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BYLAWS OF LOCAL 9415
COMMUNICATIONS WORKERS OF AMERICA

As Revised and Accepted May 29, 2002

ARTICLE I

NAME

This Local shall be known as Local 9415, 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’s Charter. Proposed changes to the Local’s jurisdiction which result in increases to the Local shall be made subject to the approval of the Local’s Executive Board. All other proposed changes shall be subject to a referendum of the entire membership.

ARTICLE III

OBJECT

The objects of Local 9415 shall be to represent and serve the workers within its jurisdiction and to organize unorganized workers in accordance with the Bylaws and Rules of the Local and the Constitution and policies of the Union.

ARTICLE IV

LOCAL STRUCTURE

The structure of the Local shall consist of the following:

1. The Membership

2. The Executive Board

The Executive Board shall consist of the Executive Committee, the Contractual Vice Presidents and Alternates and the Associate Executive Board Members.

A. The Executive Committee shall consist of the President, First Executive Vice President, Second Executive Vice President and the Secretary-Treasurer.

B. The Contractual Vice Presidents and Alternates shall be elected from among members in
any person eligible for membership in the Communications Workers of America, as defined in Article V of its Constitution, shall be eligible for membership in this Local provided that the basis of his/her qualification falls within the jurisdiction of this Local.
Section 2. Transfers

The transfer of membership to or from this Local shall be made in accordance with Article V of the Union Constitution.

Section 3. Duties of the Members

It shall be the duty of each member of this Local to:

A. Abide by the Union Constitution and Local Bylaws.

B. Present grievances and other matters involving relations with the employer to the Local for consideration and adjustment.

C. Keep all business of the Union and Local strictly confidential from persons outside of the Union unless authorized or permitted by law to publicize the information.

D. Carry his or her membership card at all times.

E. Keep the Local Secretary-Treasurer informed of his/her current address and place of employment.

F. Bring to the attention of the Local officers or stewards any activity considered not to be in the best interest and welfare of the Union or Local.

G. Inform Local officers or stewards of any eligible person(s) at his/her work location who are not members of the Union.

H. Attend membership meetings and exercise his/her voice and vote in the affairs of the Local.

I. Comply with and police the provisions of any contract duly ratified and signed in accordance with the Union Constitution.

J. Be assured that a steward has been properly assigned to each job location.

K. Comply with all approved Local and Union policies.

L. Conduct him/herself during a strike in keeping with the highest traditions and principles of the labor movement with respect to his/her fellow members, the community, its laws and the good name of our Union.

M. Fulfill his/her assigned strike duties unless excused for good cause. All excuses shall be submitted to the Local office for approval.

N. Honor all sanctioned legal and approved picket lines.

O. Keep his/her dues current.
ARTICLE VI

LOCAL DUES AND ASSESSMENTS

Section 1. Local Membership Dues

The dues and assessments of this Local shall be as established by the Union convention.

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 of the Union Constitution.

ARTICLE VII

GOVERNING AUTHORITY

Section 1. Membership

The affairs of this Local shall be governed by its members in accordance with the Constitution and policies of the Union through action taken in membership meetings and by referendum of the membership. Any action or decision of the Executive Board or a Local Officer may be overruled by the Local membership in a meeting or by referendum, unless violation of law or contract would result.

Section 2. The Executive Board

A. The Executive Board shall be responsible for making decisions and taking action on behalf of the Local membership on all matters concerning the good and welfare of the members and the Local. Any action or decision of a Local Officer or committee may be overruled by the Executive Board unless violation of law or contract would result.

B. A majority of the members of the Executive Board, excluding the Associate Executive Board Members, shall constitute a quorum at any Board meeting. A quorum shall be necessary for a Board meeting to conduct business.

C. Executive Board business may also be conducted by means of a poll, which shall be taken if requested by any of its members. To pass by poll, a motion must receive as many affirmatives votes as would be needed to guarantee its passage at a meeting of the entire Board.

D. Each member of the Executive Board shall have a voice and a vote except for 1) the Alternate Contractual Vice Presidents, who shall have only a voice except in the absence of the Contractual Vice President, in which case the Alternate Contractual Vice President shall acquire his/her vote and 2) the Associate Executive Board Members, who shall have only a voice. Where there is more than one Alternate from a unit, the first Alternate shall have the vote in the absence of either Contractual Vice President from that unit, then the second Alternate and so on.
Section 3. The Executive Committee

The Executive Committee shall meet at least once a week to exchange information and discuss matters of concern to the Local.

