

*The*  
BY-LAWS  
*of the*  
GAS WORKERS UNION, LOCAL 18007  
UTILITY WORKERS UNION OF AMERICA

Approved on this date  
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CHICAGO, ILLINOIS

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## **Article I Name and Affiliations**

This organization shall be known as the Gas Workers Union, Local 18007, a local labor union affiliated with the Utility Workers Union of America, AFL-CIO, Illinois AFL-CIO, and the Chicago Federation of Labor.

This organization shall maintain an office known as the headquarters of the Gas Workers Union, Local 18007. The office will generally be open five days per week.

(Hereinafter the Gas Workers Union, Local 18007 will be referred to as the "Local Union." The Utility Workers Union of America will be referred to as the "National Union").

## **Article II Objectives**

This Local Union is formed to advance the welfare and work conditions of the members, and of workers throughout the utility industry and the labor movement, and

To bargain collectively with the employer(s) on wages, hours, and work conditions, to strive for justice in the workplace, to protect the members health and safety, and to promote the members and the services they provide to the community.

No member of this Local Union shall discriminate or advocate discrimination against any other member on the basis of race, creed, color, religion, sex, sexual orientation, national origin, ancestry, age, or disability.

## **Article III Memberships**

Local Union membership is the recognized employment within the bargaining-unit with an employer represented by this Local Union.

Members must be active and in good standing. Active members shall have the privilege of private ballot voting in contested Local Union elections and on questions of ratification of main contracts or contract renewals following direction by the Contract Negotiation Committee. A plurality vote of the members is required to ratify contracts and elect representatives.

Members will be responsible, in conjunction with the collective bargaining agreement, for payment of initiation fees and dues, and being current in the payment of dues. Members will be subject to the provisions of the Local Union By-Laws, the National Constitution, collective bargaining, and other agreements and benefits secured by the Local Union.

In order that the Local Union may be governed by democratic rule, it shall be the duty of each active member to attend, if possible, all Local Union membership meetings.

Active members will be issued membership cards and be responsible to carry the card during working hours. Members will report missing membership cards so a replacement may be issued.

The Local Union has the authority to revoke membership from any member known to have accepted a non-union position. Members will provide written notification to the Financial Secretary-Treasurer upon withdrawal from the Local Union.

## **Article IV Officers and Committees**

### **Section 1. The Executive Board.**

Officers of the Local Union will also be known as the Executive Board. The Executive Board will consist of one (1) President, one (1) Vice President, one (1) Recording Secretary, one (1) Financial Secretary-Treasurer, one (1) Business Manager, three (3) Trustees, and one (1) Sergeant-At-Arms, a non-voting Board member.

The Local Union is recognized as the exclusive bargaining agent of the members with respect to the employer(s), contracts, agreements, benefits, conditions, grievances and disputes, and other matters. The Executive Board shall be the governing body of the Local Union. The Executive Board shall have the authority to conduct business of the Local Union as necessary; and will perform such individual and collective duties as specified in these By-Laws, and will maintain high ethical standards in the course of carrying out their duties.

Executive Board members are required to attend membership meetings and meetings ordered by the President and/or the Executive Board. While serving on official Union business, Executive Board members, with the exception of the Business Manager, will be compensated at a wage rate no greater than the wage rate earned from the employer and will receive a monthly allowance as established in accordance with Article IX.

Executive Board members may nominate an active member in good standing to fill vacancies on the Executive Board in accordance with Article IV Section 9.

By virtue of their election, Executive Board members are eligible delegates or alternates to conferences or bodies. Delegates and/or alternates will be chosen in the following order: President, Vice President, Business Manager, and Financial Secretary-Treasurer. The Recording Secretary will be the first alternate, followed by Trustees in order of their seniority on the Executive Board. Should Trustee seniority be equal, the alternate will be chosen based on the greatest number of votes received in the previous election, with the Trustee with the greatest vote total being the alternate. When elected to office, Executive Board members shall also be elected as delegates and/or alternates to the National Union convention, and, in accordance with the Labor-Management Reporting and Disclosure Act of 1959, as amended, the nomination and election process for officer, including notice of nominations and election and the voting ballots shall include "UWUA National Convention Delegate or Alternate." Executive Board members are also eligible to be delegates and/or alternates to the Chicago Federation of Labor or local labor councils.

