

## **BYLAWS OF DISTRICT LODGE NO. 9**

### **INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS**

#### **ORDER OF BUSINESS**

1. Roll call of Delegates.
2. Reading of credentials.
3. Reading of minutes.
4. Bills and communications.
5. Report of Directing Business Representative and Business Representative.
6. Reports of grievances.
7. Reports of committees and Delegates.
8. Unfinished business.
9. New business.
10. Good of the Order.
11. Adjournment.

#### **ARTICLE I**

Section 1. This Lodge shall be known as District Lodge No. 9, International Association of Machinists and Aerospace Workers.

Section 2. The District Staff of Directing Business Representative, Assistant Directing Business Representative, District Business Representative Coordinators, Business Representatives and Special Organizers assembled with the Delegates of the affiliated Local Lodges shall constitute this District Lodge and shall be the highest tribunal under the general laws of the Order, but subordinate to the Grand Lodge.

Section 3. Affiliated Local Lodges shall be entitled to Delegate Representative as follows:

50 members or less - 2 Delegates  
51 to 100 members - 3 Delegates  
101 to 250 members - 4 Delegates  
251 to 500 members - 5 Delegates  
plus 1 additional Delegate for each additional 500 members or major fraction thereof.

**Approved: 10-19-11**

**Effective: 11-1-11**

## **ARTICLE II**

Section 1. The regular meetings of District Lodge No. 9 shall be held on the second Wednesday of each month at 7:30 P.M. When a meeting occurs on a legal holiday or because of a special reason, this Lodge shall, by a majority vote, set a date for said meeting or cancel said meeting, and the District office shall notify all Delegates of the change or cancellation of said meeting.

The District Lodge office shall be open for the purpose of transacting the business of the District Lodge and shall normally be open from 9:00 A.M. to 5:00 P.M. on Monday through Friday, inclusive, except that the Directing Business Representative may amend the normal hours for good cause.

Section 2. Delegates shall be seated at the regular meeting held in January or any other month of the year, by majority vote of the District Lodge upon complying with these bylaws and presenting properly signed and sealed credentials from their Local Lodge. No Local Lodge Delegate shall be seated as a District Lodge Delegate who is delinquent in any manner to his Local Lodge, District Lodge or Grand Lodge.

Section 3. At the first meeting in January, the Chairman shall appoint an Examining Committee. After the Examining Committee has reported and Delegates are seated, the Lodge shall proceed to nominate and elect Officers and all Delegates to affiliated Bodies for the ensuing term of four (4) years effective January of 1969, and in January of each fourth (4th) year thereafter.

Section 4. Delegates shall remain Delegates until their successors are duly seated.

Section 5. A quorum shall consist of representation of four (4) Local Lodges in the District Lodge.

## **ARTICLE III**

### **OFFICERS AND OFFICERS' DUTIES**

Section 1. Officers of this District Lodge will consist of a President, Vice President, Secretary-Treasurer, Sentinel and a Board of three (3) Trustees, who shall hold office for a term of four (4) years, effective January of 1969.

Section 2. The duty of the President shall be to preside at all meetings and preserve order. He shall decide all questions of order and usage under these bylaws, subject to an appeal to this Lodge, appoint Officers pro tem and all committees not otherwise provided for; be ex officio member of all committees.

The President of District Lodge 9 shall be paid \$12.00 per meeting as expense for attending District Lodge regular meetings. Such expense will be paid on a quarterly basis.

Section 3. The Vice President shall, at all times, assist the President, and in the absence of the President, he shall perform all the duties set forth in the preceding Section of this Article.

Section 4. Duties of the Secretary-Treasurer shall be to keep a record of the proceedings of the District Lodge meetings, attend to all correspondence pertaining to the District Lodge, present all communications and bills to the District Lodge and deliver such bills for the files, prepare and sign all credentials of Delegates and alternate Delegates to affiliated organizations, have charge of the roll book and enter therein a complete list of the Delegates to the District Lodge, mail a copy of the District Lodge meeting minutes to every Delegate and Staff of the District Lodge.

The Secretary-Treasurer shall also notify all Delegates of special meetings upon petition of any eight (8) Local Lodges in the District Lodge.

