

Constitution

Of The

Oklahoma State AFL-CIO



2009-2011



**As Adopted at Oklahoma City, Oklahoma
December 14, 1957**

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- January 1962
- July 1964
- January 1966
- December 1967
- November 1969
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- November 1973
- July 1976
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- November 1979
- November 1981
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- November 1985
- November 1987
- November 1989
- November 1991
- November 1993
- November 1995
- November 1997
- November 1999
- November 2001
- November 2003
- October 2005
- October 2009

**Office of the President
Oklahoma City, Oklahoma**

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CONSTITUTION
OF
OKLAHOMA STATE AFL-CIO

PREAMBLE

The establishment of this unified state organization, subordinate to the AMERICAN FEDERATION OF LABOR AND CONGRESS OF INDUSTRIAL ORGANIZATIONS, is an expression of the desire of the labor movement in Oklahoma to participate fully in the achievement of the objectives of the parent Federation.

The merger of the AMERICAN FEDERATION OF LABOR AND THE CONGRESS OF INDUSTRIAL ORGANIZATIONS is an expression of the hopes and aspirations of the working people of America.

Together with the AFL-CIO we seek the fulfillment of these hopes and aspirations through democratic processes within the framework of our constitutional government and consistent with our institutions and traditions.

At the collective bargaining table, in the community, in the exercise of the rights and responsibilities of citizenship, we shall responsibly serve the interest of all the American People.

We pledge ourselves to the more effective organization of working men and women; to the securing to them of full recognition and enjoyment of the rights to which they are justly entitled, to the achievement of ever higher standards of living and working conditions, to the attainment of security for all the people; and to the strengthening and extension of our way of life and the fundamental freedoms which are the basis of our democratic society.

We shall combat resolutely the forces, which seek to undermine the democratic institutions of our nation and to enslave the human soul. We shall strive always to win full respect for the dignity of the human individual whom our unions serve.

With Divine guidance, grateful for the fine traditions of our past, confident of meeting the challenge of the future, We Proclaim This Constitution.

DEFINITIONS

When used in this Constitution the terms shall mean:

1. **LOCAL UNION.** Shall mean local lodges, local brotherhoods, Associations, or other units of affiliated national or international unions or organizing committees wherein such unions perform the functions of local unions.
2. **PRESIDENT/SECRETARY-TREASURER.** Shall mean the President of the Oklahoma State AFL-CIO unless otherwise specified.
3. **STATE ORGANIZATION.** Shall mean the Oklahoma State AFL-CIO.
4. **AFL-CIO.** Shall mean the National AFL-CIO unless otherwise specified.
5. **HE or SHE.** Shall mean either sex.
6. **AFFILIATES.** Shall mean those organizations affiliated with the Oklahoma State AFL-CIO (Article III).
7. **CONVENTIONS.** Shall mean regular conventions held on even and odd number years unless otherwise specified.
8. **DELEGATE.** Shall mean those who meet the qualifications as provided in this Constitution (Article IV).
9. **EXECUTIVE BOARD.** Shall mean the President/Secretary-Treasurer, Vice President, 3 Trustees and 24 Board Members.
10. **POLITICAL ACTION FUND.** Shall mean the fund established under Article XIX.

ARTICLE I

NAME

This state organization shall be known as the OKLAHOMA STATE AFL-CIO. It shall at all times maintain affiliations with the American Federation of Labor and Congress of Industrial Organizations in accordance with the laws of that organization.

ARTICLE II

PRINCIPLES AND OBJECTS

Section 1. This state organization shall conform its activities on national affairs to the policies of the AFL-CIO. This Constitution and all Bylaws and actions of this state organization shall in all respects be subordinate to, and in accord with, the Constitution of the AFL-CIO and "Rules Governing State Central Bodies." In case of conflict between the provisions of the constitution of the AFL or other laws, or actions of this organization and the Constitution of the AFL-CIO or the "Rules Governing State Central Bodies" issued by the Executive Council of the AFL-CIO, the latter shall prevail and appropriate steps shall be taken by the Executive Board to initiate such amendment to this Constitution or to change or to modify the laws or actions of this state organization as necessary to bring them into conformity with the Constitution and Rules of the AFL-CIO.

Section 2. The objects of this organization shall be:

- (a) To assist in furthering the appropriate objects and policies of the AFL-CIO, or of organizations affiliated with the AFL-CIO, provided such objects or policies are not inconsistent with the objects or policies of the AFL-CIO.
- (b) To serve as a means of exchanging information among affiliated bodies on matters of common interest.
- (c) To provide aid, cooperation and assistance to affiliated local unions and other affiliated bodies in their common and individual endeavors.

- (d) To propose, support and promote legislation favorable to and to oppose legislation detrimental to the interest of workers and organized labor.
- (e) While preserving the independence of the labor movement from political control, to encourage workers to qualify and vote, to exercise their full rights and responsibilities of citizenship, and to perform their rightful part in the political life of the local, state and national communities.
- (f) To encourage and assist in the formation of the central bodies within the state.
- (g) To engage in such other activities as are consistent with the objects and principles set forth in the Constitution of the AFL-CIO and the policies of the AFL-CIO.
- (h) To encourage all workers without regard to race, creed, color, sex or national origin to share in the full benefits of union organization.
- (i) To aid and encourage the sale and use of union made goods and union made services through the use of the union label and other symbols, to promote the labor press and other means of furthering the education of the labor movement.

**ARTICLE III
AFFILIATES**

Section 1. This State organization shall be composed exclusively of such of the following organizations within the State of Oklahoma as shall conform to this Constitution and the rules and regulations adopted pursuant thereto:

- (a) Local Unions of National or International Unions and Organizing Committees affiliated with the AFL-CIO and Local Unions chartered directly by the AFL-CIO.
- (b) Local Central Bodies chartered by the AFL-CIO.
- (c) Local and State Councils chartered by the Trades and Industrial Departments of the AFL-CIO. Joint boards, district councils, state

associations and similar subordinate organizations within the geographical limits of the state, which are duly chartered by an affiliate of the AFL-CIO, may affiliate.

- (d) The State Retiree Council composed of local Retiree Councils affiliated with Local Central Bodies and affiliated with the AFL-CIO.

(Note: (1) Fee is covered under Article XVI, Section 2. Representation is covered under Article IV CONVENTIONS, Section 5)

Section 2. The Executive Board shall have the power to issue certificates of affiliation to organizations desiring to affiliate with this state organization. This power may be delegated to the President.

