

BYLAWS
OF
LOCAL LODGE NO. 1584
ELECTRONIC-JOURNEYMAN & PRODUCTION LODGE

ORDER OF BUSINESS

1. Pledge to Flag.
2. Roll call of Officers and noting of absenteeism.
3. New applications.
4. Report of committees on applications and acting on same.
5. Initiations.
6. Reading of minutes and acting on same.
7. Installation of Officers.
8. Examination and introduction of visiting members.
9. Report of Secretary-Treasurer, including receipts and disbursements since the close of last meeting.
10. Communications, bills, etc.
11. Reports of committees and Business Representatives.
12. Anything for the good of the IAM and discussion of subjects of an economic nature.
13. Unfinished business.
14. New business. Election of Officers.
15. Report of sick and disabled members and of relief committees.
16. Reports of members out of work and positions vacant.
17. Adjournment.

Approved: 6-8-17
Effective: 5-18-17

BYLAWS OF LOCAL LODGE NO. 1584

**INTERNATIONAL ASSOCIATION OF MACHINISTS
AND AEROSPACE WORKERS**

ARTICLE I

NAME - TIME OF MEETINGS

Section 1. This Lodge is to be known as Electronic-Journeyman & Production Lodge 1584, International Association of Machinists and Aerospace Workers, and shall be affiliated with the Machinists' District Lodge No. 190. The jurisdiction of this Local Lodge shall be as determined by the District Lodge and approved by the Grand Lodge.

Section 2. The regular meeting shall be held on the third Thursday of each month, at the hour of 7:00 p.m., and shall adjourn not later than 9:00 p.m. unless extended by a two-thirds (2/3) vote of the membership for a specific purpose or period of time to dispose of the order of business before the Lodge. When the regular meeting date falls on or near a legal holiday, the membership present at a previous meeting may, by a majority vote, provide a substitute date. Admittance to meetings shall be permitted only by a member showing a paid up dues card, or a current check stub showing dues deduction, accompanied with other proper identification. The monthly regular meeting shall be held at the central office of the Local Lodge at 436 McCormick Street, San Leandro, California 94577. The quorum shall be established by the constitution for the transaction of business. In the absence of a quorum, the President shall be empowered to order that the bills be paid. Whenever feasible, all other meetings pertinent to official union business, such as Executive Board meetings, special-called meetings, general shop meetings, etc., shall be held at this San Leandro central office.

Special group meetings may be held in the afternoon of the regular meeting night and all business transacted must be presented at the regular evening meeting for final determination.

Special meetings shall be called by the President or on the request of the Executive Board or in accordance with the IAM Constitution.

1. All members shall be notified by postal card, or by shop bulletin, at least five (5) days before the meeting is called to order, stating for what purpose the meetings has been called and signed by the Recording Secretary.
2. No other business shall be transacted or discussed at a special called meeting other than that specified in the reason extended for said meeting.

Meetings of this Local Lodge and its committees shall be governed by the IAM Constitution and these Bylaws. All questions, unless otherwise provided, shall be decided in accordance with Roberts Rules of Order.

Special Order of Business: A Special Order of Business may be called for a specified time and subject for the next regular meeting by a motion passed by a majority present at any regular meeting.

ARTICLE II

MEMBERSHIP

Section 1. Eligibility: Any person performing work coming under the jurisdiction of the International Association of Machinists and Aerospace Workers, whose place of employment is in the area of this Local Lodge jurisdiction, shall be eligible for membership in this Local Lodge.

Section 2. Any member entering the Lodge while under the influence of controlled substances or who shall use indecent or profane language, or who disturbs the meeting and refuses to obey the presiding officer, or any violation of the IAM Constitution, shall immediately be ejected from the room and shall be subject to all penalties set forth in applicable provisions of the IAM Constitution.

Section 3. Members are expected to work harmoniously together and not try to gain credit by the discredit of another member in any way. It shall be their duty to present their dues books to the Shop Stewards and/or Shop Committee or duly qualified officer of this Lodge for inspection when requested to do so, and to assist the Shop Stewards and/or Shop Committee and the District Business Representative(s), in carrying out the laws of this Lodge and the Constitution of the International Association of Machinists and Aerospace Workers.

Section 4. No member of this Lodge shall make an agreement with his/her employer as to working conditions, hours or pay that are conflicting with the contract under which they are working without the consent of the Lodge.

Section 5. It shall be the duty of all members to participate in and attend all meetings of the Lodge to the best of their ability, and when elected or appointed to committees of any nature, to extend their every effort and cooperation in making successful the purpose of the committee.

ARTICLE III

NOMINATIONS & ELECTIONS OF OFFICERS

Section 1. Designation and Term of Officers: The Officers of this Lodge shall consist of a President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor-Sentinel and three (3) Trustees.

Their terms of office shall be for three (3) years from the regular meeting in January in the year of installation. No officer shall hold more than one (1) office at one time.