The Secretary-Treasurer shall collect all per capita tax, fines, assessments and all monies from any source for the benefit of the District Lodge, shall keep a systematic account of all receipts and disbursements in such a way as to show the balance of cash on hand at the close of every month, keep an account between the District Lodge and affiliated Local Lodges, shall have the accounts ready to be audited by the Trustees and Auditing Committee at the end of each six (6) calendar months, shall assist the Trustees and Auditing Committee in preparing the report of the Auditing Committee and shall send each affiliated Local Lodge a copy of the Auditing Committee's report after approval by the District Lodge.

The District 9 Secretary-Treasurer shall be a full-time office. The salary for the office of Secretary-Treasurer shall be set by the District Lodge and shall be adjusted each year by the District Lodge.

Section 5. The duties of the Board of Trustees shall be to see that the assets and books are properly kept, and at the expiration of each six (6) calendar months shall assist the Auditing Committee in its examination of the books and accounts, attaching their signatures to the report of that Committee. They shall receive for expenses \$8.00 per monthly meeting attended.

Section 6. The duties of the Educator and Communicator are set by the Constitution under Article C, Section 11 and Section 12. For these duties the Educator shall receive for expenses \$50.00 per month; and the Communicator shall receive for expenses \$50.00 per month.

## **ARTICLE IV**

Section 1. This District Lodge shall have the power to create, and hereby establishes the following positions:

1. Directing Business Representative
2. Assistant Directing Business Representative
3. Business Representative Coordinators
4. Business Representatives
5. Special Organizers

and shall hold an election every four (4) years for the positions of Directing Business Representative and Business Representative.

Section 2. The qualifications for candidates for positions as set forth in Section 1 of this Article shall be membership in the IAM in continuous good standing for five (5) years immediately prior to their nomination with the exception of Special Organizers which shall be continuous good standing for two (2) years immediately prior to their nomination. In order to qualify for nomination, all candidates shall be free from delinquency of any nature. Said candidates shall be working at the trade at least one (1) year immediately preceding nomination (this does not apply to any member whose time is fully occupied by the International Association of Machinists and Aerospace Workers).

Section 3. The Directing Business Representative shall appoint Special Organizers approved by the District Lodge and shall have the authority to appoint from among the Business Representatives, the Assistant Directing Business Representative and the number of District Business Representative Coordinators approved by the District Lodge. The name of each appointee shall be reported to the District Lodge.

Section 4. Each affiliated Local Lodge at a meeting in the month of January, 1974, and in the month of January of every fourth (4th) year thereafter, is entitled to nominate one (1) candidate for the position of Directing Business Representative and one (1) or more candidates for the position of Business Representatives. The number of Business Representatives to be nominated and elected will be determined by the District Lodge. If more than the required number are nominated, the Local Lodge shall vote at the same meeting to decide who shall be the nominees of said Local Lodge. The affiliated Local Lodges must have their nominations of candidates in the District Lodge office no later than February 5 following nomination by certified letter over the signature of the Recording Secretary and bearing the Local Lodge seal. The nominees must confirm acceptance, together with their respective union book numbers and current home address, not later than February 5, by a signed certified letter mailed to the Secretary-Treasurer of District Lodge No. 9. A letter of acceptance of nomination, when not present at nomination meeting, must be in the hand of the Recording Secretary of the Local Lodge by certified mail prior to the start of the meeting at which nominations are held.

Section 5. It shall be the duty of the District Lodge office to forward sufficient ballots to each affiliated Local Lodge, not later than February 28; said ballots containing the names of all eligible candidates, together with the number of the Local Lodge of which they are respectively members, said names to be arranged in order according to the number of Local Lodge nominations received by each eligible candidate for the position stated.

All ballots shall bear the seal of the District Lodge and be so arranged that a voter may designate his choice by marking a cross (X) opposite the names of those for whom he wishes to record his vote.

Whenever two (2) or more are to be elected to the same position, a failure to vote for the required number of candidates therefor shall invalidate the vote as to all candidates for such position.

Ballots shall be perforated so that the name, address, Lodge and card number of member voting may be attached. Each Local Lodge shall be furnished tally sheets in duplicate, upon which shall be tabulated the votes of the members of the Lodge. One (1) tally sheet shall be retained by the Recording Secretary of the Local Lodge and one (1) shall be returned to the District Lodge office within seventy-two (72) hours after the close of the polls.

