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**COMMUNICATIONS WORKERS OF AMERICA**  
**LOCAL 6143**  
**BYLAWS AS AMENDED November 4, 2014**

**ARTICLE I – NAME AND AFFILIATION**

The Local shall be known as Local 6143, as chartered Local of the Communications Workers of America, AFL-CIO.

**ARTICLE II – JURISDICTION**

The Jurisdiction of this Local shall be the jurisdiction assigned by the Union and appearing on the face of the Local Charter.

**ARTICLE III – OBJECTS OF THIS LOCAL**

SECTION I – The objects of Local 6143 shall be to represent and serve the workers within its jurisdiction in accordance with the Bylaws and rules of the Local and the Constitution and policies of the Union.

SECTION II – Support the Legislative objectives of CWA-AFL-CIO, to put an end to unjust laws, both State and Federal, and to foster legislation – the enactment of which will result in laws designed to serve workers without discrimination.

SECTION III – Affiliate with the Local AFL-CIO Industrial Council and to cooperate with all Legislative progressive organizations outside CWA-AFL-CIO.

SECTION IV – Sign up all non-members within the bargaining unit; set a goal of 100% membership and to maintain this position once it is achieved.

SECTION V – Establish and follow through with an extensive Educational Program.

**ARTICLE IV – STRUCTURE**

SECTION I – The Structure of the Local shall be as follows:  
A. Membership  
B. Local Executive Board  
C. Chief Stewards  
D. Committees

SECTION II – The Local shall establish and maintain an office in the City of San Antonio, to carry on business of the Local and to provide service for the membership.

SECTION III – No clerical employee hired by the Local shall function as a spokesperson for Local business procedures.

SECTION IV – No smoking in the Union Hall. No consumption of alcoholic beverages before or during regular membership meetings.

## **ARTICLE V – MEMBERSHIP**

SECTION I – Eligibility: Any person eligible to membership in the Communications Workers of America, as defined in Article V, Section I, of the Constitution, shall be eligible for membership in this Local, if performing work within the Local's assigned jurisdiction.

SECTION II – Application: Membership in this Local shall be obtained after payment of the Local initiation fee of \$2.00 and the approval of any Membership Committee authorized to accept or reject membership in behalf of the Local, subject to the right of the Local membership to overrule the decision of the Membership Committee.

SECTION III – Transfers: The transfers of membership from this Local to the jurisdiction of another Local or from another Local to the jurisdiction of this Local shall be made in accordance with Article V, Section III, of the Union Constitution.

SECTION IV – Reinstatement: A person eligible for membership in the Local who has been fined, suspended, or expelled from membership in any local of the Union shall not be admitted to membership unless he/she has been restored to good standing by recommendation of the Local from which he/she was fined, suspended or expelled. Such person may be admitted to membership upon a payment of fines, dues, assessments and penalties imposed by the former Local. His/her application shall be presented at a regular membership meeting and voted at the next regular meeting. A majority vote of voting in the meeting shall be required for acceptance.

SECTION V – Duties of Members:

- A. To support and abide by the Constitution of the Union, the Bylaws of the Local, Federal and State Laws, and the Constitution of the United States.
- B. To vote their conviction in all elections and matters submitted to vote, and to abide by the will of the majority.
- C. To bring to the attention of the Local any violation of the Constitution, the Bylaws, any violation of the contract of any unsatisfactory working conditions or any action by members which is detrimental to the welfare of the Local, the Union or the members.
- D. To attend meetings whenever possible and to keep the Stewards, Chief

Stewards or Officers advised of changes in name, address and telephone number.

## **ARTICLE VI – DUES**

SECTION I – Dues of the Local, as of January 1, 1991, in compliance with the mandate on July 11, 1990, of the 52nd Annual Convention of the Communications Workers of America, held in Toronto, Canada, shall be two and one quarter (2¼) hours pay, per month, for each member, in accordance with the CWA Constitution.

SECTION II – PPMWS dues shall be as stated in the International Agreement.

## **ARTICLE VII – MEETINGS**

SECTION I – Meetings of the Local shall be held monthly, the second Thursday of each month, at 7:30 p.m. All motions made before the membership during the course of new business and/or old business shall be placed in writing and handed to the Secretary-Treasurer and re-read by the Chair prior to any vote being taken.

A. The meeting shall be called to order by the President

B. The Order of Business at a Local meeting shall be as follows:

1. Call to Order
2. Invocation and Pledge of Allegiance
3. Roll Call of Executive Board
4. Approval of Minutes and Financial Statement
5. Executive Board recommendations and reading of Communications
6. Reports of Officers
7. Reports of Committees
8. Unfinished Business
9. New Business
10. Adjournment

C. All meetings will be conducted under Roberts Rules of Order.

D. The Order of Business may be suspended by a two-thirds vote of those members present in the meeting.

SECTION II - A group meeting may be called with four days notice by the Chief Steward of the group, and an Executive Officer may be present, if so desired.

SECTION III - Special meetings may be called by a majority of the Executive Board, or by a petition signed by twenty percent (20%) of the Local's membership. Upon receipt of a proper petition, the Local officers shall call a special meeting for the purpose set forth in the petition. Special meetings should be held within ten (10) days with not less than five (5) days notice, except in the case of extreme emergency as determined by the Executive Board.

