

By-laws

NALC

Branch 540

Camden/Cherry Hill

Merged

1/1/2026

The purpose of these by-laws is to supplement the constitution of the NALC. All references to the constitution of the NALC shall be that portion of the constitution for the government of subordinate branches.

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Article 1

Name & Objective

Section 1: The branch shall be known as Branch 540 Camden/Cherry Hill, NJ Merged of the National Association of Letter Carriers of the United States of America

Section 2: The objective of this branch is to unite all Letter Carriers and other Federal Government employees of this city and other cities into one harmonious body for their mutual benefits and to assist the NALC in its efforts to improve the condition of its entire membership.

Article 2

Membership

Section 1: Federal employees may be accepted in this branch as associate members for the purpose of the NALC hospitalization and life insurance plans, by their agreement to pay all branches' dues and assessments.

Section 2: No application shall be denied membership because of race, creed, color, national origin, sex, age, handicap, sexual orientation or marital status.

Section 3: Application for membership must be in writing, signed by the applicant stating age and place of residence. Application for membership shall be submitted on form 1187 (Dues withholding) properly filled out and signed by the applicant.

Section 4: A member of the branch leaving the federal service may retain membership therein by paying the regular dues of the branch.

Section 5: Any member of the branch who shall have severed their connection with the federal service shall be entitled to a voice or vote pertaining to the NALC health and insurance plans and any dues increase proposals.

Section 6: Any member on tendering a written resignation of membership and paying all assessments and dues shall receive from the Secretary a certificate thereto, such certificate shall be proof of good standing at the time of resignation.

Section 7: Mergers of branches may be affected only in accordance with the rules and regulations of the National Constitution.

Section 8: Membership in this branch shall be governed by the regulations provided in the National Constitution.

Article 3

Meetings

Section 1: The regular monthly meetings shall be held on the second Wednesday of each month @ 7:30pm at VFW Post 2445, 914 East Main Street Maple Shade, NJ 08052.

The Executive Board meetings shall be held on the first Wednesday of each month @ 7:30 at the American Legion Post 371 41 Lakeview Drive N Gibbsboro NJ 08026. Except for legal holidays, and except where conditions prevail beyond our control. Then the meetings shall be held at the call of the President. No meetings will be held in July and August, unless called by the President.

Section 2: Special meetings may be called by the President upon written request of twenty members in good standing, or by majority vote of the branch. The membership shall be notified of such meetings stating the object of the call.

Section 3: No business shall be transacted at the special meeting other than that for which it was called.

Section 4: Fifteen members of the branch shall constitute a quorum for the transaction of business at any regular meeting or special meeting. Less than that number may adjourn to meet at some future specified time, provided that the membership is notified of such action.

Section 5: All motions, discussions of motions, and discussions of any item under old or new business shall be subject to a maximum time of fifteen (15) minutes. Any further time needed, more than 15 minutes, will be decided by a majority vote of the membership present at the meeting.

Section 6: In the absence of the President, Executive Vice President, and Vice President, any member in good standing may be elected to preside by a majority of those present.

Section 7: Order of business

- 1: Pledge of Allegiance
- 2: Roll call of Officers and Stewards
- 3: Reading of previous meeting minutes
- 4: Reading communications, bill, etc.
- 5: Applications for membership
- 6: Financial Secretary's report
- 7: All financial reports
- 8: Legislation and Retiree report
- 9: Reports of committees
- 10: MBA report
- 11: HBR report
- 12: Unfinished business
- 13: New business
- 14: For the good of the service
- 15: Adjournment

Section 8: The branch may, by a majority vote, change its regular order of business so that unfinished business and new business shall precede the reports of committees or for any other special considerations.

Section 9: Meetings will be called to order at 7:30 pm any member arriving after 8:00 pm, will not be marked present. (Exception would be carriers still in uniform coming right from work) The official time is to be kept by the Sergeant at Arms.

Article 4

Officers

Section 1: All officers shall be elected tri-annually and hold offices for three years or until their successors are duly elected and qualified. Officers of the branch shall be President, Executive Vice President, Vice President, Recording Secretary, Financial Secretary, Treasurer, Sergeant at Arms, Board of Trustees composed of five members, Health Benefits Representative (HBR), Director of Retirement and MBA Representative

Section 2: The branch may provide additional officers appointed by the President, such as Director of Education, Director of Legislation, Director of Safety, Director of Compensation, Director of Welfare/Chaplain/EAP and MDA Coordinator.