Section 2. Nominations and elections: Nominations of candidates to office shall be held at the first regular meeting in September during a Special Order of Business for that purpose. The election shall be held on the day of the Lodge meeting in October at 436 McCormick Street, San Leandro, California 94577 or at a site requested by Membership actions, but such actions must be approved by the District Lodge Delegates.

Installation of Officers shall take place at the Lodge meeting in January.

Section 3. No member shall be eligible to hold office in this Lodge unless they have been in good standing for one (1) year prior to nominations and must have worked at the trade for six (6) months preceding their nomination unless they are full-time Officers of the Local Lodge or qualify under the IAM Constitution.

To be eligible to be candidates, members must have attended twenty-five percent (25%) of the regular meetings held during the twelve (12) month period ending the date of close of nominations and must have signed the attendance book provided for verification at each regular meeting. Members working on the swing shift and sick members, who can so verify by a doctor's letter, shall be excluded from these requirements.

The qualification "working at the trade" shall not apply to members who are salaried full-time employees of any Local Lodge, District Lodge, or Grand Lodge, a Council, conference, or the AFL-CIO, nor shall it apply to members who have been unable to obtain employment at the trade because of a strike, lockout, or temporary physical disability, or to members who are retired on pension and paying full dues.

No member shall be placed in nomination for any office without his verbal or written consent. No candidate shall run for more than one (1) office. At the close of nominations for any election, the President shall appoint three (3) Tellers, who are not candidates, who shall have full charge of the election. The President may appoint alternate Tellers so that the Chairperson and at least two (2) Tellers are present at all times while the balloting is being conducted.

Section 4. Not less than twenty-five (25) days prior to the time when the elections specified in this Article are to be held, notice of the time and place shall be mailed to each member as per the IAM Constitution. The Recording Secretary shall include in the notice of election the eligibility requirements for and method of obtaining an absentee ballot per the IAM Constitution.

After the nomination for election has been closed, the Recording Secretary shall prepare ballots as set forth in the IAM Constitution. Candidates for Local Lodge offices shall be listed alphabetically, and the word "incumbent" shall be put on the ballot as appropriate.

(a) Ballots shall be a two portion ballot. First portion the ballot. Second portion will be receipt section with name, card number, address, phone number. Receipt section will be retained by the tellers.

No sample ballots will be printed. A notice under the letterhead of this Lodge, signed by the Recording Secretary, will be sent to all shops for posting, stating only those nominated for office, time, date and place of election. This notice in no way is to resemble a ballot. This is in addition to the 15-day notice as required by the IAM Constitution.

Section 5. Absentee ballots. Members who reside more than twenty-five (25) miles from the designated balloting place, members who are confined by verified illness, on vacation, or on official approved union business, or on employer travel assignment, or reserved military leave, may upon request be furnished an absentee ballot. Any request for an absentee ballot must be made in writing to the Recording Secretary of the lodge not later than ten (10) days prior to the election. Any member entitled to receive an absentee ballot shall make a written request therefore to the Recording Secretary of the Lodge by delivering in person or by mailing such request not later than 10 days before the election.

The absentee ballot shall be returned by official government mail to the Recording Secretary of the lodge, so that it will be received by or prior to the closing time of the polls as specified in the notice of election.

Before any absentee ballots are opened and counted, the inspectors of election and the tellers shall determine that the members who voted by absentee ballot have met all the eligibility requirements that would permit them to vote by this method.

Any absentee ballots that are found to be ineligible will not be counted, but will be retained by the Recording Secretary with all other ballots for one (1) year.

Section 6. Voting. Members shall present their dues book to the teller for inspection and sign a non numbered Local Lodge 1584 Seniority List before obtaining their ballot. Ballots shall be marked secretly and deposited in the ballot box.

Challenge ballots shall be issued to those members not presenting an up to date dues card. Members shall mark their ballot and enclose it in the envelope provided, sealing the envelope and filling in the information requested on the outside of the envelope. These ballots will be verified for eligibility and returned to the tellers unopened. Those marked ineligible shall be retained unopened. All eligible ballots will be opened and counted. Envelopes shall be retained along with the ineligible ballots for the prescribed length of time as all ballots.

Ballot boxes are not to be removed from the polling place(s) until such time as the Tellers proceed to count the votes cast. The ballots will be counted where the Local Lodge conducts its regular meetings.

The ballot box shall be open in the designated balloting place(s) of Local Lodge No. 1584 from 9:00 a.m. to 7:00 p.m. on all election days.

At 7:00 p.m. of the day of election and after the polls have been closed by the Election Tellers, the Tellers shall proceed to count the ballots cast and tabulate same on tally sheets prepared by the Recording Secretary for that purpose and render their report to the Lodge, setting forth in detail the total number of ballots used, validated or not counted, the total number cast and a correct record of the number of votes cast for each candidate, a copy of which will be placed with the tally sheets and ballots in the box and sealed to be turned over to the Recording Secretary, who shall file same for one (1) year.

Each nominee may submit in writing to the Election Chairperson the name of any Local Lodge member in good standing, who is to act as an "Official Observer."

