

COMMUNICATIONS WORKERS OF AMERICA
LOCAL 2107

BY-LAWS

ARTICLE I - NAME

This local shall be known as Local 2107, Communications Workers of America.

ARTICLE II - JURISDICTION

Jurisdiction of this Local shall be the jurisdiction assigned by the Union and appearing on the face of the local charter.

ARTICLE III - OBJECTS

The objects of Local 2107 shall be to represent and serve the workers within the jurisdiction in accordance with the by-laws and rules of the local and the constitution and policies of the Union.

ARTICLE IV - STRUCTURE

The structure of the local shall consist of the following:

- (1) The membership
- (2) The officers
- (3) Committees
- (4) Appointed representatives, i.e. stewards, chief stewards, recording secretaries and all others that may apply.

ARTICLE V - MEMBERSHIP

SECTION 1. - ELIGIBILITY

Any person eligible to membership in the Communications Workers of America as defined by Article V, Section 1, of its constitution, shall be eligible for membership in this local if performing work within the local's assigned jurisdiction, or if employed on a part-time or full-time basis by the union.

SECTION 2. - APPLICATION

Membership in the local shall be obtained after payment of the local initiation fee of \$2.00 and upon approval of the membership committee authorized to accept or reject membership on behalf of the local, subject to the right of the local to over-rule the decision of the membership committee.

SECTION 3. - TRANSFERS

The transfer of membership from this local to the jurisdiction of another local and from another local to the jurisdiction of this local shall be made in accordance with article V section 3. of the Union constitution.

ARTICLE VI - LOCAL DUES AND ASSESSMENTS

SECTION 1. - LOCAL MEMBERSHIP DUES

Each member of the local shall pay minimum membership dues in accordance with convention action. Membership dues which exceed in amount the minimum membership dues may be authorized by the majority of those voting on the question in accordance with the local by-laws (unless the by-laws

provide otherwise).

SECTION 2. - LOCAL SPECIAL ASSESSMENTS

The membership of this local may levy a special assessment only in the same manner as provided for changing local dues. However, any special assessments levied shall be in compliance with Article VI, Section 3 of the Union constitution.

ARTICLE VII - GOVERNING AUTHORITY

SECTION 1. - GENERAL

The affairs of the local shall be governed by its membership in accordance with the constitution and policies of the Union in the following manner:

- (a) Through action taken in membership meetings or by referendum of the membership.
- (b) The action and decisions of officers of the local between local meetings may be over ruled by the membership in a local meeting or by referendum.

SECTION 2. - EXECUTIVE BOARD

The local executive board shall consist of the following:

- (a) President
- (b) Executive Vice President
- (c) Secretary - Treasurer
- (d) Vice President - Southern Area
- (e) Vice President - Northern Area
- (f) Vice President – Cingular Wireless

SECTION 3. - DUTIES OF EXECUTIVE BOARD

The duties of executive board shall be as follows:

- (a) Be responsible for making decisions and taking action in behalf of the local membership between local meetings on all matters concerning the good and welfare of the members.
- (b) Meet prior to the local meetings and be responsible for the development of the next local meeting agenda.
- (c) Be responsible for the operation of strike action procedures as outlined in the Union constitution.
- (d) Actions and decisions of the executive board shall be subject to approval by the membership.
- (e) A majority of the executive board shall constitute a quorum.
- (f) Appoint to the local all stewards with the approval of the membership

SECTION 4. – VICE PRESIDENTS

- (a) For all new Bargaining Units or Employer Groups brought into the Local by organizing or by merger with an existing local(s); where the number of represented employees exceeds one hundred twenty-five there shall be established an office of Vice President to represent said group.
- (b) If for any reason the number of represented employees in a unit or group as specified in sub-section 4(a) of the article falls below one hundred (100), the office of Vice President

shall become a non-voting position on the Local Executive Board and the title of the position shall become chief steward.

ARTICLE VIII - LOCAL MEETINGS

Local meetings will take place monthly. Regular area meetings will be held the first and second month of each quarter and a combined meeting will be held the third month of each quarter. Quarters being based on a calendar year. Northern area meetings will be held on Monday of the first full week of the month and the Southern area on Tuesday of the first full week of the month, except that the Executive Board may change the week or day in the event of a holiday, inclement weather or other unforeseen circumstance, with reasonable advance notice to the membership via newsletter and bulletin board notices when possible. Special meetings may be called by a majority vote of the officers, or by a petition signed by six members. Upon receipt of proper petition, the local officers shall call a special meeting to be held within ten calendar days.