Article 5

Election of Officers

Section 1: Branch Officers who will be elected for three-year terms are President, Executive Vice President, Vice President, Recording Secretary, Financial Secretary, Treasurer, Sergeant at Arms, 5 Trustees, Health Benefits Representative, Director of MBA and Shop Stewards.

Section 2: Eligibility for nominations will be governed by the NALC regulations governing branch elections in Article 4.

Section 3: Notice of nominations and elections: The recording secretary shall notify all members of nominations and upcoming elections by placing a notice in the Postal Record at least 45 days prior to the election. A notice will be posted on all station bulletin boards and placed in the branch newsletter on the front page the notice must state the offices to be filled and their length of term the date time place and methods for submitted nominations and a date, time, place and methods for the elections. The notice will state which elected members are automatic delegates to the National and State convention. Follow instructions as stated in the NALC regulations for branch elections.

Section 4: Nomination procedure will follow the rules as stated in Article 6 of the NALC regulations governing branch elections. Nominations will be made at the October and November regular branch meeting. There will be no written nominations. The election will take place at the regular December meeting.

Section 5: An election committee will be appointed following the NALC Article 7 rules governing branch elections. This committee and the Financial Secretary will perform the initial task of the election as stated in Article 8 of the NALC rules governing branch elections.

Section 6: Campaigning will be governed by the NALC rules for branch elections Article 9

Section 7: Pre- election duties of the election committee will be those listed in Article 10 of the NALC rules governing branch elections. Incumbent candidates will be listed first alphabetically followed by the remaining candidates also listed alphabetically. Any officer that is an automatic delegate to the national or state convention must also be noted on the ballot.

Section 8: General election rules: Voting will be by secret mail in ballot sent to all members in good standing. Observers do not need to be branch members. All the rules will follow those established in Article 11 of the NALC rules governed in branch elections.

Section 9: Counting of ballots will be conducted at a regular branch meeting in December, via secret ballot by the election committee. They will follow the NALC regulations governing branch elections.

Section 10: Procedures of Article 15,16 ,17,18 and 19 of the NALC regulations governing branch elections will be followed.

Section 11: Installation of local branch offices will take place at the January general meeting. (No later than the February general meeting).

Section 12: Any appeals will follow the procedures as stated in Article 21 of the NALC rules governing branch elections.

Article 6

Duties and Compensation of Officers

Section 1: President: They shall preside at all meetings of the branch preserve order, sign all warrants on the treasurer's order drawn by the branch. They shall have general supervisor powers over the branch and see that the officers perform their duties and enforce the Constitution bylaws rules and regulations of the branch, appoint all committees not otherwise provided for, give the deciding vote when a tie occurs, examine and announce the results of all ballots and other votes. They shall ascertain from the Financial Secretary the amount of money received since the previous meeting and turn over to the Treasurer. They shall make a progress report at

the end of their term. They shall, together with the Treasurer, sign and file with the Secretary of Labor on behalf of the branch an annual financial report as required by law. They shall by virtue of office be the Chief Steward of the branch and they may delegate such authority to other members. For their service they will be compensated in the amount of \$1500 in June and \$1500 in December. \$3000 annually.

Section 2: Executive Vice President: They shall preside in the absence of the president, and in case of death, resignation, disqualification, refusal or neglect of the president to discharge the duties of their office. The Executive Vice President shall then perform the duties incumbent upon the President for the remainder of the term of the office. They shall perform other duties assigned by the president. For their service they will be compensated \$600 in June and \$600 in December. \$1200 annually.

Section 3: Vice President: The Vice President shall assist the Executive Vice President in the performance of their duties. They shall perform other duties assigned by the President. For their service they will be compensated \$425 in June and \$425 in December. \$850 annually.

Section 4: Recording Secretary: They shall keep a correct book of the proceedings of the branch. Shall draw all warrants of the treasurer ordered by the branch. They shall report to the national secretary treasurer and the state secretary the acceptance and resignation of a member. Shall maintain a book showing the home address of each member, their hospitalization plan and their route assignments and other highlights of the individual members Postal Service for this for their service they will be compensated in the amount of \$375 in June and \$375 in December. \$750 annually.

