

# *Proposed*

*By-Laws of the 480-481 "Dave Lenard" Area Local of the APWU Retiree Department*

*Adopted: \_\_\_\_\_*

## **Article I**

### **Name and Address**

The Name of this organization shall be the 480-481 Dave Lenard Retiree Chapter of the American Postal Workers Union, AFL-CIO. The address shall be 810 Livernois, Ferndale, MI 48220. The Chapter shall be an affiliate organization to the APWU 480-481 Area Local but with separate treasury and officers.

## **Article II**

### **Objectives**

The objectives of the chapter shall be to carry out on a local basis the objectives of the APWU Retiree Department. The Chapter shall work to promote the basic ideals of acting collectively to advance our ability to pursue happiness.

## **Article III**

### **Membership and Dues**

#### **Section 1. Eligibility**

Any employee of the USPS who retired or retires in good standing shall be eligible for membership in this retiree chapter, subject to the requirements of the National and Local APWU Constitutions, currently \$3.00 per month

#### **Section 2. Application**

Application for membership shall be made on a standard application form in accordance with the rules established by the National APWU Retiree Department. The application form must include attached either: (1) Valid authorization for pension check dues deduction, or (2) A valid check in the amount of annual dues.

#### **Section 3. Dues Structure**

The monthly membership dues shall be set and collected by the National APWU

Retiree Department. Membership dues shall be payable in accordance with the rules established by the National APWU Retiree Department. The President and Treasurer shall be the Fiduciary Officers of the 480-481 Dave Lenard Retiree Chapter. The Employee Identification Number (EIN) shall be the same as the 480-481 Area Local. The Fiduciary Officers shall be bonded under the National APWU Bonding procedures.

## **Article IV Meetings**

### **Section 1. Regular Meetings**

Regular meetings of the Chapter shall be held quarterly, and shall be publicized no less than 30 days in advance in the Local's newsletter and web site. The chapter may by majority vote decide to meet more frequently.

### **Section 2. Quorum**

Five members present at a membership meeting shall constitute a quorum.

### **Section 3. Special Meetings**

Special meetings may be called by the Chapter President or by petition filed with the Chapter President and signed by 33% of the members of the Chapter. Special meetings may also be requested by the APWU Local President. Social gatherings do not constitute "special meetings"; however, discussion may occur, no business will be acted upon.

## **Article V Officers, Nominations and Elections**

### **Section 1. Titles and Terms of Elected Officers**

The elected officers of this chapter shall be the President, Vice President and Secretary-Treasurer. All 480-481 Area Local Executive Board members are welcome to attend chapter meetings.

Retiree Chapter elected Officers shall be elected to three (3) year terms, beginning in September 2013. Interim appointments, prior to the first election, shall be made by the APWU Local President.

### **Section 3. Nominations**

Nominations shall be made at the Chapter Membership Meeting in the month of May of

the election year. Notice of the Nomination Meeting shall be advertised in the Local Newsletter (The Communicator) in the month preceding nominations. Any member in good standing may make a nomination or nominations from the floor at the Nomination Meeting.

#### **Section 4. Eligibility**

- (A) To be eligible for Office, a member must be in good standing for the three months immediately preceding the nomination. If the potential candidate has been retired less than three months he/she must be a member in good standing since the time of retirement, as certified by the Treasurer of the Chapter.\*
- (B) To be eligible to vote, a member must be in good standing for the three months immediately preceding the election. If the potential voter has been retired less than three months he/she must be a member in good standing since the time of retirement, as certified by the Treasurer of the Chapter.\*
- (C) Retirees re-employed by the USPS are ineligible for Retiree department membership during the time of re-employment; however, once retiring again he/she will be eligible to be a member of the Retiree department without a waiting period.
- (D) \*\*the 3-month requirement shall be waived for the initial election – (nominations in May 2013, election in Sept 2013)

#### **Section 5. The Election Process**

Elections for Officers shall be conducted at the September Retiree Chapter Monthly Meeting of the election year. Officers shall be elected by secret ballot cast by the Retiree Chapter Members present at the meeting. Notice of the election shall be advertised for at least two months prior to the election. The result of the election shall be posted on the 480-481 Area Local website as soon as practical. Any appeals regarding the election process shall be in accordance with the election appeal procedures of the 480-481 Area Local APWU Constitution and Bylaws.

