

# BY-LAWS

UNITED STEELWORKERS  
INTERNATIONAL UNION  
(USW)

LOCAL 12-237

TACOMA, WASHINGTON

AFL-CIO & CLC

Revised 8-20-14



## ARTICLE I

### Title

Section 1. This organization shall be known as United Steelworkers International Union, Local No. 12-237, AFL-CIO & CLC, (USW Local 12-237)

## ARTICLE II

### Membership

Section 1. Application for membership shall be upon the forms provided by the International Union.

Section 2. Any member who is three (3) months or more in arrears in the payment of dues or assessments shall forfeit all rights to membership until such dues or assessments are paid.

Section 3 Any member elected to a Local Union or position who fails to attend at least one (1) regular meeting of this local during each calendar quarter without just cause shall be subject to removal from such office or position in accordance with the terms of Articles XII and XIII of the USW Constitution.

## ARTICLE III

### Meeting

Section 1. Regular meetings shall be held at 4:30 p.m. the second and fourth Mondays of each month. The Executive Board shall have the right to change the starting time of the meeting provided such change is widely published to the membership.

Section 2. Special meetings may be called by the Executive board or any five (5) members in good standing, calling on the President that an emergency exists.

Section 3. The Executive board shall meet as mandated by the International Constitution or when call is made by the President, Vice President, or any two (2) members of the board. Communications, Unfinished Business, New Business, and Bills may be discussed.

Section 4. Five (5) members in good standing of this local union shall constitute a quorum, and a quorum shall be necessary to hold a regular meeting of this local union.

Section 5. At regular meetings a drawing will be held. All USW Local 12-237 members, in good standing, who attend will be eligible for the drawing except the President, Vice President,

Secretary, and Secretary-Treasurer. The Drawing prize shall be \$30.00.

## ARTICLE IV Local Officers

Section 1. The officers of the USW Local 12-237 shall be: President, Vice-President, Recording Secretary, Secretary-Treasurer, three (3) Trustees, and permanent members of the Standing Committee, the same to be known and recognized as the Executive Board. Their duties shall be set forth in the International Constitution.

Section 2. Vacancies among officers or permanent Committee members shall be filled by appointment of the Executive Board subject to approval by members of the local union at the next regular meeting.

Section 3. Any member nominated for officer in this local union, must be a member of United Steelworkers International Union Local 12-237 and have been in good standing for twenty-four (24) months. The Secretary-Treasurer shall hold no other office listed in Section 1 of this article.

Section 4. The President, Vice President and Secretary-Treasurer shall be bonded in the amount of ten percent

(10%) of the money handled during the previous year. The above named officers shall be the only duly authorized persons who can sign checks of this Local Union. The local union shall pay the premium of said bonds.

## ARTICLE V

### Committees

Section 1. The Standing Committee shall consist of two (2) elected members, the President, Vice President, and Recording Secretary. All adjustments and grievances must be referred to the Standing Committee before any action is taken.

(a) Members having adjustments or grievances (or believing that they have) must report to the members of the Standing Committee before taking action, and must wait for the action of the Standing Committee of the Local Union.

(b) A member having an adjustment or grievance requiring the Standing Committee to meet with officials of the Company, must, when requested, accompany the Standing Committee to such meeting and assist in presenting the case. Any member, who fails to comply with this section, shall forfeit any and all rights to assistance from the Local Union.

Section 2 Special committees, not of permanent nature, shall be appointed by the Chair unless directed otherwise by the membership.

Section 3. The Negotiating Committee shall Consist of four (4) elected members and the President. This Committee will serve out the length of the contract.

Section 4. The Negotiating Committee will report in meetings all voting proposals to the membership 48 hours prior to voting on said proposal, unless prevented to do so is of an emergency nature; then the 48 hour rule may be waived.

## ARTICLE VI

### Initiation Fees. Dues, and Assessments

Section 1. Initiation Fees shall be Thirty-five dollars (\$35.00).

Section 2 Dues shall be paid Through payroll deduction and shall include per capita tax and local union dues. Monthly dues for a member shall be set in accordance with Article XIV of the International Constitution.

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taken on such assessment. The voting shall be by secret ballot. A majority of the votes cast must be in favor of the assessment to authorize such assessment.

## ARTICLE VII

### Salaries and Expenses

Section 1. The salaries of the elected officers shall be as follows:

President.....	\$225.00 per month
Vice President/Standing Committee Chair....	\$175.00 per month
Recording Secretary.....	\$175.00 per month
Secretary-Treasurer .....	\$225.00 per month
Standing Committee.....	\$150.00 per quarter

Section 2. A meal allowance of twenty dollars (\$20.00) will be paid to any member required to attend a meeting on USW Local 12-237 business for each five hour period such meeting covers, with a maximum of forty dollars (\$40,00) per day in meals.

Section 3 Any member required to lose time from work to attend to Local Union business, shall receive lost time wages equal to the amount of wages actually lost from work.