Section 6. Election of Directing Business Representative and Business Representatives shall be held by referendum, unless there is no contest, in which case the unopposed candidate for the position for which he is nominated shall be declared elected. The unopposed candidate shall be confirmed by the District Lodge. Candidates must have the nomination of at least four (4) affiliated Local Lodges to be eligible.

Section 7. The election of Directing Business Representative and Business Representatives shall be held in the Local Lodge meeting room of the affiliated Local Lodges at the last meeting in the month of March, 1970, and in the month of March every fourth (4th) year thereafter. All members must be notified of the election in the manner set forth under the pertinent provisions of the IAM Constitution governing elections. Each Local Lodge shall no later than the last regular meeting in the month of February, elect a minimum of three (3) Tellers who shall have the power to receive, record and count the votes of said Local Lodge. Local Lodge Tellers to deliver same to District Lodge Tellers immediately following tabulation within seventy-two (72) hours after the close of the polls.

The District Lodge shall elect a minimum of three (3) Tellers at the last regular meeting in the month of February who shall have the power to receive, record and count the votes received by them from the Local Lodge Tellers within the seventy-two (72) hour period requirement set forth in the preceding paragraph.

Representatives elected pursuant to this Article shall assume the positions to which they were elected on April 1 following the election.

Section 8. The District Lodge shall have the power to establish or discontinue in number any District Business Representative(s), the Assistant Directing Business Representative, District Business Representative Coordinator(s), and/or Special Organizer(s) as it sees fit upon recommendation of the Directing Business Representative; provided, however, that all District Lodge Delegates shall be served with notice of contemplated change(s) prior to the date of the District Lodge meeting at which the change(s) is to be made or considered.

Section 9. In the event of any vacancy in the elective position of Business Representative(s), the District Lodge shall have the power to fill any such vacancy until the next regular four (4) year term election is conducted. The District Lodge shall meet immediately upon official declaration and notification of any such vacancy by District Lodge No. 9.

In the event the Directing Business Representative's office becomes vacant for any reason whatsoever during his term of office, the Assistant Directing Business Representative shall assume the office of Directing Business Representative for the balance of said term.

## **ARTICLE V**

Section 1. The Directing Business Representative shall have full charge and supervision of the District Lodge office, the District No. 9, IAM Welfare Office, the District No. 9, IAM Pension Office, and the District Staff. He shall see that all books, funds and correspondence of all District functions, offices and the District Staff are properly transacted. He shall call any special meetings of the District Lodge and may call any special meetings important to the functions of the District Lodge when necessary, and shall see that all eligible Delegates are so notified. The Directing Business Representative shall be given full power to cause member(s) to appear before the Executive Board subject to subsequent approval of the District Lodge when the said member(s) are found to be not working in the best interest of the trade or the interest of the IAM.

Section 2. The duties of the Assistant Directing Business Representative and the District Business Representative Coordinators shall be to assist the Directing Business Representative in the performance of his duties when called upon and assigned to assist. The Assistant Directing Business Representative and the District Business Representative Coordinators shall be granted only such authority as may be vested in them at the direction of the Directing Business Representative, or, in his absence, those authorities granted to his Assistant Directing Business Representative in his behalf and upon his approval.

Section 3. The Business Representative(s) shall assist the Directing Business Representative and/or those assigned to perform the Directing Business Representative's duties when called upon, and they shall be directly responsible for the performance of same to and under the jurisdiction of the Directing Business Representative.

Business Representatives of this union are required to make trips and travel to plants where the union represents the employees. Recognizing this, the union is authorized to expend sums of money to afford Business Representatives transportation and expenses required to perform their jobs.

Business Representatives are subject to call twenty-four (24) hours a day, seven (7) days a week, etc., and must keep district cars assigned to them in their possession at all times, District 9 to furnish the car and operating expenses for each Business Representative and/or Organizer. All cars purchased or leased, shall be acquired from a union establishment or dealer with a bona fide labor agreement with District No. 9, I.A.M.A.W. with a minimum of two bids.

