

**Constitution
for
Lane County, Oregon, Employees
Local 2831**

Article I
Name

The name of the local of this organization shall be Lane County, Oregon, Employees Local Number 2831 of the American Federation of State, County and Municipal Employees, AFL-CIO.

Article II
Affiliations

This local shall be affiliated with the Oregon Public Employees Council Number 75 of the American Federation of State, County and Municipal Employees, AFL-CIO; and the Lane County Labor Council, AFL-CIO.

Article III
Objectives

The objectives of this local union shall be to carry out on a local basis the objectives of the American Federation of State, County and Municipal Employees.

Article IV
Membership and Dues

Section 1. There shall be no discrimination against any member or applicant for membership for the reason or race, color, sex, creed, national origin, age, religious belief or political affiliation.

Section 2. All clerical, technical, professional and facilities maintenance employees of Lane County , Oregon; including employees of the Lane County Housing Authority and Community Services Agency, the City of Oak Ridge, and the Lane Rural Fire District are eligible fore membership in this local union, subject to the requirements of the Constitution of the International Union.

Section 3. The local shall be divided into chapters with each separate employer making up a separate chapter within this local union. The chapters shall be the following plus an additional chapter for each new employee group of employees within the jurisdiction of this local becoming represented by AFSCME.

- Chapter 0 - Lane County Employees excluding law enforcement employees
- Chapter 1 - Lane County Housing Authority and Community Services Agency Employees
- Chapter 2 - City of Oakridge Police Employees
- Chapter 3 - Lane Rural Fire District Employees
- Chapter 4 - City of Oakridge General Employees

Section 4. Application for membership shall be made on a standard application form, Unless such form includes a valid authorization for payroll deduction of dues, the application shall be accompanied by the current month's dues.

Section 5. The monthly membership dues of this local union shall be equal to the total of the mandatory per capita payments as established by AFSCME International Union and Oregon AFSCME Council 75 and the appropriate local chapter dues, plus any future local dues and increase mandated by the AFSCME International Constitution as follows:

- Chapter 0 - Lane County Employees excluding law enforcement employees - \$3.90
- Chapter 1 - Lane County Housing Authority and Community Services Agency Employees - \$3.90
- Chapter 2 - City of Oakridge Police Employees - \$8.90
- Chapter 3 - Lane Rural Fire District Employees- \$8.90
- Chapter 4 - City of Oakridge General Employees- \$8.90
- Additional Chapters - \$8.90

Section 6. Membership dues shall be payable monthly in advance to the Oregon AFSCME Council 75 Central Accounting and in any event shall be paid not later than the 15th day of the month in which they become due. The local dues as stated in Section 5 above shall be forward to the local treasurer who shall maintain a single treasury for the entire local. Any member who fails to pay due by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two consecutive months shall be suspended, Provided, however, that any person who is paying dues through a system a regular payroll deduction shall for so long as such a person continues to pay through such a deduction method, be considered in good standing.

Article V Meetings

Section 1. Regular general membership meeting of this local shall be held once each quarter, at a time and place to be fixed by the membership or the local executive board.

Section 2. Executive board meetings shall be held monthly or at the call of the local president.

Section 3. Special meetings may be called by the local president. The local executive board, or by petition filed with the president and signed by 5% of the members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President.

Section 4. In addition to the regular meetings of the local union, members of each bargaining unit represented by this local may call separate meeting of their chapter for the purpose of discussing and taking action on matters specifically related to that chapter. Chapters shall decide separately all matters concerning their separate contract, including ratification.

Article VI Officers, Nominations, and Elections

Section 1. The officers of this local shall be a president, a first vice-president, a second vice-president, a recording secretary, a treasurer, and one executive board member from each Lane County Department within Chapter 0 and one additional executive board member from every other chapter within the local. In addition, there shall be elected three members who shall serve as trustees. The trustees shall be elected to three-year terms of office, except that in the initial election, one shall be elected for a one-year term, one for a two-year term and one for a three-year term. All other officers shall be elected for a term of two years in the odd-numbered years.

Section 2. Nominations shall be made at a regular or special meeting of the local. At least fifteen days' advance notice shall be given to the membership prior to the nomination meeting. A nominating committee may be appointed or elected to make nominations, but whether or not such nominating committee is used, nominations shall be permitted from the floor at the nomination meeting. All regular elections shall be held in the month of December.

Section 3. To be eligible for office, a member must be in good standing for one year immediately preceding the election, except in the initial election held by this local; provided, however, that no retired member shall be a candidate for office.

Section 4. All executive board members shall be elected exclusively from and by their respective department or chapter as found in Article IV, Section 3 and Appendix A of this constitution. If the department/chapter does not fill its executive board seat, that seat shall remain vacant and only members of that department/chapter shall be eligible for election to it. Normal department/chapter elections shall be in December with the election of officers.