### **Section 2. Duties of the President.**

The President shall preside at all meetings of the Local Union. The President will call Executive Board and membership meetings in accordance with Article VIII and may call meetings not otherwise ordered; and will notify officers of the meetings. The President shall report the progress of the Local Union to the Executive Board each month and to the members at membership meetings. The President shall enforce the Local Union By-Laws, National Constitution, rules, and regulations, and see that officers and business agents perform their duties.

The President will allow Trustees to conduct monthly preliminary audits in preparation for quarterly and annual audits. The President will see that Trustees audit Local Union finances each quarter and provide a report of the audit at the next scheduled membership meeting. The President will see that a Certified Public Accountant audit Local Union finances each August, and that Trustees provide a report of the audit at the following membership meeting.

The President will see that the Local Union office is staffed and will secure access to the Local Union office. The President and/or Business Manager will authorize representatives and/or members time conducting Local Union business. The President will see that Local Union records are retained for a period required by law. The President will co-sign all contracts and agreements pertaining to Local Union and employer business. The President will see that all salaries, commissions, and bills are paid by check or paid electronically by the Financial Secretary-Treasurer and are co-signed by the President or other authorized officer. The President shall allow the Trustees access to the contents of the Local Union safe. In the event of a vacancy in the office of Business Manager the President will immediately assume the duties. The President may appoint an active member in good standing to fill the unexpired term of the Business Manager subject to the approval of the Executive Board

The President will appoint committees in accordance with Article IV Section 10 and appoint other committees not otherwise ordered. The President may be a member (ex-officio) of all committees. The President and Recording Secretary will receive letters of resignation from officers and business agents. The President may appoint business agents to act as a Sergeant-at-Arms to maintain order during membership meetings.

Upon the expiration of the President's term of office, all Local Union finances and property shall be delivered to the successor. The President shall be bonded in an amount and manner as required by law, the premium on the bond to be paid by the Local Union.

### **Section 3. Duties of the Vice President.**

The Vice President shall perform the duties of the President as described in Article IV Section 2 in the absence of or by order of the President.

**Section 4. Duties of the Recording Secretary.**

The Recording Secretary shall attend and keep a correct and impartial account of membership meetings, Executive Board meetings, and meetings between the Executive Board and employer. During membership meetings the Recording Secretary shall take the roll of officers and business agents, notify the membership of deceased members, read minutes into the record, and read proposals to amend the Local Union By-Laws. The Recording Secretary will prepare and retain meeting minutes and make meeting records available to Executive Board members. The Recording Secretary and President will receive letters of resignation from officers and business agents. The Recording Secretary shall receive correspondence unless addressed otherwise, and shall receive and process correspondence as specified in these By-Laws.

The Recording Secretary will retain Local Union records for a period as required by law. The Recording Secretary shall notify the National Union of the names and addresses of Local Union officers elected within fifteen (15) days of their assuming office. The Recording Secretary shall notify the Chicago Federation of Labor of delegates (Executive Board members) to be seated. In the absence of both the President and Vice President, the Recording Secretary shall perform duties of the President described in Article IV Section 2.

**Section 5. Duties of the Financial Secretary-Treasurer.**

The Financial Secretary-Treasurer shall supervise the financial matters of the Local Union and receive all fees, dues, and other funds in the name of the Local Union. The Financial Secretary-Treasurer will see that all salaries, commissions, and bills are paid by check or paid electronically and co-signed by the President or other authorized officer. The Financial Secretary-Treasurer will maintain receipts and invoices for bills paid.

The Financial Secretary-Treasurer shall keep an accurate record of Local Union finances. The Financial Secretary-Treasurer will retain Local Union records for a period as required by law. The Financial Secretary-Treasurer shall forward per capita fees to the National Union and other affiliates.

The Financial Secretary-Treasurer will report on Local Union finances to the Executive Board each month, and report on Local Union finances at membership meetings. The financial records of the Local Union will be open to inspection by the Executive Board, auditors, and the National Union.