Any void ballot is a ballot not cast and will be subtracted from the total number of ballots cast. Any void section of a ballot voids only that section of the ballot. The election results will be determined by the number of ballots cast.

When the ballot instructions call for a definite number of candidates to be elected, the portion of all ballots which is not cast in accordance with instructions will be void.

All Officers shall be elected by plurality. Should a tie vote occur in the vote for any particular office(s), a run-off election shall be held for such office(s). A 25-day notice of such run-off election shall be given to each member qualified to vote. Subject to the 25-day notice, such run-off election will be held at the earliest possible subsequent regular meeting. In the event of a run-off election, the installation of Officers elected thereby shall be held at the regular meeting of the Lodge immediately following the run-off election.

Write-in candidates shall be declared illegal and void. That portion of the ballot containing write-in candidates shall be declared void and not counted by the Election Tellers.

Electioneering within the confines of the building in which the polling place is located in such a manner as to restrict the entrance to the building shall be prohibited. Any member doing so shall be deemed guilty of conduct unbecoming a member.

Any member desiring to contest the election must file a written notice with the Recording Secretary within twelve (12) business days after the results of the election has been officially announced by mail, to each candidate and to the shops. In the case of a contest, the President shall appoint a committee of five (5) before the next regular meeting following the contest of the election. This committee shall investigate the protest and submit a written report of their findings at the next regular meeting. At that meeting, the membership shall act upon the Committee report.

No alcoholic beverages will be allowed within the polling place(s) during elections.

ARTICLE IV

OFFICERS AND THEIR DUTIES

Section 1. **THE PRESIDENT** shall preside at all meetings of the Local Lodge, preserve and insure the orderly conduct of business, enforce these Bylaws and all provisions of the IAM Constitution and District Lodge Bylaws that apply to this Local Lodge, decide all points of order and, in case of a tie, shall cast the deciding vote. He/she shall countersign all vouchers and shall be authorized to sign checks legally drawn by the Secretary-Treasurer. He/she shall appoint all committees (subject to the approval of the Lodge) not otherwise provided for in these Bylaws, and shall serve as an ex-officio member on all committees; and it shall be his/her responsibility that all committees function properly. He/she shall administer the obligation to all new members and perform any other duties required of him/her in these Bylaws, and the IAM Constitution, and by the membership.

Section 2. **VICE PRESIDENT** - It shall be the duty of the Vice President to assist the President at all times in preserving the order at Local Lodge meetings. In absence of the President, the Vice President shall preside over all meetings of the Local Lodge. He/she shall be authorized to sign checks, vouchers, and other legal papers of an emergency nature in the absence of the President. The Vice President shall succeed to the office of President due to removal, death or resignation, as set forth in the IAM Constitution.

Section 3. **THE RECORDING SECRETARY** shall conduct all correspondence of the Local Lodge, present all communications and bills to the Local Lodge and deliver such bills to the Secretary-Treasurer. He/she shall sign and affix the Local Lodge Seal to all credentials of Delegates from this Local Lodge, and shall keep an accurate record of the

Minutes of all Local Lodge and Executive Board Meetings, and an up-to-date roll of the Local Lodge Officers and members of all committees. The Recording Secretary shall maintain adequate attendance records in order to insure eligibility under the attendance requirements set forth in these Bylaws.

The Recording Secretary shall keep on hand at all times, an up-to-date copy of these Bylaws with amendments and changes thereto, and be responsible for the Local Lodge Seal. He/she shall prepare ballots for Local Lodge elections and referendums, prepare and mail to the member's suitable bulletins of the Local Lodge meetings, and shall perform any other duties as may be required of him/her. The duties of the Recording Secretary shall include the monthly typing and filing of the Local Lodge minutes.

Section 4. **THE SECRETARY-TREASURER** shall receive all monies from any source for the benefit of the Local Lodge and deposit the same in a bank of sound financial standing in the name of Local Lodge 1584. He/she shall see that the Local Lodge bank account shall not be in excess of \$250,000.00 in any one banking institution at any time. He/she shall keep a systematic and accurate account of all revenues and disbursements in such a way to show the balance of cash on hand at the close of each meeting of the Lodge. He/she shall be authorized to sign all checks drawn on local lodge account from legally drawn executed vouchers. He/she shall turn over to the auditors at each semi-annual audit, all canceled checks and vouchers, books and statements, and render them such assistance as they may require, and perform any other duty required by this Local Lodge or IAM Constitution. Any and all monies invested or transferred between existing or new accounts shall have prior approval from the membership.

Section 5. **THE CONDUCTOR/SENTINEL** shall introduce all new members to the President, check all dues books and identification of all members present and visitors from affiliated Locals. He/she shall report the standing of members when directed by the President. He/she shall take a position at the door and allow no one to enter unless duly qualified. He/she will introduce all visitors or committees from other organizations to the President and explain briefly the object of their visit. It shall also be the duty of the Sentinel to assist the President in maintaining order at the Local Lodge meeting.

