

**LOCAL**



**COMMUNICATIONS WORKERS OF AMERICA  
AFL-CIO**

## **BY-LAWS**

Local 1101, CWA

350 West 31 St (2nd Fl)

New York, N.Y. 10001

(212) 633-2666 (718) 823-7330

FAX (212) 633-8337

TAPE (212) 633-6753

## PREAMBLE

We, the Communications Workers of America believing that as an integral part of society we are entitled to an equitable share in the products of our labor and realizing that our welfare can best be protected and advanced through the united effort of all workers do, through this Constitution, under God, seek to form a more perfect means of securing for ourselves and labor generally full enjoyment of the inherent rights and dignities which our institutions were ordained to preserve.

## **ARTICLE I**

### **NAME**

This Local shall be known as Local 1101, Communications Workers of America, AFL-CIO, hereinafter referred to as the Local.

## **ARTICLE II**

### **JURISDICTION**

The jurisdiction of the Local shall be as assigned by the Communications Workers of America, hereinafter referred to by the initials C.W.A., and appearing on the face of the Local Charter issued by the C.W.A. Executive Board.

## **ARTICLE III**

### **OBJECTS**

The objects of the Local shall be to represent and serve the workers within the jurisdiction in accordance with the by-laws and Rules of the Local and the Constitution and policies of the C.W.A.

## **ARTICLE IV**

### **LOCAL STRUCTURE**

The structure of the Local shall consist of the following: (1) Membership, (2) Executive Board, (3) Executive Committee and (4) Committees.

## **ARTICLE V**

### **MEMBERSHIP**

#### **Section 1-- Eligibility**

All persons eligible for membership in the C.W.A., as defined in Article V of the C.W.A. Constitution shall be eligible for membership in the Local, provided such persons fall within the jurisdiction of the Local as defined in Article II of these by-laws, or if employed on a part-time or full-time basis by the C.W.A. or the Local.

#### **Section 2 – Applications**

Applications for membership in the Local shall be processed in accordance with Article V, Section 2, of the C.W.A. Constitution.

The initiation fee for the Local shall be five dollars (\$5.00). If no application is received within sixty (60) days of eligibility, the initiation fee shall be twenty-five dollars (\$25.00).

#### **Section 3 – Transfers**

The transfer of membership from this Local to the jurisdiction of another Local and from another Local to the jurisdiction of this Local shall be made in accordance with Article V, Section 3, of the C.W.A. Constitution.

#### Section 4 --

##### Local 1101 Retired Members Club

Members of the Local who are, or may be, retired by reasons of age or disability and do not elect to remain active members shall assume the status of associate members and, shall become members of the Local 1101 Retired Members Club with such rights and prerogatives as may be granted by the Membership or the Local Executive Board. Such members shall be issued proper credentials and, provided they give the Secretary/Treasurer advance notice, may attend any regular or special membership meeting of the Local. Upon receipt of such advance notice the Secretary will reserve a space to seat such members and appoint an Escort Committee to see to their needs entering, during, and leaving the meeting. The Local 1101 Retired Members Club may have a spokesman address the membership when it is considered appropriate by the Local Executive Board.

#### Section 5 - Resignations

- A) A resignation by a member not otherwise precluded from terminating his membership, in writing and including signature and date, tendered to the secretary-treasurer of the local, should not become effective until the resigning member has fully met all of his financial obligations to the local.**

### ARTICLE VI

#### LOCAL DUES AND ASSESSMENTS

##### Section 1-- Local Dues

All members shall pay each week, an amount equal to 1.9% of their basic weekly wages as union dues.

##### Section 2 - Local Special Assessments

The membership of the Local may levy a special assessment only in the same manner as provided for changing Local dues. However, any special assessment levied shall be in accordance with Article VI, Section 3, of the C.W.A. Constitution.

### ARTICLE VII

#### GOVERNING AUTHORITY

##### Section 1-- Membership

The affairs of this Local shall be governed by its membership in accordance with the Constitution and policies of the C.W.A. in the following manner:

- (a) Through action taken in membership meetings or by referendum of the membership
- (b) Through action and decisions of the Executive Board between membership meetings.
- (c) Through actions and decisions of the Executive Committee between meetings of the Executive Board, subject to being overruled by the Executive Board.
- (d) The action and decisions of the Executive Board, the Executive Committee and the officers of the Local between Local meetings may be overruled by the membership in a Local meeting or by a referendum.