Section 3. No organization officered, controlled or dominated by persons whose policies and activities are consistently directed toward the achievement of the program or purposes of authoritarianism, totalitarianism, terrorism and other forces that suppress individual liberties and freedom of association shall be permitted as an affiliate of this Federation or any of its state or local central bodies.

Section 4. This state organization shall not admit or retain in membership any organization not affiliated with the AFL-CIO or any organization that has been suspended or expelled by a parent body affiliated with the AFL-CIO or by the AFL-CIO.

Section 5. Except as otherwise provided in this Constitution no affiliated organization shall be suspended or expelled from membership in this state organization unless upon conviction, after written charges, notice and hearing as provided Article XVII of having engaged in conduct or a course of activity hostile or contrary to this Constitution or, Bylaws adopted pursuant thereto.

Section 6. It shall be the duty of each affiliated organization upon notice to furnish the President/Secretary-Treasurer an official statement of its membership in good standing and also to furnish a correct and up-to-date list of the names and addresses of its principal officers. This section shall not apply when it creates a violation of such affiliates Constitution or Bylaws or Local Union action.

**ARTICLE IV
CONVENTIONS**

Section 1. The convention shall be the supreme governing body of the State Organization and, except as otherwise provided in this Constitution, its decisions shall be by a majority vote.

Section 2. (a) Conventions for establishing policy and programs will be held and conducted every two years in odd numbered years.

(b) Conventions of the State Organization for business of the organization shall be held in odd numbered years and shall be convened in September, October or November. The election of officers shall take place every four (4) years, beginning 1985. The time and place for the convention shall be designated by the Executive Board, which shall give at least a sixty (60) day notice to all affiliates.

(c) Conventions of the State Organization limited to the consideration of the report and recommendations of the Committee on Political Education and related matters shall be Special Convention and shall be held in each even numbered year at such time and place as the Executive Board shall determine unless the previous regular convention has established the time and or place for holding the convention. Such conventions shall have full power to adopt, amend or reject the report and recommendations of the Committee on Political Education and to take action on its own initiative with respect to political matters including, but not limited to, endorsements. The endorsements procedure shall be governed by the applicable Rules of the AFL-CIO. At least a 60 days notice shall be given by the Executive Board to all affiliated organizations of the time and place of such convention.

Section 3. (a) Special Conventions may be called by direction of a regular convention, by order of the Executive Board, or on request of a majority of the affiliated organizations, which also represent a majority of the per capita paid membership of the state organization.

(b) In the event a special convention is called, all affiliated organizations shall be given at least 60 days notice, together with a statement of the particular subject or subjects to be considered at such convention.

(c) The business of special conventions shall be limited solely to the subject or subjects specifically and definitely stated in the call for such special convention.

Section 4. (a) No organization shall be entitled to representation in any convention unless such organization has applied for and obtained a certificate of affiliation at least one month prior to the convention and such organization is in good financial standing with the State Organization.

(b) Each affiliated local union shall be entitled to representation and roll call votes in all regular and special conventions of this State Organization based on the average number of members for whom per capita has been paid for the 24 month period ending 120 days immediately preceding the first day of the month of the convention. The average membership of local unions affiliated for less than this 24 month period shall be computed on the consecutive months paid prior to the above stated cutoff date, and shall be determined by dividing the total per capita tax paid for all months affiliated during that period by 24. Local Unions that are three (3) months or more in arrears shall not be entitled to any delegates or votes.

(c) Local Unions shall be entitled to the number of delegates as set out in the following schedules:

50 members or less	1 delegate
51 to 150 members	2 delegates
151 to 250 members	3 delegates
251 to 350 members	4 delegates
351 to 450 members	5 delegates
451 to 550 members	6 delegates
551 to 650 members	7 delegates
651 to 750 members	8 delegates
751 to 850 members	9 delegates
851 and over: one additional delegate for each additional 850 members, or any fraction thereof above 851.	

Section 5. Each affiliated organization in good standing other than Local Unions shall be entitled to three (3) delegates and three (3) votes.

Section 6. No person shall be eligible to serve as a delegate unless he is a member of a local union affiliated with this State Organization, or unless he is a national or international union representative regularly servicing an affiliated local union. No person shall be eligible to serve as a delegate who holds a salaried position, or any other position of administrative or executive authority in a union or any subordinate branch of a union, which has been suspended or expelled from the AFL-CIO. No delegate shall be allowed to represent more than one organization.

Section 7. (a) The President/Secretary-Treasurer of the State Organization shall supply each affiliate at least 60 days prior to the convention with proper credential forms in duplicate, on which each delegate and alternate are to be listed. Credentials for each delegate and alternate shall be returned to the office of the President/Secretary-Treasurer of the State Organization not less than 10 days prior to the opening of the convention. Credentials submitted to the President/Secretary-Treasurer later than 10 days prior to the opening date of the convention must be approved by a majority vote of the Credentials Committee in order to be accepted. The delegates shall register by presenting their copy of the credentials to the Credentials Committee of the Convention.

(b) The alternate delegate shall become a regular delegate representing his organization, in case a regular delegate is unable to serve, by registration with the Credentials Committee as a regular delegate.

Section 8. (a) The State Organization shall not reject valid credentials presented by a duly elected or appointed delegate from an affiliated organization who is eligible to be a delegate under the terms of this Constitution.

(b) If a delegate is the only delegate representing his local union and must leave the convention for any reason, then such delegate shall receive approval and certification in writing by the Credentials Committee to transfer his votes to another affiliate of the same international union. The delegate shall have the right to instruct the receiving affiliate of how the transferred votes shall be cast and same shall be included in the

Credentials Committee Notice of Transfer. The Credentials Committee shall immediately report all such transfers and instructions to the Convention.

(c) If a delegate must leave the convention for any reason, he may transfer his votes to another delegate from his local union, or subordinate body by notifying the Credentials Committee in accordance with the provisions of sub-section (b) of this section.

Section 9. In order to be a candidate for one of the elected positions of the State Organization, the candidate must be a duly accredited delegate to the convention. All officers who are not delegates from their respective organizations shall be duly accredited delegates providing he is a member in good standing with his local union and provided further, that his local union is affiliated and in good standing with the State Organization.