Section 6. **THE BOARD OF TRUSTEES** shall have charge of all property belonging to the Local Lodge, shall see that all the books are properly kept, and at the expiration of each six-month period, 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 the auditing of the books of the Local Lodge be delayed on account of the failure of one (1) 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 the Trustees were present. The Trustees of the Local Lodge shall be liable to the Executive Council of the Grand Lodge for all funds and other property of the Local Lodge under their control.

ARTICLE V

EXPENSE ALLOWANCE FOR OFFICERS/COMMITTEE PERSONS/DELEGATES

Section 1. For the faithful performance of their duties as prescribed by the IAM Constitution and these bylaws, provided they attend regular scheduled meetings and/or scheduled committee and board meetings of the Local Lodge, Officers, Executive Board Members and Delegates shall be compensated as follows:

President	\$150.00 per month
Vice President	\$ 75.00 per month
Secretary-Treasurer	(\$600.00 per month)
Recording Secretary	\$200.00 per month
Conductor-Sentinel	\$ 25.00 per month to \$50.00 per month
3 Trustees	\$ 25.00 per month to \$50.00 per month
Executive Board Members	\$ 25.00 per month to \$50.00 per month
District Lodge 190 Delegates	\$ 25.00 per month to \$50.00 per month
Educator	\$ 25.00 per month to \$50.00 per month
Communicator	\$ 25.00 per month to \$50.00 per month

No excuses accepted, there shall be no expense allowance adjusted except as voted on at a Special Called Meeting for that purpose.

All compensation will be pro-rated in accordance with regular scheduled meetings attended but not in excess of the maximum compensation listed above, unless on Official IAM Business.

Section 2. Reimbursement for Travel and Authorized Expenses: Upon approval of the membership at a regular meeting, a member while on authorized business for this Local Lodge will be allowed the following expenses:

- (a) Extended Travel (overnight lodging required): When overnight travel is necessary, the Local will provide a round-trip air coach ticket. If approved in advance by the membership, a mileage

rate of fifty-six cents (\$.56) per mile shall be allowed. Increased yearly to the maximum amount allowable by the (IRS) Internal Revenue Service. However, in no case shall a transportation expense be authorized which exceeds the round-trip air coach fare. Motel/hotel expenses are not authorized during travel unless previously authorized official Lodge business is to be transacted en route which necessitates overnight accommodations. Upon advance approval of the membership at a regular Lodge meeting, the following travel expenses will be allowed:

- (1) Necessary and reasonable motel/hotel accommodations. Receipt(s) are required.
 - (2) Taxi/Ground Transportation: Not to exceed forty-five dollars (\$45.00) a day on travel days only. Receipt(s) are required.
 - (3) Rental car charges as follows: Economy size for one (1) to two (2) members. Mid size for three (3) members when deemed appropriate, if needed, subject to the approval of the Executive Board.
 - (4) Required tuition/registration fees necessary for performance of the responsibilities assigned by the Lodge. Receipt(s) are required.
 - (5) Wages for actual "lost time" at the member's current hourly rate based upon an eight (8) hour workday and forty (40) hour work week.
 - (6) Per Diem shall be forty-five dollars (\$45.00).
- (b) All members who travel for official Local Lodge 1584 business shall receive mileage reimbursement, of fifty – six (\$.56) per mile. Increased/decreased annually to the maximum amount allowable by the (IRS) Internal Revenue Service. Official business will be any business, in which a member is “elected”, “appointed”, “assigned”, or a motion before the local Lodge is passed for a member to attend with the exception of the regularly scheduled “Local Lodge 1584 Executive Board Meeting” and the “Local Lodge 1584 Regular Meeting” no officer or member shall receive mileage reimbursement to attend either meeting. In addition when the “Quarterly Shop Stewards Training” is held on the same night as the “Executive Board Meeting” and the “Local Lodge Regular Meeting” no

Officer, Shop Steward, or member shall receive mileage reimbursement to attend. No further approval will be necessary; the member shall submit a signed request voucher to the Secretary-Treasurer specifying the total distance driven in performance of the assigned duty. All travel will either start from the members place of residence or from their respective work location.

- (1) The member, if eligible for mileage rate reimbursement, shall be paid fifty-six cents (\$.56) per mile. Increased yearly to the maximum amount allowable by the (IRS) Internal Revenue Service. Prior to approval and payment, the member shall submit a signed request voucher to the Secretary-Treasurer specifying the total distance driven in performance of the assigned duty.
 - (2) Tuition/registration fees as required to perform the responsibilities imposed by the Lodge. Receipt(s) are required.
 - (3) Lost-time wages at the member's current hourly rate based upon an eight (8) hour day. The member shall only be paid for actual time lost because of duties imposed by the Local Lodge. And any lost hours credited towards their vacation accrual per their Collective Bargaining Agreement.
- (c) Basis for Reimbursement: It is the policy of this Lodge to reimburse those necessary and required expenses incurred by a member in performance of official Local Lodge duties when such expenses are not reimbursed from any other source (e.g., District Lodge, Grand Lodge, employer, affiliate organizations, etc.). To be eligible for reimbursement the member must have attended 50% of the monthly membership meetings within the last 12 calendar months prior to approval or approved by the membership due to work obligations. If such reimbursement is made from more than one source, it shall be the duty and responsibility of the member to return any duplication or overage to this Local.

