

NEW HAMPSHIRE AMERICAN POSTAL WORKERS UNION
AFL - CIO
CONSTITUTION AND BYLAWS
(Revised April 2007)

We the New Hampshire, American Postal Workers Unions adopt this Constitution with a view toward the betterment of the common welfare of New Hampshire Postal Workers through cooperation and organization.

ARTICLE I NAME

The name of this organization shall be known as the New Hampshire American Postal Workers Union, AFL - CIO, hereinafter referred to as the NH/APWU.

ARTICLE II OBJECTIVES

Section 1. The objectives of the NH/APWU shall be: to unite fraternally, socially and benevolently, all the postal workers in the State of New Hampshire; to provide for frequent communications and association between postal workers of the State in order to promote and encourage a friendly and fraternal feeling among them; to assist in securing improvements of working conditions and employee rights under Civil Service laws; to adjust, as far as possible, grievances which may arise between the members and the United States Postal Service or its representatives and to establish locals to further these ideas.

ARTICLE III MEMBERSHIP

Section 1. Any local, any member-at-large, or any individual member of a local in good standing of the APWU/AFL-CIO/State of New Hampshire, shall be eligible for membership.

Section 2. Any person may be elected to honorary membership in the union by a two-thirds (2/3) vote at any convention, provided that the name of the person proposed for honorary membership shall be submitted to the Secretary/Treasurer thirty (30) days or more before the convention.

Section 3. If a Local is not affiliated with the State organization and an individual member of that Local pays a yearly per capita as per Article VII, Section 1. D. He/she shall be deemed eligible for membership. 04/02

ARTICLE IV CONVENTIONS

Section 1. The NH/APWU will convene biannually at such time and place as shall be determined by the previous convention delegates. (05/05)

Section 2. Anyone wishing to be a guest at the state convention of the APWU of New Hampshire will be invited. Any member in good standing of the NH/APWU may request that a certain guest be invited. Such requests are to be made to the Executive Board. Requests should allow a reasonable amount of time to ensure adequate accommodations and prior notice to the hotel.

Section 3. The Convention shall be conducted and supervised under the auspices of the Executive Board of the NH/APWU.

Section 4. Each delegate (including alternates and observers) to the Convention shall register and will be charged a twenty-dollar (\$20.00) registration fee, such fees to revert to the NH/APWU treasury. 06/97

ARTICLE V DELEGATES

Section 1. A. Each local shall be entitled to representation at the biannual State Convention of one (1) delegates and one (1) vote for each twenty (20) members or fraction thereof.

B. The Convention can, at its pleasure, give to visiting members-at-large a vote provided not more than three (3) members-at-large attends the Convention. If more than three (3) attend, the Chairperson of the Credentials Committee with the consent of the Convention, shall apportion one(1) vote to every three (3) members-at-large.

C. Those members identified in Article III Section 3 shall be entitled to representation at the annual State Convention of one vote provided not more than three of these members attend. If more than three attend, the Chairperson of the Credentials Committee with the consent of the Convention, shall apportion one (1) vote to every three.
04/02

Section 2. No local shall be represented by proxy; delegates from the local they represent must be full dues paying members.

Section 3. Alternate delegates may be seated in the permanent absence of the regular delegates upon presentation of proper credentials. Alternates shall not be seated in the temporary absence of the regular delegate.

Section 4. Representation shall be based on the average amount of representation tax (per capita) paid monthly by each local during the preceding fiscal year, provided, however, that any local whose affiliation in the NH/APWU has not been in existence for one (1) year, is entitled to representation at the convention based on the average of per capita paid monthly since its admission.

ARTICLE VI OFFICERS, COMMITTEES & ELECTIONS

Section 1. A. The elected officers of the NH/APWU will consist of a President, Executive Vice-President, Recording Secretary, Secretary/Treasurer, Legislative Director, Maintenance Craft Director, Area Business Agent "A", Area Business Agent "B" and Organization Director. 06/95 04/04

B. A majority vote by secret ballot shall be necessary to be elected.

C. In matters pertaining to the Executive Board, each elected officer shall be entitled to one (1) vote.

Section 2. The term of elected officers of the NH/APWU shall be for two (2) years. The term of office shall begin at the close of the convention.