## Section 2 -- Executive Board

A) The Local Executive Board shall consist of the **Thirteen (13)** Local officers. The Executive Committee shall be the President, the Secretary/Treasurer, and the **(4)** Vice-Presidents. The President, the Secretary/Treasurer, the **Four (4)** Vice Presidents, and the **seven (7)** Business Agents shall be elected by the membership as a whole. The **four (4)** Vice-Presidents shall be elected from the **four** geographic areas established by the President not less than 90 days prior to the election, subject to overrule by the Executive Board or the membership. The **four (4)** geographic areas shall be as follows. One (1) from the Bronx, one (1) from each of the two Manhattan areas as established above and **One (1) from the Commercial Division (formerly 1105).**

B) There shall be **Seven (7)** Business Agents, one (1) elected from the membership regularly working in each of the **Seven (7)** defined divisions or geographic areas: The Seven (7) Divisions or geographic areas shall be established by the President not less than 90 days prior to the election, subject to overrule by the Executive Board or the membership. The **Seven (7)** Divisions shall be known as the Bronx, Manhattan-Northern, **Manhattan-Central**, Manhattan-Southern, AT&T/AVAYA, **Commercial-Northern**, and **Commercial-Eastern**.

## ARTICLE VIII

### LOCAL MEETINGS

A) Regular membership meetings shall be held two (2) times each year, at the call of the Executive Board. Due notice by mail and electronic means shall be given at least fifteen (15) days prior to a regular membership meeting. Special meetings may be called by a majority vote of the Executive Committee or Executive Board or by a petition signed by six hundred (600) members in good standing. Upon the receipt of a proper petition, the President shall call a special meeting to be held within fifteen (15) days prior to the meeting.

B) Once each month, except June, July, and August there shall be a Chief Stewards meeting.

C) The Local Executive Board shall meet not less than once each month. Upon receipt of a written request signed by the members of the Executive Board, the Local President shall call a special meeting of the Executive Board within seven (7) calendar days.

D) Regular membership meetings are to be held in a place convenient to the majority of the members.

E) There shall be four (4) steward meetings each year: two (2) will be attended by the entire steward body at the call of the Executive Board: the remaining two (2) shall be called by the Vice-President of the geographic area the steward serves in.

## ARTICLE IX

### LOCAL DELEGATES TO INTERNATIONAL CONVENTION

A) The Local President, Secretary/Treasurer, the **four (4)** Vice-Presidents, and the **Seven (7)** Business Agents shall be delegates to the C.W.A. Convention. The President shall be the Chairperson of the delegation.

B) Additional delegates and alternate delegates shall be nominated on the basis of the defined Local division or geographic area set forth in Article VII. Section 2, paragraph B Of the by-laws, in order to assure both a regional representation among the Local's delegates and alternate delegates to C.W.A. Conventions, and to provide all the members of the Local with an opportunity to nominate candidates of their choice.

C) Additional delegates and alternate delegates to the CWA Convention shall be elected by plurality vote of the membership as a whole, voting by secret ballot conducted not less than sixty (60) days in advance of the C.W.A. Convention in each even numbered year. Delegates and alternate delegates shall serve a one (1) year term.

EXCEPTION: If less than the additional delegates or alternate delegates prescribed in ARTICLE IX, PARAGRAPH (C) are being sent, then a minimum of one (1) delegate from each Vice-Presidential area shall be elected as set forth in ARTICLE IX, PARAGRAPH(B) of the Local by-laws.

The requirements of ARTICLE IX, PARAGRAPH (c) having been met, if additional delegates or alternate delegates are to be sent, they shall be from the remaining nominees, and they shall be determined from the overall plurality vote of the election

D) In the event the Local elects more than one (1) delegate to the C.W.A. Convention, the Local shall determine the Convention votes assigned to each delegate in accordance with Article VIII of the CWA Constitution.