Section 4. The Local President

The President shall have the authority to make contracts and expenditures on behalf of the Local when he/she determines that the situation does not permit a Board poll, unless the Executive Board or the membership has previously voted to limit or revoke such authority.

ARTICLE VIII

LOCAL MEETINGS

Section 1. Membership meetings

Regular meeting of the membership of this Local shall be held on the third Tuesday of each month, except that the Local Executive Board may, by a two-thirds majority vote, change the date of the regular meeting, provided that such change is publicized to the members 15 days or more in advance of the new meeting date or in the event that the changed meeting date follows the regular meeting, then such change shall be publicized to the members at least 15 days in advance of the regular meeting date.

Section 2. Special meetings

A special meeting of the Local may be called by the Local President or a majority vote of the Local Executive Board, or by a petition signed by 20% of the members in good standing of the Local. Upon receipt of a properly executed petition the Local President shall call a special meeting to be held within ten (10) days, except as limited by Article VI.

Section 3. Conduct of Membership meetings

A. Membership meetings and any other business of the Local shall be conducted in conformance with the Union Constitution and the Local Bylaws and rules. Roberts Rules of order shall govern, except where superseded by the Union Constitution and/or Local Bylaws.

B. A quorum at a local membership meeting shall consist of 50 members of the Local in good standing.

C. The Order of Business at membership meetings shall be as follows:

1. Call to order
2. Reading of agenda
3. Reading and action on minutes of previous membership meeting
4. Finance report
5. Reading of the minutes of previous Local Executive Board meeting
6. Correspondence
7. Reports of Officers and Executive Board members
8. Reports of committees
9. Questions and Answers
10. Unfinished business
11. New business
12. Good and Welfare
13. Adjournment

D. The order of business may be suspended by a two-thirds vote of the members present.
E. The Local President may appoint a Parliamentarian.
F. All reports to the membership shall be limited to five minutes, subject to extension by the body.

ARTICLE IX
LOCAL COMMITTEES

Section 1. The Local shall have the following regular committees:

A. Education
B. Election
C. Organizing
D. Legislative
E. Membership
F. Community Services
G. Finance
H. Equity
I. Women’s
J. Health & Safety
K. Newspaper

Section 2. Committee Membership

All members in good standing shall have the right to attend Local committee meetings and serve on said committees. Each contractual unit of the Local shall have the right to have at least one (1) member on each committee.

Section 3. Committee Chairs

Chairs of committees shall be appointed by the President, subject to the approval of the Local Executive Board.

Section 4. Removal from Committees

A member of any Local committee may be removed by majority vote of the Local Executive Board.
Section 5. Duties of Committees

A. Education Committee:

The Education Committee shall assist the Local Officers in developing and carrying out the Local's education programs.

B. Election Committee:

The Election Committee shall conduct all nominations and elections and referenda of this Local.

C. Organizing Committee:

The Organizing Committee shall assist the Local Officers in developing and carrying out the Local's organizing programs.

D. Legislative Committee:

The Legislative Committee shall assist the Local Officers in developing and carrying out the Local's legislative programs.

E. Membership Committee:

The Membership Committee shall consist of the Local Executive Board. It shall accept or reject membership applications in accordance with the Union Constitution and Local Bylaws.

F. Community Services Committee:

The Community Services Committee shall assist the Local Officers in developing and carrying out the Local's Community Service programs.

G. Finance Committee:

The Finance Committee shall assist in developing the Local's budget, shall review all audits of the Local's finances and shall review and report on the Local's financial status at least quarterly to the Local Executive Board and membership.

H. Equity Committee:

The Equity Committee shall assist in investigating all cases of discrimination in all forms brought to its attention and will, when called upon by the Local Executive Board, assist in grievance meetings. The committee shall assist the Local Officers in developing and carrying out the Local's programs to better relationships among the members of the Local.

I. Women's Committee:

The Women's Committee shall assist in developing and carrying out the Local's programs
to promote women's participation in the Local and encourage greater understanding between all members of the Local.

J. Health & Safety Committee:

The Health & Safety Committee shall assist the Local Officers in developing and carrying out the health and safety programs of the Local.

K. Newspaper Committee:

The Newspaper Committee shall be responsible for the preparation and mailing of the Local newspaper.

L. All committees shall maintain a record of each meeting and shall report to either the Local Executive Board or the membership each month. This report can be either in writing or oral.