ARTICLE VI

EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the following Officers and members of the Lodge: President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor, Sentinel, three (3) Trustees, and six (6) members who shall be elected at large from the membership at the time of the nomination and election for Local Lodge Officers.

Section 2. Eight (8) members shall constitute a quorum for the transaction of business and they shall meet at 6:00 p.m. preceding the regular lodge meeting.

Section 3. The President and the Recording Secretary of the Lodge shall be the Chairman and Secretary of the Executive Board.

Section 4. Special meetings of the Executive Board may be called by the Chairman or Secretary or upon the written request to the Chairman by five (5) members of the Board. The Secretary shall notify all members of the Board of a special meeting at least two (2) days prior to said meeting.

Section 5. All meetings of the Executive Board shall be held at the Lodge Headquarters.

Section 6. In the event any Officer or Executive Board member of this Lodge absents themselves from three (3) consecutive meetings of the Executive Board, regular meeting or any consecutive combination thereof, without being excused, and if there is no controversy as to the refusal to the excuse being proper, such Officer(s) shall be deemed to have resigned from office. The above shall also apply to Delegate(s) representing this Lodge at District 190 regular meetings.

Section 7. It shall be the duty of the Executive Board to deliberate upon all matters referred to it by the Lodge, and as soon thereafter as possible, to report back to the lodge its recommendation.

Section 8. The Executive Board may initiate under the head of new business anything for the good and welfare of the Association and presenting the same to the Lodge at its regular meeting. All Executive Board recommendations and motions presented to the Lodge shall be called Executive Board Propositions and be numbered consecutively and voted on individually.

Section 9. The Executive Board shall transact all business referred to it by the Lodge. It shall read and recommend action on all communications received to the date of the Executive Board meeting. If the nature of a meeting of an affiliate would affect the membership of the Local Lodge, and the notification received does not allow the proper processing of a recommendation to have a delegate or a duly elected representative in attendance, the Executive Board shall be empowered by a three-fourths (3/4) vote of those present to act for the Lodge and designate a delegate or representative to be in attendance.

Section 10. The Executive Board shall have the authority, between regular Lodge meetings, to act on all matters of an emergency nature that would impair the welfare of the Lodge. This section will apply in absolute emergency cases only, and all matters acted upon shall be reported to the membership.

ARTICLE VII

COMMITTEES

Section 1. **Organizing Committee:** The President shall appoint a minimum of six (6) members. The Committee shall pro-actively engage in organizing campaigns to increase Local Lodge 1584 membership. The committee shall meet minimal once a month.

Section 2. **Auditing Committee:** The Lodge shall elect three (3) Lodge Auditors, and their term of office shall be for three (3) years. The Auditing Committee shall hold semi-annual audits of the Lodge's books and assets at the close of June and December. They shall receive an expense allowance of twenty dollars (\$20.00) each following the Local Lodge audit.

Section 3. **The Bylaws Committee** shall consist of five (5) members to be appointed by the President, whose duties shall be to consider and make recommendations on proposed Bylaw changes.

Section 4. **Law and Legislative Committee:** the Chairman and three (3) Members-at-Large of the Law and Legislative Committee shall be appointed by the President.

It shall be the Committee's duty to monitor all legislative measures in the City, State and Federal Legislative bodies affecting labor and bring same to the attention of the Lodge for consideration.

It shall be the Committee's duty to prepare such legislation and ordinances for the benefit of organized labor as may be referred to them by the Lodge,

submitting the same to the Lodge for final action and, if adopted, they shall use appropriate means to secure their enactment.

Section 5. **The Welfare Committee** shall be composed of three (3) members, appointed by the Local Lodge President. Members of this Committee shall endeavor to learn of cases of sick or bereaved members, when possible investigate them and immediately report the names and circumstances of such cases to their committee chairperson, who shall report the findings at the next regular Lodge meeting.

Section 6. **The Negotiating Committee/Negotiating Observers.** A Negotiating Committee of no more than three (3) members shall be selected from the membership, from the company where the contract is to be negotiated. The committee members shall be paid at the individual's rate of pay for actual regular time lost from their employment.

Observers for (Contract) negotiations shall be elected at each shop's proposal meeting.

The committee members shall be paid at the individual's rate of pay for actual regular time lost from their employment.

If a member of the Negotiating Committee/Negotiating Observers cannot fill his/her obligations, the alternate shall be the runner-up in the balloting of the past elections.

Section 7. **Safety Committee:** Each bargaining agreement may have a Safety Committee consisting of a Chairperson and up to four (4) members appointed by the Servicing Business Representative.