SECTION IV - District and Area Meetings

A. District and Area meetings called by the District 6 Vice President, will be attended by the President of the Local and other Executive Officers as designated by the President if, upon advice of the

Secretary-Treasurer, the funds are available. Should funds not be available the President of the Local shall attend.

## **ARTICLE VIII – GOVERNING AUTHORITY**

SECTION I – The affairs of the Local shall be governed by its membership in the following manner:

- A. By adhering to the provisions of the Constitution of the Union and the Bylaws of the Local.
- B. By the membership in Local meetings or by referendum vote of the membership.
- C. By the Local Executive Board exercising authority of the Local in accordance with these rules and the mandates of the membership between membership meetings.

SECTION II – Executive Board

- A. President
- B. Executive Vice President
- C. Secretary-Treasurer
- D. Three (3) Group Vice Presidents
  - 1. Vice President 1
    - a. Appendix C (AT&T) - All titles (including Clerical titles)
    - b. Appendix J (AT&T) – All titles
  - 2. Vice President 2
    - a. Appendix A (AT&T) - Finance, Comptrollers and Information Services (including Clerical titles)
    - b. Appendix B (AT&T) - All titles (including Clerical titles)
    - c. Appendix D (AT&T) - All Titles (including Clerical titles)
    - d. Appendix I (AT&T) (former AT&T Operations) – All titles
    - e. PPMWS
    - f. Lucent/Avaya – All titles
    - g. AT&T Internet Services - All Titles
  - 3. Vice President 3
    - a. AT&T Mobility (All Titles)

SECTION III - Chief Stewards

A. A total of nine (9) Chief Stewards shall be elected each representing approximately 150 members/employees, as follows:

- Two (2) Appendix C - AT&T Southwest (formally SBC SW)
- Two (2) Appendix J - AT&T Southwest (formally SBC SW)
- One (1) Tier II - AT&T Internet Services
- Two (2) Appendix A, B & D, AT&T Southwest & PPMWS
- Two (2) AT&T Mobility

B. Vice President 1 will have jurisdiction over the Chief Steward (s) in Appendix C and Appendix J (All titles).

C. Vice President 2 will have jurisdiction over the Chief Steward (s) in Appendix A; Appendix B; Appendix D; Appendix I; PPMWS; Lucent/Avaya; and Tier II – (All titles)

D. Vice President 3 will have jurisdiction over the Chief Steward (s) in Mobility– (All titles).

E. Each Vice President will divide the responsibilities and duties of each Chief Steward within her/his jurisdiction in a manner which balances the work load and responsibilities.

F. Each Vice President shall conduct an review of the responsibilities and duties of each Chief Steward within their jurisdiction to maintain a proper balance of the work load and responsibilities.

#### SECTION IV Legislative Director

A. The Executive Board shall submit to the Local President a list of candidates to serve as the Local's Legislative Director.

B. The President shall appoint a member from the list of candidates submitted by the Executive Board to serve as Legislative Director, subject to approval of the Executive Board.

C. The Legislative Director shall:

1. Act as Chairman of the Local Legislative Committee.
2. Be responsible for the legislative program of the Local.
3. Be responsible for the Local's program to register all Union members and their families to vote.
4. Encourage all Union members and their families to vote and actively participate in efforts to elect labor endorsed candidates at all levels.
5. Serve as COPE coordinator working with Legislative Committee to schedule and conduct regular COPE drives throughout the Local.
6. Participate in activities in support of labor endorsed candidates and recruit other members to do so as well.
7. Participate in activities in support of or against legislation that will Impact working men and women and recruit other members to do so as well.
8. Solicit support from politicians on issues of interest and importance to CWA members and working men and women.
9. Attend Executive Board Meetings as a non-voting participant.
10. Report on legislative activities and issues at Executive Board and Monthly Membership Meetings.
11. Report to the President.

D. The Legislative Director will serve a three-year (3) term running concurrent with the General Elections of the Local.

SECTION V The Local Executive Board shall meet at least once a month at a regularly scheduled day and time and/or on as needed basis with a minimum 5 day notice.

SECTION VI The Local Executive Board shall:

A. Be responsible for making decisions and taking action on behalf of the Local membership between Local meetings on all matters concerning the good and welfare of the members.

B. Meet as necessary. The Local President shall call a meeting of the Executive Board whenever requested by a majority of Board members.

C. Work with the Finance Committee to ensure an annual budget is prepared and presented to the membership.

D. Work with the Strike Council Committee and be responsible for the operation of strike action procedures as outlined in the Union Constitution.

E. Select a Certified Public Accountant to audit the books of the Treasurer of the Local to prepare a financial statement which shall be sent to each Board member and the Local shall make them available to the membership.