#### **Section 6. Vacancies**

- (a) The Chapter President shall have the authority to fill vacancies of the general officers that occur between elections..
- (b) If the vacant office is President, the Vice President shall assume the role of President and appoint a new Vice President.
- (c) When a vacancy is filled in accordance with Sections 6a or 6b, such appointment shall be temporary. An election shall be scheduled with nominations to take place at the first meeting that can be advertised 30 days in advance in the Communicator.

## **Article VI Duties of Officers**

### **Section 1. General**

All officers shall act in accordance with the provisions of these By-Laws and with the provisions of the 480-481 Area Local APWU Constitution and the National APWU Constitution.

### **Section 2. President**

The President shall preside at all membership meetings and Chapter Executive Board meetings of the Retiree Chapter. He shall at as a member of all Chapter committees with the exception of the Election Committee. The President will be authorized to countersign all checks drawn against the funds of the Chapter. The President shall appoint all standing committees and special committees of the Chapter, subject to the advice and consent of the Chapter Executive Board. The committee members will serve at the will of the President. The President shall make timely reports to the membership regarding the progress and standing of the Chapter.

### **Section 3. Vice President**

The Vice President shall assist the President in the performance of the duties of that Office and shall act as President in the President's absence. The Vice President will be authorized to countersign all checks drawn against the funds of the Chapter. The Vice President may act as the President's designee on Committees or other capacities at the will of the President.

### **Section 4 Secretary/Treasurer**

The Secretary/Treasurer shall keep a record of the proceedings of all Chapter meetings and executive Board meetings. He/She shall receive and receipt all funds of the Retiree chapter. He/She will deposit all money so received in the name of the Retiree Chapter in a bank selected by the Local Chapter Executive Board and money so deposited shall be withdrawn only by check signed and co-signed by at least two authorized Local Executive Board Officers. Chapter funds shall be expended only for such purposes as required by the constitution or as authorized by the membership or the Executive Board. The Secretary/Treasurer shall keep an accurate record of receipts and disbursements and, shall provide to the membership a report on the state of the financial transactions of the Chapter at each General Membership meeting.

**Article VII**  
**Expenditures**

Finances permitting, the authorized expenditures of this Chapter will be: mileage, per diem, lodging, registration fees, postage and supplies, and other necessary expenses as approved by the President and Secretary Treasurer, or by a majority vote at a Retiree Chapter meeting. Expenses of more than \$300 per month must be voted upon and approved in advance at the Retiree Chapter meeting. )

**Article VIII**  
**Association to Other Organizations**

**Section 1. National and Local Constitutions**

The Retiree Chapter shall be subject to the provisions of the 480-481 Area Local and the National APWU Constitutions at all times

Section 2. **Authorization Necessary to represent retiree chapter** Except to the extent specified in this Constitution and By-Laws, no officer, member or group of members of the Retiree Chapter shall have the power or authority to act as an agent for or otherwise bind the Retiree Chapter in any way whatsoever, without the consent of the Membership and the approval of the Executive Board.

**Section 3. Rules of Order**

Robert's Rules of order shall be the guide in all cases to which they are applicable and in which they are not inconsistent with these By-Laws or with the Local or National Constitutions or the American Postal Workers Union.

**Article IX**  
**Amendments**

These By-Laws may be amended by two-thirds majority vote of the members voting at a regular meeting provided that such proposed amendments were read and discussed at the previous regular meeting. The proposed amendment(s) shall be posted on the 480-481 Area Local Website and otherwise adequately published during the period between the two meetings. Proposed amendments cannot be inconsistent or in conflict with the 480-481 Area Local or National APWU Constitutions or with any rules and regulations established by the National APWU Retiree Department.