

BYLAWS OF AERO LODGE NO. 839

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ORIGINAL BYLAWS

Approved: 5-30-23

Effective: 6-1-23

BYLAWS OF AERO LODGE NO. 839

ARTICLE I

Section 1. This Lodge shall be known as Aero Lodge 839 International Association of Machinists and Aerospace Workers, with its legal address as 3917 East McArthur Road, Wichita, Kansas.

ARTICLE II

GOVERNMENT

Section 1. All questions relative to Quorums, Order of Business, Duties, Responsibilities and Conduct of this Lodge, its Officers and members shall be decided in accordance with applicable provisions of the IAM Constitution, Official Circulars issued by the Executive Council of the Grand Lodge of the IAM and applicable provisions of the bylaws of District Lodge No. 70, IAM.

Section 2. All matters not covered by these bylaws or by those documents described in Section 1 of Article II shall be decided by applicable provisions of these bylaws as hereinafter provided.

Section 3. All matters not covered by these bylaws or by those documents described in Section 1 of Article II shall be decided by the required majority vote of the Lodge.

Section 4. A required majority vote of the members of this Lodge voting and constituting a quorum at any regular or special called meeting or election of this Lodge shall be the final and binding decision of this Lodge on all election and business properly brought before it.

ARTICLE III

MEETINGS

Section 1. This Lodge shall hold one (1) regular meeting each month on the second Saturday at 10:00 a.m. The place of the meeting shall be specified by majority vote of the Lodge.

Section 2. The Lodge President shall call special meetings of only under conditions specified in the IAM Constitution, or upon written request of the Directing Business Representative of District Lodge No. 70 or his/her designed representative.

Section 3. The notice to the membership of a special called meeting of the lodge shall state the date, time and place of the meeting and the purpose for which it is called. Discussions and actions taken at any special called meeting shall be confined to the purpose for which the meeting was called and no other business shall be conducted.

Section 4. (a) Executive Board quorum shall consist of four (4) or more Executive Board members.

(b) No meeting of the Lodge shall convene until a required quorum is present, per Article D, Section 3 of the IAM Constitution.

Section 5. Each member, when speaking, shall confine himself/herself to the question under debate and shall avoid personal attacks upon other members of the IAM and shall refrain from using indecorous or sarcastic language.

Section 6. No member shall speak more than once on any question under debate until all other members wishing to speak on the question have spoken, nor shall any member speak more than twice on the same question without unanimous consent, nor more than five (5) minutes at any one (1) time without the consent of a two-thirds (2/3) majority. This does not apply to representatives, officers or committee members making a report to the Lodge.

ARTICLE IV

LODGE OFFICERS – (EXECUTIVE BOARD)

Section 1. The officers of this Lodge shall be: President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor-Sentinel and three (3) Trustees.

Section 2. The officers shall perform the duties of their office as prescribed in the IAM Constitution, the bylaws of District Lodge No. 70, the bylaws of this Lodge, and such other duties as may be imposed upon them by the IAM.

Section 3. The Executive Board shall meet prior to the meetings of this Lodge for the purpose of examining and approving all bills before being presented to the Lodge for final approval and payment, and to consider the business at hand and make such recommendations to the Lodge as it may deem to be proper and in the best interests of the Association. The Executive Board may refer any business brought before it to the Lodge without recommendations.

Section 4. The President shall serve as the Building Manager and be responsible for the maintenance of the building and property of this Lodge located at 3917 East McArthur Road. The Executive Board will have full authority to hire, discipline, terminate or lay-off employees of this Lodge, with input from the Business Representative(s).

ARTICLE V

MONTHLY DUES AND FEES

Section 1. (a) The Per Capita Tax due to the Grand Lodge will be set by the Constitution on a yearly basis.

(b) The Per Capita Tax for District 70 will be set by the Constitution, the Grand Lodge and the District 70 By-Laws on a yearly basis.

(c) The allocation for Local Lodge 839 will be set by using the same formula and percentage increase for establishing the Grand Lodge Per Capita Tax per the Constitution on a yearly basis. Only the Local Lodge Per Capita Tax may be adjusted by the membership.

(d) The combination of the Grand Lodge Per Capita Tax, the District 70 Per Capita Tax, the Local Lodge 839 allocation, the Federation of Labor Dues, the Kansas AFL-CIO dues and the Life Insurance cost constitutes the monthly dues.