E) It shall be the duty of the Secretary/Treasurer of the Local to certify the Local delegates to the C.W.A. Convention to the Secretary Treasurer of the C.W.A. within the time limits specified in Article VIII of the C.W.A. Constitution.

F) The Local Executive Board, prior to January of each even numbered year (subject to change by the membership), shall determine the number of delegates and alternate delegates to attend C.W.A. Conventions in accordance with Article VIII of the C.W.A. Constitution.

## **ARTICLE X**

### **LOCAL COMMITTEES**

A) The Local shall have the following regular committees:

EDUCATION

COMMUNITY SERVICE

**ORGANIZING**

FINANCE

LEGISLATIVE

SCHOLARSHIP FUND

**MEMBERSHIP**

**Women's Equity**

ELECTION

In addition, the Local shall establish such other committees as may be necessary to effectuate the policies of the Local and the CWA

B) Members of all Committees shall be appointed by the Local President, subject to the approval of the Executive Committee or of the membership.

C) Vacancies on Committees shall be filled in the same manner as the original appointments.

D) A member of any Local Committee may be removed by a majority vote of the Executive Committee, subject to the right of the Executive Board or membership of the Local to overrule the action of the Executive Committee. A committee member, as defined by Article X, may also be removed by action of the Local in a membership meeting.

E) Duties of Committees:

1. The Education Committee shall assist in developing the Local's Educational Program.

2. The Organizing Committee and the Executive Committee shall be responsible for effectuating the CWA's and Local's jurisdiction, and it shall assist in carrying out external organizing programs of the Local and C.W.A.

3. The Legislative Committee shall assist in developing and pursuing the program of the CWA and the Local in the Legislative Field. It shall be responsible for the Local's program to register each qualified voter.

4. The Membership Committee or Committees shall accept or reject membership applications in accordance with these by-laws and Rules of the Local and Article V of the C.W.A. Constitution and policies of the CWA

5. The Election Committee shall be responsible for the conduct and supervision of all Local nominations, elections, and referenda.

6. The Community Services Committee shall assist in developing Community Services programs and, along with the Executive Committee, be responsible for effectuating all Community Services programs and policies of the Local and C.W.A

7. The Finance Committee shall consist of the Secretary/Treasurer of the Local and **One (1)** member from each Vice-Presidential area. The Secretary/Treasurer shall be the only member of this Committee who is a full-time employee of the Local or a member of the Executive Board, and he shall serve as the Chairman of the Committee. This Committee shall meet at least thirty (30) days prior to the beginning of the new fiscal year, at the call of its chairman, to assist in the preparation of the Budget and to review the financial operations of the Local for the past year. This Committee shall make a report to the membership of its findings and make recommendations to the membership prior to or at the first membership meeting of the fiscal year.

**8. The Women's Committee will consist of at least one member from each Vice-Presidential area and will meet twice a year to discuss issues women face as union members.**

9. The Scholarship Fund Committee shall assist in giving aid and financial assistance to members, retired members, and their immediate families, and the immediate family of deceased members of the Local, through the Local 1101 Scholarship Fund awards.

**10. The Equity Committee will consist of at least one member from each Vice-Presidential area and will meet twice a year. The Committee will Promote inclusion, justice and equity in our union.**

#### **ARTICLE XI**

#### **THE EXECUTIVE BOARD, EXECUTIVE COMMITTEE, BUSINESS AGENTS, CHIEF STEWARDS, JOB STEWARDS AND THEIR DUTIES**

##### **Section 1-Executive Board**

A) The duties of the Executive Board shall be as follows:

1. They are responsible for making decisions and acting in behalf of the Local between membership meetings on all matters concerning the good and welfare of the members.
2. Interpret these by-laws subject to being overruled by the membership.
3. Responsible for the authorization of such officers as they deem necessary to countersign checks drawn on the funds of the Local by the Treasurer.
4. Shall cause an annual budget to be prepared and presented to the membership for approval.
5. Responsible for designating Local geographical voting units, consistent with the provisions of Article VII, Section 2 of these by-laws.
6. A majority vote of the Executive Board may institute a referendum if a lack of a quorum at a membership meeting has caused failure to conduct local business.