ARTICLE IX - LOCAL DELEGATES TO NATIONAL CONVENTION

- (a) Delegates and alternates to the union convention in the event there is more than three delegates, shall be nominated and elected by secret ballot by the end of each November in advance of the CWA union convention. A vote cast for a candidate for the office of President shall constitute a vote for said candidate to serve as a delegate and Chair of the delegation to the CWA Conventions held during the term of office for which the election is being conducted. Votes cast for the offices of Executive Vice President and Secretary-Treasurer shall constitute as votes for said candidates to serve as delegates to the CWA Conventions held during the term of office for which the election is conducted.
 - (b) In the event the local elects more than one delegate to the union convention, the local shall determine the convention vote assigned to each delegate following the provisions of the union constitution.
 - (c) It shall be the duty of the Secretary-Treasurer of the local to certify the local delegates to the union convention to the Secretary-Treasurer of the union within the time limits specified in the union constitution.
 - (d) Those elected as delegates and/or alternates to the union convention shall also be responsible for attending state and area meetings, reporting those activities to membership meetings and submitting articles reporting on such to the local's newspaper.
 - (e) Delegates to the union convention will be elected by a plurality vote.
 - (f) If the President can not attend the Convention, the Executive Vice President shall be the chair of the delegation. In the event that neither the President nor the Executive Vice President can attend the Convention, the Secretary-Treasurer shall be the chair of the delegation.
1. Write in votes will not be accepted.

ARTICLE X - LOCAL COMMITTEES

- (a) The local shall have the following regular committees
 1. Education Committee
 2. Election Committee
 3. Organizing Committee
 4. Legislative Committee

5. Membership Committee
 6. Community Services Committee
 7. Budget Committee
- (b) The local shall have a special committee called the Buildings Committee to be established one year prior to lease renewal date or signing of any new lease or purchase of real estate.
 - (c) Each committee shall be responsible for electing a Chairperson and Recording Secretary and issuing a written report to the Executive Board which should be read at all local meetings.
 - (d) Members of all committees shall be appointed by a majority vote of the local officers, subject to the right of the local membership to over rule such appointments.
 - (e) Vacancies on committees shall be filled in the same manner as the original appointments.
 - (f) A member of any local committee may be removed by a majority vote of the local officers, subject to the right of the local to overrule the action of the local officers. A committee member may also be removed by action of the local in a membership meeting.
 - (g) Duties of Committees
 1. Membership Committee - The Membership Committee or Membership Committees shall accept or reject membership applications in accordance with the By-Laws and rules of this local and the constitution and policies of the union.
 2. Legislative Committee - The Legislative Committee shall assist in developing and pursuing the program of the union and the local in the legislative field. It shall be responsible for the local's program to register each qualified voter.
 3. Organizing Committee - The Organizing Committee shall assist the local officers and members in organizing all non-union members within the local's jurisdiction as well as unorganized workers in external units.
 4. Election Committee - The Election Committee shall conduct all nominations and referenda of the local.
 5. Education Committee - The Education Committee shall assist in developing the local's education program and with the local officers be responsible for effectuating the union's and local's educational programs.
 6. Community Services Committee - The Community Services Committee shall assist in developing all community services programs.
 7. The Buildings Committee shall work jointly with the executive board and report to the membership at a regular or special meeting their recommendations subject to the approval of the membership.
 8. The Budget Committee shall assist the local secretary-treasurer in the yearly preparation of the budget.

ARTICLE XI - ORDER OF BUSINESS

The order of business at a local meeting shall be as follows:

1. Call to order.
2. Sign-in-sheet.
3. Reading and action on minutes of previous meetings from all areas.
4. Report of President, Executive Vice President, Secretary-Treasurer and Vice Presidents.

5. Reports of the Committees
6. Unfinished business
7. New business
8. Adjournment

The order of business may be suspended by a two-thirds vote of the members present.

ARTICLE XII - NOMINATION AND ELECTION OF LOCAL OFFICERS

SECTION 1. - NOMINATIONS

Local officers shall be nominated from the floor at local meetings in the month of September of each election year.

SECTION 2. - LOCAL ELECTIONS

Election of local officers shall be by secret ballot of the membership in the month of November of each election year.

SECTION 3. - LOCAL ELECTION COMMITTEE

- (A) The nomination and election of local officers and delegates to the CWA Convention shall be conducted under the supervision of the election committee. This committee shall have the authority and responsibility to see that nominations and elections are conducted in accordance with the union constitution and these by-laws, with reasonable opportunity for each member to nominate and vote for the candidate of their choice.
- (B) The election committee shall also conduct any referenda submitted to the membership.
- (C) A member shall not be permitted to serve on the election committee if he or she is a candidate for any office of the local or delegate to the CWA Convention.
- (D) All questions concerning the conduct and challenges of elections shall be determined by the election committee, subject to the right of appeal to the membership of the local.