Section 3. The Executive Board of the organization shall consist of all elected officers. The President shall serve a Chairperson of the Board.

Section 4. The Executive Board shall decide the member of delegates and expenses for all conventions and conferences. Expenses for Executive Board members who are elected by their respective locals to be delegates to the State Convention shall be borne by the NH/APWU.

Section 5. Only members in good standing in the NH/APWU are eligible to hold office or serve on committees of this organization.

Section 6. Nominations for all elective offices shall be made by the delegates at the biannual convention. 05/05

Section 7. A. The President shall appoint a three (3) member Election Committee. No member of this Election Committee shall seek an elective office in this organization. They shall have the general responsibility for the conduct of the election. The Election Committee shall distribute and collect ballots, and report the results of the election before the close of the business session of the Convention. Any member who feels aggrieved in connection with the conduct of the State election shall file his/her grievance with the election Committee (hand-delivered, postmarked, or as instructed by the election committee) within seventy-two (72) hours after his/her grievance arises. 04/02

B. The Election Committee shall be given a tabulation, provided

by the Credentials Committee, the number of delegates seated and the Election Committee shall report the number of ballots cast.

C. After certification of the election of the election results, the election ballots, postings and all materials shall be retained by the Election Committee in a locked, secured area for one year in accordance with Title IV of the LMRDA. 06/97

Section 8. The Constitution and Resolutions Committee shall convene and meet before the State Convention as directed by the President and expenses of the committee will be paid by the NH/APWU.

Section 9. A. The Finance Committee shall be appointed by the President before to biannual convention and shall consist of two (2) members. The expenses of the committee will be paid by the NH/APWU. 06/03 05/05 04/07

B. They shall prepare a written report, which shall be submitted at the convention, along with the oral explanation. 06/03 05/05 04/07

Section 10. The Executive Board shall at the State Convention, have prepared a budget for the upcoming two years. The budget will be voted on by the delegates present and voting at the Convention. 06/95 05/05

ARTICLE VII PER CAPITA TAX

Section 1. A. A per capita tax of thirty cents (.30) per member, per pay period Shall be paid by each Local/Area Local monthly, for each member of whom a per capita tax is paid to the National APWU/AFL-CIO.

B. A State Local, through automatic dues deductions, shall pay a per capita tax of thirty (.30) cents per member per pay period.

C. Members-at-Large through automatic dues deduction shall pay per capita tax of thirty (.30) cents per member per pay period.

D. Membership within the State organization is available to individual members of Local, Area Local, and State Locals that do not pay a per capita tax. Such individual members shall pay a yearly per capita of Seven Dollars and Eighty Cents (\$7.80).

E. All Locals may pay a per capita tax on a percentage of their membership. Representation of one (1) vote per every twenty (20), paid members or fraction thereof, will apply.

Section 2. Locals, Area Locals, State Locals and Members-at-Large, must be in a paid per capita pay status prior to registration at the State Convention/Assembly. At the time of

the Convention Call the Secretary/Treasurer will notify the Locals. Area Locals, State Locals and Members-at-Large the amount of per capita due at the time of the State Convention. 06/01

ARTICLE VIII DUTIES OF OFFICERS AND COMMITTEES

Section 1. The President shall preside at all Conventions and at all meetings of the State Executive Board; shall appoint all committees; shall fill all vacancies arising during his/her term; shall be a member of all committees except the Election Committee; shall fill all other offices for which there may be no candidate; shall act as Chairperson of the Executive Board; shall be the Editor of the “Granite State Union Notes” and shall appoint at least one (1) Associate Editor. 06/95

Section 2. A. The Executive vice-President shall assist the President in conducting the business of the State and in the absence of the President shall be vested with the same powers and perform all duties of the President.