(e) The initiation fee for this Lodge shall be the equivalent of two (2) months' dues and will be determined by District Lodge No. 70.

(f) The reinstatement fee for this Lodge shall be the equivalent of two (2) months' dues and will be determined by District Lodge No. 70.

ARTICLE VI

LODGE FINANCES

Section 1. The finances of this Lodge shall be obtained through the collection of monthly dues, initiation and reinstatement fees and through such other legal and approved methods as the Lodge may have the opportunity to employ.

Section 2. This Lodge shall establish, maintain and withdraw from an Emergency Fund as prescribed in the IAM Constitution.

Section 3. No funds or assets of this Lodge shall be expended or appropriated in violation of the IAM Constitution.

Section 4. Any expenditures or disbursements of the funds of this Lodge shall first be approved by majority vote at the regular or special meeting of the Lodge.

Section 5. All requests for expenditures, monetary appropriations, gifts, and/or financial support shall be referred in writing to the Recording Secretary. The Executive Board may scrutinize and make recommendations on all such proposed expenditures.

Section 6. All bills, statements, or monetary claims against this Lodge shall be examined by the Executive Board to determine their validity. It shall be the responsibility of the Trustees to assure the correctness and accuracy of all bills, statements, or claims and verify same by placing their signatures thereon. No bill, statement or claim shall be presented to the Lodge for approval unless signed by the President and at least two (2) Trustees.

Section 7. All bills or monetary commitments of this Lodge shall be paid by check, signed by the Secretary-Treasurer and countersigned by the President, or in his/her absence, the Vice President.

Section 8. All officers, employees or other individuals in this Local Lodge who are responsible for, or handle funds of or for the Lodge, shall be bonded in accordance with the IAM Constitution and the IAM Policy relating thereto.

ARTICLE VII

EXPENSE ALLOWANCE

Section 1. The maximum monthly expense to be allowed by this Lodge for its officers and Shop Stewards shall be as follows:

President	\$125.00
Recording Secretary	\$125.00
Secretary-Treasurer	\$125.00
All other Members of the Executive Board	\$ 50.00

Contingent upon the financial ability of the lodge.

Section 2. Members authorized to travel in the service of this Lodge shall be paid travel on the following basis:

(a) Auto – Members using personal automobile in travel authorized by the lodge will be allowed a mileage charge for actual miles traveled allowed by the IRS guideline to destination and return.

(b) Airplane – Round trip coach travel charge, plus taxi fare, Uber or Lyft, from the airport to place of lodging or business and return.

(c) Train – Round trip, coach travel charge, plus Pullman charge if en route during normal sleeping hours, plus taxi fare from station to place of lodging or business and return.

(d) While working on negotiations away from Wichita, the representative assigned to assist the corporate committee member will be reimbursed for reasonable transportation.

(e) Member will be reimbursed for parking with receipt while on authorized union business.

Section 3. Members while in the service of this Lodge away from Wichita shall be allowed per diem on the following basis.

(a) IRS guidelines per day where overnight lodging is required, plus single room hotel rate.

Section 4. Members who are scheduled to service this Lodge away from Wichita may draw travel expense and per diem in advance by presenting an expense statement to the Recording Secretary of the Lodge.

Section 5. (a) Local Lodge 839 members elected to or assigned to the Contract Negotiation Committee in Wichita, or away from Wichita, where overnight lodging is required (sequestered in a hotel) shall receive per diem according to IRS guidelines.

(b) Per diem based on IRS guidelines.

(c) Trips to the Winpisinger Center (W3) will receive two full days of per diem.

(d) While in service to the Lodge away from Wichita, members shall be allotted \$20.00 per day for incidental expenses.

ARTICLE VIII

SALARIES

Section 1. Members while in the service of this Lodge and authorized to be absent from their regular employment, shall be paid for time lost according to their work week at their regular hourly rate. No more than a 40 hour week will be paid in any 7 day period.

Section 2. Delegates to District Lodge No. 70, Wichita Labor Federation and the Wichita Union Label and Trades Council shall be paid for time lost at their regular hourly rate, for actual hours expended for the meeting and travel time to the meeting and return to work for each meeting of these Bodies attended when such attendance requires time lost from regular employment.

Section 3. The Business Representative(s) salary shall be \$6,646.00 per month. This salary shall be fully supported by Local Lodge 839.

