

BYLAWS OF FEDERAL DISTRICT 1 LOCAL LODGE NO. FL 476

**INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE
WORKERS**

ARTICLE 1

NAME AND TIME OF MEETING

Section 1 This lodge shall be known as Federal District 1, Local Lodge FL 476, International Association of Machinists and Aerospace Workers, Fort Monmouth, NJ.

Section 2 The regular meeting shall be held on the Third (3rd) Monday of each month at 1700 Hours (5:00 P.M.), except when the meeting falls on a generally recognized holiday, in which event a substitute day of meeting shall be set at the preceding meeting.

Section 3 Five (5) members shall constitute a quorum for a regular meeting.

Section 4 Special meetings shall be called and conducted by the President as set forth in the IAM Constitution.

- a. Five (5) members shall constitute a quorum for a special meeting.
- b. Members shall be notified by email at least forty-eight (48) hours before the date of this special meeting.

ARTICLE II

OFFICERS AND THEIR DUTIES

Section 1 The Officers of this Lodge, their selection, duties, qualifications and responsibilities shall be in accordance with applicable provisions of the IAM Constitution.

Section 2 The Officers of this Lodge shall consist of a President, Vice President, Secretary-Treasurer, Recording Secretary, Conductor/Sentinel and a Board of Trustees consisting of three Members.

Approved: 5-1-18
Effective: 5-1-18

Section 3 Nomination of Officers will be held at the regular meeting in November. The Secretary shall prepare a suitable ballot and shall have same ready for use at the meeting in December. Polls shall be kept open from 1700 (5:00 P.M.) to 1800 (6:00 P.M.) on voting day.

Section 4 Not later than (60 days prior to the election, the Secretary shall notify all members by mail, at the last known address, of the time, date and place of the nominations and election.

Section 5 Any vacancy occurring in the office of the President shall be filled by the Vice President for the unexpired term.

All other vacancies of office between elections covering Officers, Executive Board members and Delegates shall be filled by temporary appointment by the President of the Lodge with the approval of the Executive Board. Such temporary appointments shall be for such period as is reasonably required to effect the election of a successor in accordance with the provisions of these bylaws and the IAM Constitution.

Section 6 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.

ARTICLE III

THE EXECUTIVE BOARD

Section 1 The Executive Board shall consist of all Local Lodge Officers. The President of the Lodge shall be Chairman of the Executive Board and the Recording Secretary shall be the Secretary of the Executive Board.

Section 2 Five (5) members of the Executive Board shall constitute a quorum for Executive Board meetings.

Section 3 The Executive Board shall conduct its business in a methodical and businesslike way, keeping a record at its proceedings and otherwise conducting its affairs according to the principles reflected by the IAM Constitution and these bylaws.

Section 4 The Executive Board shall meet whenever required to consider any business brought before them. The Chairman and the Secretary of the Executive Board may call a meeting by notifying all members of the Board.

Section 5 It shall be the duty of the Executive Board to deliberate upon all matters referred to them and, as soon as possible thereafter, report its recommendations to the Lodge.

ARTICLE IV

FEES AND DUES

Section 1 Qualifications for membership in this Local Lodge shall be as provided in the IAM Constitution.

Section 2 The Initiation Fee for this Local Lodge shall be equal to one month's dues.

Section 3 The Reinstatement Fee for this Local Lodge shall be equal to one month's dues.

Section 4 The Biweekly dues of this Local Lodge shall be the Biweekly IAM and NFFE F.D. 1 Per Capita Taxes in effect for all Lodges, the \$0.50 minimum Local Lodge dues, and any additional amount approved by the membership above the \$0.50 minimum Local Lodge dues.

ARTICLE V

FUNDS

Section 1 The General Funds of this Local Lodge may be disbursed only by a check drawn by the Treasurer and countersigned by the President or Executive Vice President.

Section 2 Unless at least seven (7) calendar days notice, by bulletin board or otherwise, has been given the membership, no motion shall be in order to appropriate more than \$300.00 for any purpose, except per capita tax and ordinary bills which are generally in excess of this amount.

Section 3 There may be an Emergency Fund established at the discretion of the Local Lodge in accordance with the IAM Constitution. No money shall be voted out of this Emergency Fund except by a three-fourths vote of those present and voting at a special or called meeting for this purpose.