##### **Section 2 – Local Officers**

A) The Officers of the Local shall be the President, the Secretary/Treasurer, the four **(4)** Vice-Presidents, and the seven (7) Business Agents in accordance with Article VII, Section 2 of these by-laws. **Of the four (4) Elected Vice Presidents the President shall appoint one (1) as the Executive Vice President.**

B) The duties of the Local Officers shall be as follows:

1. The Local President shall:

- a) Be responsible for the conduct of all Local business and, in keeping with that responsibility, he shall have the power to employ and fix compensation of such employees as may be necessary for the efficient operation of the Local, subject to being overruled by the membership.
- b) Preside at Local Membership, Local Executive Board, and Local Officers meetings.
- c) Prosecute grievances and appeal them to higher levels of the C.W.A. if they are not settled satisfactorily.
- d) Serve as ex-officio member and supervise all Local Committees.
- e) Approve all bills to be paid, and countersign all checks drawn on the Local treasury.
- f) Perform whatever additional duties as may be assigned by the Local Executive Board, the Membership or required by the policies or Constitution of the CWA
- g) Be spokesman for the Local.
- h) Shall hold no other elective office in the Local.

**2. The Local Executive Vice-President shall:**

**A) Work under the direction of the Local President.**

**B) Perform whatever duties as may be assigned by the Local, the Local Executive Board, or Local President.**

3. The Local Vice-President shall:

- A) Work under the direction of the Local President.
- B) Perform whatever duties as may be assigned by the Local, the Local Executive Board, or Local President.
- C) Shall hold no other elective office in the Local other than delegate or alternate delegate to the CWA Convention.

4. The Local Secretary/Treasurer

- a) Maintain a record of the membership.
- b) Record and maintain the minutes of all meetings of the Local, the Executive Board, or Executive Committee.
- c) Furnish the District Director and the Secretary-Treasurer of the CWA with copies of any changes in these by-laws within ten (10) days after such changes are made.
- d) Perform such other duties as may be assigned by the Local, the Local Executive Board, or the Local President.
- e) Hold no other elective office in the Local.
- f) Be custodian of all assets of the Local.
- g) Report to each membership meeting and Executive Board meeting on the financial status of the Local.
- h) Be bonded, as must any other person who handles Local Funds or other property, in accordance with the C.W.A. Constitution or any State or Federal Law.
- i) Cause the payment of all bills approved by the Local President and/or the Executive Board.



- j) Shall cause the financial records of the Local to be audited by a Certified Public Accountant at the end of each fiscal year. The results of such audit shall be posted on the Local's website and be made available for the inspection by any member of the Local.

### Section 3-- Business Agents

There shall be seven (7) Business Agents in accordance with Article VII, Section 2 of these by-laws. The duties of the Business Agents shall be as follows:

- a) They shall be responsible for C.W.A. policy as a member of the Executive Board.
- b) They shall be responsible for all grievance procedure in the division.
- c) They shall be responsible for liaison between Local Executive Board and division membership.
- d) They shall be responsible for all Job Steward and Chief Steward meetings in the division subject to the approval of the Executive Committee.
- e) They shall work under the direction of the Local President and Vice-President.
- f) They shall perform whatever duties as may be assigned by the Local Executive Board, the local President, or Vice-president
- g) They shall hold no other elective office in the Local, other than delegate or alternate delegate to the C.W.A. Convention.

### Section 4 – Chief Stewards

A) The Chief Stewards shall be elected by and from the Job Stewards in each geographic location designated by the Local Executive Board.

B) Any Chief Steward may be removed by a majority vote of the Executive Committee, subject to being overruled by the Local Executive Board or Local membership at the next general membership meeting.

C) The duties of the Chief Steward shall be as follows:

- 1. Work under the direction of the Local President and Vice-President and the Business Agent.
- 2. Perform whatever duties as may be assigned by the Local President, the Local Vice-President, the Local Executive Board and the Business Agent
- 3. Shall hold no other elective office in the Local other than delegate or alternate delegate to the C.W.A. Convention.

### Section 5 – Job Stewards

A) The Local shall have as many Job Stewards as may be determined necessary by The Executive Committee or Executive Board. They shall be elected by the membership they represent, or appointed by the Executive Committee or Executive Board.

