

# Office and Professional Employees International Union, Local No. 108

CareFlite Pilots Committee

PHI Aircrew Association

## CONSTITUTION AND BYLAWS

September 2019

### PROPOSED CHANGES

#### ARTICLE VII

##### Officers and Duties

###### SECTION 1- General

A. This Local Union shall have the following officers: President, Vice President, Secretary-Treasurer/Recording Secretary and two (2) Trustees.

###### SECTION 3 - Vice-President

A. The Vice President shall perform the duties of the President in the absence of that officer, and, in the case of resignation or death of the President, shall perform the duties of the President until such vacancy is filled by the next regular election as provided for in this Constitution and Bylaws. The Vice-President shall also preside when called upon by the President and at times when the President may be temporarily unable to discharge the duties vested in the office. The Vice-President shall also be chairperson ex officio of all standing committees and shall have such other powers and duties as are provided for in this Union's Constitution and Bylaws.

B. The Vice-President shall act as Chairperson of the Trustees and is required to call no less than quarterly meetings of the Trustees. The Vice- President shall have the right to require the presence of all necessary officers at such meeting including the Secretary-Treasurer.

C. The Vice-President may by virtue of the office at his /her option serve as a delegate from this Local Union to all International Union Conventions, Southwestern Educational Conferences and Louisiana State AFL-CIO Conventions, and such other bodies that this Local Union may be affiliated with.

###### SECTION 5 – Trustees

A. The Trustees shall examine each check issued by the Union. Reasons for failure to concur shall be submitted to the Executive Board by the Chairperson of the Trustees. The Executive Board will make a determination. The Trustees shall periodically, at least quarterly and at the end of each fiscal year, make an audit of all books and financial records and report to the Union and to the Secretary-Treasurer of the

International Union, or, if the Local Union so chooses, it may, as an alternative, have the audit conducted annually by a certified public accountant, and have such audits reported to the Local Union and to the Secretary-Treasurer of the International Union. They shall meet at the designated times with the Secretary-Treasurer of the Union who will act as Chairperson of the meeting. They shall also have such powers and duties as provided for in this Constitution and Bylaws.

**Article VIII**

**Executive Board**

**SECTION 1**

The Executive Board shall consist of the President, Vice-President, Secretary-Treasurer, and two (2) Trustees. Executive Board members shall be elected by a plurality of the voting membership.

**SECTION 3**

Two (2) members of the Executive Board shall constitute a quorum, and such quorum shall have power to transact all business of the Executive Board. Regular meetings of the Executive Board shall be held at least once every six months. Meetings of the Executive Board may be conducted in person, by telephone conference, or other electronic means.

**SECTION 10**

Any officer or member of the Executive Board as enumerated in Section 1 of this Article who fails to attend three (3) successive meetings, without being excused from such attendance by the Executive Board, shall be deemed to have forfeited such office, and the remaining Executive Board members, pursuant to Article XXII, may appoint a successor for the balance of the unexpired term; provided, however, that if the office of the President is thus declared vacant the Vice President shall perform the duties of the President until such vacancy is filled by an election as provided in Article IX.

**SECTION 11**

In the event additional positions are added to the Executive Board in accordance with Article XXVI, those positions will be filled by appointment of the current Executive Board and will serve until the next scheduled election.

**Article IX**

**Elections**

**SECTION 3**

**Nominations**

Nominations for officers of this Local Union and members of the Executive Board shall be conducted by mail and/or e-mail in the month of July 2022, and every three (3) year(s) thereafter. Nominations must be made in writing and must specify the office for which the individual is being nominated. In order for a nomination for a particular office to be valid, an individual must be nominated by at least one active member (as defined in this Constitution and Bylaws). Individuals may nominate themselves for any position. Nominations must be returned by the time and/or date specified in the notice of nominations in

order to be considered. All persons validly nominated shall indicate their acceptance or declination of their nomination in writing, including but not limited to e-mail, within ten (10) days after issuance of an acceptance/declination form. If no response is received within this time frame, the nomination will be considered declined. No member may accept the nomination for or be a candidate for more than one officer position in an election. If an individual accepts his or her nomination for more than one office, said individual shall be deemed to have declined all nominations. Notice of nomination shall be given by the Secretary-Treasurer of this Union to all members in good standing to their last known e-mail address and/or last known home mailing address.

## SECTION 4

### Elections

The officers of this Local Union and the members of its Executive Board shall be elected by the membership in an election conducted in July 2022 and every three (3) years thereafter. The election may be held in person, by mail ballot, or electronic ballot as determined by the Executive Board.

## ARTICLE XII

### Finances

#### SECTION 1

A. The regular dues of the membership of this Local Union shall be no more than one percent (1%) of the member's base salary, exclusive of any bonuses, additional workover compensation or any other additional compensation.

D. When, in the judgment of the Executive Board, it shall be deemed to be in the best interest of the Local Union, the Board may lower dues by a majority vote.

E. Should it become necessary or deemed in the best interests of the Local Union to increase dues, initiation, or reinstatement fees, a majority vote by the members via mail or electronic ballot will be required.

## ARTICLE XIII

### Use of Funds

#### SECTION 6

#### Loans

No Officer of the Local Union may make or cause to be made a loan of any Local Union funds to any person not a member of the Local Union and not in excess of \$2,000. The awarding and term of loans will be at the discretion of the Executive Board subject to a majority vote of the Board. This section shall not prohibit the use of Local Union Credit Cards to make purchases for conducting the business of the Local Union. Local Union credit cards are not for personal use. This section shall not prohibit the Executive Board from investing Local Union funds at an institution insured by the United States Government in instruments with guaranteed rates of return.

#### SECTION 7

## Pilot Relief Society

The Local Union may establish a Pilot Relief Society with the purpose of assisting members facing financial need and to award educational scholarships to members and their families. The awarding of these loans and scholarships will be subject to the provisions of Section 6. The total amount of outstanding loans and scholarships awarded during the fiscal year shall not exceed 25% of the Local's General Fund at the beginning of the fiscal year.

## ARTICLE XXVI

### Amendments

#### SECTION 2

The proposed amendments shall be submitted to the membership for a vote by mail or electronic ballot. Prior to the vote, the text of the amendment(s) and a statement informing the members of the nature of the proposed amendment(s) shall be sent electronically to those members who have provided to this Local Union an electronic method by which they can be reached and by U.S. Mail to members who have not provided an electronic method by which to be reached. A vote of two-thirds (2/3) of those eligible members voting shall be required to constitute acceptance of the proposed amendment to this Constitution and Bylaws, except that changes in dues, initiation fees and reinstatement fees shall require only a majority vote of those members voting on any such issue.