Section 4. Business Representative(s) of Local Lodge 839 shall receive increases equivalent to the increases received by District Lodge 70 Business Representatives.

Section 5. The In-Plant Representative(s) salary shall be at I code pay level i1, receiving raises and COLA per CBA, and shall be fully supported by Local Lodge 839.

ARTICLE IX

STANDING COMMITTEES AND DELEGATES

Section 1. The following committees or boards shall be elected during the triennial election of officers:

Journey Review Board (3 Journeymen)
Safety Committee (as specified by Labor Agreement)

Section 2. Delegates to the following affiliated organizations shall be elected during the triennial election of officers:

District Lodge No. 70, IAM, AFL-CIO
Wichita Labor Federation, AFL-CIO
Wichita Union Label & Service Trades Council, AFL-CIO
Kansas State Council of Machinists

Section 3. Delegates to the Kansas State Federation of Labor, AFL-CIO shall be nominated at the regular meeting of this Lodge during which the convention call is read and elected at the next regular meeting.

Section 4. During the regular meeting in the month of January of each year, the President shall appoint the majority and the Vice President, the minority to the following committees:

Bylaws Committee (5 members)
Relief Committee (3 or 5 members)
Legislative Committee (5 or more members)
MNPL Committee (5 or more members)
Human Rights Committee (5 or more members)
Organizing Committee (5 or more members)
Women's Committee (5 or more members)
Budget Committee (3 or 5 members)
Community Services Committee (5 or more members)
Recreation Committee (5 or more members)

Other Committees as may be necessary and not herein or otherwise provided for.

Section 5. Each delegation and/or committee shall choose from among its members a Chairman. The Chairman shall make reports of activities and present the recommendations of his/her delegation and/or committee to the Lodge, in writing, and such reports and recommendations shall be attached to the minutes of the meeting.

Section 6. The Shop Stewards shall be the Collective Bargaining Committee of the Lodge.

Section 7. An Auditing Committee, as specified in the IAM Constitution shall be elected at the same time as the Local Lodge Officers. They shall serve for three (3) years. The Auditing Committee shall audit the books semi-annually at the close of June and December of each year and make its report to the Lodge in July and January of each year.

Section 8. It shall be the responsibility of the Human Rights Committee to uphold the principles of the Lodge policy on Human Relations with the assistance and guidance of any other pertinent applicable legislation. The Committee shall provide the members with local, state and national resources and options that are available to the membership. By virtue of the fact that cases pertaining to this committee will regularly involve complex personal difficulties, the committee members will be confined to the utmost in confidentiality.

Section 9. Relief Committee application/eligibility guidelines as follows:

Must be a Local Lodge 839 member in good standing. Dues must be current, or out of work stamps must be paid. The member cannot be working and cannot have worked in the past thirty (30) days. The maximum benefit is three hundred dollars (\$300.00) per applicant. Consecutive months of relief are determined by a majority committee vote. The benefit can be taken once per quarter, with a one-year maximum. Family status may be a determining factor for the amount of assistance (e.g., married with dependents, single with no dependents, spouse's employment status, etc.).

The maximum monthly expenditure by the Relief Committee per month is six hundred dollars (\$600.00).

The committee will meet on the Tuesday of each month prior to the regular monthly business meeting. No dual help from Local Lodge committees in the same month. The final approval is made with a suggestion from the Relief Committee and approval from the Local Lodge President. All committee members and the president must sign the relief request form.

ARTICLE X

NOMINATIONS OF LODGE OFFICERS, DELEGATES AND COMMITTEES

Section 1. During the regular meeting in the month of November every three (3) years, this Lodge shall nominate candidates for the office of President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor-Sentinel, and three (3) Trustees. Candidates for the delegateships, committees or boards as set forth in Section 1 and 2, Article IX of these bylaws shall be nominated and elected accordingly.

Section 2. Members to be eligible to serve as an Officer, delegate, committee or board member must qualify under the following requirements:

(a) Must have been a member of the Lodge for one (1) year at the time of nomination.

(b) Must be free of delinquency of any nature to the Grand Lodge, District Lodge or the Local Lodge.

(c) Must qualify under applicable provisions of the IAM Constitution, and Section 2 of Article XII of these bylaws.