F. Establish and maintain organization, publicity and education programs to promote the purpose of the Local.

G. Appoint or remove Stewards as necessary to effectively and efficiently carry out the objectives of the Union,

H. Interpret these Bylaws, except as may be interpreted by a two-thirds (2/3) vote of the members in a Local meeting.

I. Actions and decisions of the Executive Board shall be subject to approval by the membership.

SECTION VII Any officer who does not attend a Regular or Special Called Executive Board Meeting or Membership Meeting will not receive their stipend for that month unless excused by the President. In the event the President does not attend a Regular or Special Called Executive Board Meeting or Membership Meeting, he/she will not receive their stipend for that month unless excused by the Executive Vice President. Any Chief Steward who does not attend a Regular or Special Called Membership Meeting will not receive their stipend for that month unless excused by the President or the appropriate Vice President. Acceptable reasons for being excused for missing meetings shall be applied fairly and consistently among officers and Chief Stewards.

SECTION VIII Any officer or Chief Steward unable to perform the duties of their office/position for more than thirty days (30) is not eligible to receive their monthly stipend. Once the officer returns to work the stipend will be reinstated.

## **ARTICLE IX -- OFFICERS AND CHIEF STEWARDS AND THEIR DUTIES**

### **SECTION I The Officers of the Local shall be:**

- A. President
- B. Executive Vice President
- C. Secretary-Treasurer
- D. Three (3) Group Vice Presidents (Article VIII)

### **SECTION II Qualifications for Local Offices**

- A. Candidates for Local Offices shall execute all forms necessary to permit the Local to comply with the Federal and State laws before they are qualified to hold office.
- B. All candidates nominated for any of the Local Offices during general elections held every three (3) years must be members in good standing of CWA-AFL-CIO, and must have attended at least four (4) membership meetings from January through October of the election year to be eligible candidates. Members who transfer into Local 6143 during the period from January through October of the election year must have attended four (4) membership meetings either of this Local or of the Local from which they transferred, or a combination of meetings of both Locals, in order to be eligible to run for office.
- C. As an exception to B., above, members who, on the day of a meeting are scheduled/forced to work, thus preventing them from attending; are on sick leave; are on detail out of town; or are fulfilling a Union assignment shall be credited with having attended the meeting provided proof is furnished to the Local within thirty (30) days of the General Membership Meeting missed.

### **SECTION III – Duties of the President are as follows:**

- A. Preside at Local meetings when a quorum is present and at Executive Board Meetings. President will only vote to make or break a tie.
- B. The President is the principal Executive Officer of the Local and is responsible for enforcing the policies of the Local in accordance with the CWA Constitution, the Local Bylaws and the mandates of the members. All officers and office personnel work under the direction of the President.
- C. Such additional duties as may be assigned by the Local or required by the Constitution or policies of the Union.
- D. The prosecution of the grievances and appealing them to a higher level of the Union, if not satisfactorily settled.
- E. Serve as an ex-officio member of all Local Committees.
- F. The supervision of all Committees of the Local.
- G. Shall approve all bills/invoices to be paid by the Local Secretary-Treasurer and countersign checks drawn on the Treasury of the Local.
- H. The President, along with the Secretary-Treasurer or other officers designated by the President, shall employ necessary office personnel and negotiate a contract within the limitations of the budget set by the Finance Committee, with the approval of the membership.
- I. The President shall receive a monthly stipend of \$600.



SECTION IV – Duties of the Executive Vice President

- A. To serve as President, in the absence of the President, work under the direction of the President and shall perform such duties as assigned by the President, the Executive Board or the Local.
- B. The Executive Vice President of the Local shall be designated as the third signatory in the event the President or Secretary-Treasurer is absent.
- C. Act as Chairman of the Organizing Committee.
- D. Coordinate mobilization activities and actions of the Local.
- E. Ensure that Stewards and Chief Stewards are properly trained in order that they can fully represent the members of the Local.
- F. Serve as member of Local Education Committee and assist the Committee in developing and effectuating the educational program of the Local.
- G. Assist Group Vice Presidents, Chief Stewards and Stewards as needed.
- H. The Executive Vice President shall receive a monthly stipend of \$450.

SECTION V – Duties of the Secretary- Treasurer

- A. Maintain a record of the Local membership, and minutes of all Local, Executive Board, Chief Steward, and Group meetings.
- B. Be responsible for furnishing the Secretary-Treasurer of the Union with all the proper forms signed by the Local Officers, which are required by State and Federal laws, immediately upon their execution.
- C. The Secretary-Treasurer shall furnish both the District 6 Vice President and Secretary-Treasurer of the Union with two copies of any changes in the Local Bylaws within ten (10) days after such changes are made.
- D. Be custodian of all the assets of the Local and shall make a report at each meeting, and shall be bonded, as must any other person who handles Local funds or other property, in accordance with the Union Constitution or any State or Federal Law.
- E. Pay all bills approved by the Local President.
- F. Perform such other duties as may be assigned by the Local President, the Executive Board or the Local. Works under the direction of the President.
- G. The Secretary-Treasurer shall be designated as the Office Manager of the clerical personnel of CWA Local 6143. The Office Manager, along with the President or other officers designated by the President, shall employ the necessary office personnel to carry out objectives and effectuate the policies of the Local. The Office Manager, along with the President, shall negotiate a contract for such personnel within the limitations of the budget set by the Finance Committee, with the approval of the membership. The Office Manager shall direct the flow of work of office personnel.
- H. The Secretary-Treasurer shall receive a monthly stipend of \$300.