Section 10. Fraternal delegates attending conventions of the State Organization shall be subject to rules adopted by the Convention but in no instance shall be entitled to a vote.

Section 11. (a) One-fourth of the delegates seated at any convention shall constitute a quorum for the transaction of business. The business of the convention shall proceed in the following manner:

1. Call to Order.
2. Report on Credentials.
3. Roll Call of Delegates.
4. Appointing Committees.
5. Memorials.
6. Reports of Officers.
7. Reports of Committees.
8. Nomination of Officers.
9. Unfinished Business.
10. New Business.
11. Election and Installation of Officers.
12. Good and Welfare of the State Organization.
13. Adjournment.

(b) Questions may be decided by division, show of hands, or voice vote, but a roll call vote shall be held on demand of thirty (30) percent or more of the delegates present. Upon such roll call, each delegate shall be entitled to cast the number of votes to which he is entitled.

Section 12. On a roll call vote each local union shall be entitled to have one (1) vote for each member of the local union as determined under the provisions of Section 4(b) of this Article and each organization as defined in Article III, Section 1(b) and (d) shall be entitled to three (3) votes.

Section 13, (a) On a roll call the votes of each affiliated local union, or other organization, shall be divided among the delegates representing that organization, who have registered at the convention as equally as possible, but without fractions. All votes left over shall be equally distributed among the delegates from that local union unless the local union has specified a different distribution of the odd votes.

(b) On a roll call vote each delegate present shall be entitled to cast only his assigned number of votes of his local union or other organization: however when agreed to by all the delegates representing that organization, one delegate may cast all the votes to which that organization is entitled.

Section 14. A registration fee as determined by the Executive Board shall be charged for each delegate attending all regular and special conventions. Said registration fee will be used towards defraying of expenses of the Convention.

Section 15. The following committees for regular conventions held in odd numbered years shall be appointed by the President/Secretary-Treasurer.

- Committee on Rules and Order of Business
- Committee on Credentials
- Committee on Resolutions
- Committee on Legislation
- Committee on Education
- Committee on Public Employees
- Committee on Constitution
- Committee on Union Products and Services
- Committee on Grievances and Appeals

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Such other committees may be appointed by the President/Secretary-Treasurer as are necessary for the proper conduct of the Convention.

Special Conventions (held in even numbered years) and other Special Conventions shall not require the appointment of committees, which would not have a required or desired responsibility for conducting the affairs of the convention.

Convention committees may meet prior to the opening of the convention to consider all the credentials, resolutions, reports and constitutional amendments submitted to the convention.

Section 16, (a) All resolutions and constitutional amendments must be received by the President/Secretary-Treasurer at headquarters in Oklahoma City, Oklahoma, at least 20 days prior to the opening date of the specified convention. This constitution may be amended by any Regular Convention or by any Special Convention called for that purpose by two-thirds of the votes cast provided the proposed constitutional amendments shall have been submitted in writing and properly certified to the President/Secretary-Treasurer by an affiliated organization in good standing. Constitutional amendments may also be proposed by the Executive Board. Other amendments may also be proposed by the Executive Board. Other amendments may be considered by the convention as may be ordered by the AFL-CIO. No amendments shall become effective until approved by the President of the AFL-CIO.

(b) Amendments and resolutions submitted to the convention after the prescribed time shall require the consent of a two-thirds vote of the convention for their consideration.

(c) Each resolution properly received for consideration under Section (a) and (b) above shall be classified by the President/Secretary-Treasurer as to nature, contents and subject matter and offered by him to an appropriate committee, which shall make a report thereon to the convention prior to action on any such resolution by the convention. No resolution may be acted on by the convention except with consent of two-thirds of the delegates present and voting until copies of that resolution have been distributed to the delegates.

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Section 17. Prior to the opening date of the convention the President/Secretary-Treasurer shall prepare from the credentials in his possession a preliminary roll call of delegates. The preliminary roll of delegates and all credentials shall be turned over to the Credentials Committee. The conventions shall not be constituted for business until after the Credentials Committee has examined and reported on credentials of all delegates who have registered prior to the opening of the convention. The Credentials Committee shall make subsequent reports at appropriate times during the convention on delegates who have registered subsequent to the initial report.

Section 18. No less than 30 nor more than 120 days prior to a regularly scheduled convention, the state central body shall supply each affiliated organization with a list containing the following information: (i) the name and mailing address of each of the members; (ii) the name and mailing address of each organization presently affiliated with the central body; (iii) the name of each affiliated organization's principal officers; (iv) each organization's projected per capita voting strength and delegate entitlement at the convention; and (v) to the extent available, the names of the delegates who will be entitled to vote at the convention. In any year in which there is not a regularly scheduled convention, the state central body shall during the same month as the last convention was held, supply each information set forth in the first three parts of the preceding affiliated organization with an updated list containing the information set forth in the first three parts of the preceding sentence and if the central body's constitution provides for per capita voting between conventions, the per capita voting strength each affiliated organization is entitled to in such a vote as of the time the list is prepared. Officers of organizations affiliated with the state central body shall also be entitled to inspect at the place where the records are kept, and to make their own notes concerning the most-current underlying records relating to the information included in the lists provided for above.

ARTICLE V OFFICERS AND ELECTIONS

Section 1. The officers shall consist of a President/Secretary-Treasurer, Vice President, one Trustee from the Building Trades Sector, one Trustee from the Industrial Sector and one Trustee from the Public Employees Sector and 24

Executive Board Members, with additional Executive Board seats earmarked for the Presidents of the Central Labor Councils.

Section 2. Each officer shall be a member of an affiliated organization and no national or international organization shall hold more than one office in the offices of President/Secretary-Treasurer, Vice President and the 3 Trustees and no more than two offices among the 24 Board Members. The limitations on international union representation shall not apply to the Board seats earmarked for the Presidents of the Central Labor Councils. Each officer shall serve for a period of four (4) years or until his successor is elected and qualified. They shall take office immediately after the election. No International shall be allowed more than two votes on any matter brought before the Executive Board.

Section 3. (a) No person shall be eligible to serve as an officer, member of the Executive Board or any committee of, or as a delegate from, or as a representative, agent or employee of this State Organization who consistently pursues policies and activities directed toward the achievement of the program or purposes of authoritarianism, totalitarianism, terrorism and other forces that suppress individual liberties and freedom of association.