ARTICLE X

DUTIES OF LOCAL EXECUTIVE OFFICERS, CONTRACTUAL VICE PRESIDENTS AND STEWARDS

Section 1. The Executive Officers of the Local shall be:

A. President
B. First Executive Vice President
C. Second Executive Vice President
D. Secretary-Treasurer

Section 2. Duties of the Local President

The Local President shall:

A. Preside at meetings of the Local, Executive Board and Executive Committee.
B. Exercise general supervision over the affairs of the Local.
C. Enforce strict observation of the Union Constitution and Local Bylaws.
D. Assume responsibility for the furtherance of the purposes of the Local.
E. Act as official spokesperson for the Local.
F. Follow instructions from the Union and comply with the instructions of the Local Executive Board and membership when not in conflict with the provisions of the Union Constitution or Local Bylaws.
G. Authorize and approve all expenditures and countersign all checks drawn on the treasury of the Local.

H. Attend all conventions as a delegate of the Local and as Chairperson of the Local delegation.

I. Supervise the processing of grievances and make appropriate appeals to the Union.

J. Be an ex-officio member of all Local committees and exercise general supervision over their activities.

K. Be bonded in accordance with the CWA Constitution and any State or Federal laws.

L. Appoint delegates to State, County and City central bodies or councils.

M. Appoint stewards and certify as steward any member in good standing who presents to the Local President a petition signed by a majority of the members in good standing in his/her work unit or crew.

N. Perform such duties as are assigned by the Local membership, Local Executive Board or the Union.

Section 3. Duties of the Local Executive Vice Presidents

The Local Executive Vice Presidents shall:

A. Work under the direction of the Local President and perform such duties as assigned by the Local President, Local Executive Board and the Local membership.

B. Be bonded in accordance with the CWA Constitution and State or Federal laws.

C. Attend all conventions as a delegate of the Local.

D. May be assigned a committee or group of committees by the Local President. The Executive Vice President shall advise, counsel and assist his/her assigned committees and shall keep the President, Executive Board and membership advised of the progress and status of the committees.

E. Additionally, the Local First Executive Vice President shall:

1. Be prepared at all times to assume the duties of the Local President should it become necessary.

2. Be one of the three (3) signatories for the Local's various bank accounts.
Section 4. Duties of the Local Secretary-Treasurer

The Local Secretary-Treasurer shall:
A. Take minutes at Local Membership and Local Executive Board meetings and maintain the records of meetings of those and other Local bodies.

B. Furnish the required number of copies to the appropriate governmental agencies and to the Union of any changes in the Local Bylaws within ten days after such changes are made.

C. Maintain records of memberships, stewards, officers and committee members.

D. Keep and maintain Local dues records and Local files.

E. Be bonded in accordance with the CWA Constitution and any State or Federal laws.

F. Attend all conventions as a delegate of the Local.

G. Be responsible for furnishing the Union with all proper forms signed by Local Officers which are required by State and Federal laws, immediately upon their execution.

H. Cause the payment of all bills properly approved by the Local President.

I. Collect all dues, fees, fines, assessments, per capita tax and any other income and deposit them in the name of the Local in the bank (s) and/or credit union designated by the Local Executive Board and the Local membership.

J. Be one of the three (3) signatories for the Local’s various bank accounts.

K. Be responsible for preparing and furnishing to the governmental agencies and the Union any financial reports required by the Union and by law.

L. Keep the Local President, Local Executive Board and Local membership informed of the financial status of the Local.

M. Maintain all financial records of the Local.

N. May be assigned a committee or group of committees by the Local President. The Secretary-Treasurer shall advise, counsel and assist his/her assigned committees and shall keep the President, Executive Board and membership advised of the progress and status of the committees.

O. Prepare an annual fiscal-year budget for presentation to and action by the Local Executive Board and the Local membership.

P. Work under the direction of the Local President and perform such other duties as assigned by the Local President, Local Executive Board or the Local membership.
Section 5. Duties of Contractual Vice Presidents and Alternates

The Contractual Vice Presidents and Alternates shall:

A. Act as the direct representatives of the contractual unit from which they are elected to the Local Executive Board.

B. Be responsible for the processing of grievances within their contractual units to the highest Local level of their grievance procedure under the direction of the Local President or his/her designated representative.

C. Develop and oversee the activities of the stewards within their contractual units under the direction of the Local President or his/her designated representative.

D. Perform such other duties as may be assigned by the Local President, the Local Executive Board or the Local membership.