The Financial Secretary-Treasurer will maintain an accurate count of current and retired members. The Financial Secretary-Treasurer and President will arrange for Trustees to audit Local Union finances each quarter.

The Financial Secretary-Treasurer will arrange for a Certified Public Accountant to audit Local Union finances each August and see that Trustees provide a report of the audit at the following membership meeting. The Financial Secretary-Treasurer will see that the Business Manager return unspent portions of expense accounts and submits necessary receipts. The Financial Secretary-Treasurer shall see that the Local Union maintains a Death Benefit Fund with a balance of no greater than \$2,500 and not less than \$1,000. The Financial Secretary-Treasurer shall see that a Death Benefit be delivered to the immediate family of each deceased member. The Financial Secretary-Treasurer shall be bonded in an amount and manner as required by law, the premium on the bond to be paid by the Local Union. The Financial Secretary-Treasurer shall allow the Trustees access to the contents of the Local Union safe. The bonds of the President, Financial Secretary-Treasurer and Business Manager and all other documents of importance shall be secured in the safe.

**Section 6. Duties of the Business Manager.**

The Business Manager will attempt to settle issues between the Local Union, the members, and the employer. The Business Manager will process grievances, schedule grievance hearings, preside at third step grievance hearings, and arrange arbitration hearings as approved by the Executive Board. The Business Manager will co-sign and enforce all contracts and agreements pertaining to Local Union and employer business. The Business Manager will forward copies of collective bargaining agreements to the National Union. The Business Manager shall be a full-time Local Union officer and report to the Local Union office daily. The Business Manager will report the progress of the Local Union to the Executive Board each month and to the members at membership meetings.

The Business Manager will conduct and supervise election of business agents and may temporarily assume a vacant business agent position. The Business Manager and President will see that business agents perform their duties. The Business Manager and/or the President will authorize representatives and/or members time conducting Local Union business. The Business Manager will advance the health and safety of the members and seek to organize workers without union affiliation.

The Business Manager will receive all benefits afforded the membership (vacation, holiday allowance and all other benefits). The Business Manager shall be bonded in an amount and manner as required by law, the premium on the bond to be paid by the Local Union.

The Business Manager salary shall be adjusted annually to reflect the equivalent percentage increase for the highest rate in the bargaining unit. The Business Manager will be provided a monthly expense account in an amount established by the Executive Board. Each month

the Business Manager will return unspent portions of the expense account and submit necessary receipts to the Financial Secretary-Treasurer. In the event of a vacancy in the office of Business Manager the President will immediately assume the duties. The President may appoint an active member in good standing to fill the unexpired term of the Business Manager subject to the approval of the Executive Board

### **Section 7. *Duties of the Trustees.***

The Trustees shall have access to and general supervision of the finances and property of the Local Union. Trustees may conduct preliminary monthly audits in preparation for quarterly and annual audits. Trustees will audit Local Union finances each quarter and provide a report of the audit at the next scheduled membership meeting. Trustees will review Certified Public Accountant audits of Local Union finances and provide a report of the audit at the next scheduled membership meeting. Trustees will see that the President secures access the Local Union office. Trustees will see that officers retain Local Union records for a period required by law. Trustees shall have access to the contents of the Local Union safe only while in the presence of at least one (1) other Executive Board member.

### **Section 8. *Duties of the Sergeant-At-Arms.***

The Sergeant-At-Arms shall attend the door at membership meetings, to include maintaining order, gathering signatures of those in attendance, admitting no member not in good standing, and perform duties as directed. The Sergeant-At-Arms, a non-voting Board member, may attend Executive Board meetings and perform duties as directed. The President may appoint business agents to act as a Sergeant-at-Arms during membership meetings.

### **Section 9. *Officer Vacancy.***

Executive Board vacancies will be filled as follows:

- (a) Executive Board members will nominate an active member continuously in good standing for two (2) years
- (b) Members known to have formally sought a non-union position within the past two (2) years will be ineligible for nomination and to hold office
- (c) Nominees will be seated upon a plurality vote of the Executive Board
- (d) Should the nominee fail to gain the required plurality vote the nominations will continue until a plurality vote is attained

The Executive Board may allow an officer position to remain vacant, but will allow no more than one (1) officer position to remain vacant until the next election. A plurality vote of the Executive Board is required to allow the officer position to remain vacant. Letters of resignation by officers shall be signed and submitted to the President and Recording Secretary. Notwithstanding the above, a vacancy in the Business Manager position will be filled in accordance with Article IV, Section 2 and Section 6.