Section 5: Financial Secretary: They shall keep a record book showing the names of all members, collect all dues and prior to report of the monthly meeting, turn the same over to the Treasurer. Be responsible for contracting and soliciting the members for membership in the branch. Be responsible for notifying members in writing when they are in arrears of their dues for 3 months. Advise the President the branch members in arrears on the day of any election prior to the ballots and distribute. They shall be compensated for their services in the amount of \$312.50 in June and \$312.50 in December. \$625 annually.

Section 6: Treasurer: They shall receive receipt for and distribute all monies of the branch and keep a regular account thereof, pay all warrants drawn on the treasurer by the secretary as voted by the branch and signed by the President. Be always prepared to give an accurate account of the branch funds received and dispersed. Be responsible for the filing of the branch's income tax report and annual financial reports to the Secretary of Labor. The Treasurer shall give a detailed financial report each month. They shall be compensated for these services in the amount of \$500 in June and \$500 in December. \$1000 annually.

Section 7: Sergeant at Arms: They shall be responsible to see that every person entering the meeting is in fact a member and that they sign the attendance register at the conclusion of the meeting a report of the total membership present at the meeting is given to the secretary they shall be compensated for these services in the amount of \$137.50 in June and \$137.50 in December. \$275 annually.

Section 8: Trustees: They shall audit the branch books semiannually and submit a written report of the financial conditions of the branch. They will form a bills committee that will act on the

bills submitted to the branch for their services. All branch equipment shall be in their charge. They will be compensated in the amount of \$125 in June and \$125 in December. \$250 annually.

Section 9: HBR: They shall be responsible for maintaining their current record of all members in the NALC Health Benefits plan. Keep current with all the changes to the plan and advise members of the same. Assist any members with any pertinent questions or problems. Members must have the NALC plan to be elected. They shall be compensated for their services in the amount of \$150 in June and \$150 in December. \$300 annually.

Section 10: Director of Retirement: They shall be a retiree of the branch, be responsible for maintaining the current record of all branch retirees and gold card members. Keep current with all retirement regulations and assist members with retirement questions and problems. Keep current with and advise the membership of legislation pertaining to retirees. They will chair their brunch every year. The retiree brunch will be held no later than the third Sunday in May. They shall be compensated for their services in the amount of \$125 in June and \$125 in December. \$250 annually.

Section 11: Director of Welfare/ Chaplain/EAP: They shall be responsible for maintaining a current record of active members who are injured on duty or on extended sick leave reported the same to the branch. They shall be responsible for ordering flowers, bible, or memorial tribute. They shall be compensated for their services in the amount of \$125 in June and \$125 in December. \$250 annually.

Section 12: Director of Education: Shall be appointed by the President. They shall report back to the branch all the information gathered, and they shall be responsible for the training of all stewards and alternates within the branch. They shall take an

advisory role in all Branch Executive and General meetings. They shall keep up to date on all information contained in a national contract, local negotiations and handbooks and manuals. They shall be compensated for their services in the amount of \$150 in June and \$150 in December. \$300 annually.

Section 13: Director(s) of Legislation: Up to two members shall be appointed by the President. They shall attend the Congressional Reception, Legislative Rallies, Legislative training, and Legislative workshops on behalf of the branch. They shall also be the Letter Carrier Political Fund Coordinator and advise people to sign up. They shall report back to the branch all matters concerning legislation on a local, state, and national level. They shall be compensated for their services in the amount of \$250 in June and \$250 in December. \$500 annually.

Section 14: MBA Director: They shall keep current on all services offered by the National NBA office. They shall keep their branch membership advised on these services. They shall be compensated for their services in the amount of \$137.50 in June and \$137.50 in December. \$275 annually.

Section 15: Compensation Officer: They shall be appointed by the President they shall advise, recommend, and aid all branch members in the event of an accident, illness, or injury with the necessary paperwork, phone numbers, and addresses of the departments within the federal government. They shall be compensated for their services in the amount of \$125 in June and \$125 in December. \$250 annually.

Section 16: Safety Officer: They should attend all meetings concerning safety and report back to the branch on the information regarding local, district area, and National Safety policies. They shall

be compensated for their services in the amount of \$125 in June and \$125 in December. \$250 annually.

Section 17: All Executive Board members appointed or elected whether active or retired shall receive an additional salary equal to 1 year's dues of an active Branch 540 members. This salary should be paid at the end of the year if they meet the criteria for attending 8 of the 10 executive and regular branch meetings. All executive members must meet the criteria for attending 4 of the 5 executive board members and 4 of the 5 regular meetings to receive their semiannual salary. Positions not held for a full year term will be prorated based on the time served and meetings attended.

