

BYLAWS

LOCAL UNION NO. _____

GLASS, MOLDERS, POTTERY, PLASTICS & ALLIED WORKERS

INTERNATIONAL UNION

AFL-CIO, CLC



PLEDGE TO THE FLAG

I pledge allegiance to the flag of the United States of America and to the republic for which it stands - one nation under God, indivisible, with liberty and justice for all.

ORDER OF BUSINESS

1. Meeting called to Order by President
2. Pledge to the Flag
3. Application for Membership
4. Reading of minutes of Previous Meeting and Approval
5. Reading of Bills
6. Reading of Financial Report
7. Reading of Communications
8. Report of Standing Committees
9. Report of Special Committees
10. Unfinished Business
11. New Business
12. Installation of Officers
13. Appointment of Committees
14. Remarks for the Good and Welfare of the Organization
15. Adjournment

ARTICLE 1

NAME AND MEMBERSHIP

This Organization shall be known as Local Union No. _____ of the Glass, Molders, Pottery, Plastics & Allied Workers International Union, AFL-CIO, CLC. This Local Union shall consist of members admitted who shall conform to the rules and regulations hereinafter prescribed by these Bylaws and International Constitution.

ARTICLE 2

OFFICERS

The officers of the Local Union shall consist of a President, Vice-President, Recording Secretary, Financial Secretary - Treasurer.

ARTICLE 3

DUTIES OF OFFICERS

All officers shall execute the duties of their offices in accordance with the provisions of Article 20 of the Constitution. In addition to the instructions contained in the Constitution, the following obligations shall apply:

Section 1. The President shall serve as ex-officio member of all committees.

Section 2. When the President makes committee appointments, the first member named shall become the Chairman of the assigned committee, but in no case shall committee members be appointed who are not actively engaged in promoting the work of the Union and the welfare of its membership.

Section 3. The Local Union Vice President shall perform all of the duties of the Local Union President in case of absence. He shall perform such duties as are assigned by the Local Union President and shall assist in preserving order.

He shall succeed to the office of President in the event of the death, resignation or removal of the President for any reason.

Section 4. The Local Union Recording Secretary shall engage in all correspondence of the Local Union except where it is otherwise provided for by the International Constitution. He shall read all correspondence and all papers pertaining to his office.

He shall keep a record of the proceedings of the Local Union in such a manner as to permit for immediate inspection.

Section 5. The Financial Secretary-Treasurer shall receive all moneys collected and give receipts for the same. He shall make no disbursements without the sanction of the Local Union and then only by warrant or check signed by both the President and Financial Secretary-Treasurer.

He shall present to the Local Union, at the end of each half year, an itemized statement of all money received and paid out by him.

He shall report monthly to the Local Union meeting and state the condition of all current financial matters.

He shall submit his books for inspection and audit at the end of each half year or at any other time when called upon to do so.

The Financial Secretary-Treasurer shall prepare and submit a budget which shall govern the expenditure of Local Union funds, thereby guaranteeing adequate reserves for necessary and approved expenditures.

Section 6. There shall be three Trustee/Auditors, all of whom shall be members in good standing and working in the trade (actively employed in the plant or plants under the jurisdiction of this Local Union).

Section 7. All Trustee/Auditors shall be appointed and shall serve for a term of three (3) years or until their successors are appointed and installed.

Section 8. The Trustee/Auditors shall have general supervision over all funds and property of the Local Union, examine all bills that are paid by the Local Union and report all findings at the regular monthly meetings.

ARTICLE 4

DUTIES OF LOCAL UNION COMMITTEES

Section 1. Business Committee

The Business Committee shall take charge of all business between the Company and the Local Union.

Section 2. Shop Steward Committee

The Shop Steward Committee shall look after the interest of the Union, see that the laws are enforced and collect and examine cards. It shall be its duty to assist any aggrieved member and to report to the Business Committee any

unresolved grievances at its immediate level. The Chairman of the Shop Steward Committee shall be a member of the Business Committee.

Section 3. Educational Committee

The Educational Committee shall establish and administer a continual educational program, subject to the approval of the Local Union. It shall be the objective of the educational program to:

(a) Properly orient new members and continuously apprise each member of current developments and thoughts on economic, political, and social developments within the International Union and Trade Union movement in general.