### **Section 10. *Committees.***

The President shall have the authority to appoint the following committees:

- (a) Senior Members Committee to advance interest and involvement in the Local Union and working family issues by senior and retired members
- (b) Contract Negotiation Committee to bargain collectively with the employer(s)
- (c) Contract Vote Committee to assist in contract ratification voting by the membership
- (d) Political Education Committee to encourage member voter registration and participation in the political and legislative process
- (e) Human Rights Committee and committees mandated by the National Union

The President may appoint a Trial Committee in accordance with Article XI Section 2. The President may also appoint committees not otherwise ordered and may be a member (ex-officio) of all committees.

The Executive Board may permit the temporary appointment of legal counsel as an agent of the Executive Board. The President will solicit the Executive Board for approval of the appointment; the duration of which will be at the discretion of the Executive Board. The Executive Board will not permit voting rights or privileges to an appointed temporary agent with respect to any Local Union matter.

### **Section 11. *Property Rights.***

The right and title to all property, funds, and other assets of the Local Union shall be vested in the Local Union Executive Board for the joint benefit, and on behalf of, the membership. No member shall have any severable proprietary right, title, or interest therein. Local Union membership shall not vest members with any right, title, or interest in or to the funds, property, or other assets of the Local Union. Each member expressly waives any right, title, or interest in or to the funds, property, or other assets of the Local Union. In the event of secession, dissolution or disaffiliation, all properties, funds and assets, both real and personal, shall become the property of the National Union. The Local Union will not distribute its funds, assets or properties individually among its members.

## **Article V**

### **Nomination and Election of Officers**

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

Active members continuously in good standing for two (2) years are eligible for nomination and election as an officer of the Local Union. Members known to have formally sought a non-union position within the past two (2) years will be ineligible for nomination and to hold office. Members are not allowed to accept nomination for and/or hold more than one (1) officer position simultaneously. Persons convicted of a felony as defined in Section 504 of the Landrum-Griffin Act (or indictable offense in Canada) shall, in accordance with the provisions of applicable law, be ineligible to hold any office in the Local Union.

#### **Section 2. Term of Office.**

The term of Executive Board officers will be for three (3) years. They shall hold office until their successor(s) are duly elected and qualified. The term of officers shall expire on October 31<sup>st</sup> of the election year, the new term to begin on November 1<sup>st</sup>. There shall be no limit to the number of terms an officer may serve. Resignations by officers will be signed and submitted to the President and Recording Secretary.

#### **Section 3. The Election Board.**

The Election Board will supervise and be responsible for conducting election of officers in a fair and impartial manner. The Election Board will adhere to provisions of the Local Union By-Laws and National Union Constitution. The Executive Board may enact an alternative voting process (such as mail, electronic and/or telephone balloting) facilitated by a qualified independent agency. Such agency will act in accordance with the Local Union By-Laws and be accountable to the Election Board.

The Election Board will be composed of seven (7) members, one (1) judge and six (6) clerks. Two (2) alternates will also be elected, to serve only in the event of vacancies on the Election Board.

The members of the Election Board will be determined as follows:

- (a) Nominations and election to the Election Board will be made by members present at the July membership meeting in the year of election
- (b) The President will solicit nominations from the floor, officer candidates cannot be a member or alternate to the Election Board
- (c) Nominees will be elected by private ballot at the July membership meeting
- (d) The candidate receiving a plurality vote will be declared the Election Judge. The six (6) members receiving the next greatest number of plurality votes cast will be declared clerks. The following two (2) in the voting will be declared alternates

#### **Section 4. Duties of the Election Board.**

The Election Board will be responsible for the following duties pertaining to officer elections:

- (a) The Election Judge will accept signed letters of intent from nominees until the conclusion of the September membership meeting in the year of election. Letters submitted after this period will be invalid
- (b) The Election Board will review officer nominees to determine if the members are in good standing and eligible for inclusion on the ballot
- (c) The Election Board will see that candidates maintain high ethical standards, do not distribute any type of gratuity to voters other than materials pertaining to the election, and do not solicit or accept financial support from any non-member of the Local Union or National Union
- (d) The Election Board will create ballots and notices and distribute notices pertaining to the election
- (e) The Election Board will tabulate ballots and allow interested members the opportunity to observe ballot tabulation
- (f) The Election Board will not permit proxy and/or write-in voting, and will make determinations on disputed ballots
- (g) The Election Judge will immediately report election results to the incumbent President and all work locations

The Local Union will be responsible for expenses pertaining to the election and the incumbent President will facilitate the election process with the Election Judge.

All challenges to the Local Union nominations, election, and election results will be made in accordance with the National Union Constitution. Challenges must be made in writing and signed, and submitted to the Election Judge. The term and duties of the Election Board will expire upon completion of the election and/or determination of election challenges.

#### **Section 5. Nomination of Officers.**

The President will solicit nominations from the floor for each Executive Board office at the August membership meeting in the year of election. Nominees for officer must submit a signed letter of intent to the Election Judge by no later than the conclusion of the September membership meeting. Letters submitted after this period will be invalid.

**Section 6. Election of Officers.**

The officers will be elected by private ballot on the day of the October membership meeting in the year of election. A vote will not be denied an active member in good standing. Proxy and/or write-in votes will not be permitted. Active members in good standing will be allowed to observe vote tabulation.

Candidates receiving a plurality vote for the office nominated will be declared elected. The three (3) Trustee candidates receiving plurality votes will be declared elected.

Should only one candidate accept nomination for an officer position by the conclusion of the September membership meeting, that candidate shall be declared unopposed. Should only three candidates accept nomination for each of the three Trustee positions by the conclusion of the September membership meeting, those candidates shall be declared unopposed.

A private ballot election need not be held should all officer candidates be unopposed. Should all officer positions be uncontested the President will direct the Recording Secretary to cast one vote for each unopposed candidate for election.

**Article VI  
Business Agents**

**Section 1. Duties of Business Agents.**

Business agents, also known as stewards, will represent the members of a particular department and/or location. Business agents will work in conjunction with Local Union and National Union policies and communicate labor issues to the members.

Business agents will attempt to settle issues between members and the employer and act as grievance-persons in the represented department, or elsewhere as necessary. Business agents shall file grievances on behalf of a member or the Local Union and immediately report grievance filings to the Business Manager.

Business agents are required to attend membership meetings and meetings ordered by the President and/or the Executive Board. Business agents will inform the President if attendance is not possible. Business agents shall be under the supervision of the Executive Board and will submit reports on the progress of their department. Business agents may be appointed by the President to act as a Sergeant-at-Arms to attend the door during membership meetings. Executive Board members may also perform business agent duties in the absence of a business agent.

Business agents shall receive a monthly allowance based on the number of workers represented as established in accordance with Article IX. Business agents representing eighty (80) or fewer workers shall receive a flat sum as established in accordance with Article IX.

**Section 2. Business Agent Vacancy.**

Should a vacancy occur in a business agent position, the Business Manager will immediately arrange to solicit nominations for the position in accordance with Article VII. Letters of resignation by business agents shall be signed and submitted to the President and Recording Secretary.

Should there be multiple business agent candidates, an election will be arranged immediately in accordance with Article VII Section 5, but the election will be held no more than thirty (30) days following the closing of the nomination period.

Should there be no business agent candidate, any elected official of the Local Union may temporarily assume the duties pending action by the Executive Board. Should no member accept the position within this period the Executive Board may nominate a member in good standing to fill a business agent vacancy. Nominees will be seated upon approval of the Executive Board.

**Article VII  
Nomination and Election of Business Agents**

**Section 1. Eligibility.**

Active members continuously in good standing for two (2) years are eligible for nomination and election as a business agent in the Local Union. The business agent will be actively employed within the department to be represented. Members known to have formally sought a non-union position within the past two (2) years will be ineligible for nomination and to hold office.