(d) Must be present at the meeting at time of nomination, except when absence is caused by official union business, detached work assignment not to exceed thirty (30) days, personal affairs of an emergency nature, and then only when the member has served written notice upon the Recording Secretary that they will serve if nominated and elected.

Section 3. Nominations shall be opened separately for each office, delegation, committee or board to be filled. Any member wishing to make a nomination shall first rise and be recognized by the Chair for his/her nomination. No member shall be permitted to nominate more than one (1) candidate under each recognition by the Chair. This is not to be construed to mean that a member is limited as to the number of times he may rise and be recognized by the Chair for nominations on any given office, delegateship, committee or board. This rule applies only to election of officers, delegates, committees or boards of this Lodge.

ARTICLE XI

ELECTION OF LODGE OFFICERS, DELEGATES AND COMMITTEES

Section 1. Triennial election of officers, delegates, committees and/or boards of this Lodge shall be held during the regular meeting in the month of December of each third (3rd) year. The opening and closing of the polls will be determined by the Local Lodge in September at the regular meeting on the second Saturday while in session.

Section 2. It shall be the duty of the Recording Secretary to assure that not less than sixty (60) days prior to the time when the elections specified in this Article are to be held, notice of the time and place, of both the nominations and election, together with an application for an absentee ballot, shall by letter, be mailed to each member qualified to vote at his/her last known home address. The notice must specify who is entitled to receive an absentee ballot.

Section 3. Voting in the triennial election shall be by ballot prepared by the Recording Secretary. The ballot shall contain the names of all candidates contesting for each office, delegateship, committee and/or board and shall be listed in the order nominated. The ballot shall indicate the number of candidates to be elected for each position.

Section 4. A member shall indicate his/her choice of candidate or candidates by placing a cross (X) in the square opposite the candidate's name. Voting for more or less than the required number indicated for any given office, delegateship, committee or board shall cause that portion of the ballot to be null and void.

Section 5. Tellers shall not issue a ballot to any member until after proof of membership has been presented and the member has signed the voting register listing his/her name, address and card number. At no time shall any member be permitted to leave the Lodge hall until after he has deposited his/her completed ballot in the ballot box nor shall any member be permitted to visit with or in any manner disturb other members while in the process of voting.

Section 6. Proof of membership in his/her Lodge shall be in the form of members' dues book containing monthly stamps for no less than the second month preceding the month in which the election is held, or by prior agreement of verification of membership from the office of the Secretary-Treasurer of District Lodge No. 70, issued on the day of the election and such verification of membership shall include the member's card number.

Section 7. The President shall appoint the necessary Tellers as provided for in the IAM Constitution.

Section 8. Any candidate seeking to be elected as an officer of his/her Lodge, as set forth in Section 1 of Article IV of these bylaws, may, if he so chooses, appoint an election watcher. Any member whose name appears anywhere on the ballot as a candidate in the election is not eligible to serve as a watcher. Election watchers shall be permitted to observe the entire conduct of the election including the counting of the ballots but shall not in any way take part in or interfere with the conduct of the election or the counting of the ballots.

Section 9. Absentee ballots shall be mailed to those requesting them in accordance with the IAM Constitution, but shall have an envelope and ballot enclosed. The envelope to be marked "ballot" by the Recording Secretary. The member requesting an absentee ballot shall vote and place the ballot in the marked envelope furnished by the Recording Secretary and place it in another envelope which he shall have addressed to the Recording Secretary with his/her return address on the mailing envelope. Absentee ballots must be returned by official government mail to the Recording Secretary of the Local Lodge and received not later than the closing time of the election polls on the date of the election.

Section 10. In all elections, a majority vote will be required to elect except that by a majority vote during the nominating meeting, the Lodge may declare plurality sufficient.

Section 11. Installation of officers shall take place during the regular meeting in January each year following the report of the Auditing Committee.

ARTICLE XII

FILLING AND DECLARING OF VACANCIES

Section 1. All vacancies of offices between triennial elections covering officers, Executive Board members and delegates shall be filled by temporary appointment by the President of the Lodge with the approval of the Executive Board. Such temporary appointments shall be for the period as is reasonably required to bring about the election of a successor in accordance with the provisions of these bylaws and the IAM Constitution.