Section 18: In addition to the list of duties they shall perform other duties as assigned by the President and Their duties as outlined in the Constitution and By-laws of the NALC.

Section 19: Vacancies shall be filled by the President and appoint a member in good standing to serve until the next regular election.

Section 20: Assistant to the President: The Assistant to the President shall be the branch President's designee regarding Labor/ Management relations and issues in the Camden annex installation and shall report directly to the President on all matters. The President will assign these duties to a Vice President housed in the Camden annex. In the event there is no VP from the Camden installation, the President will select someone to perform these duties. In this case, the Assistant to the President shall be compensated for their services in the amount of \$137.50 in June and \$137.50 in December \$275 annually.

Article 7

Fees, Dues, Assessments

Section 1: Branch dues shall be in accordance with the NALC National Constitution and Bylaws unless otherwise increased by a majority vote of the members after reasonable notice has been given to the membership that this question will be voted on.

Section 2: Branch dues shall automatically increase or decrease upon the effective date of such an increase or decrease in accordance with amendments to the NALC National Constitution and By-laws.

Section 3: Dues of retired members shall be 68 cents per month and a retired member shall not be considered in arrears until they are delinquent for a period of one year.

Section 4: Management personnel may be accepted for hospitalization, life insurance, and health benefit plans by their agreement to pay all branch dues and assessments.

Section 5A: Branch members who are members of the Armed Forces, Reserve, or National Guard and are called to active duty either voluntary or involuntary, and who enter into a non-pay status as a result of active duty, and therefore have no dues deducted shall not be required to pay branch dues and shall not be required to reimburse their branch for National and State per capita taxes paid to the National Union. The branch shall notify National of their military status

Section 5B: Branch members who enter a non-pay status as a result of an injury on duty and therefore have no dues deducted shall be responsible for paying dues in accordance with the following:

1. Members injured on duty and in a non-pay status and not receiving compensation from OWCP shall not be required to pay local branch dues and shall not be required to reimburse their branch for National and State per capital taxes paid by the branch on their behalf.

2. Members injured on duty and in a non-pay status and receiving compensation from OWCP shall be required to pay the branch dues equal to the local dues plus National and State per capital taxes.

Section 5C: Members injured off duty and or members experience personal hardship that enter a non-pay status and therefore have no dues deducted shall be required to pay the branch and amount equal to the National and State per capita taxes only.

Section 5D: Members who enter a non-pay status as a result of disciplinary issued by the USPS shall be required to pay the branch an amount equal to local branch dues and National and State or capital taxes once the back pay award is received by the member. If no back pay is awarded, then the members shall be required to pay the branch for State and National per capital taxes only.

Section 5E: It will be the responsibility of the branch Financial Secretary to inform any member who enters a non-pay status the category they are in. This shall be done via certified mail, once the member has missed four pay periods in a non-pay status. Also, the Financial Secretary shall submit to the branch President a monthly report of all non-dues paying members and action taken.

Section 5F: If any members covered in section 5B 1 and 2, 5C, 5D, shall have the right to appeal, in writing, within 30 days of signing PS4 and 3811, (return receipt) regarding arrears notification to the brand's Executive Board for special repayment terms.

Section 5G: Any member in arrears for the period of one year shall be dropped from the roles of the NALC by the Branch Secretary unless an appeal is pending.

Article 8

Sick Relief & Funeral Benefits

Section 1: On the death of a union member of the branch or an immediate family member (spouse, parents, children and grandchildren) the Treasurer shall send a floral piece, spiritual bouquet or other such memorial tribute as deemed appropriate by the branch up to \$150

Section 2: Any active member in good standing who has been out of work, sick or injured for a period of 15 workdays will receive a gift of \$100 deemed appropriate by the branch. A member may collect this gift once every calendar year.

Article 9

Committees

Section 1: All committees shall be appointed by the President. The President shall be ex officio thereto.

Section 2: The Executive board shall meet at the discretion of the President or upon request of three members of the Executive Board.

Section 3: The duties of the Executive board shall be to advise and assist the President, to recommend to the membership at the branch meetings, and to act officially for the branch in case of emergency between branch meetings.