**Section 2. Term of Office.**

There shall be no limit to the length of service of a business agent. Business agents shall hold the position until a successor is duly elected or appointed. Resignations by business agents will be signed and submitted to the President and Recording Secretary.

### Section 3. **Petition for Business Agent Election.**

Active members of a particular department may petition the Local Union to hold a business agent election under the following procedure:

- (a) The President and/or Recording Secretary must be notified immediately upon solicitation of signatures of department members, thereby establishing a date for allowable petition circulation
- (b) The heading of each petition page must clearly state in writing the purpose of the petition
- (c) The maximum allowable period for petition circulation will be thirty (30) days
- (d) The signatures of a plurality of the department's active members in good standing must be acquired
- (e) Petitions must be submitted to the Recording Secretary
- (f) Petitions received after the thirty (30) day petition circulation period will be invalid

The Executive Board will review petitions to determine whether the criteria have been met.

### Section 4. **Nomination of Business Agents.**

Upon meeting the petition criteria of Article VII Section 3, the Business Manager will arrange to solicit nominations in the department through dated location postings. Active members in good standing must submit a signed letter of intent to the Recording Secretary within thirty (30) days of the dated posting. The incumbent business agent will be an eligible nominee and is required to submit a signed letter of intent to the Recording Secretary within thirty (30) days of the dated posting.

### Section 5. **Election of Business Agents.**

Should there be multiple business agent candidates the Business Manager will immediately arrange to hold an election. The election will be held no longer than thirty (30) days following the close of the nomination period. Notices shall be prominently posted, noting the date, time and other specifics of the election. The Executive Board may enact an alternative voting process (such as mail, electronic and/or telephone balloting) facilitated by a qualified independent agency. Such agency will act in accordance with the Local Union By-Laws and be accountable to the Executive Board.

Business agent elections will be conducted and supervised by the Business Manager and one other member of the Executive Board. Business agents will be elected by private ballot. A vote will not be denied a member in good standing. Proxy and/or write-in votes will not be permitted. Active members in good standing will be allowed to observe vote tabulation. The candidate receiving a plurality vote shall be declared elected.

Should only one candidate accept nomination for a business agent position upon close of the nomination period, that candidate shall be declared unopposed and elected. A private ballot election need not be held should a business agent candidate be unopposed. Should there be no business agent candidate upon close of the nomination period, any elected official of the Local Union may temporarily assume the duties pending action by the Executive Board.

## **Article VIII Meetings**

### Section 1. **Membership Meetings.**

Membership meetings will be called every other month beginning in the month of January, with the following exceptions:

- (a) Membership meetings will be called each month during calendar years that coincide with election of officers and/or expiration of collective bargaining agreements
- (b) No membership meeting will be called in the months of June, July and August during calendar years that do not coincide with election of officers and/or expiration of collective bargaining agreements

The President will notify the membership in advance of the date, time and location of membership meetings. The President will preside over membership meetings. The President may call membership meetings not otherwise ordered. A quorum for membership meetings will consist of twenty-five (25) or more active members in good standing. In the event of a lack of quorum, the President may call a membership meeting to conduct one (1) named order of business. The President may appoint a business agent to act as Sergeant-at-Arms at meetings of the Local Union.

A special membership meeting may be requested by twenty-five (25) active members in good standing upon petition of signatures and one (1) named topic to the President. No business shall be conducted but the one (1) named topic in the petition. The President will arrange for the meeting to convene within ten (10) days of petition and will preside over the meeting.

Civil free speech will not be denied a member in good standing. Religious discussion during membership meetings is prohibited. The current *Roberts Rules of Order* will govern membership meetings.

**Section 2. Executive Board Meetings.**

Executive Board meetings will be called monthly or as otherwise ordered by the President.

The President will see that officers are notified in advance of the date, time and location of Executive Board meetings. The President will preside over Executive Board meetings. The Executive Board will conduct business of the Local Union, including matters involving the members, the employer(s), contracts, agreements, grievances and disputes, finances and property, and other matters as necessary.

