certain position(s) within the Union.

Section 4. Any Officer or representative of the Lodge absent from three (3) regular meetings of this Lodge during the calendar year, without being excused thereof, shall be removed from his/her position, with right to trial after removal from his/her position.

ARTICLE V – COMMITTEES

Section 1. To better expedite the business of this Lodge, all committees may be formed (but not limited to):

1. Legislative and Political Committee (MNPL) – President appointed
 2. Education Committee – President appointed
 3. Entertainment Committee – President appointed
 4. Strike Committee – Voted by unit
 5. Job Description Committee – Voted by unit
 6. Negotiating Committee – Voted by unit
 7. Bylaws Committee – Elected by membership
 8. Membership Committee – President appointed
 9. Organizing Committee – President appointed
 10. Auditing Committee – Elected by Membership
 11. Women’s Committee – President appointed
 12. Grievance Committee – Voted by unit.
- a. Committee members from within an individual bargaining unit will be determined by that bargaining unit. These are the Strike Committee, Job Description Committee, Negotiating Committee and Grievance Committee.
 - b. Grievance Committee members shall be elected by the membership from a pool of volunteers. No grievance from any CBA Grievance Committee will be taken to arbitration without the approval of the majority of the Local Lodge membership in attendance at a regular or special meeting.
 - c. Negotiating Committees will be a maximum of two (2) members for bargaining units consisting of up to 50 members, three (3) members up to 200, and not to exceed a maximum of five (5) members for each bargaining unit with over 200 members. The chief steward will be the chairperson of the CBA negotiating committee.
 1. Elections will be held in conjunction with the Steward elections should one of the committee members no longer be authorized or wish to be a member. A Special Meeting will be called by the Local lodge to fill the position.
 - d. Members assigned to Contract Negotiations Committees will receive an allowance of twenty dollars (\$20.00) per day to cover the cost of associated expenses.

Section 2. An Auditing Committee of three (3) shall be elected at the same time, and in the same manner, as the Officers of the Lodge. Officers of the Local Lodge are not eligible for this committee.

- a. The Auditing Committee shall examine the books of the Lodge at the close of June and December each year.

Section 3. The Trustee receiving the largest amount of votes shall be the Chairman of the Trustees. The three (3) Trustees shall inventory the Lodges property at the close of June and December of each year (in conjunction with the Local Lodge audit) and update the Local Lodge Trustee's inventory records. All items purchased by the Lodge or removed from the Lodge shall be checked on or off the Trustee's inventory record. The Trustee's inventory records shall be kept with the Chairman until the Local Lodge obtains an office.

Section 4. The first named on a committee shall chair such committee, until such committee meets, who may then name their own chairperson.

Section 5. No committee or committee member shall obligate any Local Lodge funds without the approval of the majority of the Local Lodge membership in attendance at a regular monthly meeting.

Section 6. Committees, if formed, shall be of two (2) types, standing and temporary. Standing committee members will be elected in accordance with Article III. Temporary committee members will be selected based on rules approved in the committee's charter for the duration of its charter. Any committee's charter must be approved by a majority of the Local Lodge members in attendance at a regular monthly meeting.

Section 7. Elections for all Stewards, to include the Chief Steward, will be held at the half-way point of each CBA period.

- a. Stewards will serve until the above noted election period, or upon presentation to the Chief Steward, signatures of 30 percent of the members represented by said Steward, requesting a new election. The election will be held within 45 days of presentation of the signatures to the Chief Steward. The current Steward may stand for reelection.

- b. Chief Stewards will serve until the above noted election period, or upon presentation to the President of the Local Lodge (2), signatures of 30 percent of the members represented by said Chief Steward, requesting a new election. The election will be held within 45 days of presentation of the signatures to the President. The current Chief Steward may stand for reelection. This process may not occur on the Chief Steward within 180 days of a CBA renegotiating process.

Section 8. The Steward of this Lodge will make every effort to attend all meetings of the Lodge. The President or his/her representative shall excuse absences for such

reasons as work requirements, scheduled leave or vacation, or personal emergency. It shall be the responsibility of the absentee Steward to meet with the Recording Secretary of the Lodge to go over the minutes of the missed meeting.

a. Elected Stewards absent from three (3) consecutive regular meetings of this Local Lodge, without being excused, shall have the right to trial, if he/she so desires, prior to removal from the position. Stewards will remain in current position until the membership of the respective CBA of this Local Lodge elects a replacement during the following meeting.

b. For performance of his/her duties, Shop Stewards shall be paid a quarterly salary an amount equal to three (3) times their monthly dues rate, payable at the end of each quarter provided they have attended at least two (2) regular meetings, unless excused by the President of the Lodge or his/her representative.