**SECTION VI Duties of the Group Vice Presidents**

- A. Work under the direction of the President and shall perform such duties as assigned by the President, the Executive Board or the Local.
- B. Act as a member of the Organizing Committee.
- C. Divide the responsibilities and duties of the nine (9) Chief Stewards elected by their jurisdiction in a manner which balances the work load and responsibilities.
- D. Each Vice President will conduct an annual review of the responsibilities and duties of the Chief Stewards elected by their jurisdiction to maintain a proper balance of the work load and responsibilities.
- E. Assist and direct the work of Chief Stewards and Stewards.
- F. The Group Vice Presidents shall receive a monthly stipend of \$500.

**SECTION VII Duties of Chief Stewards**

- A. Work under the direction of the Officers, in particular their Group Vice President, and shall perform such duties as assigned by the President, the Executive Board or the Local.
- B. Work with and direct Stewards to best represent the membership.
- C. Handle grievances.
- D. Keep Group Vice President advised of issues in the workplace.
- E. The Chief Stewards shall receive a monthly stipend of \$100.

**ARTICLE X – CONDUCT OF MEETINGS AND QUORUM**

**SECTION I** Membership meetings of this Local shall be conducted under the Bylaws of the Local and in conformity with the Union Constitution. On questions where the Local Bylaws or the Union Constitution do not clearly apply Roberts Rules of Order shall govern.

**SECTION II** Any number of members present at a Local Membership Meeting shall constitute a quorum, provided that due notice of the meeting has been given to the membership of the Local. "Due notice" shall mean a notice given five (5) days prior to the meeting. In the event due notice is not given, twenty-five (25) members shall constitute a quorum.

**SECTION III** A majority of the Officers of a majority of the Executive Board or a Committee shall constitute a quorum for these bodies.

## ARTICLE XI – DELEGATES TO CONVENTIONS

- SECTION I Prior to each CWA Convention, the Local Executive Board will make a recommendation to the membership regarding how many delegates and alternates the Executive Board feels should attend the Convention. Such recommendation will be subject to approval by the membership. The approved number of attendees shall be determined as follows:
- A. The Six (6) Officers shall be the first Six (6) delegates to the CWA Conventions in the following order – President; Executive Vice President; Secretary Treasurer and the three (3) Group Vice Presidents. In the event the membership approves more than three but less than six delegates, or the Local does not qualify for as many as six delegates in accordance with Article VIII of the CWA Constitution, the Local will have an election from among the three (3) Group Vice Presidents, such election shall be held three (3) to four (4) months preceding the CWA Convention, to determine which Group Vice President (s) will attend as delegate (s). The delegate (s) shall be elected by plurality vote of the membership.
  - B. Any additional delegates the Local may qualify for in accordance with Article VIII of the CWA Constitution and which the membership has approved to attend the Convention, shall be nominated three (3) to four (4) months preceding the CWA Convention. At least fifteen (15) days notice of nominations and elections shall be mailed to each member’s last known home address. Candidates for such additional delegates will be elected by plurality vote of the membership.
  - C. The President shall be the Chairperson of the delegation.
  - D. Alternate delegates for the six (6) officers, if approved by the membership, shall be nominated three (3) to four (4) months preceding the CWA Convention. At least fifteen (15) days notice of nominations and elections shall be mailed to each member’s last known home address.
  - E. The alternate delegates for President, Executive Vice President and Secretary-Treasurer, if approved by the membership, shall be elected by plurality vote of all the members.
  - F. The alternate delegates for the Group Vice Presidents, if approved by the membership, shall be nominated from the members comprising the respective jurisdictions of each Vice President and elected by plurality vote of the appropriate Group.
- SECTION II It shall be the duty of the Secretary-Treasurer of the Local to certify the Local delegates to the CWA Convention to the Secretary-Treasurer of the International, within the time limits specified in the Union Constitution.
- SECTION III Delegates to the State AFL-CIO Convention and COPE Convention will be the six (6) Officers and Legislative Director as the first seven (7) delegates to the Convention. Any other delegates allotted shall be recommended by the Legislative Committee to the Executive Board, subject to the approval of the membership should the budget permit. The President shall be the Chairperson of the Delegation.

SECTION IV The Representative to the PPMWS Sector Conference shall be the Vice President representing PPMWS members.

## **ARTICLE XII – NOMINATIONS AND ELECTIONS**

SECTION I The election of Executive Officers, Chief Stewards, Delegates and Alternate Delegates to the CWA Convention, and all other referendums, shall be by one of the following methods as determined by Local Executive Board:

1. By secret electronic ballot at least 15 days prior to the date the Election Committee determines to be the last date ballots will be received for the election.
2. By secret mail-in ballot.
3. By secret “in-person walk-in” voting.

SECTION II The Six (6) Executive Officers shall be nominated at the Regular Membership Meeting in the month of September or October, every three (3) years beginning in 1972. The President, Executive Vice President and Secretary-Treasurer shall be nominated from the total membership and shall be elected by the total membership. The three (3) Group Vice Presidents shall be nominated from and by their respective Groups and elected by their respective Groups.

