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Olympia, WA

April 15, 2021

Ronald S. Nelson, President
AFSCME Local 749
426 Highland Avenue
Stratford, CT 06614

Dear Brother Nelson:

We have completed our review of the proposed amendments to the Local 749 Constitution, which were submitted by Local 749 Recording Secretary Sotonye Otunba-Payne on your behalf. The amendments have been approved with the following exceptions and/or revisions:

1. Article IV, Section 1. We have revised this section to reflect the local's new jurisdictional language.
2. Article IV, Section 3. We have revised the dues-rate language to reflect the local's current rate as provided by staff at Council 4.
3. Article IV, Section 4. We have updated this section to comply with Article III, Section 5, of the *International Constitution*.
4. Article VI, Section 3. For clarity, we have added language regarding eligibility for office for retired members and members transferred from another local.

Enclosed are two complete copies of the local constitution, as amended, with my signature of approval on the final page. Should the local amend this constitution in the future, please submit the amendments for approval after they have been adopted by the membership.

In solidarity,

LEE SAUNDERS
President

LS/KC:nd

Enclosures

cc: Mike Sukal, Director, Organizing and Field Services
James Howell, Eastern Regional Director
Tim Birch, Area Field Services Director
Jody Barr, Executive Director, AFSCME District Council 4
Sotonye A. Otunba-Payne, Recording Secretary, AFSCME Local 749

American Federation of State, County and Municipal Employees, AFL-CIO

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Constitution
for
State of Connecticut Judicial Employees

Local 749

Article I
Name

The name of this organization shall be State of Connecticut Judicial 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 AFSCME Connecticut Council 4 of the American Federation of State, County and Municipal Employees; the Connecticut AFL-CIO; and the appropriate central body of the AFL-CIO.

Article III
Objectives

Local 749 exists to improve working conditions through collective bargaining and ensuring contractual compliance by having a solid network of trained and active officers and stewards, and to carry out on a local basis the objectives of the objectives of the American Federation of State, County and Municipal Employees. Our driving values are communication, integrity, equality, honesty and accountability to our members.

Article IV
Membership and Dues

Section 1. All employees of the Judicial Branch of the State of Connecticut, and members of the Division of Criminal Justice of the Executive Branch, whose positions fall into the bargaining 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 bi-weekly membership dues of the local shall be \$21.44 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 lose their good standing status and stand suspended. Provided, however, that any person who is paying dues through a system of regular payroll deduction, bank draft, or similar system, 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 in the local on payment of all arrearages.

Article V Meetings

Section 1. Meetings of the executive board shall be scheduled on a regular basis, at a regular day and time. In the event of the necessity of cancellations, or lack of a quorum, the executive board shall meet no less than six times in any calendar year.

Section 2. Regional meetings shall be held no less than once per year, per region, within the geographic boundaries of said region, at a time and place to be fixed by the regional membership, the regional vice-president or the local executive board. Business and decisions of such a regional meeting may only affect matters on a regional scale and may not affect the local union as a whole.

Section 3. 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 4. There shall be held, at the minimum, one annual meeting of the membership, in addition to any special, regional, or open meeting of the executive board. No less than 15 days' notice of the location, date, time and anticipated agenda shall be given to the members.

Section 5. The quorum for all meetings of the membership of this local union shall be twenty members in good standing. The quorum for meetings of the executive board shall be a majority of the members of the board. The quorum for any regional meeting shall be five members in good standing who work within said region.

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 seven regional vice-presidents as designated in Appendix A, and these eleven shall constitute the local union executive board. The seven 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, one 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 regular elections shall be held in the month of October.

Nominations for the seven regional vice-presidents 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 regular 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 conducted so 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. Vacancies in regional office 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. The president shall:

- 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 and of the executive board.
- b. in the event of the excused absence of a regional vice-president, 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 election 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, 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 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 for 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 membership or the 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, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month.
- 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 Union Constitution to 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 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-signer of checks drawn on the local funds in place of either the president or the secretary-treasurer.
- d. perform such other duties as the executive board may require.
- e. 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 vice-president shall:

- a. hold regional meetings in accordance with Article V, Section 2, and Article VII, Section 1b.
- b. preside over the regional meeting and shall be responsible for the keeping of the minutes of each 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:

- a. ensure that all union resources - monetary or other assets - are used for legitimate union purposes as authorized, in accordance with the local constitution.
- b. 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. An independent audit shall be required annually, and the results reported to the local.
- c. maintain record of the physical assets of the local, and their maintenance and care, and assist and advise the executive board as to the maintenance and care, replacement, and disposition of the physical assets of 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 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.

Section 8. The officers of the local - being the president, vice-president, secretary-treasurer, recording secretary, and regional vice-presidents - shall attend all meetings as called in accordance with Article VII, Section 7, unless duly excused by the chair for just cause.

Should an officer fail to meet these obligations, upon 3 unexcused absences within a one-year period, they shall be removed by vote of the executive board, without the need for formal charges, and their vacancy filled in accordance with Article VI, Section 6.

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. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this local union in all cases to which they are applicable and in which they are not inconsistent with this constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

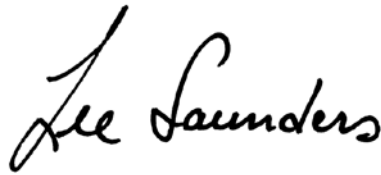
Article IX Amendments

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 made 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.

Upon ratification of any or all amendments, the constitution committee shall draft a clean version of the constitution, wherein all articles, sections, and paragraphs are identified in the same way; all uses of office titles are appropriately capitalized and all amendments are included in appropriate articles.

APPROVED BY:

A handwritten signature in black ink that reads "Lee Saunders". The signature is written in a cursive style with a large, prominent initial "L".

LEE SAUNDERS
President

Approval Date: April 15, 2021

APPENDIX A REGIONAL MAP