(b) No person shall be eligible to serve in any of the aforementioned capacities who holds a salaried position or any other position of trust or authority in a subordinate branch of a union, which has been suspended or expelled from the AFL-CIO.

Section 4. Nominations of officers shall take place on the second day of the convention at 3:00 p.m. The officers shall be elected by a majority vote of the convention. The election for any office for which there is a contest shall be a special order of business for 10:00 a.m. on the last day of the convention. The vote shall be by a roll call if demanded by 30 percent or more of the delegates present; otherwise, the vote may be taken by voice vote, show of hands or division of the house as determined by the convention.

- (a) All candidates shall be elected at large, with the exception of the seats earmarked for the Central Labor Councils (refer to Section 1).
- (b) In cases where there are more than two (2) candidates for any of these positions and none receives a majority on the first vote, all except the two

(2) candidates receiving the greatest number of votes shall be eliminated and another vote shall be taken for those offices.

(c) A roll call vote on the election of officers and Executive Board Members shall be conducted on printed ballots on which shall be listed the names of the candidates for each office or position arranged alphabetically and showing the affiliated organization of which each is a member. Each ballot shall show the name, organization and number of votes of the delegates casting the ballot as required by the Rules Governing State and Central Bodies issued by the Executive Committee of the AFL-CIO.

(d) The presiding officer shall appoint an Election Committee, none of whom shall be a candidate, to conduct the balloting and count the votes. When the delegates have marked their ballots the roll shall be called and each delegate shall come forward as his name is called and deposit his ballot in the receptacle provided for this purpose. All delegates shall be entitled to be present and observe the counting of the votes, but they shall not interfere in any way with the work of the Election Committee. The Chairman of the Election Committee shall have the power to exclude from the room where the votes are being counted, any person who violates the above prohibition.

(e) After the votes have been tabulated, the ballots shall be turned over to the President/Secretary-Treasurer. They shall become part of the records of this organization and shall be preserved and available for examination by any delegates or officer of an affiliated organization for a period of not less than six months.

(f) Any officer running unopposed shall not have his name placed on the ballot and the President/Secretary-Treasurer shall be instructed to cast the vote of the convention for all unopposed candidates.

Section 5. Officers elected at convention shall take office just prior to final adjournment and shall serve until their successors are elected and installed, notwithstanding Article V, Section 2 the outgoing salaried Executive Officers shall continue to receive compensation for two (2) weeks to assist in the proper transfer of official records, documents and files and assist in the auditing of the finances of the State Organization.

Section 6. (a) In the event of an extended absence of the President/Secretary-Treasurer, the Vice-President shall fulfill the duties of that office. In the event of permanent incapacity, death or resignation of the President/Secretary-Treasurer the Vice-President shall assume the full duties of that office until a successor is selected by the Executive Board to fill out the balance of the unexpired term.

(b) The Executive Board shall have the power to fill the above vacancy by a majority vote of its members present at the meeting called for this purpose for the period of the unexpired term. It shall be the duty of the Chief Executive Officer to issue a notice to all affiliated organizations and Executive Board Members within ten (10) days of date of vacancy, a call for a meeting of the Executive Board of the State AFL-CIO upon twenty (20) days notice for the purpose of electing an officer to fill said vacancy for the unexpired term.

(c) Officers will retire at the age of seventy years. However, if the individual's birthday falls within their elected term, they shall be allowed to serve only for the remainder of his or her term.

Section 7. (a) In the event of a vacancy in the offices of Vice President, Trustee or Executive Board Member by reason of death, resignation or otherwise, the Chief Executive Officer shall issue a notice to all affiliated organizations and Officers within ten (10) days of the receipt of notice of vacancy. The Executive Board shall fill the vacancy by majority vote at the next Executive Board meeting after the issue of the notice.

(b) The only exception to Section 7 (a) will be in the event there is a change in President(s) of the Central Labor Councils in which case the Central Labor Councils' Constitution and its stated policies for the election of a new President will have precedence in filling the vacant seat.

Section 8. No officer of the State Organization shall use the prestige of his office to promote or advocate any public issue or advance the cause of any political party or candidate except in conformity with policies of the State Organization, the AFL-CIO or their political arms.

Section 9. The home station and headquarters of the State Organization shall be maintained at Oklahoma City, Oklahoma.

Section 10. Before taking office in this State Organization, each officer shall subscribe to the following oath:

_____, do solemnly and sincerely pledge my word of honor before these witnesses that I will discharge the duties devolving upon me as an officer of the Oklahoma State AFL-CIO as prescribed by the laws of the organization; that I will deliver to my successor in office all books, papers, and other property of this organization, that I will so conduct myself as to bring benefit and honor to the Oklahoma State AFL-CIO?.

ARTICLE VI

DUTIES OF THE PRESIDENT/SECRETARY-TREASURER

Section 1. The President/Secretary-Treasurer shall be the chief executive officer of the State Organization. He shall exercise supervision of the affairs of the State Organization, sign all official documents, co-sign all checks and preside at all regular and special conventions and at meetings of the Executive Board. The President shall be an ex-officio member of all standing and special committees.

Section 2. The President/Secretary-Treasurer shall have authority to interpret the Constitution between meetings of the Executive Board and his interpretation shall be conclusive and in full force and effect unless reversed or changed by the Executive Board or by a convention.

Section 3. The President/Secretary-Treasurer shall make a report of the administration of his office and the affairs of the State Organization to the convention through his report or by his report of the Executive Board.

Section 4. The President/Secretary-Treasurer may appoint such administrative staff members and other employees as may be necessary to administer the programs of the State Organization, subject for approval by the Executive

Board. He shall fix their compensation and expense allowances in consultation with the Executive Board. He shall direct the activities of all employees of the State Organization and shall be authorized to suspend or remove those employees, subject to the provisions of any labor contract covering their employment.

Section 5. The President/Secretary-Treasurer shall be the chief financial officer of the State Organization. He shall receive and collect all monies due the State Organization.

Section 6. The President/Secretary-Treasurer shall be in charge of and preserve all monies, properties, securities and other evidence of investment, books, documents, files and effects of the State Organization, which shall at any reasonable time be subject to the inspection of the Executive Board.

Section 7. The President/Secretary-Treasurer shall issue the call for an act as Secretary at conventions, and shall cause the proceedings of all conventions and all sessions of the Executive Board to be recorded and minutes to be prepared there from.