SECTION 4 - GENERAL PROVISIONS

- (A) The nominee in any election of local officers receiving the majority of the votes cast shall be declared elected. If no one nominee has a majority on the first ballot, the vote shall be taken again and the two nominees having the greatest number of votes on the first ballot shall be nominees on the second ballot. All local officers shall be elected at large with the exception of the Area Vice Presidents who shall each be elected by their respective constituents.
- (B) Only members of the local in good standing shall be eligible to vote or hold office.
- (C) No elected officer of the local shall be qualified to take office unless and until he or she has executed all compliance forms necessary to permit the local and the union to exercise its full rights under state and federal law.
- (D) The term of office shall be for three years. The officers shall take office on January 1.
The order of nominations for local officers in a local meeting shall be as follows:
 1. President
 2. Executive Vice President
 3. Secretary-Treasurer
 4. Vice President - Southern Area
 5. Vice President - Northern Area
 6. Vice President – Cingular Wireless

(E) Write in votes will not be accepted.

SECTION 5. - VACANCIES

A vacancy in the office of Local President shall be filled by the Executive Vice President. Vacancies in other offices shall be filled within 60 days after the vacancy occurs as required by Article XV of the union constitution.

ARTICLE XIII - DUTIES OF LOCAL OFFICERS AND REPRESENTATIVES

(A) The officers of the local shall be:

1. President
2. Executive Vice President
3. Secretary-Treasurer
4. Vice President - Southern Area
5. Vice President - Northern Area
6. Vice President – Cingular Wireless

(B) Duties of the Local President

1. The Local President shall preside at meetings of the local and shall be responsible for the conduct of the Local including:
 - a. The processing of grievances and appealing them to higher levels of the union, if not satisfactorily settled, and keep grievance files.
 - b. The supervision of all committees of the local.
 - c. The approval of all bills to be paid by the local Secretary-Treasurer and to countersign checks drawn on the treasury of the local.
2. The Local President shall have additional duties such as assigned by the local or required by the constitution or policies of the union.

(C) Duties of the Executive Vice President

1. The Executive Vice President shall work under the direction of the Local President and perform whatever duties as may be assigned by the local or the Local President.
2. The Executive Vice president shall be responsible for all Bargaining Units or Employee Groups represented by a Chief Steward as specified in Article VII, Section 4(b).

(D) Duties of the Local Secretary-Treasurer

1. The Local Secretary-Treasurer shall maintain a record of the local membership and shall keep minutes of all local meetings of the local officers and furnish all membership meetings with a written monthly financial report.
2. Furnish both the District Vice president and Secretary-Treasurer of the union and with two copies of any changes in the local by-laws within ten days after such changes are made.
3. Be responsible for furnishing the Secretary-Treasurer of the union with all the proper forms signed by local officers which are required by state and federal laws immediately upon their execution.
4. Perform other such duties which may be assigned by the local or the local

president.

5. Be bonded and shall be custodian of all assets of the of the local and shall make a report to each membership meeting.
6. Make payment of all bills approved by the local president.
7. Shall submit a proposed budget by the September round of meetings for the current year.

(E) Duties of the Vice Presidents – Northern Area and Southern Area

1. The Vice Presidents shall work under direction of the Local President and perform whatever duties as may be assigned by the local or Local President.

(F) Duties of the Stewards of the Local

1. The Stewards of the local shall work under the direction of the Local President. They shall perform such duties and responsibilities as may be assigned by the local or the Local President.

ARTICLE XIV - Compensation

Section 1. Officer Stipend

1. Officers will receive a monthly stipend upon fulfilling the duties of their office as specified in Article XII, Sections B – E above.
2. The stipends payable to the officers of this Local shall be as follows:
 - (a) President – An amount equal to 6% of the top rate of the highest paid job title represented by this Local, as adjusted in Section 3 of this Article;
 - (b) Executive Vice-President – An amount equal to 4.5% of the top rate of the highest paid job title represented by this Local, as adjusted in Section 3 of this Article;
 - (c) Secretary-Treasurer – An amount equal to 4.5% of the top rate of the highest paid job title represented by this Local as adjusted in Section 3 of this Article;
 - (d) Area Vice Presidents– An amount equal to 3% of the top rate of the highest paid job title represented by this Local as adjusted in Section 3 of this Article.
3. The stipends specified in Section 2 of this Article shall be adjusted on a calendar quarter basis as follows:
 - (a)The average number of employees in the various bargaining units represented by the Local for the preceding calendar quarter as shown in the records of this Local shall be calculated;
 - (b)The number so calculated shall be divided by 1000 and converted to a percentage;
 - (c) The percentage so calculated shall be multiplied by the compensation calculated in 2a through 2d above to determine the actual amount payable to each Local Officer in each month of the current calendar quarter.