Section 2. In the event any officers or Executive Board member absents himself/herself from two (2) consecutive meetings of this Lodge without being excused therefore, and if there is no controversy as to the refusal to excuse being proper, such officers or Executive Board member shall be deemed to have resigned his/her office. The vacancy shall be filled by appointment by the presiding officer on a pro tem basis for that period reasonably required to bring about the nomination and election of a successor.

(a) Should such officer contend the refusal to excuse his/her for such absence is improper, the presiding officer shall prefer charges against him/her, charging conduct unbecoming an officer on the basis of his/her absence without excuse found acceptable to the membership, and he/she shall be tried in accordance with applicable provisions of the IAM Constitution.

Section 3. In the event any elected delegate absents himself/herself from two (2) consecutive meetings of the Body to which he/she was elected, without being excused therefor, and if there is no controversy as to the refusal to excuse being proper, such delegate shall be deemed to have resigned her/his office. The vacancy shall be filled by appointment by the presiding officer on a pro tem basis for that period reasonably required to bring about the nomination and election of a successor.

(a) Should such delegate contend the refusal to excuse him/her for such absence is improper, the presiding officer shall prefer charges against him/her, charging conduct unbecoming a delegate on the basis of his/her absence without excuse found acceptable to the membership, and he shall be tried in accordance with applicable provisions of the IAM Constitution.

Section 4. Vacancies in the form of delegates, committee or Board members, as set forth in Sections 1, 2 and 3 of Article IX of these bylaws shall be filled in the manner prescribed in Section 1 of Article XII.

Section 5. If the need arises for additional District Lodge Delegates, the candidate running in the triennial election with the next highest number of votes should be seated as a delegate. Should the need arise to reduce the number of delegates, the delegate with the lowest number of votes would be removed first in that order, except in the event the delegates elected in the triennial election all receive the same number of votes.

ARTICLE XIII

BUSINESS REPRESENTATIVE AND IN-PLANT REPRESENTATIVE

Section 1. The office of Business Representative(s) and In-Plant Representative(s) as established by permission, conditions and authority of the International President may be maintained by this Lodge subject to the conditions and authority of the International President and the financial ability of the Lodge. Local Lodge 839 shall maintain two (2) Business Representative positions that shall be fully supported by this local and Grand Lodge.

Section 2. The nomination and election of the Business Representative(s) and In-Plant Representative(s) shall be in the manner set forth in the bylaws of District Lodge No. 70 with the exception that only Local Lodge 839 members shall vote on these positions.

Section 3. Only those members who have been members of this Lodge for two (2) or more years and has worked at his/her trade for no less than six (6) months and/or full-time Representative of his/her Lodge or District Lodge No. 70 for no less than six (6) months immediately preceding nominations shall be eligible for the office of Business Representative and In-Plant Representative.

Section 4. In the event the elected Business Representative(s) and/or In-Plant Representative(s) cannot complete their term, the District Lodge President/DBR will appoint a replacement until such a time as is reasonable to being about an election.

Section 5. The Business Representatives will have supervision over the office and building employees, for the purpose of conducting daily business operations

Section 6. The Business Representative(s) and In-Plant Representative(s) will give a report at each monthly meeting to the membership (Example – Grievances, Complaints, Organizing, etc.)

Section 7 The Business Representatives and In-Plant Representative(s) of Local Lodge 839 are elected by and serve the members of Local Lodge 839. However, Local Lodge 839 Business Representatives and In-Plant Representative(s) shall still work with and take direction from the President/Directing Business Representative of District Lodge 70.

Section 8. Vacation and sick leave will be accumulated at the same rate as an hourly employee per the Spirit Contract. For the purpose of computing qualification time, employees on leave of absence from their former employer shall combine their plant work time and local work time. In-Plant Representatives can roll over up to forty (40) hours of vacation per year and may sell back up to forty (40) hours per year. In the event of separation of employment, In-Plant Representatives will be paid for all unpaid vacation on the books at the time of separation.

Section 9. For In-Plant Representatives to pay their portion of the cost of medical/life/dental/vision insurance packages, per the CBA of the elected or appointed In-Plant Representative(s), Local Lodge 839 will pay the employer part of the insurance coverage per the CBA during their tenure in office.

Section 10. In the event it becomes necessary to reduce In-Plant Representative positions, the following procedures have been established.

1. Before eliminating an In-Plant Representative position it will be necessary to announce the planned action at the regular lodge meeting one (1) month prior to any vote to take such action.

