

CONSTITUTION

FOR

LOCAL 1772

ARTICLE I

NAME

The name of this local shall be Western Maryland Correctional Employees Local Number 1772 of The American Federation of State, County and Municipal Employees.

ARTICLE II

AFFILIATIONS

This local shall be affiliated with the Maryland State Employees Council 3 of the American Federation of State, County and Municipal Employees; the Maryland State and D.C. AFL-CIO; and the appropriate central body of the AFL-CIO.

ARTICLE III

OBJECTIVES

The objectives of this local union shall be to carry out on a local basis the objectives of the American Federation of State, County and Municipal Employees.

ARTICLE IV

MEMBERSHIP AND DUES

Section 1. All employees of the prison complexes at the Maryland Correctional Institution, the Maryland Correctional Training Center, Roxbury Correctional Institution, and Western Regional Transportation Unit are eligible for membership in this local union, subject to the requirements of the Constitution of the International Union.

Section 2. Application for membership shall be made on a standard application form. Unless such form includes a valid authorization for payroll deduction of dues, the application shall be accompanied by the current month's dues.

Section 3. The biweekly membership dues for this local shall be established by the Council of the International Union.

Section 4. Membership dues shall also be payable monthly, in advance, to the local Treasurer, and in any event, shall be paid no later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two consecutive months shall stand suspended. Provided, however that any person who is paying dues through a system of regular payroll deduction shall

for so long as such person continues to pay through such deduction method, be considered in good standing.

Section 5. A member suspended under the above section may be reinstated to membership upon payment of a reinstatement fee of \$25.00 plus the current month's dues.

ARTICLE V MEETINGS

Section 1. Regular meetings of this local shall be held once each month, at a time and place to be fixed by the membership or the executive board.

Section 2. Special meetings may be called by the local president, the executive board, or by petition filed with the president and signed by 10% of the members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President.

Section 3. Eight members in good standing present at membership meetings shall constitute a quorum.

ARTICLE VI OFFICERS, NOMINATIONS, AND ELECTIONS

Section 1. The officers of this local shall be a president, and executive vice-president, four area vice-presidents, one elected from each of the three prison complexes and the Western Maryland Transportation Unit, three executive board members, one elected from each of the three prison complexes, a secretary, and a treasurer. The four area vice-presidents and the three area executive board members shall be members of their respective areas and elected only by those members they represent. These eleven, shall constitute the local union executive board. In addition, there shall be elected three members who shall serve as trustees. The trustees shall be elected to three-year terms of office, except in the initial election, one shall be elected for a one-year term, one for a two-year term, and one for a three-year term. All other officers shall be elected for a term of two years in the even numbered years.

Section 2. Nominations shall be made at a regular or special meeting of the local. At least fifteen days' advance notice shall be given the membership prior to the nomination meeting. A nominating committee may be appointed or elected to make nominations, but whether or not such nominating committee is used, nominations shall be permitted from the floor at the nomination meeting. All regular elections shall be held in the month of November.

Section 3. To be eligible for office, a member must be in good standing for one year immediately preceding the election, except in the initial election held in this local; provided, however that no retired member shall be a candidate for office.

Section 4. Officers shall be elected by secret ballot vote, and the balloting shall be so conducted as to afford to all members a reasonable opportunity to vote. At least fifteen days advance notice shall be given the membership prior to the holding of the election.

Section 5. All matters concerning nominations and elections in this local union shall be subject to the provisions of Appendix D, entitled Elections Code, of the International Union Constitution.

Section 6. Vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board.

Section 7. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

ARTICLE VII DUTIES OF OFFICERS AND EXECUTIVE BOARD

Section 1. The president shall preside at all meetings of the local union and of the executive board. He/She shall be a member of all committees. He/She shall countersign all checks drawn against the funds of the local. He/She shall nominate all standing committees and all special committees of the local, subject to the approval of the Executive Board. He/She shall report periodically to the membership regarding the progress and standing of the local and regarding his official acts.

Section 2. The executive vice-president shall assist the president in the work of his/her office. In the absence of the president or in his/her inability to serve, the executive vice-president shall preside at all meetings and perform all duties otherwise performed by the president. The executive vice-president may, with the approval of the executive board be authorized to act as co-signer of checks drawn on the local funds in place of either the president or the treasurer.