(b) Conduct training classes developing leadership by assisting in educating the officers and committee on affairs relative to the responsibilities of their offices, thereby permitting them to perform their duties more efficiently.

(c) Develop active participation by more members in Local Union affairs.

Section 4. Political Action and Legislative Committee

The Political Action and Legislative Committee shall maintain constant liaison with its International Union, Local and State Federation of Labor on all political and legislative matters. It shall develop programs to register all members, their families and friends, furnish workers for polls on election day and apprise the members of the background of individual candidates regardless of party affiliation. It shall make periodic reports of its activities to the Local Union.

The Chairman of the Political Action and Legislative Committee shall serve as the collector for the G M P Political Education League. He shall make periodic reports to the Local Union and Director of the National League. The political action of this committee shall at all times be nonpartisan and no endorsements for political office shall be made without approval of the Local Union membership and Local Political Education league.

Section 5. Welfare Committee

The Welfare Committee shall visit members who are absent from work due to extended illness or misfortune and make a report to the Local Union of its findings and recommendations that may be of mutual welfare for all members subject to approval of the Local Union meeting.

Section 6. Pension and Social Security Committee

The Pension and Social Security Committee shall maintain records on all retired members and advise the International Union as members retire. The Committee shall assist members in all matters of pension and Social Security

retirement benefits. It shall assist widows of members in processing applications for Social Security and other entitled benefits. It shall make periodic reports of its activities to the Local Union.

Section 7. Health and Safety Committee

The Health and Safety Committee shall observe health and safety conditions in or about the plant and report to the Business Committee any apparent unsanitary or unsafe conditions which are, or would become, injurious to the health of the members. It shall make periodic reports of its activities to the Local Union. The Health and Safety Committee shall encourage joint participation and cooperation with the Local plant management on health and safety programs for the protection of Local Union members and shall report all instances where local management refused to participate jointly in health and safety programs.

Section 8. Community and Public Relations Committee

The Community and Public Relations Committee shall develop programs for more active participation in community affairs by the Local Union, including constant liaison with community public relations programs to further consumer awareness of the advantages of purchasing American/Canadian products manufactured by Union workers and, in particular, those manufactured by members of the GMP. It shall make periodic reports of its activities to the Local Union.

Section 9. Organizing Committee

The Organizing Committee shall survey workers in nonunion plants for possible organizing. This Committee shall work actively and closely with the International Organizing Department in advising and assisting wherever possible.

ARTICLE 5

ELECTION OF OFFICERS

Section 1. All nominations and elections of officers and delegates to the Quadrennial Convention shall be in accordance with the International Union's Constitution, these Bylaws and the instructions as set forth in the pamphlet entitled "Local Unions Guide to Elections."

Section 2. Nomination of Local Union officers shall be held openly on the meeting floor at the regular September meeting triennially. These nominations, notification and election of officers must be so arranged that the election of officers takes place at the October meeting, which election meeting shall be held no earlier than twenty-one (21) days after the nomination meeting. At the conclusion of the

balloting and the announcement of the results of the elections, the successful candidates shall be installed in office at the October meeting.

The results of the balloting shall be posted on the bulletin boards in the plant or plants where the members of the Union are employed. The ballots cast shall be turned over to the Secretary of the Local Union by the Election Committee. He shall retain these ballots as part of the Local Union's official records for a period of one year from the date of the balloting.

Section 3. The fiscal year of the Local Union shall begin on November 1 and close on October 31 of each year.

ARTICLE 6

MEETINGS

Section 1. This Local Union will hold its regular meeting on the _____ day of each month.

Section 2. A meeting notice must be posted on the bulletin board twenty-four hours in advance, except a special meeting that may be called in case of an emergency. For such meeting, a notice will be posted as soon as possible.

ARTICLE 7

Dues and Initiation Fees

Section 1. Local Union dues shall be \$_____ per week/month.

Section 2. Each applicant for membership shall pay an initiation fee of \$_____.

Section 3. International Union dues shall be paid to the International Secretary-Treasurer in such amounts as prescribed by the International Constitution.

Section 4. When action is necessary to raise dues, initiation fees or levy an assessment, the membership of this Local Union must be notified at least fifteen days in advance of this meeting of such intention.

Section 5. All voting to increase dues, initiation fees or to levy special assessments must be by secret ballot.