Executive Board members, with the exception of the Sergeant-At-Arms, will be allowed one (1) vote each upon each properly motioned question. A plurality vote will decide a question; a tie vote will fail a question. The Executive Board will not permit voting rights or privileges to a temporary agent with respect to any Local Union matter. Civil free speech will not be denied an officer. The current *Roberts Rules of Order* will govern Executive Board meetings.

**Article IX  
Assessments, Dues and Fees**

**Section 1. Assessments.**

Proposals to levy general or special assessments shall be submitted to the Recording Secretary and Financial Secretary-Treasurer and made in accordance with Article IX Section 5, or when law requires the assessment. In no case shall the assessment be more than twice the current amount of monthly dues.

**Section 2. Initiation Fees and Dues.**

The Local Union will establish an initiation fee amount payable by members to the Local Union in conjunction with the collective bargaining agreement. The Financial Secretary-Treasurer will facilitate the collection of initiation fees in accordance with the most current collective bargaining agreement.

Any member enjoying pay from the employer shall render monthly dues to the Local Union. The Local Union will establish a monthly dues amount payable to the Local Union by each member on or before the final day of the current month. The establishment of a monthly dues amount shall be made in accordance with Article IX Section 5. The Financial Secretary-Treasurer will facilitate the collection of dues in cooperation with the member and the employer.

**Section 3. Per Capita Fees.**

The Local Union shall pay per capita fees to the National Union for any member from whom this Local Union receives revenue, whether referred to as dues or otherwise. The Local Union shall pay all other obligations to the National Union and other affiliates.

**Section 4. Member in Arrears.**

Local Union members will be responsible for payment of initiation fees and being current in the payment of dues. The membership of a member may be withdrawn if the member is in arrears in the payment of fees or dues.

**Section 5. Increase Procedure.**

Proposals to establish or adjust the amount of initiation fees, dues, officer and business agent allowances, or to establish or adjust the amount of general or special assessments not mandated by the National Union, shall be submitted to the Recording Secretary and Financial Secretary-Treasurer and made in accordance with the following procedure:

- (a) The Recording Secretary will provide the membership fifteen (15) days notice prior to the membership meeting where the proposal will be read. The notice will incorporate the proposal and that it is scheduled for a vote at the meeting
- (b) The Recording Secretary will read the proposal at one properly called membership meeting
- (c) Following the reading the proposal will be voted upon by the active members present at the membership meeting

The issue will be decided by private ballot of the members present at the membership meeting. A vote will not be denied a member in good standing. A plurality vote of present active members in good standing shall decide the proposal.

**Article X  
Amendments and Appeals**

**Section 1. Amendments to the Local Union By-Laws.**

Any active member in good standing may submit a proposal to amend the Local Union By-Laws. The proposal must be in writing and signed, and submitted to the Recording Secretary. Amendment proposals will be made in accordance with the following procedure:

- (a) The Recording Secretary will provide the membership fifteen (15) days notice prior to the membership meeting where the proposal will be read. The notice will incorporate the proposal and that it is scheduled for a vote at the meeting
- (b) The Recording Secretary will read the proposal at one properly called membership meeting
- (c) Following the reading the proposal will be voted upon by the active members present at the membership meeting

The proposal must carry by a two-thirds (2/3) vote of ballots cast to be enacted. No amendment will be enacted until approved by the National Union. The Local Union will not adopt Local Union By-Laws and rules that conflict with the National Constitution or policies of the National Union and will submit a copy of the Local Union By-Laws to the National Union for approval before they take effect.

## Section 2. Appeals.

Any active member in good standing may appeal decisions of the Executive Board. Appeals must be submitted within thirty (30) days of the decision being rendered. Appeals must be in writing and signed, specific to the topic and detailed as possible, and submitted to the Recording Secretary. The Executive Board will consider the appeal and issue a judgment to the member. The member may not appeal this judgment.

## **Article XI Charges**

### Section 1. Charge Procedure.

Any member may be penalized for violating the rules, the Local Union By-Laws or National Constitution, or violating collective bargaining agreements. Before such action the Executive Board will provide the member a copy of the charges and opportunity to respond to the Executive Board at a full and fair hearing.