Section 8. The President/Secretary-Treasurer shall be bonded in an amount determined by the Executive Board. The cost of such bond shall be borne by the State Organization.

Section 9. The President/Secretary-Treasurer shall submit to an annual audit of all books and financial records by an independent certified public accountant selected by the Trustees for the fiscal year ending each June 30. Copies of the audit shall be furnished to the Executive Board and to the regular convention and a copy shall be sent to the AFL-CIO.

Section 10. The President/Secretary-Treasurer shall, in consultation with the Executive Board, invest surplus funds or deposit them in a federally insured financial institution.

Section 11. The President/Secretary-Treasurer shall perform such other duties at the direction of the Executive Board in the interest of the Organization, or as the Constitution requires.

Section 12. By virtue of his office he will be a delegate to the National Convention of the AFL-CIO.

Section 13. The President/Secretary-Treasurer shall make a quarterly report of his/her work to each member of the Executive Board.

Section 14. The President/Secretary-Treasurer shall make a report to all affiliated organizations at least monthly on legislative actions during each regular session of the legislature, and also, for special sessions, if same is of interest to them.

Section 15. The President/Secretary-Treasurer shall visit each local Labor Council once each year.

Section 16. Together with other Executive Officers, endeavor to secure the affiliation of every eligible organization through a continuous affiliation program.

ARTICLE VII

DUTIES OF THE VICE-PRESIDENT

Section 1. The Vice-President shall aid and assist the President/Secretary-Treasurer when needed in the fulfillment of his/her duties.

Section 2. The Vice-President shall assume all duties and authority of the President/Secretary-Treasurer in the absence of the President/Secretary-Treasurer.

Section 3. The Vice-President shall submit a quarterly report when duties are performed to each member of the Executive Board.

ARTICLE VIII

DUTIES OF THE TRUSTEES

Section 1. The Chair of the Trustees will be selected by the Trustees at their first meeting following election.

Section 2. The Trustees shall examine all financial records monthly. Financial records will include all expenditures and all receipts. Expenditures must be documented by an itemized statement. All charge slips must be attached to their statements and include pertinent information required by the Internal Revenue Service.

Section 3. The Trustees shall report to the Executive Board in open session at the regular Board Meetings. The Executive Board may by a vote of 2/3 of the Executive Board Members present, vote to go into Executive Session for the Trustees report.

Section 4. The Trustees shall consult with the President/Secretary-Treasurer to prepare an annual budget and shall recommend changes to meet the needs of the Organization.

Section 5. The Trustees shall cause the books of the State Organization to be audited at the end of each fiscal year by a certified public accountant.

Section 6. The Trustees will be signatory on all bank accounts and one Trustee must co-sign all checks.

Section 7. Any Trustee whose principle occupation or field of activities removes him or her permanently from the State of Oklahoma shall resign and such vacancy shall be filled as otherwise provided in this Constitution. Any Trustee who is absent from two consecutive regular Board Meetings without requesting to be excused shall be deemed to be guilty of neglect of duty and shall be removed from office and the position shall be filled as otherwise provided in this Constitution.

ARTICLE IX

EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the President/Secretary-Treasurer, Vice-President, 3 Trustees and 24 Executive Board Members.

Section 2. The Executive Board shall meet at least once each quarter of each year upon the call of the President/Secretary-Treasurer at a time and place within the State of Oklahoma, as designated by the President/Secretary-

Treasurer or Executive Board. Special meetings of the Executive Board may be called by the President/Secretary-Treasurer or by a majority of the Executive Board upon seven (7) days notice.

Section 3. The Executive Board shall be the governing body of the State Organization between conventions. It is authorized and empowered to take such action and render such decisions as may be necessary to carry out fully and adequately the decisions and instructions of the conventions and to enforce the provisions of this Constitution. Between conventions it shall have the power to direct the affairs of the State Organization and to take such actions and render such decisions as are necessary and appropriate to safeguard and promote the best interests of the State Organization and its affiliated Local Unions, Central Bodies and Councils.

Section 4. The Executive Board shall have the power to make rules to govern matters consistent with this Constitution and shall report accordingly to the convention of the State Organization.

Section 5. The Executive Board shall prepare and present to the convention, in printed form, a statement of all matters of interest to the convention and of the activities of the State Organization between conventions.

Section 6. The Executive Board shall establish the salaries of the President/Secretary-Treasurer. The Executive Board may also provide a reasonable program of medical and hospital insurance, pension, and other usual fringe benefits for full time officers and employees of the State Organization.

Section 7. The Executive Board shall have the authority to institute plans of transportation for all full-time officers.

Section 8. A majority of the members of the Executive Board shall constitute a quorum for the transaction of the business of the Board.

Section 9. Any Executive Board Member whose principle occupation or field of activities removes him or her permanently from the State of Oklahoma shall resign and such vacancy shall be filled as otherwise provided in this Constitution. Any Board Member who is absent from two consecutive regular Board Meetings without requesting to be excused shall be deemed to be guilty

of neglect of duty and shall be removed from the Executive Board and the position shall be filled as otherwise provided in this Constitution.

ARTICLE X

VACATIONS & PER DIEM

Section 1. Full-time officers shall be granted a four-week paid vacation annually. The vacation must be taken in order to receive the said vacation pay, except that upon termination of employment, earned vacation not taken shall be paid in a lump sum of up to a maximum of four weeks. Vacation will not be accumulative. There shall be no vacation taken by the paid officers when the legislature is in session.

Section 2. In the performance of regular or assigned duties the President/Secretary-Treasurer and Staff shall receive actual and necessary expenses plus their total hotel room rates when away from the home station.

ARTICLE XI

BOYCOTTS AND UNFAIR LISTS

Section 1. This organization shall have no power or authority to originate a boycott or to initiate action to place an employer on an "unfair" or "do not patronize" list. All such action shall be taken only by written request of the aggrieved union or in response to an action of the AFL-CIO. The procedure will be as provided in "Rules and Regulations of the AFL-CIO Governing State Bodies".

ARTICLE XII

ADVERTISING AND PUBLICATIONS

Section 1. The State Organization shall not authorize or permit the solicitation of any advertising in its name for publication in any periodical, program or other publication issued which will be in violation of such ethical standards or requirements as may be determined by the President of the AFL-CIO by regulation or otherwise or which will be in violation of the AFL-CIO "Rules and Regulations Governing State Bodies".