SECTION III Chief Stewards shall be nominated from, and elected by, their respective groups, in the month of September or October, every three (3) years beginning in the year 1984.

SECTION IV At least fifteen (15) days notice of both nominations and elections shall be mailed to each member's last known home address.

SECTION V Nominations and Election Notices:

A. The notice of nominations for Local Officers shall include the following words: "Subject to the provisions and limitations of Article XI of the Local Bylaws, the nomination of a person for (name of office) shall also constitute the nomination of the same person as a delegate to the CWA Conventions held during the term of office for which the election is being conducted."

B. The following language shall appear in the notice of election on the ballot: " Subject to the provisions and limitations of Article XI of the Local Bylaws, a vote cast for the office of (name of office) shall also constitute a vote for such candidate to serve as a delegate to the CWA Conventions held during the term of office for which the election is being conducted in the event such candidate is elected (name of office)."

SECTION VI Members must be present for nominations for office, or for delegates

to the National Convention, or have a signed letter of acceptance in the possession of the Secretary-Treasurer at the time of nomination.

SECTION VII Positions on the ballot shall be determined by a drawing conducted by the Election Committee.

SECTION VIII Each candidate may have a member of the Local as an observer.

SECTION IX Each candidate will be afforded a reasonable opportunity to have campaign materials distributed by the Local to the membership. The expense of such distribution shall be borne by the candidate.

SECTION X Election Rules and Procedures

- A. Copies of the Local Bylaws and Election Rules will be provided to the Election Committee
- B. The Election Committee shall conduct the election according to the Local Bylaws and Elections Rules.
- C. A copy of the most current Membership List shall be provided to the Election Committee
- D. The Election Committee shall mail the ballots as soon after the nominations as practicable.
- E. Write-in ballots will not be accepted.
- F. If there is but one nomination for an office of the Local which is up for election, thus the nominee/candidate is unopposed, the nominee/candidate shall be elected by acclamation.

SECTION XI Mail Ballot Election Procedures

- A. Write-in ballots will not be accepted.
- B. If there is but one nomination for an office of the Local which is up for election, thus the nominee/candidate is unopposed, the nominee/candidate shall be elected by acclamation.
- C. The ballots are to be verified and counted by the Election Committee.

SECTION XII In-Person Election Procedures

- A. To maintain the secrecy of the ballot a space will be provided to each voter when marking the ballot.
- B. A locked box large enough to accommodate the maximum number of ballots possible will be available for the voter to deposit the ballot.
- C. Write-in ballots will not be accepted.
- D. If there is but one nomination for an office of the Local which is up for election, thus the nominee/candidate is unopposed, the nominee/candidate shall be elected by acclamation.
- E. The voter must be identified and checked off the membership list before given a ballot.
- F. The voting times at each location will be published in advance and the polls will open up promptly at the time stated.
- G. No electioneering is allowed in the voting area.
- H. The polls will close promptly at the time stated in the notice. Any voter in line at that time will be permitted to vote.

### SECTION XIII General Provisions

- A. The nominee in any election for the offices of President, Executive Vice President, Secretary-Treasurer and/or the three (3) Group Vice Presidents receiving the majority of votes cast, shall be declared elected. If no one nominee has a majority on the first ballot, the vote shall be taken again and the two (2) nominees having the greatest number of votes on the first ballot shall be nominees on the second ballot.
- B. Chief Stewards shall be elected by plurality vote of the membership comprising the jurisdiction of the Group Vice President under which the Chief Steward (s) is being elected to serve. The candidates receiving the highest vote totals shall be elected.
- C. Any additional delegates and all alternates to the National Convention, if approved by the membership, will be elected by plurality vote of the appropriate members in accordance to the provisions outlined in Article XI, Section 1 of these Bylaws.

SECTION XIV The elected members of the Executive Board, after all necessary compliance forms have been executed, shall take the Oath of Office at the Regular Membership Meeting in the month of December, every three (3) years, beginning in 1972, and shall take office the following January first.

SECTION XV Job Stewards shall be appointed, or removed, by the Local Executive Board, subject to the approval of the membership. Stewards shall be appointed in such numbers and locations necessary, as determined by the Executive Board, to effectively and efficiently carry out the objectives of the Union. The duties and responsibilities of the Job Steward will be those outlined in the CWA Steward's Manual.

### ARTICLE XIII – VACANCIES

SECTION I A vacancy in the Office of the President shall be filled by the Executive Vice President. Vacancies in the offices of Executive Vice President and Secretary-Treasurer shall be filled either by appointment of the Executive Board, subject to approval of the appointment by the Local Membership within sixty (60) days or by election in the same manner as that required for regular elections and within sixty (60) days.

SECTION II A vacancy in the position of Group Vice President and Chief Steward shall be by appointment by the Executive Board. In the event a Group Vice President or Chief Steward transfer out of their respective jurisdiction for which they were elected to represent they can no longer hold their elected position.

SECTION III Vacancies of Committee members and Stewards will be filled in the same manner as the original selection.