B. He/She shall assist the Area Business Agents in processing grievances.

Section 3. A. The Recording Secretary shall keep records of the Union; shall act as the Convention Secretary and Secretary of the Executive Board. He/she shall keep an accurate record of the current membership and keep the Constitution updated at all times. 06/97 04/02

B. In the event of death or resignation of the President, the Recording Secretary shall call a meeting of the entire Executive Board for the purpose of selecting a new President. Majority rule shall prevail and the selection process shall be by secret ballot. 04/02

C. He/She shall be responsible for all communications transpiring within the NH/APWU.

Section 4. A. The Secretary/Treasurer shall keep and an accurate record of all monies received and deposit the same in a bank or credit union under the name of “NH/APWU”; shall collect all state dues as required; shall make no expenditures except on order properly executed; shall submit his/her record of receipts and expenditures prior to each State Convention for auditing. 036/95 04/02 06/03 04/07

Section 5. A. The Associate Editor(s) of the “GRANITE STATE UNION NOTES” shall be responsible for the gathering of items, the editing and the publication of that organ of the State Union. He/She shall see that it is published quarterly. After seeking approval from the President.

B. The position of Associate Editor(s) is an unpaid position. He/She will be sent to the Postal Press Conference if funds are available. 06/95

Section 6. A. The Legislative Director shall be responsible for planning, organizing, directing and controlling the legislative activities of the NH/APWU. His/Her main purpose will be to espouse the needs and wants of postal workers to New Hampshire's congressional delegation. He/She shall act as liaison between the National APWU Legislative Department and the NH/APWU.

B. He/She shall coordinate his/her activities with those of the National Legislative Liaisons of the First and Second Congressional Districts of New Hampshire. Should either or both of these latter liaison positions be vacant, he/she shall initiate action to recruit personnel to fill them. He/She shall affect said recruitment with the advice and consent of the two National Business Agents.

C. The Legislative Director of the NH/APWU will execute and oversee a COPA fund-raising campaign, including submission of articles to the "GRANITE STATE UNION NOTES."

D. He/She shall attend legislative rallies, expenses permitting.

Section 7. The Maintenance Craft Director shall answer the calls of the locals and members-at-large in the State to handle Maintenance Craft grievances. He/She will assist the President and the Executive Vice-President and Area Business Agents in the State as needed. He/She will educate the locals and Area Business Agents on Article 38 and all related publication so that all Maintenance Craft members will be represented correctly. 06/01

Section 8. Area Business Agent "A" and Area Business Agent "B" shall handle grievance-related matters in their geographical area, only after receiving authorization from the President and the Regional Coordinator.

Section 9. The Organization Director shall be responsible for all activities related to organizing and increasing membership for the NH/APWU. He/She shall act as a liaison between the National Organization Department and the NH/APWU. 04/02

Section 10. A. The Executive Board shall have the authority to transact all business relating to the State Union in the interim between conventions, shall have the authority to amend the Constitution and ByLaws, as necessary, to remove any conflict between its provisions and those of any applicable federal or state law. The Board is also empowered to modify such provisions as necessary to conform to the APWU/National Constitution and ByLaws.

B. The Executive Board shall meet at least five (5) times a year.

C. The President shall determine the time and place of the meetings. 06/01

Section 11. The State of NH/APWU Executive Board will administrate the State of an NH/APWU scholarship program. The delegates at the biannual State Convention will determine the amount of money to be awarded for a scholarship by the appropriate line item in the budget. 06/One 05/05

04/02 delete Health Plan Director

ARTICLE IX SALARIES

Section 1. The President shall receive \$1,800 annually; The Executive Vice-President shall receive \$1,000 annually; The Recording Secretary shall receive \$600 annually; The Secretary/Treasurer shall receive \$1,000 annually; The Legislative Director shall receive \$400 annually; The Maintenance Craft Director shall receive \$400 annually; Area Business Agent "A" and "B" shall receive \$500 annually and the Organization Director shall receive \$400 annually. 06/00 04/02 05/05

Section 2. Each member of the Executive Board shall have his/her costs to attend the State Convention paid by the State Union.