Section 4: In the event any member presents a personal grievance, a committee to represent him or her shall be the President and one additional branch member of the aggrieved member's choice. All grievances of the serious nature shall be presented in writing to the President.

Section 5: There shall be a postal rules and regulation committee appointed by the President to consist of one member. They shall familiarize themselves with and record all changes in postal laws and regulations pertaining to Letter Carriers and shall inform the members at a regular monthly meeting.

Section 6: Publicity committee appointed by the President to consist of one member. This committee shall work in conjunction with the national state organization to publicize any programs or activities of the branch.

Section 7: Membership committee consists of all members of Branch 540 in good standing with the chairman appointed by the President. This committee shall always work on the promotion of new members to this organization

Section 8: There shall be a committee established consisting of the trustees for the branch to whom all bills and claims against the branch shall be referred to before being acted upon by the branch. Their recommendation shall be made to the branch. Bills can be presented at the Executive Board meeting or on arrival at the regular meeting.

Article 10

Charges & Appeals

Section 1: Any member of the branch who shall violate any of the principles of the Association or offend against its Constitution or Bylaws may have charges preferred against them. If such charges are proved, they shall be dealt with in accordance with the constitution for the government of subordinate branches of the NALC

Section 2: All appeals shall be handled in accordance with the constitution for the government of subordinate branches of the NALC.

Section 3: Any officer of Branch 540 failing to properly execute the duties of office shall be removed from office in accordance with Article 10 of the regulations set forth in the Constitution of the NALC. A replacement will be named by the President to fill the unexpired term.

Article 11

Funds & Records

Section 1: The number of members at a branch meeting will be recorded in the minutes.

Section 2: The recording secretary will have charge of the branch seal, but any officer will be permitted to use it for all papers passing through his or her hands and on which to impress is required by the NALC.

Section 3: Any member of the branch in good standing shall have access to the books of the branch for the purpose of examination

and the presence of an officer having charged thereof, upon making written requests to the President said member must report their findings to the branch at the next regular meeting.

Section 4: The Recording Secretary shall have charge of the contingency fund not to exceed \$100 for the purpose of expenditures and request a reimbursement when diminished at the regular meeting.

Section 5: All funds shall be devoted to such uses as a branch may determine, provided that no appropriation shall be made except when ordered by the majority vote of the members present and voting at the regular meeting further that in case of emergency the Executive Board should be allowed to spend the sum of up to \$150.00.

Section 6: All funds of the branch shall be deposited in such bank or savings institute as the branch may determine.

Section 7: No money shall be paid by the Treasurer except on a warrant ordered by the branch and signed by the President and the Secretary, provided that it shall be the duty of the President and the Secretary to issue a warrant in favor of the National Secretary and payments of the semiannual per capita tax promptly after the 1st of July and the 1st of January respectively.

Section 8: There shall be a sum of money available for use of the President to entertain guests at the branch that some shall not exceed \$150 for such entertainment, no additional funds to be available within the consent of the branch as a unit majority concurring, or in an emergency the consent of the executive board with the majority concurring.

Section 9: The Treasurer shall set aside the sum of \$1000 per month for the sole purpose of the National Convention fund.

A: In order to participate in these funds a delegate must have attended 8 regular meetings for each year between conventions.

B: The President shall be allotted the same compensation as the other delegates plus salary for time spent to attend the National Convention. The President's funds are to be separate from the National Convention fund.

Section 10: The branch will have an attendance prize based on presence at each regular branch meeting. All members in good standing will have a stick bearing their name placed in a container. A name will be drawn up at the conclusion of the meeting. If the said member is present and has arrived on time, they shall be awarded the prize. The award will start at \$100 and increase \$50 each month to a maximum of \$500 or until a member is awarded the prize. The prize will then start again at \$100. The attendance prize will be funded by the branch. Each month a 50/50 drawing will be held with proceeds going to MDA.

Article 12

Representation

Section 1: All delegates elected to represent Branch 540 at any National or State Convention shall be members in good standing. Before said delegates receive expenses from the branch, they must have attended 8 of the previous 10 meetings for each year prior to the election of delegates. The members of the executive board must also have attended 8 of the previous 10 executive board meetings for each year prior to the election of delegates.

Section 2: The President, Executive Vice President, Vice President, Secretary, Financial Secretary, Treasurer and Director of Retirees shall be a delegate to the State Convention and National Convention automatically. Notice of this section must be noted in branch election notices and ballots.