2. In-Plant Representatives will be furloughed based on seniority.

3. In the event the seniority dates are the same, the one which received the least amount of votes in the most recent In-Plant Rep election shall be the first to be furloughed.

4. In the event both the seniority dates and the total vote count are equal, a referendum vote of the membership shall be held to determine who be furloughed.

5. The In-Plant Representative will remain in a furloughed status during the period of his/her elected term. If at any time the other positions are to be restored the last person furloughed shall be the first person returned to his/her elected term. If a recall is not made prior to the expiration of his/her term, nominations and election must be conducted for any additional In-Plant Representatives who may be needed.

For the purpose of this section, seniority shall be defined as the accumulated amount of time served after first being duly elected by the membership.

ARTICLE XIV

SHOP STEWARD

Section 1. This Lodge shall, in compliance with the District Lodge No. 70 bylaws, select Shop Stewards in the following manner:

(a) The Business Representative(s) shall conduct Shop Steward Elections whenever necessary and shall post notice in the shop or section concerned, three (3) days prior to the date on which the election is to be held.

(b) The Business Representative(s) may fill any vacancy of Shop Steward by appointment provided that the members employed in the shop or section concerned may, within thirty (30) days following the appointment, ask for and be allowed to elect a Shop Steward. Such request for an election shall be made in writing to the office of the Business Representative and signed by at least two (2) members employed in the shop or section concerned. In the event no such request is forthcoming within the thirty (30) day period provided for, the appointment shall stand and the Shop Steward involved shall then be considered as having in fact, been elected for the purposes of these bylaws.

(c) A member that is a candidate for union steward must have been a member in good standing for a minimum of six (6) months in order to be eligible to run for shop steward.

Section 2. A regular meeting of Shop Stewards shall be held on the second Saturday of each month, immediately following the regular Local Lodge meeting, except that for training purposes, the Business Representative may divide the Shop Stewards into two (2) or more groups and designate the time of meeting for each group and shall notify each Shop Steward of his/her designated time to attend. The Business Representative may call a special meeting of Shop Stewards at any time deemed by them to be necessary.

Section 3. In the event an elected Steward and/or elected Committeeman absents himself/herself from three (3) consecutive regular meetings, regular Shop Steward or Special meetings of the Local Lodge within a calendar year, without being excused and having a detailed reason for the excuse and if there is no controversy as to the refusal to the excuse being proper, such Steward and/or Committeeman shall be deemed to have resigned his/her office and cannot run for Steward in his/her shop or any other shop for one (1) year. An election shall be held within fifteen days of the initial complaint.

Section 4. Whereas the Directing Business Representative and the Business Representative(s) are primarily charged with responsibility of enforcing the agreement and to assure that the best possible representation and service is afforded to the membership, be it therefore, granted that the Directing Representative of District Lodge No. 70 have the authority to remove any Shop Steward who, in the majority opinion of the Directing Representative and Business Representative, has failed to meet his/her obligation as a Shop Steward. Provided, the Shop Steward involved has been advised in writing, wherein his/her stewardship is in jeopardy and has been given no less than fifteen (15) days or more than thirty (30) days to fulfill his/her obligation as a Shop Steward or tender his/her resignation. Alleged abuse of authority herein granted shall be referred to the office of the General Vice President of the territory.

Section 5. The normal duties of a Shop Steward are:

(a) To attend all shop steward and Lodge meetings (regular or special) when at all possible to do so. Valid excuses for absence at a regular or special meeting are as follows: scheduled vacation, personal illness or family illness, personal or family emergency, official union business, military leave. Working overtime is not an acceptable excuse.

(b) To make every effort to keep the members in his/her shop informed and active in the affairs of the Union and to bring into his/her Association, all those employed in his/her shop.

(c) To police the agreement within his/her shop to assure compliance and that all members enjoy all the benefits provided.

(d) To immediately investigate all complaints called to his/her attention and to attempt to settle all such complaints with the supervisor involved.

(e) To refer unsettled complaints to the shift In-Plant Representative or Business Representative.

(f) To give general assistance to the Representative staff assigned, Lodge Officers and committees in a variety of Union activities.

(g) To, at all time wear their Union Steward's badge prominently displayed and to conduct themselves in conformance with the IAM Constitution, District Lodge and Local Lodge Bylaws and the policies of the International Association of Machinists and Aerospace Workers.