Members submitting vouchers for lost incentive or bonus pay will be required to submit an accurate accounting of such lost pay no more than sixty (60) days after such pay has been distributed. Members will be reimbursed only after the Treasurer has had the opportunity to verify such claims.

Section 4. When a shift change is necessary for an officer or representative to attend to Local Union business, twenty-five dollars (\$25.00) will be paid to the person making such shift change accommodation.

Section 5. Negotiating Committee members shall receive actual time loss for each day lost from work 8 to 12 hours depending on Committee member's job or \$100 per day if no actual time loss has occurred, to attend to Local Union business.

Section 6. Delegates attending conventions or conferences requiring overnight accommodations away from home shall be paid per USW travel and expense policy. Travel expenses shall be paid as per the International Constitution. For delegates on USW Local 12-237 business less than fifty miles from home, USW Local 12-237 will pay the expenses incurred.

Section 7. Officers, committee members and other representatives shall be paid fifty dollars (\$50.00) for the first 4 hours when they are required to attend Local 12-237 business provided they are not being paid lost time wages for such attendance, and shall further receive a meal allowance pursuant to Section 2 of this Article. An additional fifty dollars (\$50.00) will be paid when more than 4 hours are required, not to exceed one hundred dollars (\$100.00) per day.

Section 8. Any member required to attend Special Meetings on non-working time, shall be paid fifty dollars (\$50.00) for the first 4 hours and an additional fifty dollars (\$50.00) when more than 4 hours is required, not to exceed one hundred dollars (\$100.00) per day, and shall further receive a meal allowance pursuant to Section 2 of this Article.

Section 9 No differential pay shall be paid to any member of any committee or delegation unless such member has actually lost of differential pay.

Section 10. All officers, committee members and delegates shall register their hourly rate with the Secretary-Treasurer.

Section 11. No check may be issued unless presented to and approved by a majority vote of members in attendance at a regular or special meeting, or unless authorized by standing rules adopted by the membership. Authorization for disbursements shall follow USW International headquarters recommended voucher generation procedure. All checks shall require two USW Local 12-237 bonded signatures.

Section 12. The Executive board may authorize the expenditures of up to one hundred fifty dollars (\$150.00) from Local Union funds as a donation to a person or organization outside this Local Union. Amounts in excess of one hundred fifty dollars (\$150.00) must be approved by a membership vote of two-thirds (2/3) majority at two consecutive meetings.

Section 13. Local No. 12–237 will use Accountable Plan reimbursement policy. All requests for reimbursement must satisfy the following three requirements:

(1) Connection to expense: The expense shall be for Securing goods or services for the operation of the local, and be made by a USW Local 12-237 member

(2) Substantiation: A receipt shall be provided and accompany a request for any reimbursement.

(3) Return of excess. Amounts in excess of actual receipted expense shall be returned.

## ARTICLE VIII

### Election Procedures

Section 1. Nominations for the elected positions shall be held not less than thirty (30) days prior to the election date. Only members, who are eligible for local office in accordance with the International Union Constitution, shall be nominees.

Section 2. Notice of the election shall be mailed to each member at the last known address or be widely posted in the mill not less than fifteen (15) days prior to the election date.

Section 3. Voting shall be by secret ballot.

Section 4. The membership shall elect, or the President shall appoint, an Election Committee of at least three (3) members, not less than thirty (30) days prior to the election date. The Election Committee shall:

(a) Have ballots prepared after the nominations have been completed.

(b) Send notices of the election in accordance with Section 2 of this Article.

(c) Count the ballots in the presence of such members as may wish to attend the counting.

(d) Prepare a written, signed report showing the number of votes for each candidate, to present to the Recording Secretary. together with the ballots and any other records used in the election. These ballots and other records shall be retained for one (1) year from the election date.

Section 5. The President shall be the first delegate to all conventions and conferences. Additional delegates and alternates to the USW International Convention shall be elected in accordance with Article VI, Section 10 of the USW Constitution.

Section 6. All nominations shall be held in March with elections in April. All terms of office shall be for three year terms.

Section 7. The Vice President will serve as Chairman of the Standing Committee.

Section 8. Nominees' names shall be listed on the ballot in the order nominated.

## ARTICLE IX

### Revision of Bylaws

Section 1. Any additions, omissions, or amendments of these Bylaws, must be voted on at two (2) consecutive meetings by secret ballot and approved by two-thirds (2/3) majority, unless otherwise provided herein.

Section 2. Any additions, omissions, or amendments of any Article or section of these Bylaws, must be made in writing and presented to the Recording Secretary prior to the motion being submitted to the membership.

Section 3. The Bylaws must be approved by the International Union President, as provided in the International Union Constitution. Local Union bylaws must be in accordance with the International Union Constitution and Bylaws and if a conflict arises in any Article or Section hereof, the provisions of the International Union Constitution and Bylaws shall govern.

Date: August 20, 2014

Approved by:

Stanley W. Johnson

International Secretary-Treasurer