Section 8. **Other Committees:** The President may appoint any other committees deemed necessary. All appointments of committees shall be made with the approval of the Executive Board and, upon approval, the appointment shall continue until the committee is discharged or replaced.

Section 9. **General Rules of Committees:** The Local Lodge President will appoint a temporary Chairperson. The Committee will elect a permanent Chairperson and Secretary. Unless authorized to act for the Lodge, committees shall have only the power to make recommendations to the Local Lodge.

Minority opinions may be voiced. The committee Chairperson shall call all meetings of committees.

Section 10. **Building Committee:** The President shall appoint a committee

of at least four (4) Local Lodge members to research the feasibility of purchasing and maintaining a building for the Lodge to conduct business. The committee shall report its recommendations to the membership for approval.

ARTICLE VIII

SHOP COMMITTEE/STEWARDS

Section 1. The Lodge members of each shop shall elect their own Shop Steward(s) during the month of January. If the elections are not completed by January 31st the Business Representative will take over the election. The duration of the term shall be two (2) years. Each respective shop shall elect Shop Stewards as provided within their respective bargaining agreements. Those shops whose labor agreements do not provide for the number of stewards shall reserve the right to determine the number of stewards to be elected, subject to the approval of the Lodge.

All Shop Stewards shall become members of the Local Lodge Shop Stewards' Committee. Stewards' meetings will be held quarterly or whenever the need for training requires additional meetings. The Shop Stewards' Committee may indicate or recommend anything for the good and welfare of the membership by presenting same to the Lodge at its regular meeting.

Section 2. Where there is a Chief Shop Steward, he or she shall be elected by the members employed in said shop from the present Shop Stewards now serving the plant. Elections for chief Shop Steward shall be held no later than 30 days after the posting of the new shop stewards. If the election of Chief Shop Steward is not held within the 30 days, a Chief Shop Steward will be appointed by the Business Representative of that shop.

Section 3. It shall be the duty of each member of the Shop Committee to interview all new employees in his/her particular department to ascertain if employees are members in good standing of this Lodge.

Section 4. The Shop Steward shall have the authority to examine the dues books of members working under his/her jurisdiction and shall insist on members keeping themselves in good standing. The Chief Steward shall report to the Business Representative any member refusing to comply with this Section.

Section 5. In case of a dispute or grievance between a member or members and the employer, or should any difficulty arise over the condition of employment, the Shop Steward shall endeavor to make adjustments in accordance with the established grievance procedure. In the event of failure to make a satisfactory adjustment, it shall be referred to the assigned Business Representative, who shall process the grievance in accordance with the Agreement.

In the event the Business Representative and Shop Steward cannot settle the matter under dispute, they shall make a full report of its action at the next regular Local Lodge meeting.

Section 6. Where members fail to elect a steward as provided, the Business Representative shall appoint a Shop Steward and notify members in the shop. The appointment(s) become permanent upon approval by the Local Lodge Executive Board until the next election January 2010 and every (2) years thereafter.

Section 7. (Qualifications) All candidates for Shop Stewards to represent this Lodge shall have been actively engaged in the trade for at least one (1) year and shall have attended at least twenty-five percent (25%) of the regular Lodge meetings held each calendar year and must have signed the attendance book provided for verification at each regular meeting, with the following exception: members working on the swing shift or sick members, who can so verify by a doctor's letter, shall be excluded from these requirements.

Section 8. Shop Stewards shall receive fifty dollars (\$50.00) per month for expenses incurred in the faithful performance of their duties. However, Stewards must have attended the monthly meeting of this Lodge in order to receive the allowance for that month. In addition, Stewards are required to be in attendance at this meeting no later than 7:15 p.m.

ARTICLE IX

INITIATION, REINSTATEMENT FEES AND DUES

Section 1. This Lodge's initiation and reinstatement fees shall be (25) times the member's hourly rate per their Collective Bargaining Agreement.

- (a) Initiation fees shall be waived for newly organized shops assigned to Local Lodge 1584 by District 190. The Grand Lodge initiation fee of (\$10.00) dollars will be paid by Local Lodge 1584 for each new member. All new members hired after the signing of the first Collective Bargaining Agreement will not have the initiation fees waived.
- (b) If a newly initiated member is denied probation by the company at his/her said shop all initiation fees shall be refunded to them.

Section 2. Effective January 1, 2015, monthly dues of members of Local Lodge 1584 shall be a minimum \$59.00. All existing shops will continue paying their current dues rate plus \$1.25 for each succeeding year. In addition to any per capita tax increases to

Grand Lodge, District Lodge, and local affiliated organizations.

- (a) Effective January 1, 2018, all shops organized after January 15, 2015, shall pay all Grand Lodge, District Lodge, and local affiliated organizations per capita tax for each succeeding year plus \$15.00 dollars or (3) times their hourly rate plus \$15.00 whichever is greater with a minimum of \$90.00 plus \$2.50 for each succeeding year.
- (b) Effective January 1, 1997 the monthly dues of this Lodge shall increase by \$.29 cents and thereafter any District yearly per capita increase shall be added. Abiding by the pass-through clause of District #190 bylaws, all additional dues will be transmitted to District #190.
- (c) Effective January 1, 2001 any Grand Lodge per capita increase shall be added to the monthly dues of the Local Lodge.