B) Any Job Steward may be removed by a majority vote of the Executive Committee, subject to being overruled by the Local Executive Board or membership at the next general membership meeting.

C) The duties of the job stewards shall be at follows:

- 1. Work under the direction of the Local President, Vice-President, Business Agent, and Chief Steward.
- 2. Perform whatever duties as may be assigned by the Local Executive Board, the Local President, Vice-President, Business Agent or the Chief Steward.

## **ARTICLE XII**

### **ORDER OF BUSINESS**

A) The order of business at a Local Meeting shall be as follows.

1. Call to order.
2. Roll Call.
3. Reading and action on minutes of previous meetings.
4. Report of Officers.
5. Report of Committees.
6. Unfinished Business.
7. New Business.
8. Good and Welfare.
9. Adjournment.

B) The order of business may be suspended by a two-thirds (2/3) vote of the members present.

## **ARTICLE XIII**

### **CONDUCT OF MEETINGS, OTHER LOCAL BUSINESS, AND QUORUM**

- A) Membership meetings and any other business of this Local shall be conducted under these by-laws and rules of the Local and in conformity with the CWA Constitution. On questions where the Local by-laws, the Local Rules, or the C.W.A. Constitution do not clearly apply, Robert's Rules of Order shall govern.
- B) The number constituting a quorum for Local meetings shall be ten per cent (10%) of the membership in good standing.
- C) A majority of the Officers or a majority of the members of the Executive Board, or a majority of the members of a Committee shall constitute a quorum for these bodies.

## **ARTICLE XIV**

### **NOMINATION AND ELECTION**

#### **Section 1 -- Nominations**

- A) Local Officers shall be nominated in the month of October of each election year. Reasonable notice shall be given for the purpose of nominating Local officers.
- B) All Chief Stewards shall be nominated in the month of October of each odd numbered year.
- C) Candidates for the Office of President, and Secretary/Treasurer, shall be nominated by members in good standing as follows: a minimum of four hundred (400) nominating signatures, at least one hundred (100) from each of four (4) Divisions, as defined by Article VII. Section 2.
- D) The candidate for nomination for the office of Vice-President requires a minimum of one hundred (100) nominating signatures from each division within the Vice-Presidential area, as defined by Article VII. Section 2.

E) The candidate for nomination for the office of Business Agent requires a minimum of one hundred (100) nominating signatures from his division, as defined by Article VII. Section 2.

F) The method of nominations shall be decided by the Local Election Committee in accordance with the provisions of these by-laws.

## Section 2 – Elections

A) Not less than fifteen (15) days prior to an election of Local Officers or Convention Delegates, a notice thereof shall be mailed to each member at his last known home address.

B) Election of Local Officers shall be by secret ballot of the membership in the month of November of each election year, in accordance with the provisions of Article VII. Section 2 of these by-laws. Chief Stewards shall be elected in the month of October of each odd-numbered year. Job Stewards shall be elected in the month of September of each odd-numbered year.

C) Ballots shall state that the candidates elected President, Secretary/Treasurer, the **four (4)** Vice-Presidents, and the seven **(7)** Business Agents shall be delegates to the C.W.A Convention.

D) Nominees can only appear on the ballot for one office.

E) Nominees shall state that they shall serve if elected.

F) Only members of the Local in good standing shall be eligible to vote

G) Only members of the Local in good standing shall be eligible to hold elective office

## Section 3 – Local Election Committee

A) The nomination and election of Local Officers, and delegates to the C.W.A Convention shall be conducted under the supervision of the Election Committee by ballot, voting machine or otherwise- but in no event by proxy. This Committee shall have the authority and responsibility to see that nominations and elections are conducted in accordance with the CWA Constitution and these by-laws, with reasonable opportunity for each member to nominate and vote for the candidate of his choice.

B) The Election Committee shall also conduct any referenda submitted to the membership.

C) A member shall not be permitted to serve on the Election Committee if he or she is a candidate for any office of the Local or Delegate to the C.W.A. Convention.

D) All questions concerning the conduct and challenges of elections shall be determined by the Election Committee, subject to the right of appeal to the Local Executive Board or membership of the Local.

