

CONSTITUTION
FOR
LOCAL 749

ARTICLE I
NAME

The name of this organization shall be State of Connecticut Judicial Department Employees Local Number 749 of the American Federation of State, County and Municipal Employees, AFL-CIO.

Article II
AFFILIATIONS

This local union shall be affiliated with the American Federations of State, County and Municipal Employees; the Connecticut State Labor Council; the 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 Judicial Department of the State of Connecticut 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 of the local shall be \$9.18 per member. Dues shall be increased in January of each year in accordance with the provisions of the International Constitution and with the Council 4 Constitution. Deductions shall commence with the first paycheck in January.

Section 4. Membership dues shall be payable monthly in advance to the local secretary-treasurer and in any event shall be paid not 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 successive 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 through such deduction method, be considered in good standing.

Section 5. A member suspended under the above sections may be reinstated to membership in the local on payment of all arrearages.

ARTICLE V MEETINGS

Section 1. Regional/local meetings of this local shall be held not less than four times per year, at a time and place to be fixed by the regional membership or the local executive board.

Section 2. Special meetings may be called by the local president, the local 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. The quorum for all meetings of this local union shall be twenty members in good standing.

ARTICLE VI OFFICERS, NOMINATIONS AND ELECTIONS

Section 1. The officers of this local shall be a president, a vice-president, a secretary-treasurer, a recording secretary and five regional executive board members, and these nine shall constitute the local union executive board. The five regional executive board members shall be elected by the membership of each region as designated in Appendix A. In addition, there shall be three trustees elected, on for a one-year term, one for a two year term and one for a three year term. Beginning in 1982, all other officers shall be elected for a term of three-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 local nominations and elections shall be held in the month of October.

Nominations for the five regional executive board members shall be made at a regular regional meeting. 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 regional nominations and 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 giving 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 Election cod, of the International Union Constitution.

Section 6. Vacancies in the four local offices shall be filled for the remainder of the unexpired term by vote of the executive board. Vacancies in regional offices shall be filled by special regional election called by the local 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.

- a. The president shall conduct the affairs of the local in accordance with this constitution. The president shall preside at all meetings of the local union of the local executive board.
- b. In the event of the excused absence of a regional officer, the president; or his/her designee shall preside at regional meetings.
- c. The president shall appoint all committees and all special committees of the local subject to the approval of the local executive board. In the event an emergency requires the appointment of a committee, the requirements of this section will be considered met by polling the executive board by telephone.
- d. The president shall countersign all checks drawn against the funds of the local.
- e. The president shall report periodically to the membership regarding the progress and standing of the local and regarding the president's official acts.
- f. The president shall be a member of all committees except the elections committees.
- g. The president shall be a delegate to all conventions, conferences and other functions where

the local is entitled to be represented and shall receive from the local the necessary expenses to attend such functions.

Section 2. The vice-president shall:

- a. Assist the president in the work of the president's office.
- b. In the absence of the president or in the president's inability to serve, the vice-president shall preside at all meetings and perform all duties otherwise performed by the president.
- c. Upon approval of the local executive board, the vice-president may be authorized to act as a co-signer of checks drawn on the local funds in place of either the president or the secretary-treasurer.
- d. The vice-president shall be a delegate to all conventions, conferences and other functions where the local is entitled to be represented and shall receive from the local the necessary expenses to attend such functions.

Section 3. The secretary-treasurer shall:

- a. Receive and receipt all monies of the local union.
- b. Deposit all money 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 secretary-treasurer.
- c. Prepare and sign checks for such purposes as are required by the constitution or are authorized by the local membership or the local executive board.
- d. Prepare and submit the monthly membership report to the International Union office and see that a check is drawn in payment of the local's per capita tax each month and sent to the International Secretary-Treasurer.
- e. Keep an accurate record of receipts and disbursements and shall submit at the local membership meeting and local executive board meeting a monthly operating statement of the financial transactions of the local.
- f. Act as custodian of all properties of the local union.
- g. Give a surety bond for an amount to be fixed by the executive board of the local union at the expense of the local union and through the International Union.

- h. See that any financial reports required by the International Constitution be submitted to the International Union are submitted in accordance with the International Union Constitution.
- i. The secretary/treasurer shall be a delegate to all conventions, conferences and other functions where the local is entitled to be represented and shall receive from the local the necessary expenses to attend such functions.

Section 4. The recording secretary shall:

- a. Keep a record of the proceedings of all local membership meetings and of all executive board meetings.
- b. Receive minutes of all regional meetings.
- c. Upon approval of the local executive board, the recording secretary may be authorized to act as co-signor of the checks drawn on the local funds in place of either the president or the secretary-treasurer.
- e. Perform such other duties as the executive board may require.
- f. The recording secretary shall be a delegate to all conventions, conferences and other functions where the local is entitled to be represented and shall receive from the local the necessary expenses to attend such functions.

Section 5. The regional office shall:

- a. Hold regional meetings in accordance with Article V Section I and Article VII Section 1b.
- b. Preside over the regional meeting and shall be responsible for the keeping of the minutes of the regional meeting. In addition, such regional officers shall be responsible for forwarding said minutes to the recording secretary of the local within thirty (30) days of the regional meeting.
- c. Report at the regional meeting regarding the progress and standing of the local, the executive board and the official acts of the president.

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 the health and welfare, pension, insurance or other benefit programs covering members of such local, and shall report to the membership on the result of such audit. An independent audit shall be required annually and the results reported to the

local.

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 of a majority of the members of the board. A report on all actions taken by executive board shall be made to the membership at the next following local meeting. A majority of the members of the executive board shall be required for a quorum.

ARTICLE VIII MISCELLANEOUS PROVISIONS

Section 1. This local 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 local 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 local union or by the executive board of the local 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 IX AMENDEMENTS

This Constitution may be amended, revised, or otherwise changed by a majority 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:
GERALD W. McENTEE
INTERNATIONAL PRESIDENT
10/8/1992