Section 4. The Directing Business Representative and/or Business Representative(s) shall have the authority to call shop and/or plant meetings for the purpose of adjusting and seeking a final disposition of grievances, negotiating labor agreements, or any other reason the Directing Business Representative or the Business Representative(s) may deem necessary for the benefit and well-being of the membership.

Section 5. The District Staff composed of the Directing Business Representative, the Assistant Directing Business Representative, District Business Representative Coordinators, District Business Representatives and Special Organizers shall be under the supervision of the Grand Lodge in compliance with the IAM Constitution.

## **ARTICLE VI**

Section 1. For the faithful performance of their duties, the District Staff consisting of the Directing Business Representative, Assistant Directing Business Representative, District Business Representative Coordinators, District Business Representatives and Special Organizers shall receive salaries set and approved by the District Lodge, together with the necessary expenses approved by the District Lodge.

The starting salary for Business Representative or Organizer shall be the minimum as set forth in the IAM Constitution. The Business Representative or Organizer shall receive an increase each six (6) months thereafter equal to one-eighth the difference between the minimum starting salary and the maximum Business Representative's or Organizer's salary as set forth in the IAM Constitution until the maximum is reached. At any time during the progression period the rate of salary progression may be accelerated until the maximum salary is reached, upon approval of the District Lodge.

Beginning January 1, 1980 and on January 1 of each year thereafter, Business Representatives' salaries shall be adjusted to provide that District 9 shall pay an amount toward a Business Representative's salary which will equal the maximum amount paid toward Business Representatives' salaries as set forth in the IAM Constitution. Organizer's minimum and maximum salary shall be adjusted January 1st of each year in

accordance with the IAM Constitution.

The salary of the Directing Business Representative, Assistant Directing Business Representative and District Coordinators shall be adjusted on a percentage basis in accordance with the Grand Lodge Constitution.

## **ARTICLE VII**

Section 1. This District Lodge shall take no action on complaint of any individual member or Local Lodge affiliated with District Lodge No. 9, unless the said complaint bears the endorsement and seal of the Local Lodge of which he is a member, or unless it comes through the Directing Business Representative.

Section 2. An Executive Session Procedure conducted by the District Lodge shall include only those who constitute the District Lodge as set forth in Article I, Section 2, of these bylaws.

Section 3. The District Lodge shall go into Executive Session Procedure when nominating and electing District Lodge officers and delegates to affiliated Bodies and when elections are held to fill vacancies of unexpired terms and/or additions to the District Lodge Staff between District referendum elections held each four (4) years.

Section 4. The District Lodge may go into Executive Session Procedure on any other question, trial or matter to be handled by the District Lodge. Under this Section, only seated delegates may request an Executive Session of the District Lodge.

Section 5. Members in good standing of any Local Lodge shall be privileged to visit this District Lodge, when not in an Executive Session, but shall not be permitted to speak on any matter except by the unanimous consent of all District Lodge No. 9 delegates in attendance.

Section 6. In January of each year, the President shall appoint an Auditing Committee of three (3) delegates whose duties shall be to examine all books and accounts of this District Lodge with the Trustees each six (6) months of the calendar year and report their findings at the next regular meeting.

## **ARTICLE VIII**

Section 1. (a) The minimum initiation and reinstatement fee for all classifications of membership in all Local Lodges of District Lodge No. 9 shall be \$50.00.

(b) The minimum monthly dues for all members of Local Lodges affiliated with District 9 shall be no less than the minimum established by the Grand Lodge Constitution. The dues shall be adjusted on January 1 of each year and shall be based on the hourly earnings in effect on the preceding 31st day of August.



Hourly earnings shall include amounts normally considered as part of regular pay, such as: hourly rates, cost-of-living allowances, and incentive earnings, but shall exclude shift premiums, overtime premiums, leadman premiums, and other similar premium payments.

Section 2. As an aid to organizing, the District Lodge may, by resolution, waive the above initiation and/or reinstatement fees temporarily in favor of a lower fee for the employees of particular companies, or group of companies in the same industry, for a specified period of time and for specified extensions of this period of time, and after special dispensation has been granted by the International President.

Section 3. The District Lodge shall have authority to assign to a Local Lodge new members coming under the jurisdiction of the District Lodge.