ARTICLE XIII
LISTS

Section 1. All lists of affiliates or members of affiliates in possession of the State Organization shall be used exclusively in carrying out the authorized program and work of the State Organization and shall not be released to any person or organization for any other purpose. Officers of Organizations affiliated with the State Organization shall be entitled to access at the place where the records are kept, and at reasonable times, to the names of delegates and the number of votes of each affiliated organization.

ARTICLE XIV
REVENUE

Section 1. (a) Local Central Labor Councils having programs authorized by the Oklahoma State AFL-CIO and that are executing such programs shall receive from the Oklahoma State AFL-CIO, three cents (.03) per member per month equal to such councils membership, provided that in no case shall a council receive such payments from the Fund if a Local Union is a member of the council and is not an affiliate of the Oklahoma State AFL-CIO or is an affiliate of the Oklahoma State AFL-CIO and is not an affiliate of such council, and provided further, that in no event shall such three cents (.03) payment exceed the total affiliated membership of the State AFL-CIO of affiliated Local Unions in the councils jurisdiction.

(b) On or before the 20th of each month, Councils as provided under Section 1(a) shall submit monthly activity reports on forms provided by the Oklahoma State AFL-CIO. Reports must cover activity within the Councils jurisdiction: updating membership lists of affiliated local unions, voter registration, programs to get-out-the-vote. Any Council failing to submit such completed activity report shall not be eligible for payments for the preceding month or months.

(c) Dormant or non-functioning Councils or C.O.P.E. Committees or Councils or C.O.P.E. Committees without programs shall be ineligible for payments.

ARTICLE XV
COMMITTEES

Section 1. The President/Secretary-Treasurer of the State Organization shall appoint the following standing committees and such other committees as may from time to time be necessary with the exception of the Committee on Political Education. The President/Secretary-Treasurer with the approval of the Executive Board may combine standing committees. The committees, under the direction of the President/Secretary-Treasurer, and subject to the authority of the Executive Board and the convention, shall carry out their functions as described. The President shall be an ex-officio member of all standing and special committees.

(a) The Committee on Legislation shall undertake to carry out the policies and programs of the State Organization in the State Legislature and shall give full support to the AFL-CIO legislative program.

(b) The Committee on Human Rights shall be vested with the duty and responsibility to assist the Executive Board to bring about the effective implementation of the principle stated in this Constitution regarding non-discrimination, in accordance with the provisions of the Constitution.

(c) The Committee on Political Education shall be composed of the officers and members of the Executive Board of the State Organization, and the State Political Director. The President/Secretary-Treasurer shall be Chairman and Secretary-Treasurer, respectively of the Committee on Political Education. The Committee on Political Education shall be responsible to the State Organization. The Committee on Political Education shall be governed by the applicable provisions of the Constitution of the AFL-CIO by the "Rules Governing AFL-CIO State Central Bodies", the Constitution of the State Organization C.O.P.E., which are not in conflict with the Constitution, Rules or Bylaws of the AFL-CIO or of the State Organization. The AFL-CIO Rules Governing Committees on Political Education of State Central Bodies shall govern the activities of the Committee on Political Education.

(d) The committee on Building Trades shall be vested with the duty and responsibility to assist the State Organization in organizing the

unorganized and to assist the Building Trades Councils to secure work in the Building Trades Industry and to support their apprenticeship programs.

(e) All other committees shall have the function vested in them by the President/Secretary-Treasurer, the Executive Board or the convention, consistent with this Constitution.

ARTICLE XVI

PER CAPITA TAX AND FEES

Section 1. Affiliated Local Unions shall pay a monthly per capita tax of ninety-cents (.90) on all dues-paying members of the local union in which sixty-five cents (.65) shall be deposited into the General Fund and twenty-five cents (.25) shall be deposited into the Political Action Fund (PAF), except that a local union having members who are regularly employed in another state, and which is affiliated with that State Organization, shall only be required to pay per capita tax on its members regularly employed within the State of Oklahoma. Effective January 1, 2011 per capita tax shall increase to one-dollar (\$1.00), in which seventy-five cents (.75) shall be deposited into the General Fund and twenty-five cents (.25) shall be deposited into the Political Action Fund (PAF). A local union desiring to affiliate shall pay one month's per capita tax at the time of affiliation, which shall be credited for the month in which affiliation takes place. Per capita tax for succeeding months shall be due and payable on the first day of each month thereafter. Per capita tax shall be paid on the number of individual monthly dues payments received by the local union during the preceding month. Failure of a local union to remit its per capita tax for any month by the fifteenth day of the following month shall result in that local union being declared delinquent. Failure of a local union to remit its per capita tax by the first day of the following month, the local shall be deemed to be in arrears.

Section 2. Other affiliated organizations as defined in Article III, Section 1 (b), 1 (c) and 1 (d) shall pay an annual affiliation fee of fifty dollars (\$50.00). Any such organization desiring to affiliate shall pay one year's fee at the time of affiliation. The annual affiliation fee for succeeding years shall be due on the first day of January of each year thereafter. Failure of an organization to remit the annual affiliation fee by the fifteenth day of January of each year thereafter

shall result in that organization being declared delinquent. Failure of an organization to remit the annual affiliation fee by the first day of February of each year thereafter the organization shall be deemed to be in arrears.

Section 3. A local union, or other organization, which becomes two months in arrears shall be notified in writing by the President/Secretary-Treasurer regarding the failure of the local union or other organization to remit its per capita tax or failure to do so promptly is in conflict with the Constitution of the Oklahoma State AFL-CIO.

Section 4. A local union, or other organization, which becomes three months in arrears shall stand suspended from membership.

Section 5. A local union or other organization which has been suspended, or which has withdrawn from membership without requesting and being granted exoneration from payment of per capita tax by the Executive Board of the State Organization, may be reinstated by payment of all arrearages and the current month's per capita tax or annual fee plus a reinstatement fee of fifty dollars (\$50.00) plus the current month's per capita tax or annual fee. However, the average membership of a reinstated local union for purposes of representation and voting shall be computed from the date of reinstatement as if it were a newly affiliated local union, unless the local union shall pay all arrearages of per capita tax for the full base period used to determine the average membership as heretofore defined.

Section 6. A local union remitting per capita tax on less than its total, dues-paying membership for any month is in conflict with this Constitution and shall be subject to suspension by the Executive Board under the procedures of Article XVII of this Constitution. The Executive Board or the President/Secretary-Treasurer may require a local union to submit evidence of total membership.