Section 6. All moneys paid to Local Union officers or delegates for expenses incurred on behalf of the Local Union must be reported and accounted for to the Local Union.

ARTICLE 8
AMENDMENTS

Section 1. With the exceptions outlined in Article 7, Section 4 and 5, these Bylaws and all subsequent amendments must be read at one regular meeting and must be voted on at the next regular meeting. If they receive a majority vote and approval of the International President, they shall become a part of the laws.

Section 2. Be it hereby resolved that, during the life of these Bylaws, any Article or Section therein so construed as to conflict with the International Constitution, said Article or Section shall be declared invalid.

ARTICLE 9
EXPENSE REIMBURSEMENT AND COMPENSATION

President

The President shall receive \$_____ per month/quarter/year compensation.

The President shall receive \$_____ per month/quarter/year for expenses incurred in performance of his/her duties.

Vice President

The Vice-President shall receive \$_____ per month/quarter/year for compensation.

The Vice-President shall receive \$_____ per month/quarter/year for expenses incurred in performance of his/her duties.

Recording Secretary

The Recording Secretary shall receive \$_____ per month/quarter/year for compensation.

The Recording Secretary shall receive \$_____ per month/quarter/year for expenses incurred in performance of his/her duties.

Financial Secretary-Treasurer

The Financial Secretary-Treasurer shall receive \$_____ per month/quarter/year for compensation.

The Financial Secretary-Treasurer shall receive \$_____ per month/quarter/year for expenses incurred in the performance of his/her duties.

Trustees/Auditors

The Trustees/Auditors shall receive \$_____ per month/quarter/year for compensation.

The Trustees/Auditors shall receive \$_____ per month/quarter/year for expenses incurred in the performance of his/ her duties.

Business Committee

The Business Committee shall receive \$_____ per month/quarter/year for compensation.

The Business Committee shall receive \$_____ per month/quarter/year for expenses incurred in the performance of his/ her duties.

Shop Stewards Committee

The Shop Stewards shall receive \$_____ per month/quarter/year for compensation.

The Shop Stewards shall receive \$_____ per month/quarter/year for expenses incurred in the performance of his/ her duties.

All other committees shall be reimbursed for expenses incurred in the performance of their duties. Typical committees are:

- Educational Committee
- Election Committee
- Bylaw Committee
- Political Action and Legislative Committee
- Welfare Committee
- Pension and Social Security Committee
- Health and Safety Committee
- Community and Public Relations Committee
- Organizing Committee

Parliamentary Rules

1. The Chairman shall not allow any member of the Local Union to speak more than once on the same subject until all members desiring the floor have

spoken, and not more than twice, and not more than ten minutes at any one time, except those making reports.

2. Partisan or sectarian discussions shall not be permitted under any circumstances.

3. When members desire all talk or debate stopped and a vote taken, they may call for the previous question. When this is done, it shall be put to a vote at once in this form, "Shall all debate be closed and the main question voted upon?" If this carries by a majority vote, then a vote shall at once be taken on the question before the meeting.

4. An appeal may be taken to the meeting on any ruling of the Chairman, but not when a question of law is involved. When an appeal is taken to the meeting, the Chairman shall state it in these words: " Shall the decision of the Chairman be upheld?" The member making the appeal then shall state his grounds and the Chairman shall give the reasons for his decision. The vote shall then be taken without further debate.

5. A question can be reconsidered only at the same meeting or at the next regular meeting. If reconsidered at the next meeting, a two-thirds vote is required. A motion to reconsider must be made and seconded by two members who voted with the majority.

6. A motion can be amended only twice.

7. If a motion has been amended, then the amendment shall be voted on first. If more than one amendment has been offered, then the vote shall be on the amendment to the amendment, next on the amendment to the motion, and last on the original motion.

8. Motions to lay on the table or to read a paper or document or to adjourn are not debatable.

9. All resolutions and resignations must be submitted in writing.

10. All other parliamentary questions not decided in these rules or the International Constitution shall be decided by Robert's Rules of order.

Bylaw Committee:

Meeting Date of First Reading of Bylaws: _____

Meeting Date of Second Reading and Membership Approval: _____

Approved this _____ day of _____, _____.

By: _____

John P. Ryan
International President