Section 6. Duties of the Stewards

The Local stewards shall:

A. Work under the direction of the Local Executive Officers and Contractual Vice Presidents.

B. Assure that the company representatives comply with the provisions of the contract.

C. Assure that the members comply with the provisions of the contract.

D. Assure that all workers eligible for Union membership are members of the Union.

E. Present grievances and be responsible for transferring them to the appropriate levels of the Local.

F. Post Union bulletin board notices.

G. Enforce all approved Local and International policies.

ARTICLE XI

NOMINATION AND ELECTION OF EXECUTIVE OFFICERS

AND CONTRACTUAL VICE PRESIDENTS

Section 1. Nomination of Local Executive Officers and Contractual Vice Presidents.

A. In the month of September in each election year, nominations shall be opened at the regular membership meeting, the order of nominations to be as indicated for the following
offices:

1. President
2. First Executive Vice President
3. Second Executive Vice President
4. Secretary-Treasurer
5. Contractual Vice Presidents and their Alternates.

B. The President, First Executive Vice President, Second Executive Vice President and Secretary-Treasurer shall be elected at large. The Contractual Vice Presidents and Alternate Contractual Vice Presidents shall be nominated and elected by the membership in their particular contractual unit.

C. Nominations shall be made from the floor of the membership meeting by members in good standing.

D. Nominations shall be opened at the membership meeting and shall remain open for seven (7) days. Nominations shall be closed at the Local office’s close of business (5:00 o’clock p.m.) of the seventh day following the membership meeting.

E. In case there is not at least one candidate nominated for each office designated at the meeting, the Local President shall appoint, at the meeting, a nominating committee of three (3) members in good standing to insure the nomination of at least one (1) nominee for each office open.

F. Any member in good standing may nominate another member in good standing for office by sending a signed letter or fax to the Election Committee. The person being nominated must send a signed letter or fax of acceptance to the Election Committee and both letters or faxes must be received at the Local’s office no later than the Local office’s close of business (5:00 o’clock p.m.) of the seventh (7th) day.

G. No member may be a candidate for more than one office.

H. As ample opportunity is allowed for any member desiring to seek office in the Local, no write-in candidate shall be allowed.

Section 2. Local Elections

A. Election of all Local officers shall be by secret ballot of the eligible membership in October or November of election years.

B. Balloting shall be conducted by U.S. mail. At least 15 days notice of each election shall be mailed to each member at his/her last known address.

Section 3. Local Election Committee

A. The nomination and election of Local Officers shall be conducted under the supervision of the Election Committee. This Committee shall have the autonomy, authority and
responsibility to see that nominations and elections are conducted in accordance with the Union Constitution and these Bylaws, with reasonable opportunity for each member to vote.


A. The nominee in any election receiving the majority of the valid 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 the candidates on the second ballot.

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/she meets the qualifications and requirements set forth in these Bylaws, the Union Constitution and state and federal law.

D. The term of office shall be for three (3) years.

E. All officers shall take office January 2nd.

F. In the event there is only one nominee for any office the Election Committee shall declare the single nominee to be elected

Section 5. Vacancies and Absences

A. In the event of a temporary absence of the President, the duties of the President shall be assumed by the First Executive Vice President.

B. A vacancy in the office of Local President shall be filled by the First Executive Vice President.

C. Vacancies in the office of First Executive Vice President, Second Executive Vice President or Secretary-Treasurer shall be filled by appointment by the Executive Board of the Local, subject to disapproval by the membership within 60 days of when the vacancy occurs, or by an election of the regular kind within 60 days, if it appears that there will be more than one candidate for the office.

D. Vacancies in the offices of the Contractual Vice Presidents and Alternates shall be filled as follows:

1. Where there is one (1) Contractual Vice President, the Alternate shall become Contractual Vice President. The Alternate Contractual Vice President vacancy shall be filled by appointment by the Executive Board, unless rejected by the Local’s membership within 60 days of such appointment; or by an election held in accordance with the provisions of this article within 60 days of the vacancy if it appears that there will be more than one candidate for the office. Should, however, such vacancy occur on or after January 1 of the year in which the regular General Election is scheduled, the vacancy shall be filled by appointment of the Local Executive Board, unless rejected by
the Local’s membership within 60 days of such appointment.

2. Where there are two (2) Contractual Vice Presidents, Contractual Vice President #2 shall assume Contractual Vice President #1’s position. The Alternate #1 shall become Contractual Vice President #2. The Alternate Contractual Vice President #2 shall become Alternate #1 and the vacancy shall be in the office of Alternate Contractual Vice President #2. The Alternate Contractual Vice President #2 vacancy shall be filled by appointment by the Executive Board, unless rejected by the Local’s membership within 60 days of such appointment; or by an election held in accordance with the provisions of this article within 60 days of the vacancy if it appears that there will be more than one candidate for the office. Should, however, such vacancy occur on or after January 1 of the year in which the regular General Election is scheduled, the vacancy shall be filled by appointment of the Local Executive Board, unless rejected by the Local’s membership within 60 days of such appointment.