Section 5. Officers shall be elected by secret ballot vote, and balloting shall be so conducted as to afford to all members a reasonable opportunity to vote. At least fifteen days' advance notice shall be given the membership prior to the holding of the election.

Section 6. All matters concerning nominations an election in this local union shall be subject to the provisions of Appendix D, entitled Elections Code, of the International Union Constitution.

Section 7. Vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board. Vacancies in the designated executive board seats shall require a new department/chapter election.

Section 8. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International al Union Constitution.

Section 9. Any officer can be removed from office in accordance with the Constitution of the American Federation of State, County and Municipal Employees. An officer shall be automatically removed for three (3) consecutive unexcused absences per term of office from any regularly scheduled meetings required by the executive board. Excused absences shall be granted upon prior notification to the president of the treasurer for illness, death of a relative or equivalent, work requirements, vacation, military leave or AFSCME and/or AFL-CIO business.

Article VII Duties of Officers and Executive Board

Section 1. The president shall preside at all meeting of the local union and the executive board. He/she shall be a member of all committee. He/she shall appoint all standing committees and all special committees of the local, subject to the approval of the executive board. He/she shall report periodically to the membership regarding the progress and standing of the local regarding his/her official acts. He/she shall countersign all checks.

Section 2. The first vice-president shall assist the president in the work of that office. In the absence of the president or in his/her inability to serve, the first vice-president shall preside at all meetings and perform all duties otherwise performed by the president. He/she shall be chief shop steward and be responsible for the appointment of shop stewards, dismissal of stewards and the training of stewards. He/she may countersign checks.

Section 3. The second vice-president shall have the responsibility of scheduling meeting dates and time, and securing rooms and insuring proper notice of such, including appropriate bulletin board posting, as directed by the president or the executive board, The second vice-president shall coordinate and cooperate with all standing committees and ad hoc committees and keep listing an reports on such . He/she shall be responsible for the distribution of the local newsletter and other publications of the local. He/she may countersign checks.

Section 4. The secretary-treasurer shall receive and receipt all monies of the local union. He/she shall deposit money so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by check signed by the president and the treasurer or another authorized officer of the local. He/she shall prepare and sign checks for such purposes as required by the constitution or are authorized by the membership or the executive board, He/she shall prepare and submit the monthly membership report to the International Union office and see that a check is drawn in the payment of the local's dues per capita tax each month and sent to the International Secretary-Treasurer. He/she shall keep an accurate record of receipts and disbursements and shall, on a month, submit to the executive board and/or membership a monthly operation statement for the financial transactions of the local for the previous month. He/she shall act as custodian of all properties of the local union. He/she, at the expense of the local union, and through the International Union, give a surety bond for an amount to be fixed by the executive board of the local union. He/she shall see that any financial reports required by the International Union Constitution to be submitted to the International Union are submitted in accordance with the International Constitution. He/she shall maintain a complete listing of all members, fair share non-members, and religious tenet non-members, within the jurisdiction of AFSCME Local 2831.

Section 5. The recording secretary shall keep a correct and accurate record of the proceedings of the local executive board and general membership meetings of the local union. He/she shall conduct and file correspondence of the local union as directed. He/she may countersign checks when necessary.

Section 6. All department/chapter executive board members shall report back to their department or chapters all information and actions taken by the full executive board on a monthly basis.

Section 7. The trustees make or cause to be made at least semi-annually an audit of the finances of the local, and shall report to the membership on the results of such audit.

Section 8. The executive board shall be the governing body of the local union except when meetings of the local union are in session, All matters affecting the policies, aims and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be decided by the executive board, The board shall meet at the call of the president or of a majority of the board members. A report of all actions taken by the executive board shall be made to the membership at the next following meeting A majority of the members of the executive board shall be required for a quorum.

Article VIII
Miscellaneous Provisions

Section 1. This local union shall at all times be subject to the provision so f the constitution of the American Federation of State, County and Municipal Employees.

Section 2. Except to the extent specified in this constitution, no officer of the local union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the poser to act on behalf of or otherwise bind the local union except to the extent specifically authorized in writing by the president of the local union or by the executive board if the local union.

Section 3. Robert's Rules of Order, Revised, Shall be the guide on all cases to which they are applicable and in which they are not inconsistent with the constitution and the special rules of this local union or the American Federation of State, County and Municipal Employees.

Section 4. A quorum for the transaction of business for this local union shall be five percent (5%) of the eligible membership at a regular or special meeting o the local.

Article IX
Amendments

This constitution may be amended, revised or otherwise changed by a majority vote of the members voting on such proposed change and such change shall take effect only upon written approval of the International President. Proposed amendments to this constitution must be read at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union; adequate and proper notice having been given to the membership prior to the date which the vote is taken. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken.

Approved by
Gerald McEntee
International President
02/09/98