Section 4 An Arbitration Fund shall be established at the discretion of the Local Lodge when necessary. Such Fund may be "fenced" from the Local Lodge Treasury, or may be deposits from a Grievant that are co-mingled with the Local lodge Treasury and held in Escrow. For funds that are received from

a Grievant and held in Escrow, the Grievant shall give a Deposit equal to 50% of the estimated cost of the Arbitration, and shall be payable upon invoking Arbitration. Funds held in Escrow shall draw interest at the same rate as the rest of the Local lodge Treasury. If the Grievant prevails, the Deposit and any accrued interest shall be repaid. If the Grievant does not prevail, the Deposit and any interest accrued shall be applied toward the cost of the Arbitration, along with the Balance Due from the Grievant.

ARTICLE VI

COMMITTEES

Section 1 An Auditing Committee of Three (3) members shall be nominated and elected by the Local lodge at the same time as the officers. The Lodge shall audit the books semi-annually following, at the close of June and December.

Section 2 A Finance Committee may be established at the discretion of the Local Lodge and shall consist of Three (3) members who shall be nominated and elected by the Local Lodge. It shall be their duty, if established, to examine all bills before their presentation to the membership for approval; to prepare and present a budget at a regular meeting in January, and to advise the membership regarding the financial condition and transactions of the Lodge.

Section 3 The President of this Lodge, at his discretion, may appoint a Relief Committee of Three (3) members, of which he shall be Chairman. The Relief Committee, if established, shall receive all monies drawn for relief benefits and cause same to be paid to the person or persons for whom drawn within forty-eight(48) hours after receipt of same.

Section 4 A Shop Committee may be established at the discretion of the Local Lodge and shall consist of Three (3) members who shall be nominated and elected by the Local Lodge. This Committee shall act as an Organizing Committee, determining the status of new employees, servicing their applications, etc. They shall also report anything of importance under their jurisdiction at the next regular meeting.

Section 5 Stewards shall be appointed by the President of the Lodge with the approval of the Executive Board to serve the members in designated subdivisions of the Bargaining Unit.

Section 6 Any Delegate or Representative to be selected by this Lodge shall be elected (or, failing that, appointed by the President) in accordance with the

Constitution and bylaws of the Body in which the Delegate or Representatives shall represent this Lodge.

Section 7 A Legislative committee consisting of not more than Three (3) members may be appointed by the President, at his discretion. If established, it shall function in accordance with the IAM Constitution.

ARTICLE VII

DUTIES

Section 1 The duties of this Local Lodge, its officers and members shall be as set forth in the IAM Constitution.

Section 2 The approval of a strike, method of declaring a strike and the settlement of a strike does not apply to Local lodges in the Federal District, as they are Civil Service entities.

Section 3 It is a policy of this Lodge that members work harmoniously together and not try to gain advantage by discrediting another member. It is a member's duty to assist the Shop Committee, Officers and Business Representatives in carrying out the laws of this Association.

Section 4. No member of this Lodge shall make any agreement with his employer as to working conditions, hours, or pay as this is provided for in the Collective Bargaining Agreement (CBA) and supplementary Memorandums of Agreement or Memorandums of Understanding that have been negotiated by the Local Lodge as the Exclusive Representative of its Bargaining Unit.

Section 5 Members serving on Committees shall request use of Official Time in Accordance with (IAW) the CBA. It is a policy of this Lodge that no reimbursement shall be made for actual lost wages if Official Time is denied.

ARTICLE VIII

AMENDMENTS

Section 1 Any increase in the amount of initiation and reinstatement fees, Emergency Funds, and Local Lodge dues must be handled on the basis of the procedures specified in the IAM Constitution.

Any other amendments to these 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 a Bylaws Committee appointed by the President.
- (b) Must be read as proposed at two (2) consecutive meetings. Immediately following the second reading, the Bylaws Committee shall submit their recommendations.
- (c) Reasonable advance notice must be given to the membership of the time, date and place of the second meeting, and vote to be taken on the Bylaws Committees 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.

ARTICLE IX

RULES OF ORDER

Section 1 Rules of Order shall be as set forth in the IAM Constitution.

ARTICLE X

Section 1 Nothing in this 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.

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



Rickey Wallace
RESIDENT GENERAL VICE PRESIDENT