## Section 4 – General Provisions

A) In any election of Local Officers, (President, Secretary/Treasurer, Vice-President, Business Agent) the nominee receiving a majority of the votes cast shall be declared elected. In any election of Chief Stewards, Job Stewards, Delegates, and Alternate Delegates to the CWA Conventions, the nominee receiving a plurality of the votes cast shall be declared elected.

B) In the case of elections requiring a majority vote, if no nominee receives a majority on the first ballot, a run-off election shall be conducted and the two (2) nominees receiving the greatest number of votes on the first ballot shall be the nominees on the second ballot. If no nominee receives a majority on the first ballot and there is a tie for second place, a run-off election shall be conducted and the nominee receiving the greatest number of votes and the nominees who tied for second place on the first ballot shall be the nominees on the second ballot.

C) In the case of elections requiring a plurality vote, if a tie renders the election indecisive for any position, a run-off election shall be conducted and the nominees who tied for such position on the first ballot shall be the nominees on the second ballot.

D) All terms of office for Local Officers shall be for three (3) years, or until their successors have been duly elected and qualified. All other terms of office shall be for two (2) years, or until their successors have been duly elected and qualified.

E) The Local Officers shall take the oath of office prior to assuming office. The term of office shall commence effective January 1 of the year following their election. Those elected in a special election shall assume office upon taking the oath of office.

F) The office of any elected or appointed official shall be declared vacant upon temporary promotion to management.

G) Whenever there is an unopposed candidate duly nominated for any office or elected position in the Local, including the position of Convention Delegate, such a candidate shall be considered elected without the necessity of an election.

## Section 5 – Vacancies

A) In the case of vacancy in the office of the Local President, the Executive Board shall select one of the Vice Presidents to fill the office of President, in accordance with Article XV of the CWA Constitution. He shall not, however be an ex-officio delegate to the Convention. To become a delegate shall require his election as such.

B) Vacancies in other offices occurring less than six (6) months prior to the end of the term shall be filled by appointment by the Local President with the approval of the Executive Committee.

C) Vacancy of any office where the unexpired term exceeds six (6) months shall be filled by an election, and that election shall be held within sixty (60) days of such vacancy occurring.

## ARTICLE XV

### STRIKES

A) The calling, conduct, and termination of strikes affecting this Local shall at all times be carried on in compliance with the Rules prescribed by the CWA and Article XVIII of its Constitution.

B) Termination of a strike shall be made at a regular or special meeting, or by mail referendum by a majority of the members voting.

## ARTICLE XVI

### CHARGES, TRIALS AND APPEALS

#### Section 1 – Charges

Members of the Local may be fined, suspended, or expelled in the manner provided in these by-laws for any of the acts enumerated in Article XIX of the CWA Constitution.

#### Section 2 – Trials

Any accused member, including Officers of the Local, shall be tried under the provisions of Article XX of the C.W.A. Constitution

### Section 3—Appeals

Any member or Officer of the Local, upon being found guilty by a Local trial court, may appeal as provided in Article XX of the C.W.A. Constitution.

### Section 4 -- Local Trial Court

A trial court of the Local shall be composed of three (3) persons who are members in good standing and not parties to the proceeding, and they shall be selected by the Executive Board, subject to being overruled by the membership.

## ARTICLE XVII

### RECALL OF LOCAL OFFICERS

Any elected Officer of the Local may be recalled in accordance with the provisions of Article XXI and XXII of the C.W.A. Constitution.

## ARTICLE XVIII

### AMENDMENTS TO LOCAL BY-LAWS

A) After adoption, these by-laws may be amended, except as otherwise provided in Paragraph B of this Article, by either of the following methods:

1. A majority vote of the members present in a Local meeting, if the proposed amendment either has been introduced at a previous membership meeting, or if it has been set forth in a written notice mailed to each member to his last known address at least seven (7) days prior to the meeting.

2. Referendum of the membership.

B) Any amendment which would increase the rates of dues or adversely affect the interests of the members in the Trust created under Article XXI of these by-laws may be adopted only by majority vote by secret ballot of the members in good standing voting at a general or special membership meeting, after reasonable notice of the intention to vote upon such question, or by majority vote of the members in good standing voting in a membership referendum conducted by secret ballot.