## ARTICLE XIV – LOCAL COMMITTEES

SECTION I The Regular Committees of the Local shall be:

A. Election Committee

1. The nominations and election of Local Officers shall be conducted under the supervision of the Election Committee. This Committee shall have the authority and responsibility to see that nominations and elections are conducted in accordance with federal and state laws, the Union Constitution and these Bylaws with the opportunity for each member to vote. All questions concerning the conduct of elections shall be determined by the Election Committee, subject to the right of appeal to the governing body and membership of the Local.
2. The Election Committee shall also conduct any referendums submitted to the membership.
3. The Committee shall not dispose of any ballots for one (1) year after the election date.
4. A member shall not be permitted to serve on the Election Committee if a candidate for any office of the Local.
5. The Election Committee shall be composed of at least three (3), but not more than five (5) members.

B. Legislative Committee

1. The Legislative Committee shall assist in developing and pursuing the program of the Union and the Local in Political Education.
2. It shall be responsible for the Local's program to register all Union members and their families and to encourage voting.
3. Encourage all Union members and their families to vote and actively participate in efforts to elect labor endorsed candidates at all levels.
4. Work to promote participation by all members in CWA's COPE program.
5. The Legislative Committee shall be composed of at least three (3) members from each Vice President's group.

C. Organizing Committee

1. The Organizing Committee shall assist the Local Officers and Stewards in organizing all members within the Local's jurisdiction.

D. Education Committee

1. The Education Committee shall assist in developing the Educational Program of the Local and, with the Local Officers, be responsible for effectuating the educational programs of the Union and the Local.



E. Membership Committee

1. The Membership Committee shall accept or reject membership applications in accordance with the Bylaws of the Local and the Constitution of the. Such acceptance or rejection shall be subject to approval of the membership.

2. It shall be comprised of two (2) members in good standing, appointed by their respective Group Vice Presidents. This Committee should meet monthly, before the Membership meeting, with the Executive Vice President as member Ex-Officio.

F. Bylaws Committee

1. The Bylaws Committee shall be charged with the duty of considering and reporting to the Executive Board and the Local on proposals to amend the Bylaws. The Bylaw Committee shall meet on an as needed basis.

G. Finance Committee

1. The Finance Committee shall review the financial operations of the Local including an annual audit of the books of the Secretary-Treasurer and shall make recommendations to the Local in the form of a budget for the succeeding year. The Treasurer of the Local shall be a member of the Committee.

2. The Finance Committee shall meet at least quarterly.

H. The Strike Council Committee

1. The Strike Council Committee shall be responsible for counseling with members of this Local during a strike. It shall be their duty to pass upon applications for financial assistance from the Member's Relief Fund and to perform such other duties as are outlined in the Member's Relief Fund Rules and Strike Manual.

I. Community Services/ Activities Committee

1. The Community Services/Activities Committee shall represent the local in the matters of health and welfare of the members and the Community as a whole.

2. The Committee shall participate in the programs of such agencies as the United Way.

3. It will work closely with all committees of the Local deemed appropriate by the Executive Board.

4. It shall perform such duties as are enumerated in the Community Services Committee Program of the Union and those assigned by the Local.

5. The Committee shall assist the Local Officers in planning and promoting all social and athletic activities of the Local.

#### J. Building Committee

1. The Building Committee shall be appointed by the President and confirmed by the Local. It shall be composed of three (3) members.
2. The Building Committee shall manage and control, under the direction of the Local President and subject to the functions of the Treasurer with respect to the making of disbursements connected therewith, any and all real estate which the Local may acquire for use as a Local Headquarters, or for the furtherance of any legitimate object of the Local.
3. The members of the Building Committee, for the time being, shall serve as trustees of the Local, under the directions of the managing, controlling, borrowing money upon, pledging by way of mortgage or deed of trust any loan secured thereon, leasing, letting and all real estate which may be acquired or otherwise dealt with for, or on behalf, of the Union. The foregoing powers shall be exercised only at such times and in direct resolution of a majority of the members of the Local present in a regular or special membership meeting of the Local at which a quorum is in attendance.
4. The Local President, with approval of the membership, shall have the full and irrevocable power to appoint a substitute trustee. Trustees so appointed to become fully vested with identically the same title and estate in and to the land, premises and property forming the subject matter of the trust with all the rights, powers, trusts and duties of his/her or their predecessor in the trust, with like effect as if originally named as one of the trustees.

#### K. PPMWS Scale Committee

1. A Scale Committee of three (3) members shall be elected from the members in good standing of PPMWS, when a decision is made to open an agreement. If a sufficient number of candidates do not come forth, the Chief Steward may appoint the Committee. In the event of a vacancy, the Chief Steward shall have the authority to appoint a replacement.
2. The Scale Committee shall serve during the life of the agreement it formulates, or during the pleasure of the Local.

#### L. Women's Committee

1. The Women's Committee shall represent the Local in matters of importance to women and shall work closely with all other committees of the Local.
2. It shall be comprised of any member that elects to participate and shall work under the supervision of the Local President.