Section 3. The Local Lodge shall establish a separate account for the Strike Fund. When the Strike Fund is reduced to two million (\$2,000,000.00) dollars or below, the Local Lodge will initiate a dues change to increase the monthly dues by five (\$5.00) dollars until the Strike Fund reaches two million five hundred thousand (\$2,500,000.00) dollars at which time this Local Lodge shall initiate a dues change to eliminate the five (\$5.00) dollars for the Strike Fund.

Section 4. The dues shall be adjusted on January 1 of each year and shall be based on the hourly earnings in effect August 31st of each year. Hourly earnings shall include amounts normally considered as part of regular pay, such as: hourly rates, cost-of-living allowances and incentive earnings, but shall exclude shift premiums, over-time premiums, leadman premiums, and other similar premium payments.

Dues rates shall vary in accordance with the formula for replenishing the strike, lockout and victimization benefits set forth under this Article.

Such dues increases or decreases shall continue in effect until modified in accordance with the Bylaws and the IAM Constitution.

Section 5. Members out of work must report monthly and sign the out-of-work book, to be eligible for out-of-work stamps and jobs. Those out of work due to illness need not contact the office personally, but must communicate with the office for the out-of-work stamps. Being out of work shall not exempt the member from paying his monthly dues and assessments or applying for out-of-work stamps within the limit as provided in the IAM Constitution. Out-of-work stamps shall cost the member \$2.50. Withdrawal cards will be granted in accordance with the IAM Constitution.

Section 6. No Shop Steward shall accept dues from any member.

Section 7. Members shall notify the Secretary-Treasurer of any change of address, personally or in writing. Failure to do so will be no excuse for not receiving notice of delinquencies in fines, dues and assessments, or notices of Special Called meetings.

ARTICLE X

FUNDS

Section 1. Voucher sheets shall be drawn upon bills presented to and voted upon by the membership. Voucher sheets shall be signed and have the Local Lodge seal affixed to them by the Secretary-Treasurer and countersigned by the President and/or by the Vice President in the absence of the President and the Trustees. The voucher sheets shall be numbered in regular sequence, dated, and state the amount, to whom paid, and the purpose of the expenditure. The Secretary-Treasurer shall draw a check payable to the person or firm and for the amount stated on the voucher sheet and note the voucher sheet number on the face of the check and on the check stub. The signatures of the President and/or by the Vice President in the absence of the President, and Secretary-Treasurer shall be required on all checks. The Secretary-Treasurer shall retain all voucher sheets and cancelled checks in his/her possession, and shall surrender them only to authorized persons.

Section 2. With the exception of ordinary bills and expenses of the Local Lodge Business Office, no motion shall be in order to vote for more than five hundred dollars (\$500.00) for any purpose at a Local Lodge meeting, unless two (2) weeks notice has been given by mail to the shops prior to a regular meeting.

Section 3. Any request for financial donation coming from any Local Lodge or parent body of any Union in or out of the IAM or from any or all charity organizations, or from any civic or political group, which exceeds \$5.00 shall first be presented to the Executive Board for recommendation and/or approval before being presented to the Lodge for final action.

Section 4. The Lodge may vote donations to other Lodges of the IAM a total not to exceed \$50.00 at any one meeting of this Lodge, unless two weeks notice has been given prior to the regular meeting provided, however, the applying Union has complied with the IAM Constitution. To the Unions other than the IAM, it may vote a total not to exceed \$25.00 at one meeting of this Lodge, provided the applying Union has complied with the Constitution of their Parent Body.

Section 5. There shall be a petty cash fund of \$150.00 maintained for incidental expenses of the Lodge and for dues change. The Secretary-Treasurer shall be responsible for the fund and keep itemized receipts of all expenditures from the fund. The Secretary-Treasurer will submit to the Executive Board for approval all bills, pending

general membership approval before the account may be replenished.

Section 6. There shall be no funds voted for any purpose whatsoever after the hour of 9:00 p.m. of any meeting except to pay regular bills.

Financial inability by the Local Lodge, as determined by the Executive Board and ratified by the membership, to pay any or all the salaries, reimbursements, payments, or bills or per capita to funds as set forth or indicated in these Bylaws as obligatory, and at the same time operate in a sound financial condition, shall immediately cancel any requirement to continue such financial obligations. In such a situation the Executive Board shall immediately investigate to determine which of the least vital activities or services is to be discontinued, or reduced, so that the Lodge can operate in a sound financial condition. The Executive Board shall report to the membership the result of this investigation and recommend to the membership at a meeting the appropriate action. Such recommendations must be passed by a majority vote of the members present in order to take effect.

Section 7. Local lodge 1584 shall pay the \$10.00 retirement card fee to the Grand Lodge upon any member who retires from the IAM.