## ARTICLE XIX

### AFFILIATION

A) This Local may affiliate with City and State Central Labor Bodies of the AFL-CIO with the approval of the Local Executive Board.

B). Delegates to Central Labor Bodies of which this Local is affiliated shall be selected by the Local President with the approval of the Executive Board

## ARTICLE XX

### REFERENDUM OF THE LOCAL

The Local Election Committee shall submit any question to a referendum of the membership when directed to do so by the action of a regular or Special membership meeting.

## ARTICLE XXI

### LOCAL TRUST FUND

Beginning in the year 2011, the Local shall cause an audit of the funds of the Retirement Trust, to ascertain the solvency of the plan. If necessary the Local shall annually pay a sum of money (\$120,000 minimum) to the Local Retirement Trust for the purpose of providing equal lump sum cash payments, in an amount agreed upon by the Trustees and approved by the Executive Board of the Local, to each member of the Local who, on the date of his or her retirement is, and has been for at least the five (5) consecutive years immediately preceding the date of said retirement, a member in good standing of the Local, or who is otherwise eligible for benefits under terms of the Plan.

The Trustees of the Local Retirement Trust shall be the President and the Secretary Treasurer of the Local, ex-officio. A trust agreement between the Local and the Trustees defining the administrative procedures, the duties of the Trustees, and any other matters as may be proper in such agreement, shall be presented to the Local Executive Board for their approval.

In the event that at any time the Local becomes unable to meet the annual payments to the Trust, or the assets of the Trust become inadequate to meet the retirement payments, the Trustees shall so report to the membership for appropriate action.

## ARTICLE XXII

### COMPENSATION FOR UNION BUSINESS

A) Members of the Local will be paid for "lost time" from regularly scheduled hours with their employer at their regular rate of pay for time spent on duly authorized business of the Local.

B) The local Executive Board shall be compensated at an annual rate as follows: Officers and Executive Board members will be paid for "lost time" from regularly scheduled hours with their employer at their regular rate of pay for time spent on duly authorized business of the Local. Officers and Executive Board members shall not be entitled to overtime compensation under any circumstances

C) For the purposes of the foregoing:

1) Compensation for lost time will be made at the individual's regular rate of pay.

**2) Members will be paid for "lost time" from regularly scheduled hours with their employer at their regular rate of pay for time spent on duly authorized business of the Local.**

**3) A copy of the individual's pay stub from the employer showing hourly rate of pay.**

D) In addition to the compensation provided in Paragraph (B) above, the Officers and Executive Board members shall be compensated at an annual rate, payable in fifty-two (52) installments as follows:

PRESIDENT..... 85%of top craft rate

VICE PRESIDENT..... 70% of top craft rate

SECRETARY/TREASURER..... 70% of top craft rate

BUSINESS AGENT.....55% of top craft rate

Plus, all benefits available to the general membership under the collective bargaining agreement covering.

E) The Chief Stewards and the Job Stewards shall be compensated at a rate determined by the Executive Board.

F) There shall be no exceptions to the rules set forth in this Article.

## ARTICLE XXIII

### OATH OF OFFICE

Each elected Officer of the Local, after meeting all other qualifications, shall be duly installed upon taking the following oath:

"I (name) hereby accept the office of (name of office) of Local 1101, Communications Workers of America, AFL-CIO, with full knowledge of the responsibilities and duties of such office.

"I further promise to give my successor in office all books and records in my possession. I shall at all times endeavor to serve my Local and the C.W.A. to the best of my ability, so help me God."

## ARTICLE XXIV

### OFFICIAL JOURNAL

Local 1101 shall publish an official publication.

The expense of publishing and maintaining an official publication shall be paid from the General Fund.

The name of such publication shall be "New York Generator".

**The New York Generator will be published a minimum of twice a year and posted on the Local's website as well as distributed electronically to all members. The Local may decide to have some or all issues printed and distributed at work locations by Chief Stewards and Stewards.**

## **ARTICLE XXV**

### **GENDER**

Whenever the masculine gender has been used herein, it is intended to cover both male and female members.

## **ARTICLE XXVI**

These by-laws shall be adopted and become effective upon the approval of a majority of the members.