(h) To maintain a file containing a copy of agreement, complaint forms, application blanks, payroll deduction cards, job descriptions, IAM Constitution, District Lodge and Local Lodge bylaws.

ARTICLE XV

REMOVAL PROVISION

Section 1. A petition for removal of Shop Steward must be filed with the office of the Business Representative. Such petition must contain a clear and concise statement of the faults listed against the Shop Steward whose removal is sought. However, if such removal is sought because of the Steward's contractual seniority, this will not be considered valid grounds for removal. The petition must be signed by not less than fifty percent (50%) of the members of the Lodge who are being serviced by the Shop Steward involved, or by fifteen (15) such members, whichever is the smaller. Upon receipt of such petition, the Business Representative, as the case may be, shall conduct an investigation of said petition, and only those items of a contractual nature be considered on a petition for removal of a Shop Steward, and if evidence merits aforementioned petition, then within seven (7) days, the affected shop shall be posted for an election of Shop Steward. In the event an election is held, the Shop Steward involved if he or she wishes, shall automatically be a candidate. In the event any Shop Steward is decertified for whatever reason, he or she shall be notified by certified or registered mail as to the reason of such action.

ARTICLE XVI

COLLECTIVE BARGAINING

Section 1. The committee for the purpose of collective bargaining shall consist of Grand Lodge officers and/or Representatives assigned by the International President and/or Representatives of District Lodge No. 70 assigned by the Directing Representative/District 70 President and/or Representative Local Lodge 839 Business Representative.

Section 2. The committee for the purpose of collective bargaining shall consist of all Business Representatives, Benefits Focal, Plant Chairpersons, any other focal as needed and four (4) members of the Local Lodge. In the event there are no Plant Chairs, the elected negotiation committee shall consist of six (6) members of the Local Lodge, who are members in good standing for at least two (2) years and have attended at least fifty percent (50%) of the regular meetings held during the 24-month period ending the date of close of nominations, per the IAM Constitution, and any official IAM circulars, IAM directives and IAM guidelines for conducting Local Lodge elections. This committee shall be elected at the same time of the Local Lodge election as called for in these bylaws. Chairperson of said committee will be elected from elected officials of the negotiation committee with the assigned Business Representative assisting. *A onetime election for the four to six members of the collective bargaining committee will be held at the following dates – Nominations will be held February 2019 and the election will be held March 2019 for the June 2020 contract. **To be eligible to run for negotiation committee panel, members must be in good standing for two (2) years.

ARTICLE XVII

AMENDMENTS AND SCOPE

Section 1. Any increase in the amount of initiation and reinstatement fees, Emergency Funds, and Local Lodge dues must be handled on the basis of the procedures specified in the IAM Constitution.

Any other amendments to these bylaws must be handled on the basis of the following procedures:

- (a) All proposals must be in writing, signed by not less than twenty (20) members, and referred to a Bylaws Committee appointed by the President.
- (b) Must be read as proposed at two (2) consecutive meetings. Immediately following the second reading, the Bylaws Committee shall submit their recommendations.
- (c) Reasonable advance notice must be given to the membership of the time, date and place of the second reading, and vote to be taken on the Bylaws Committee's recommendations.
- (d) Each proposal must be considered and voted upon separately. A majority affirmative vote by those present and voting is needed for adoption.
- (e) One copy of approved proposals, together with the master copy of bylaws shall be referred to the International President for approval and designation of an effective date.

(f) There shall not be initiated a proposal for revision or cancellation of an adopted portion of these bylaws until such adopted portion or portions hereof have been in effect at least one (1) year. Any proposed amendments of these bylaws which fails to receive a majority of the votes, shall not again be submitted for a period of at least twelve (12) months.

(g) These bylaws shall not supersede the IAM Constitution or the bylaws of District Lodge No. 70. Anything not covered by these bylaws shall be governed by the IAM Constitution and/or the bylaws of District Lodge No. 70, or not being covered either, shall be subject to action on the part of his/her Lodge.

(h) The Rules of Order shall be those contained in the IAM Constitution and/or the Grand Lodge Ritual. In the absence of procedure by either the IAM Constitution and/or Grand Lodge Ritual, Robert's Rules of Order shall be the parliamentary law of his/her Lodge.

Approved by



Robert Martinez, Jr.

INTERNATIONAL PRESIDENT

ORIGINAL BYLAWS