Section 3. When an Area Business Agent answers the calls of the locals or members-at-large in his or her geographical area, he/she shall be paid the necessary expenses incurred.

Section 4. All States of NH/Executive Board members shall be members of the American Postal Workers. Accident Benefit Association, low option.

ARTICLE X FISCAL YEAR AND REVENUES

Section1. The revenue of the NH/APWU shall be derived from per capita dues and from any other sourc⁴, which may be approved by a majority vote of the Executive Board or by a majority vote of the delegates of the State Convention.

Section 2. The NH/APWU fiscal year shall be Jan 1 - Dec 31.

Section 3. The NH/APWU shall belong to the NH AFL-CIO. The cost is \$50.00 per year.

Section 4. The President and in the absence of the President, the Executive Vice-President shall have the authority to approve individual expenditures not to exceed five hundred dollars (\$500.00) between Executive Board meetings. He/She shall be authorized to

approve union business leave, as he/she deems necessary.

Section 5. The recording Secretary shall maintain a petty cash account of one hundred and fifty dollars (150.00). This account to be utilized for postage and miscellaneous expenses. 04/02

ARTICLE XI QUORUMS

Section 1. A majority of the members of the Executive Board shall constitute a quorum at meetings of the Executive Board.

ARTICLE XII OFFICIAL PUBLICATIONS

Section 1. The NH/APWU shall publish and circulate to all members a publication to be known as the "GRANITE STATE UNION NOTES." The expenses incurred will be met from an appropriation from the State treasury.

ARTICLE XIII REFERENDUM

Section 1. If a total of twenty-five (25) members in good standing in two (2) or more Locals are not satisfied with the results of the vote in the last Convention held, they may demand a referendum vote on that question by filing a petition, s stating, signed by the petitioners, with not more than fifteen(15) members being from any Local with th4 Secretary/Treasurer, He/She will then conduct the referendum through the offices of each Local.

Section 2. The results of such votes shall be final for at least one (1) year from the date of the decision as recorded by the Secretary/Treasurer.

ARTICLE XIV RECALL

Section 1. There shall be no recall provision in this Constitution and ByLaws. Article 15 of the National Constitution and ByLaws governs removal of Officers. 06/03

ARTICLE XV DISSOLUTION OF STATE ORGANIZATION

Section 1. In the event that the organization, known as the New Hampshire/American Postal Workers Union/AFL-CIO, disbands dissolves, decertifies or falls under trusteeship, that the following actions shall take place. All official paperwork, including records, property and monies, shall be turned over to the National organization of the American Postal Workers Union/ALF-CIO, hereinafter, know as the APWU.

ARTICLE XVI AMENDMENTS

Section 1. This constitution may be amended by a two-thirds(2/3) vote of the members present and voting at the State Convention.

ByLaws

ARTICLE I CONVENTION ORDER OF BUSINESS

Section1.

1. Roll call of Officers
2. Report of Committee on Credentials
3. Roll call of delegates
4. Report of Officers
5. Report of Finance Committee
6. Report of Special Committees
7. Unfinished business
8. Reports of standing convention committees
9. New Business
10. Adjournment

Section 2.

The order of business may be transposed at any time by a majority vote of the delegates assembled in convention.

ARTICLE II QUORUM

Section1.

Twenty-five (25) percent of the delegates present at a convention/assembly shall constitute a quorum.

ARTICLE III RULES OF ORDER

Section 1.

In the absence of other authority, the deliberations of this union shall be governed by the Roberts Rules of Order.

ARTICLE IV AMENDMENTS

Amendments to these By-Laws may be made in the same manner as prescribed for amendments to the constitution.