ARTICLE VI – DUES

Section 1. The initiation fees and reinstatement fees of the Local Lodge are as follows:

Initiation Fee: one (1) month's dues

Reinstatement Fee: \$100.00

a. Any application for membership in this Lodge shall be made upon the usual blank forms provided for such purpose, and when properly fill out and signed shall be accompanied by the required dues.

b. If any application for membership is rejected, the fee shall be reimbursed.

Section 2. The monthly dues are two and a half (2.5) times the individual's regular hourly rate.

a. The monthly dues for sick or disabled members (\$2.00) shall be paid by the Local Lodge for a maximum of six months. The Secretary-Treasurer must be notified prior to the member taking leave by either the member or his or her Steward unless an emergency condition exists.

ARTICLE VII – FUNDS

Section 1. An Emergency Fund will be established when the general fund exceeds \$25,000. All money in excess of \$25,000 will be transferred to the Emergency Fund. Additional money may be transferred from the general fund to the Emergency Fund by a

majority vote of the membership of the Lodge in attendance at the regular monthly meeting.

- a. No money may be transferred out of the Emergency Fund except by a three-fourths vote of those present and voting at a special or called meeting for this purpose.
- b. Emergency Funds and Local Lodge dues must be handled on the basis of the procedures specified in the IAM Constitution.

Section 2. The funds and other property shall remain with the Lodge for its legitimate purpose so long as there are seven (7) members willing to continue it and with Grand Lodge approval.

Section 3. The funds of this Lodge shall be drawn only by a majority vote of members in attendance at the regular monthly meeting, upon an order drawn by the Recording Secretary, under the seal and countersigned by the President. The money is, in all cases, to be drawn by the Secretary-Treasurer.

Section 4. This Local Lodge may vote donations to sister Local Lodges of the IAM for strike purposes only, not to exceed \$50.00 per month. To unions other than the IAM, the donation is not to exceed \$10.00 at any one time.

Section 5. Upon notification from the member to the Union or their applicable steward, up to \$100.00 may be spent for flowers or other appropriate condolences in case of death for any member's immediate family.

ARTICLE VIII – OFFICER/DELEGATE EXPENSES

Section 1. Officers and delegates elected by this Lodge to attend union functions outside the geographical jurisdiction of the Lodge shall receive the following considerations:

- a. Time lost from his/her regular employment not to exceed eight (8) hours per day or forty (40) hours per week at his/her regular rate of pay, provided such loss is necessary to fulfill the duties of the delegate.
- b. Economy class round trip transportation to the city of the meeting, either by ticket for the transportation or the current IRS automobile mileage rate per mile if a private automobile is used, but not to exceed the economy class airfare if flying is available. If one to four delegates are sent, mileage for one automobile will be paid. If more than four delegates are sent, mileage for two automobiles will be paid.

- c. Officers and/or delegates shall receive Seventy-five dollars (\$75.00) per day to cover meals and other expenses, plus actual cost of hotel or motel accommodations, not to exceed a single occupancy room rate per day, when leaving their station to attend to Union business and are required to be away from their station overnight. This excludes IAM sponsored functions at Placid Harbor, Maryland, for which \$20.00 per diem will be paid per day in accordance with Grand Lodge rules.

ARTICLE IX – DISTRICT AFFILIATION

Section 1. District Lodge delegates shall be nominated and elected by the Local Lodge at the scheduled November meeting. These delegates will be elected in accordance with the Bylaws of this Lodge.

ARTICLE X – BYLAWS

Section 1. 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.

Section 2. Amendments to the Bylaws must be handled on the basis of the following procedures:

- a. All proposals must be in writing, signed by not less than five (5) members, and referred to the Bylaws Committee.
- b. Must be read as proposed at two (2) consecutive meetings. Immediately following the second reading, the Bylaws Committee shall submit their recommendation and the amendment will be voted on by those present.
- c. Thirty (30) days advance notice must be given to the membership of the time, date and place of the first and second reading of the amendment.
- 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 the Bylaws, shall be referred to the International President for approval and designation of an effective date.

**Approved For and in behalf of
International President**