Section 2. OFFICERS RETIRED

1. Officer's who retire and fulfill the term of office or are reelected, shall be compensated at the current hourly rate for the job title they held at the time of his/her retirement. Compensation would be Monday through Friday only. The hours of compensation would be based on need as determined by the president.

ARTICLE XV - CONDUCT OF MEETINGS, OTHER LOCAL BUSINESS AND QUORUM

(A) Membership meetings of this local shall be conducted under these by-laws and rules of the local and in conformity with the union constitution. On questions where the local by-laws, the local rules or the union constitution do not clearly apply, Robert's Rules of Order shall govern.

(B) The members present shall constitute a quorum for the local meetings.

(C) A majority of the officers or a majority of the members of a committee shall constitute a quorum for these bodies.

ARTICLE XIV

Officers who retire and fulfill the term of office, to which they were elected, shall be compensated up to a maximum of two normal workdays per week, Monday through Friday inclusive, at the current hourly rate for the job title they held at the time of his/her retirement.

ARTICLE XVI- STRIKES

SECTION 1.

The calling, conduct and termination of strikes affecting this local shall at all times be carried on in compliance with the rules prescribed by the Communication Workers of America and its constitution.

SECTION 2.

All members will be assigned picket or strike duty assignment. Each member assigned to picket duty or strike assignment must walk or have a replacement for his/her duty so assigned. Each member is responsible for contacting the local office, or area vice president for his/her assignment.

ARTICLE XVII- CHARGES, TRIALS AND APPEALS

SECTION 1. - CHARGES

Members of this local may be fined, suspended or expelled for any of the acts enumerated in Article XIX of the union constitution.

SECTION 2. - TRIALS

Any accused person shall be tried under the provisions of Article XX of the constitution.

SECTION 3. - APPEALS

A member or officer of the local, upon being found guilty by a local trial court, may appeal as provided in Article XXI of the union constitution.

SECTION 4. - LOCAL TRIAL COURT

(A) A trial court of the local shall be composed of 5 persons who are members of this local and not parties to the proceedings.

(B) Members of the trial court shall be selected by the members in a membership meeting.

ARTICLE XVIII- RECALL OF LOCAL OFFICERS

Any elected officer of this local may be recalled in conformity with the provisions of Article XX, Section 2, and Article XXII, Section 10 of the union constitution.

ARTICLE XIX- AMENDMENTS TO LOCAL BY-LAWS

After adoption, these by-laws may be amended by either of the following methods:

By a majority vote of the members present in a local meeting if the proposed amendment has been introduced at a previous membership meeting or has been advertised to the membership by the use of bulletin boards or United States mail, postage prepaid, at least 7 days in advance of the meeting, or referendum of the membership.

ARTICLE XX - REFERENDUM OF THE LOCAL

(A) The local election committee shall submit any questions to a referendum of the membership when directed to do so by action of a regular or special membership meeting.

(B) Propositions submitted to referendum shall be determined by a majority vote of those voting on the question.

ARTICLE XXI - RESIGNATION FROM LOCAL 2107

- 1. Members may resign from the local at any time.
 - a. Resignations must be mailed to the local Secretary-Treasurer.
 - b. Resignations will be considered valid upon receipt.

ARTICLE XXII - FISCAL YEAR AND REVIEW

(A) The fiscal year of this local shall be from October 1 to and including September 30 of the succeeding year.

(B) The financial records of this local shall be reviewed by a Certified Public Accountant at the end of each fiscal year. The results of each years audit shall be available for the inspection of any member of the local.

ARTICLE XXIII - OATH OF OFFICE

A person elected to an office of the local after making all other qualifications shall be duly installed upon taking the following oath:

"I (given name) hereby accept the office of (name of office) of Local 2107, Communications Workers of America, with full knowledge of the responsibilities and duties of such. I promise to faithfully discharge my duties according to the by-laws and rules of the local and the constitution and policies of the union.

I further promise to give my successor in office all books and records in my possession. I shall at all times endeavor to serve my local and the union to the best of my abilities, so help me God."

ARTICLE XXIII - ADOPTION

These by-laws shall be adopted upon the approval of a majority of the membership voting upon their adoption in the membership meeting called for that purpose.

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Revised	12/12/50
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"	05/05/58
"	09/01/60
"	12/17/75

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