Section 3. The area vice-presidents shall assist the president in the work of his office. In absence of the president and executive vice-president, the area vice president for each institution shall preside at all meetings held in his/her respective institution.

Section 4. The Secretary shall keep a record of the proceedings of all membership meetings and of all executive board meetings. He/She shall carry on the official correspondence of the local, except as the executive board may direct otherwise. He/She shall act as custodian of all properties of the local union. He/She shall prepare and submit the monthly membership report to the International Union office. He/She shall perform such other duties as the executive board may require.

Section 5. The treasurer shall receive and receipt for all monies of the local union. He/She shall deposit all monies so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by check signed by the president and the treasurer. He/She shall prepare and sign checks for the purposes as are required by the constitution or are authorized by the membership or the executive board. He/She shall see that a check is drawn in payment of the local's per capita tax each month and sent to the International Secretary-Treasurer.

He/she shall keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month. He/She shall, at the expense of the local union and through the International Union, give a surety bond for an amount to be fixed by the executive board of the local union. He/She shall see that any financial reports required by the International Union to be submitted to the International Union are submitted in accordance with the International Union Constitution. He/She shall perform such other duties as the executive board may require.

Section 6. The trustees shall make or cause to be made at least semi-annually an audit of the finances of the local, including the finances concerning any health and welfare, pension, insurance or other benefit programs covering members of such local, and shall report to the membership on the results of such audit.

Section 7. The executive board shall be the governing body of the local union except when meetings of the local union are in session. All matters affecting the policies, aims and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be decided by the executive board. The board shall meet at the call of the president or a majority of the members of the board. A report on all actions taken by the executive board shall be made to the membership at the next following meeting. A majority of the members of the executive board shall be required for a quorum.

ARTICLE VIII COMMITTEES

Section 1. The local shall have the following regular committees and any other committees appointed by the Executive Board:

1. Education Committee
2. Nominating and Elections Committee
3. Organizing Committee
4. Safety Committee

Section 2. ~~Members of all committees shall be appointed by a majority vote of the Executive Board, subject to the right of the local membership to over rule all appointments.~~ Members of all committees shall be subject to the right of the local membership to overrule all appointments. All vacancies on committees shall be filled in the same manner as the original appointments.

Section 3. A member of any local committee may be removed by majority vote of the Executive Board, subject to the right of the membership, at a membership meeting to over-rule the action of the Executive Board.

Section 4. Duties of Committees:

1. Education Committee- The Education Committee shall assist in developing the local's educational program and, with the executive

board be responsible for effectuating the union and local's educational programs.

2. Nominating Committee- the Election committee shall conduct all elections and referenda of this local.
3. Organizing Committee- the Organizing committee shall assist the Executive Board and members in organizing all non-Union employees within the Local's jurisdiction. The Organizing committee shall assist the Executive Board in the planning of events and other mobilization efforts.
4. Safety Committee- the Safety Committee shall assist in developing and pursuing the program of the Union and the local in the Safety field. They shall assist in developing improved safety measures and addressing concerns in each institution represented by the local.

Section 5. All committees listed in Article VI of this constitution shall be required to meet at least bi-annually and submit reports to the Executive Board within two weeks after the meeting.

ARTICLE IX MISCELLANEOUS PROVISIONS

Section 1. This union shall at all times be subject to the provisions of the constitution of the American Federation of State, County and Municipal Employees.

Section 2. Except to the extent specified in this constitution, no officer of the union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the local union except to the extent specifically authorized in writing by the president of the union or by the executive board of the union.

Section 3. Robert's Rules of Order, Revised, shall be the guide in all cases to which they are applicable and in which they are not inconsistent with the constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

ARTICLE X AMENDMENTS

This constitution may be amended, revised, or otherwise changed by a two-thirds vote of the members voting on such proposed change and such change shall take effect only upon written approval of the International President. Proposed amendments to this constitution must be read at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union, adequate and proper notice having been given to the membership prior to the date on which the vote is taken. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken.

Approved By: _____

Date _____