M. Civil Rights and Equity Committee

1. The Civil Rights and Equity Committee shall report to the membership of the Local on the ways and means of elimination of discrimination based on sex, race, creed, color or any other form of discrimination.
2. Members of the Civil Rights and Equity Committee shall represent the diversity of the Local membership and consist of different races, genders, religions, etc.
3. The Committee shall investigate and report on all complaints of inequity raised by Union members relative to discrimination or sexual harassment as assigned by the Executive Board or the membership.

SECTION II Regular and Special Committees of the Local, except the Building, Legislative, Membership, Women's, PPMWS Scale, and Election Committees, shall consist of six (6) members; two (2) from each Vice President's Group and shall be appointed by their respective Vice President.

SECTION III The Legislative Director:

- A. Will be appointed by the Local President in accordance with Article III, Section 4.
- B. Work under the direction of the Local President and Executive Board.
- C. Shall serve as Chairperson of the Local Legislative Committee.
- D. The Legislative Director cannot hold any other elected position in the Local.
- E. The Legislative Director shall report to the Executive Board upon request.

SECTION IV No Committee listed in Article XIX, Section I, shall conduct business of the Local unless 48 hours prior notification of Committee meetings is given all Committee members, and at least one-third (1/3) of the standing Committee is present.

## **ARTICLE XV – GRIEVANCES**

### **SECTION I**

A. In general, grievances will be processed by the Chief Steward of the particular group, along with the Group Vice President, or whomever he or she otherwise designates and one other person to be present in the meetings with Management. The Chief Steward may, where practicable, delegate to the Job Stewards, authority to process a grievance within his or her jurisdiction. In such cases, if satisfactory agreement is not reached the grievance shall be referred to the Chief Steward, who will notify the Executive Officer, who shall proceed with the grievance through the proper channels.

B. The PPMWS Grievance Committee, comprised of three (3) members in good standing, and appointed by the Chief Steward, shall investigate all matters touching the interest of the Local and act in concert with their Group Vice President for the promotion of its interest. They shall determine if there are grounds for a grievance and if a violation of the contract actually exists. If the Committee feels that a violation does exist, the issue will be presented in writing within five (5) working days by the Chief Steward. If a satisfactory agreement is not reached the grievance shall be referred to the Group Vice President, who shall proceed with the grievance through the proper channels.

1. Any member wishing to raise an issue pertaining to a violation of the Contract must submit it in writing to the Chief Steward.

### **SECTION II**

Any member shall have the right to take a grievance to one of the Officers, rather than the Chief Steward or Job Steward, if he or she wishes.

## ARTICLE XVI – FINANCES

- SECTION I Convention, Meeting, and Conference Expenses
- A. Coach class airfare and hotel shall be paid on the actual expense according to the receipts.
  - B. Actual expenses for Meals and Incidental Expenses, as defined and limited by current IRS Regulations, will be reimbursed up to the maximum amount established by the IRS for the locality, provided that itemized receipts are submitted with the request for reimbursement to substantiate the expenses.
  - C. Rate of Pay
    - 1. Local delegates/alternates attending Conferences, Conventions, and meetings of the CWA National, CWA District 6, or AFL-CIO will be paid for “lost time” from regularly scheduled hours with their employer at their regular rate of pay for such hours.
    - 2. Local delegates/alternates attending the aforementioned functions will be paid for “lost time” from regularly scheduled work hours with their employer at their regular rate of pay for travel time to and from such functions.
  - D. Transportation Expense
    - 1. Mileage shall be paid at the Internal Revenue Service (IRS) standard mileage rate.
    - 2. Local transportation or transportation allowance between the delegate’s residence and the public transportation terminal.
    - 3. Local transportation between the distant city’s public transportation terminal and the designated place of lodging.
  - E. In order to save money the Local Executive Board shall have the authority to recommend more economical transportation methods to the Local, such as more than one (1) person traveling in a vehicle.
  - F. Any delegate who does not attend required meetings shall return their regular rate of pay for hours not spent in those meetings back to the Local.
- SECTION II Pay/compensation, when appropriate, for Local officers, Chief Stewards, Legislative Director, Stewards and members when conducting Union business or working on behalf of the Local will be on the basis of “lost time” away from regularly scheduled hours with their employer.
- A. Compensation for lost time will be made at the individual’s regular rate of pay, including differentials and “average commissions” that would have otherwise been applicable had the individual worked for his/her employer.
    - “Average commissions” shall be determined based on total commissions earned during the previous half-year period (January thru June or July thru December). Average hourly commission calculations will be made for half-year periods by dividing the total commissions earned during the applicable half-year period by 1040 hours. This average hourly commission rate shall be applicable for the individual throughout the subsequent half-year period. It shall be the responsibility of any commissioned employee to provide the

- Local with documentation necessary to determine their average hourly commission rate prior to any payment for such being made.
- B. Lost time shall be paid for only actual time spent in behalf of the Local.
- C. Shall not exceed eight (8) hours on any day or forty (40) hours in any week.
- D. Lost time hours paid by the Local for partial days, combined with the normal scheduled hours paid by the employer, shall not exceed eight (8) hours on any day.
- E. A copy of the individual's pay stub from the employer showing hourly rate of Pay, the number of unpaid Union hours and the number of hours paid by the employer will be required for reimbursement of lost time prior to any such payments being issued. No exceptions.
- F. It is not the intent of these Bylaws to reimburse meals and miscellaneous expenses at the IRS maximum allowable. Instead Officers and Stewards that are assigned to conduct Local business at other functions outside the Local's Jurisdiction are entitled actual meal and miscellaneous expenses up to the Internal Revenue Service (IRS) Federal Register Chart for the locality, provided that itemized receipts are submitted with the request for reimbursement to substantiate the expenses.
- G. Officers and Chief Stewards will also be paid a monthly stipend as prescribed in Article IX of these Bylaws.