Section 6. Oath of Office.

A person elected to an office of the Local, after meeting all other qualifications, shall be duly installed upon taking the following oath: "I (give name) hereby accept the office of (give office name) of Local 9415, Communications Workers of America, with full knowledge of the responsibilities and duties of such office. I promise to faithfully discharge my duties according to the Bylaws 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."

Section 7. Management Positions.

Any Officer or steward who accepts a temporary management or permanent management position with his/her employer shall be deemed to have resigned his/her Union position.

ARTICLE XII

LOCAL DELEGATES TO UNION CONVENTIONS AND CONFERENCES

Section 1. Delegates to the CWA Convention.

A. The President, First Executive Vice President, Second Executive Vice President and Secretary-Treasurer shall be delegates.

B. Should the Local be entitled to additional delegates they shall be nominated and elected as follows:

1. One additional delegate – nominated from among all contractual units and elected
2. Two additional delegates - one nominated from the largest contractual unit and one nominated from among all others contractual units and both elected at large.

3. Three additional delegates – one nominated from each of the two largest contractual units and one nominated from among all other contractual units and all elected at large.

4. Each additional delegate shall be nominated and elected in the manner described above subject to limits set by the Local’s Executive Board for financial reason’s

C. The Local Executive Board shall direct the Election Committee to open nominations for additional delegates as provided in B above.

1. At least sixty (60) days prior to the date of the Convention, nominations shall be opened at the regular membership meeting and shall remain open for seven days for written nominations.

2. The election of delegates shall be held by the Election Committee in accordance with the Bylaws and the CWA Constitution.

3. The nominee receiving the highest number of votes shall be the delegate. The nominee receiving the next highest number of votes shall be the alternate delegate.

Section 2.

It shall be the duty of the Secretary-Treasurer of the Local to certify the Local's delegates to the Union Convention to the Secretary-Treasurer of the Union within the time limits specified in the Constitution.

Section 3.

At all other conventions, conferences or caucuses the Local President shall be a delegate and shall appoint other delegates as deemed necessary, subject to changes by the Executive Board and membership.

ARTICLE XIII

CHARGES, TRIALS AND APPEALS

Section 1. Charges.

Members of the 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 member or Officer of the Local shall be tried under provisions of Article XX of the Union Constitution.

Section 3. Appeals.

A member or Officer of this Local, upon being found guilty by a Local Trial Court, may appeal as provided in Article XX of the Union Constitution.

Section 4. Local Trial Court.

A trial Court of this Local shall be composed of five persons who are members of the Local and not parties to the proceedings. Members of the Trial Court and the Prosecutor shall be appointed by the governing body of the Local.

ARTICLE XIV

RECALL OF LOCAL OFFICERS

An elected Officer of this Local may be recalled in conformity with the provisions of Articles XXI and XXII of the Union Constitution by members of the same group from which he/she was elected, or by a two-thirds vote of the entire Local membership.

ARTICLE XV

AMENDMENTS TO LOCAL BYLAWS

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

A. By a majority vote of the members present in a Local meeting after the proposed amendment has been introduced at a previous membership meeting, or has been sent to the membership by U.S. mail at least 15 days in advance of the meeting.

B. By referendum of the membership.

ARTICLE XVI

REFERENDUM OF THE LOCAL

A. The Local Election Committee shall submit any question to a referendum of the membership when directed to do so by action of the Executive Board or the membership.

B. Results of a referendum shall be determined by a majority of the valid votes cast on the
ARTICLE XVII

FISCAL YEAR AND AUDIT

A. The fiscal year of the Local shall be from October 1st through September 30th of the succeeding year.

B. The financial records of this Local shall be audited by a Public Accountant or by a committee selected by the Executive Board at the end of each fiscal year. The results of such audit shall be available for inspection by any member of the Local.

ARTICLE XVIII

STRIKES

A. 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 Union and Article XVIII of its Constitution.

B. When strike action has been authorized in accordance with provisions of these Bylaws and the Constitution of the Union, it shall be the duty of each member of the Local to proceed as follows:

1. Find out his/her specific strike assignment.

2. Perform that strike assignment at the time and place designated.

C. A member not fulfilling his/her strike assignment may be penalized under provisions of Article XIII of these Bylaws.