Any active member in good standing may prefer charges against a member or members. The charges must be in writing and signed by the complainant(s). The charges must be submitted to the Recording Secretary within sixty (60) calendar days of the time the complainant becomes aware, or reasonably should have become aware, of the alleged offense(s).

The charges must include specific violation(s) and the date of the alleged occurrence(s). The charges must be sufficient to permit the charged party to prepare a proper defense.

The Recording Secretary will notify the Executive Board of the charges. The Recording Secretary will forward a written copy of the charge (s) to the last known address of the accused by certified mail within seven (7) calendar days of receipt of the charges. A Trial Committee shall be appointed in accordance with Article XI Section 2.

### Section 2. Trial Committee.

The President shall appoint a Trial Committee consisting of no more than three (3) active members in good standing.

The Trial Committee members will be independent of the complaint. The Trial Committee will choose a chair and secretary, have full voting rights, and record minutes of all meetings.

If the accused member is an officer or business agent of the Union, the officer or business agent will not be a member of the Trial Committee. The complainant will not be a member of the Trial Committee. The complainant and accused will be notified of the composition of the Trial Committee.

The complainant and accused will be notified by certified mail of the convening of a formal hearing by the Trial Committee. The parties shall have a right to submit evidence. The accused will be given opportunity to review evidence.

A formal hearing shall be held no earlier than thirty (30) days from the date of the mailing of the certified mail notice to the complainant and accused. The complainant and accused shall represent themselves before the Trial Committee hearing or be represented by one (1) active member in good standing. The hearing will proceed with all available evidence if the complainant and/or the accused fail to appear.

Upon review of evidence and/or testimony, the Trial Committee will discuss the case in closed session, render a decision, and submit a Report to the Executive Board. The Report may recommend a penalty or resolution, and may dismiss or sustain all or portions of charges. A plurality vote of the Trial Committee will be required to approve the Report.

The Trial Committee Report will include the facts, conclusions, and recommendations. The Executive Board may approve, reject or modify the Report, or order a new trial. By action of the Executive Board the Report will be submitted to active members present at the following membership meeting; and the matter will be brought before them. The accused shall be afforded the opportunity to state their position bearing upon the trial and the Report. A plurality vote of the active members in good standing present at the membership meeting will be required to enact the final Report. Appeals to trial decisions may be taken in accordance with the National Constitution.

## **Article XII National Union**

### **Section 1. National Constitution and Local Union By-Laws.**

The Local Union Executive Board and members of the Local Union shall be subject to the provisions of the National Constitution. The Local Union shall be charged with the duty of enforcing the National Constitution as affecting the Local Union membership. The Local Union will submit a copy of the Local Union By-Laws to the National Union for approval before they shall take effect. The Local Union will not amend and adopt Local By-Laws and rules that conflict with any provisions of the National Constitution or policies of the National Union. If any conflict should arise between the Local Union By-Laws and National Constitutions, the National Constitution shall govern.

### **Section 2. Strikes.**

The Local Union will receive strike approval from the Local Union membership prior to requesting strike approval from the National Union. The Local Union will not call a strike until the National Union is notified and the National Union President has approved a strike.

### **Section 3. Disaffiliation.**

The Local Union cannot dissolve, secede or disaffiliate while there are seven (7) dissenting members. The National Union will be notified by registered or certified mail at least fifteen days prior of any meeting scheduled by the Local Union for the purpose of voting on a disaffiliation from the National Union. A representative of the National Union will be afforded the opportunity to address the meeting. The financial records of the Local Union will be open to inspection by the National Union. In the event of secession, dissolution or disaffiliation, all properties, funds and assets, both real and personal, shall become the property of the National Union. Under no circumstances will the Local Union distribute its funds, assets or properties among its members.

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**The Executive Board**  
Gas Workers Union, Local 18007  
Utility Workers Union of America  
AFL-CIO

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**James M. Gennett**  
PRESIDENT

**Charles Williams**  
VICE PRESIDENT

**Patrick J. Dillon**  
RECORDING SECRETARY

**Carlos J. Ocasio**  
FINANCIAL SECRETARY-TREASURER

**John Groenwald**  
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**Richard Passarelli**  
TRUSTEES

**Thomas B. Sargeant**  
SERGEANT-AT-ARMS