### SECTION III

- A. Officers will be reimbursed for mileage incurred on personal vehicle for travel necessary to conduct Union business outside and beyond the "I-410 Loop" in the city of San Antonio, TX. Reimbursement shall be at the Internal Revenue Service (IRS) standard mileage rate.
- B. Upon the direction and advance approval of their Group Vice President, Chief Stewards will also be eligible to be reimbursed for mileage incurred on personal vehicle for travel necessary to conduct Union business outside and beyond the I-410 Loop. Such reimbursement for officers and Chief Stewards shall be limited to the miles traveled beyond the I-410 Loop. Reimbursement shall be at the Internal Revenue Service (IRS) standard mileage rate.
- C. Stewards or members assigned to special projects by the Local Executive Board, or serving on a Committee whose duties may require unusual, out of the ordinary travel and use of personal vehicles, may be reimbursed for such travel expense provided the travel and expenditure is approved in advance by the Local President. It is expected that this provision would be applied only on rare occasions arising from unusual circumstances. Reimbursement shall be at the Internal Revenue Service (IRS) standard mileage rate.

### SECTION IV

The Finance Committee shall have the authority to veto any expenditures which, in their judgment, is unreasonable and would seriously hamper the operation of the Local.

## **ARTICLE XVII – GENERAL PROVISIONS**

- SECTION I All motions passed in meetings, which establish a policy of the Local or constitute a mandate to the Officers or the Executive Board, shall be recorded separately from the minutes, and such record be maintained in the Local files.
- SECTION II There shall be no roll call vote of any Group on any question, however, recommendations from a Group will be considered.
- SECTION III The Local shall establish and maintain a Blood Bank for its members.
- SECTION IV The Secretary-Treasurer shall send flowers or a Bible in the event of the death of a member or a death in the immediate family of a member or a death of a retired member, and the amount shall be reasonable. (The immediate family being member's spouse, children or parents.) All dues paying family members shall receive a Bible.
- SECTION V A Certified Public Accountant shall audit the books at the close of business for the fiscal year beginning October 1st and ending September 30th, and the report shall be made available to the membership at the next regular meeting.
- SECTION VI The Local shall affiliate with the State and City AFL-CIO Councils.
- SECTION VII There shall be no proxy voting.
- SECTION VIII Attached to these Bylaws will be a letter of understanding with PPMWS, covering items unique to their trade, such as Burial Plots.
- SECTION IX In the CWA Local 6143 House of Labor, any printed or computer material that does not have a Union Label showing work thereon has been performed by Union Labor in its entirety should be removed from the House of Labor and disposed of.

## **ARTICLE XVIII – STRIKES**

SECTION I       The calling, conducting and terminating of strikes shall at all times be carried on in compliance with the rules prescribed by the Communications Workers of America and its constitution.

SECTION II       Each member shall be responsible to perform strike duties, if a strike is called.

## **ARTICLE XIX – CHARGES, TRIALS AND APPEALS**

SECTION I       Members of this Local may be fined, suspended or expelled for any of the acts enumerated in Article XIX of the Union Constitution.

SECTION II       Trials and Appeals

- A. Any accused person shall be tried under provisions of Article XX of the Union Constitution.
- B. A member or Officer of this Local, upon being found guilty by a Local Trial Court, may appeal as provided in Article XX, Section IV, of the Union Constitution.
- C. A Trial Court of this Local shall be composed of three (3) to five (5) persons who are members in good standing of the Local and not parties to the proceedings.
- D. Members of the Trial Court shall be selected at random by the Executive Board.

## **ARTICLE XX – RECALL OF LOCAL OFFICERS**

SECTION I       An elected Officer of this Local may be recalled in accordance with the provisions of Article XXI and Article XXII of the CWA Constitution.

## **ARTICLE XXI – AMENDMENTS TO LOCAL BYLAWS**

SECTION I       After adoption, these Bylaws may be amended by either of the following methods:

- A. Majority vote of the members present in a Local meeting, if the proposed amendment has been introduced at a previous membership meeting and has been publicized to the membership in writing and mailed to each member in good standing at least ten (10) days in advance of the meeting in which the amendment(s) will be voted on, or,
- B. Referendum vote of the membership.



## **ARTICLE XXII – OATH OF OFFICE**

SECTION I      “I (give name) hereby accept the office of (give name) of Local 6143, Communications Workers of America, AFL-CIO, with full knowledge of the responsibilities and duties of such office. I promise to faithfully discharge my duties according to the Bylaws and rules of the Local and the Constitution and Policies of the Union. 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 Union to the best of my abilities, so help me God.”

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