Section 7. The Executive Board, upon receipt of written request, may exonerate any affiliated local union from the payment of per capita tax, in whole or in part, due the State organization for any month(s) upon proper showing that, in the opinion of the Executive Board, good cause therefore exists. Exonerated members shall be regarded for the purposes of this Constitution, as paid up members for the period of exonerated, subject to ratification by the convention.

ARTICLE XVII CHARGES AND HEARINGS

Section 1. Any affiliated organization by vote of its membership or any officer of this State Organization or any delegate to a convention shall have the right to file charges (a) against any delegate to a convention for having engaged in conduct or a course of activity hostile or contrary to the best interests of this State Organization, or contrary to its Constitution, or (b) against any officer of the State Organization for violating the Constitution or Rules of the AFL-CIO or the Constitution of the State Organization or for conduct unbecoming an officer, misappropriation of funds, malfeasance in office or neglect of duty, or (c) against any organization affiliated with the State Organization for having engaged in conduct or a course of activity hostile or contrary to the best interests of the State Organization or contrary to this Constitution.

Section 2. All charges shall be in writing, specifying the particular act or acts charged and shall be signed by the charging party or by its officers if the charges are made by an affiliated organization.

Section 3. Charges against a delegate to a convention shall be filed with the Grievance and Appeals Committee which shall promptly accord a hearing to the delegate charged, having first given him a copy of the charges and notice of the time and place of the hearing. The Grievance and Appeals Committee shall thereupon report its findings and recommendations to the convention. The charging party, the defendant and the Grievance and Appeals committee, through its selected spokesman, in that order shall each be allowed ten minutes to present a statement of the case, following which the Convention shall vote on the questions of adopting the recommendations of the Grievance and Appeals committee.

Section 4. Charges against an officer or an affiliated organization shall be filed with the President/Secretary-Treasurer, or with any other officer of the State Organization, if the President/Secretary-Treasurer is charged. Upon receipt of the charges properly filed, the officer receiving the charges shall present them to the Executive Board at its next meeting and the Executive Board shall determine by a majority vote whether or not the charges merit a hearing.

Section 5. The Executive Board may reprimand, suspend or expel any affiliated organization and it may reprimand, suspend or remove any officer found guilty of the charges by a two-thirds vote, following a hearing of which the accused shall have been notified and furnished with a copy of the charges not less than 30 days in advance of the hearing. Both the accused and the charging party shall be accorded full opportunity to be heard and to present evidence.

Section 6. The decision of the convention under Section 3 shall be final and binding until appealed under Rule 26 of the AFL-CIO. The decision of the Executive Board under Section 4 or Section 5, shall be final and binding until appealed either (1) to the next convention of this State Organization or (2) to the President of the AFL-CIO as provided in the Rules of the AFL-CIO. Such appeal shall be made within 30 days of the decision appealed from. If the appeal is to the next convention of this State Organization a further appeal may be taken to the President of the AFL-CIO (Rule 26).

Section 7. The decision of the Executive Board or the Convention, as the case may be shall remain in effect during appeal unless reversed, modified or temporarily stayed by the AFL-CIO.

ARTICLE XVIII

RULES, PARLIAMENTARY AUTHORITY AND AMENDMENTS

Section 1. The procedures to be followed by this State Organization with respect to Boycotts, Unfair Lists, Strikes, Collective Bargaining and Publications issued or endorsed by this State Organization and in all other matters, shall be in accord with the AFL-CIO Rules Governing State Central Bodies.

Section 2. The parliamentary rules contained in Roberts' Rules of Order, Revised, shall govern this State Organization, and the Executive Board in all cases to which they are applicable and in which they are not inconsistent with this Constitution or such special rules of order as may be adopted by this State Organization.

Section 3. This Constitution and amendments hereto shall become effective upon approval by the President of the National AFL-CIO and shall remain in

full force until amended or declared void as provided herein. The Oklahoma State AFL-CIO agrees and understands in the event any Article(s) and/or Sections(s) that are contrary to the Constitution or Rules of the National AFL-CIO, such shall be null and void; however, such nullification of Article(s) and/or Section(s) shall have no effect on the remaining Article(s) and/or Section(s).

ARTICLE XIX POLITICAL ACTION FUND

Section 1. There is hereby created the Political Action Fund in which twenty-five cents (.25) of each per capita dues payment shall be deposited to such account, monies to this account shall be used only for endorsed State Political races such as Governor, State Senate and State Representatives, etc. and for combating enactment of any so-called "Right-to-work" law or any other anti-labor legislation in Oklahoma including but not limited to legislation, referendum or otherwise.

Section 2. This fund shall be financed as follows: Local Unions (definition 1 of this Constitution) shall pay into this fund herein created twenty-five cents (.25) per member per month on all dues paying members and for the purpose heretofore set out.

Section 3. There shall be a five-member Committee, who shall be responsible for the administration of this Fund. Such committee shall consist of the President/Secretary-Treasurer, Vice President and the three elected Trustees. This Committee shall submit an annual report to the Executive Board. This report shall be detailed and exact to any and all transactions involving this Fund. The President/Secretary-Treasurer shall cause this Fund to be audited at least one (1) time each calendar year and a copy of such audit shall be furnished upon request to any affiliate in good standing with the Oklahoma State AFL-CIO.

Section 4. This Special Fund shall be kept in a separate nontransferable account.

RULES GOVERNING OKLAHOMA STATE AFL-CIO COMMITTEE ON POLITICAL EDUCATION

Rule No. 1 The Oklahoma State AFL-CIO shall have a Committee on Political Education identified as State C.O.P.E., which shall be a standing committee of the State Body and shall be responsible to the State Body. State C.O.P.E. shall be governed by the applicable provisions of the Constitution of the AFL-CIO, by the Rules Governing AFL-CIO State Central Bodies, including these Rules, by the Constitution and Bylaws of the Oklahoma State AFL-CIO and by such special Bylaws as may be adopted by State C.O.P.E. which are not in conflict with the Constitution, Rules or Bylaws of the National AFL-CIO or of the State Body. Such special by-laws shall be approved by the State Body in accordance with its established procedures.

Rule No. 2 State C.O.P.E. shall be composed of the officers and members of the Executive Board of the State Body and the State Political Director. It shall not be a delegate body, but shall function as a Committee.