Section 8. For all current and retired members of Local Lodge 1584 who become deceased, there will be a donation of \$25.00 to Guide Dogs of America in their memory.

Section 9. Local Lodge 1584 shall pay annually (\$1.00) dollar per dues paying member to the IAM Scholarship fund, upon approval at the Local Lodge meeting by the attending members.

ARTICLE XI

STRIKE FUND

Section 1. This Lodge shall maintain, under separate accounting, a Strike Fund for the sole purpose of paying weekly benefits to all members involved in a sanctioned strike, in the observance of the picket line of another organization's sanctioned strike, or by being victimized by a company lockout where other benefits are not being paid.

In order to be eligible, members directly involved shall have complied with the provisions of the IAM Constitution and shall be free of arrearages to the Local Lodge and shall have performed all duties assigned to them by those in charge of the strike. The money in this strike fund shall be the only funds available for this benefit, and this fund shall not be used for any other purpose, including any other expenses incurred during the course of the work stoppage, such as operating and maintaining picket lines. These expenses, upon proper authorization, shall be paid out of the Emergency Fund.

This benefit shall start after a one (1) week waiting period and shall be

paid for each week the strike continues, or until the Fund is depleted. Members on strike shall receive benefits as listed below:

A weekly benefit of \$350.00 per week shall be paid provided that the strike fund does not go below \$1,000,000 million dollars.

Partial weeks shall be paid on a pro-rata basis.

ARTICLE XII

EMERGENCY FUND

Section 1. This Lodge shall maintain an Emergency Fund account consisting of savings accounts and/or bonds to be disbursed only upon recommendation by the Trustees and approval by the Lodge at a special called meeting by a three-fourths (3/4) vote of the members present. Said disbursement is for the benefit of the Lodge as a whole.

To maintain the Emergency Fund, effective January 1, 1992, sixty cents (\$.60) per month per member will be diverted from the interest on the Strike Fund until the Emergency Fund account reaches the total sum of fifty thousand (\$50,000) dollars, at which time all interest from the Strike Fund will be placed into the Strike Fund.

ARTICLE XIII

DELEGATES

Section 1. All delegates to affiliated bodies shall be nominated and elected upon approval of the membership.

Section 2. District Lodge Delegates: The number of Delegates to the District Lodge shall be determined by the District Lodge Bylaws. However, two (2) alternates shall be elected to serve as Delegates to the District Lodge in the absence of the duly elected delegate(s).

Section 3. Grand Lodge Convention: Delegates to this Convention shall be elected per the IAM Constitution.

Section 4. Delegates to the Conferences: Two (2) Delegates and one (1) Alternate shall be elected. Two (2) elected Delegates and one (1) Business Representative may attend all conferences.

Four (4) Delegates shall be elected at the same time as the Lodge Officers and serve for three (3) years.

Section 5. All Delegates shall be furnished with proper written documentation or credentials over the seal of this Lodge.

Section 6. Duties of Delegates: All Delegates shall perform those duties and serve for such time as specified in the IAM Constitution and these Bylaws. All Delegates of this Lodge are required to provide accurate and timely reports to the general membership of the programs, goals and activities of the affiliate organization to which they are Delegates.

No Delegate shall commit this Lodge to any unilateral financial obligation without first reporting to the membership at a regular meeting and receiving approval thereto.

ARTICLE XIV

AMENDMENTS

Section 1. Any increase in the amount of initiation and reinstatement fees, emergency funds, and Local Lodge dues must be handled in accordance with the procedures specified in the IAM Constitution.

Section 2. All amendments to these Bylaws must be handled on the basis of the following procedures:

- (a) All proposals must be in writing, signed by no fewer than five (5) members and must be submitted by the April meeting and referred to the Bylaws Committee.
- (b) Must be read as proposed at two (2) consecutive meetings (April and May). Immediately following the second reading, the Bylaws Committee shall submit their recommendations and submit the Bylaws for voting.
- (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 3. The Recording Secretary shall keep a Master Copy of these Bylaws and all amendments and repeals thereof. He/she shall provide an adequate supply of copies of the Bylaws to the membership.

Section 4. 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.

ARTICLE XV

GENERAL RULES

Section 1. No officer or member of this Lodge shall use the property of this Lodge for any purpose other than that designated by the Constitution and these Bylaws and in accordance with the IAM Constitution.

Section 2. Any member found guilty of conduct unbecoming a member when tried in conformity with the IAM Constitution may be punished by reprimand, fined or expelled from membership provided the penalty conforms to the IAM Constitution.

Section 3. In order to maintain standard working conditions throughout District Lodge 190 in the event the Local Lodge employees are represented by a labor organization, it will be the responsibility of the Local Lodge President and Secretary-Treasurer in addition to the Business Representatives assigned to the Local Lodge to negotiate their agreement subject to the approval of the Executive Board of Local Lodge 1584 and the Directing Business Representative of District Lodge 190.

ARTICLE XVI

BONDING

Section 1. 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.

**Approved for and on behalf of
International President**

Ricky Wallace