Section 4. All dropped members of Local Lodges in District Lodge No. 9 applying for reinstatement within District Lodge No. 9 must pay the reinstatement fee to the Local Lodge and be reinstated in the Lodge in District Lodge No. 9, from which they were dropped; provided, however, that said Local Lodge may, in its discretion, waive its right in favor of any other Local Lodge in District Lodge No. 9.

Section 5. Members of Local Lodges affiliated with District Lodge No. 9 shall not be required to transfer from one (1) Local Lodge to another in the jurisdiction of the District Lodge except as may be provided for by the District Executive Board.

## **ARTICLE IX**

Section 1. The District Executive Board of District Lodge No. 9 shall be composed of the District Staff acting in an advisory capacity, but without a vote, and one (1) Delegate, with the right to vote, from each affiliated Local Lodge to be chosen from among the Delegates elected to the District Lodge by the Local Lodges. The Recording Secretary of each affiliated Local Lodge shall notify the Secretary-Treasurer of the District Lodge by properly signed written notice the name of the Delegate designated to serve on the District Executive Board of District Lodge No. 9. The Delegates elected to the District Lodge shall designate the District Executive Board Delegate chosen from among their members. The term for each Delegate shall be one (1) calendar year.

Section 2. Immediately following the seating of the Delegates to the District Lodge Executive Board, in the January meeting of each calendar year, the Executive Board shall nominate and elect an Executive Board President, and Vice President for a term of one (1) calendar year.

Section 3. EXECUTIVE BOARD - All powers of this District Lodge when not in session shall be vested in the District Executive Board. The Directing Business Representative or his designated Representative shall have authority to call the Executive Board in session.

## **ARTICLE X**

Section 1. The revenue of this District Lodge shall be derived from a per capita tax of \$16.45, effective January 1, 2009, for all members, payable monthly. Said per capita tax is to be levied upon each dues stamp issued and shall be in the District Lodge office with the District Lodge report by the 15th of the month following the month in which the dues stamp was issued, and shall be adjusted January 1 of each year in accordance with the Grand Lodge Constitution, plus 60% of the percentage increase in the weighted average hourly earnings on a union-wide basis. Effective January 1, 2011, the above adjustment will change to 60% of the percentage increase in the Consumer Price Index.

Section 2. Each Local Lodge shall pay to District Lodge No. 9 one-half (2) of all initiation and reinstatement fees collected.

Section 3. Itemized financial statements to all Local Lodges shall be issued every month.

Section 4. All bonuses must be approved by the District 9 Delegates.

Section 5. Effective January 1, 2012, District 9 will establish an organizing fund. There will be a one-time \$25,000.00 donation from the District's reserves, and starting January 1, 2012, a \$.10 organizing fee will be applied to each dues paying member until it reaches a cap of \$.25 in 2015.

## **ARTICLE XI**

Section 1. All amendments, cancellations and additions to the District Lodge bylaws can only be submitted semiannually in the month of April and in the month of October and, if adopted, will be in effect upon the first day of the month following approval by the International President. All proposals must be approved by a majority vote of the District Lodge Delegates in attendance at a called meeting held for this purpose. Local Lodges shall be notified in advance of any meetings where proposed changes are to be submitted.

Section 2. Any Local Lodge in District Lodge No. 9 in good standing shall have the privilege of proposing any amendment to the bylaws through its duly elected Delegate(s).

Section 3. The District Lodge Secretary-Treasurer shall, upon receipt of the vote on any proposed amendment, furnish a copy of the results of the District Lodge and to each Local Lodge in good standing in the District Lodge.

Section 4. Any amendments that fail to receive the required amount of votes according to the foregoing rules shall not again be submitted until twelve (12) months have elapsed and then only upon it being proposed as set forth in Section 2 of this Article.

Section 5. Rules of debate for District Lodge No. 9 shall be governed by the provisions of the IAM Constitution.

Section 6. Nothing in these bylaws shall be construed or applied in a manner that will conflict with the provisions of the IAM Constitution. All matters arising and not specifically covered in these bylaws shall be governed by the IAM Constitution.

Section 7. All officers, employees, or other individuals in this District 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.

**Approved for and in behalf of  
International President**