Rule No. 3 The President/Secretary-Treasurer of the Oklahoma State AFL-CIO shall be the Chairman of the State C.O.P.E.

Rule No. 4 State C.O.P.E. shall be responsible for developing and executing approved programs of sound political education which will encourage union members and their families to exercise their full rights and responsibilities as citizens and to take their rightful place in the political life of the local, state and national communities.

Rule No. 5 In addition to such other duties as may be assigned by the Oklahoma State AFL-CIO, State C.O.P.E. shall be responsible for planning, initiating, stimulating and assisting campaigns to:

- (a) encourage the qualifications and registration to vote of members of affiliated unions of the AFL-CIO and their families.
- (b) insure maximum voting participation on Election Day.
- (c) encourage qualified candidates to seek public office.
- (d) educate members and their families and develop community education programs on the political issues of the day through study, discussion and other appropriate means.

(e) support or oppose candidates and ballot propositions in both primary and general elections, pursuant to procedures set forth in Rule 15.

(f) assist, within its geographical jurisdiction, in the effective solicitation of individual voluntary contributions to the Political Contributions committee of the Committee on Political Education of the AFL-CIO.

(g) carry out a statewide voter identification program in cooperation with local central body C.O.P.E.'s.

Rule No. 6 State C.O.P.E. shall provide assistance, direction and coordination to the Political education work of the Local Central Body C.O.P.E.'s within the State.

Rule No. 7 State C.O.P.E. shall have the power to establish a subdivision of the State C.O.P.E. in each city, county or congressional district where there is no local central body, but where there is a substantial number of AFL-CIO members. Such C.O.P.E.'s shall undertake normal local C.O.P.E. responsibilities and shall be organized so as to be fairly representative of the AFL-CIO unions in the district. In case of a subdivision of State C.O.P.E. established by the Oklahoma State AFL-CIO under this rule such subdivision shall make its recommendations regarding candidates for the State Legislature or a State Constitutional Convention and for the U.S. House of Representatives directly to State C.O.P.E.

Rule No. 8 State C.O.P.E. shall have the power to establish an administrative subcommittee of which the Chairman shall be a member to carry on the non-policy functions of State C.O.P.E. and to expedite the routine functioning of State C.O.P.E.

Rule No. 9 State C.O.P.E. shall meet at such times as it may determine and shall also meet on call of the Chairman. The Chairman shall call a meeting of the committee upon request of twenty-five percent of the committee members.

Rule No. 10 State C.O.P.E. should establish a Volunteers in Politics for the purpose of achieving full participation of union members and their families, in the activities of State C.O.P.E. A VIP, when established, shall be governed by

State C.O.P.E. and shall operate in accordance with the established policies of the National and State C.O.P.E. It shall operate under the supervision of the State C.O.P.E. Chairman.

Rule No. 11 The Volunteers in Politics Department, where one exists, shall consist of the State Director of the VIP and the Chairman of all the VIP Departments of the Local Central Body C.O.P.E.'s in the State.

Rule No. 12 The State Director of the Volunteers in Politics shall not be a candidate for any public or political office or be an officer of any political organization without prior approval of the Oklahoma State AFL-CIO.

Rule No. 13 Files and membership lists made available to the VIP Department by duly constituted authorities are subject to Rule 24*** of the Rules of the AFL-CIO Governing State Central Bodies and shall not be inspected or given to anyone except in conformity with said rule and upon written authorization of the State C.O.P.E. Chairman.

Rule No. 14 The endorsement procedure of the Oklahoma State AFL-CIO shall be as follows:

(a) Action of the Oklahoma State AFL-CIO, or by State C.O.P.E. when acting for the Oklahoma State AFL-CIO, to support or oppose shall be limited (1) to candidates in primary and general elections (i) for State Legislature or State Constitutional Convention, (ii) for the U.S. House of Representatives, (iii) for the U.S. Senate, (iv) for Governor, (v) for all statewide offices, and (2) to constitutional and other ballot issues of state-wide nature.

(b) Action to support or oppose candidates and statewide ballot issues shall be taken by the Oklahoma State AFL-CIO at a regular or special convention acting on the report of State C.O.P.E. or the action may be taken by State C.O.P.E. when duly authorized by the Oklahoma State AFL-CIO.

(c) It shall be the responsibility of State C.O.P.E. to prepare appropriate recommendations concerning candidates and statewide ballot issues for consideration by the Oklahoma State AFL-CIO.

(d) Action to support or oppose candidates for the State Legislature or a State Constitutional Convention shall be taken only after first considering the recommendations, if any, of the appropriate Local Central Bodies. In the

absence of such recommendations, the Oklahoma State AFL-CIO may act on its own initiative.

(e) Action to support or oppose candidates for the U.S. House of Representatives and the U.S. Senate shall be taken only after considering the information available from the AFL-CIO and National C.O.P.E. In case of candidates for the U.S. House of Representatives action shall be taken only after considering the recommendations, if any, of the appropriate Local Central Bodies and Congressional District C.O.P.E.'s established under Rule 7 and in the absence of such recommendations the Oklahoma State AFL-CIO may act on its own initiative.

(f) The Oklahoma State AFL-CIO and the State C.O.P.E. shall support the action of the National on candidates for President and Vice President of the United States, and shall make no endorsements direct or implied, with respect to the offices of President and Vice President of the United States.

(g) All final actions to support or oppose candidates or ballot issues, whether by the convention, or by the State C.O.P.E. when acting for the Oklahoma State AFL-CIO, shall require a two-thirds majority of the votes cast. In the absence of a two-thirds majority either to support or oppose, the Oklahoma State AFL-CIO shall be neutral.

Officers and members of the State C.O.P.E. shall conform their activities with regard to candidate and ballot issues to the position of the Oklahoma State AFL-CIO or the appropriate Local Central Body, as the case may be. State C.O.P.E. shall be financed by funds earmarked, or appropriated, by the Oklahoma State AFL-CIO, and by such funds as may be made available by National C.O.P.E., for all its educational activities and programs, subject to the restrictions of federal, state and local laws.

The financial records of State C.O.P.E. shall be subject to the reporting and auditing provisions of the constitution of the Oklahoma State AFL-CIO and to the requirements of the Rules of the AFL-CIO Governing State Central Bodies and of applicable federal, state and local laws.

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