Section 3: Nominations for candidates for delegates to the National and New Jersey State Association of letter carriers' convention shall be in October and November at the regular branch meeting. The elections will be in December at the regular branch meeting.

Section 4: No nominations shall be made on the night of the elections.

Section 5: Notice of balloting of each election of officers or delegates to attend conventions or conferences shall appear on all bulletin boards in carrier stations and in the Branch 540 newsletter, listing the date and time of each election. The minimum time of two hours shall be allowed for the casting of ballots on the night of the meeting. The announced balloting time will list the starting and the cut off time for casting ballots.

Section 6: The President is an automatic delegate to the NALC National Convention. The President will be paid his salary from the general fund. His or her name will be listed on the election notice and ballot as such. Retires will have one paid representative to the State Convention and the National Convention retiree's representative must have met the criteria set forth in Section 1 above in order to receive funds from the branch.

Section 7: The branch will send the President and up to 30 delegates to the National Convention. Per-diem and expenses will be paid by the branch. The President will present a reasonable

expense package. This financial package can be adjusted by the President as needed or at his or her discretion through consulting with the Treasurer, Financial Secretary, and Branch Trustees.

Section 8: The branch will send delegates to the State Convention. This financial package can be adjusted by the president as needed or at his or her discretion after consulting with the Treasurer, Financial Secretary, and Branch Trustees.

Section 9: The branch will send a delegation to the Congressional reception. This financial package can be adjusted by the President as needed, at their discretion after consulting with the Treasurer, Financial Secretary and Branch Trustees.

Section 10: Region 12 Rap Session. The branch will send a delegation and Stewards to Region 12 Rap Session. The financial package can be adjusted by the President as needed at their discretion after consulting with the Treasurer, Financial Secretary, and Branch Trustee. This delegation shall be compensated.

Section:11: State Seminar Rap Session. The Branch will send a delegation to the Rap session. This financial package can be adjusted by the president as needed or at his or her discretion if the consultant with the Treasurer, Financial Secretary, and Branch Trustees.

Article13

Brunch

Section1: A Retiree Brunch shall be held annually in honor of all the retired members of the branch since the previous brunch.

Section 2: Honored retirees will be given a cash gift of \$500.00 at the retiree brunch or it will be mailed to them after the brunch if the

retiree is unable to attend. The retiree must have been a union member in good standing at the time of retirement for at least 20 years to receive the \$500. For 15 to 20 years retirees will see \$300. For 10 to 15 years retired we will receive \$200. For five to 10 years the retiree will receive \$100. There will be no cash gift for less than five years. Retirees will also receive an inscribed clock.

If a retiree would like an inscribed NALC watch, the branch will provide it at cost (deducted from the retirees' cash gift). The retiree must notify the branch prior to the brunch.

Article14

Executive Board

Section 1: The Executive Board shall consist of the elected branch officers, all Shop Stewards, Alternate Stewards and including State Officers.

The Executive Board shall perform an advisory function, and its recommendations are not binding to the branch. The membership will discuss and vote on these recommendations at the following regular branch meeting.

Section 2: The Shop Steward shall be nominated in November and elected in December for their respective locations for 3 years along with the branch officers. Each office will have the contractually allowed number of Shop Stewards based on the office's number of letter carriers. Stewards will receive an annual salary of \$375 in June

and \$375 in December. \$750 annually. Alternate stewards receive an annual payment of \$137.50 in June and \$137.50 in December. \$275 annually. Both Stewards and Alternate Stewards will also receive an additional salary equal to one-year of dues of an active Branch 540-member, payable once to a Officer and Steward. This salary shall be paid at the end of the year if they meet the criteria of 8 out of 10 executive and 8 out of 10 regular branch meetings in one year. In the event of an unfinished term the President shall appoint a replacement Shop Steward or Alternate Steward to complete the term. In the event the station does not elect a Steward the President shall appoint one.

Section 3: Alternate Stewards are appointed by the president. The President may appoint additional Alternate Stewards as needed at any time.

Section 4: Shop Stewards should attend all branch training seminars unless they are excused by the President.

Article 15

Amendments

Section 1: Amendment to these bylaws shall be in effect after being presented in writing and after reading at one branch meeting and a second branch meeting at which time they must be approved by 2/3 majority, present and voted. Such by-laws shall not become effective until approved by the Executive board of the NALC.