

Constitution
for
Metropolitan Transportation Authority (MTA) Technical Professional Employees
Local 3652

Article I
Name

The name of this organization shall be Metropolitan Transportation Authority (MTA) Technical Professional Employees Local Number 3652 of the American Federation of State, County and Municipal Employees, AFL-CIO.

Article II
Affiliations

This local union shall be affiliated with New York City District Council of AFSCME Municipal Local Unions #37 of the American Federation of State, County and Municipal Employees; the New York State AFL-CIO; the New York City Central Labor Council, AFL-CIO and the Municipal Labor Committee (MLC).

Article III
Objectives

Section 1. The objectives of the local union shall be to carry out on a local basis the objectives of the American Federation of State, County and Municipal Employees.

Section 2. To educate the general public and public officials to a complete realization of their intrinsic worth to the community; to maintain their professional dignity; to assure their tenure of employment; to obtain adequate remuneration commensurate with the value of their services; to obtain increased promotional opportunities; to provide a voice in the determination of terms and conditions of employment; to promote Civil Service legislation and career service in government and to safeguard and extend benefits provided by Civil Service and Pension Laws and to nullify every effort by individuals or groups which would prevent the accomplishment of the foregoing objectives.

Article IV
Membership and Dues

Section 1. All architectural, engineering, planning, scientific and related technical professional employees of the Metropolitan Transportation Authority (MTA), New York City, New York, are eligible for membership in this local union, subject to the requirements of the constitution of the International Union.

Section 2. No person otherwise eligible for membership in this union shall be denied membership, on a basis of unqualified equality, because of race, creed, color, national origin, ethnicity, sex, age, sexual orientation, gender identity or expression, disability, immigration status, or political belief.

Section 3. 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 4. The dues of this local shall be payable in a sum which may be found adequate and necessary. The dues shall be payable bi-weekly as follows:

<u>Salary Range</u>	<u>Organization Codes</u>	<u>Bi-weekly Dues Rate</u>
\$10,000	HD	\$19.36
\$10,000 -- \$14,999	HS	\$19.36
\$15,000 -- \$19,999	KB	\$20.61
\$20,000 -- \$24,999	KG	\$21.61
\$25,000 -- \$29,999	HZ	\$23.11
\$30,000 -- \$34,999	KK	\$25.11
\$35,000 -- \$39,999	F2	\$27.11
\$40,000 -- \$44,999	F4	\$29.61
\$45,000 -- \$49,999	F6	\$31.61
\$50,000 -- \$54,999	F8	\$33.61
\$55,000 -- \$59,999	G2	\$35.61

Section 5. Membership dues shall be payable monthly in advance to the local treasurer and in any event shall be paid not later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two successive months shall lose their good standing status and stand suspended. Provided, however, that any person who is paying dues through a system of regular payroll deduction, bank draft, or similar system, shall for so long as such person continues to pay through such deduction method, be considered in good standing.

Section 6. A member suspended under the above section may be reinstated to membership in the local on payment of dues through regular payroll deduction.

Article V Meetings

Section 1. Regular meetings of this local shall be held quarterly, at a time and place to be fixed by the membership or the local executive board.

Section 2. Special meetings may be called by the local president, the local executive board, or by petition filed with the president and signed by at least 5 members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President.

Section 3. The quorum for all meetings of this local shall be 16 of the members in good standing.

Article VI Officers, Nominations, and Elections

Section 1. The officers of this local shall be a president, a vice-president, a secretary, a treasurer, a sergeant-at-arms, a public relation officer, and a membership officer. These seven officers shall constitute the local union executive board. No officer may hold more than one elective position in the executive board. In addition, there shall be elected members who shall serve as DC37 delegates. The number of delegates shall be per DC37 calculations.

Section 2. Nominations for officers and DC37 delegates shall be made at a regular or special meeting of the local. At least fifteen days' advance notice shall be given the membership prior to the nomination meeting. A nominating committee shall be appointed to make nominations,

but whether or not such nominating committee is used, nominations shall be permitted from the floor at the nomination meeting. Nominations shall be held in the month of January of the election year.

Section 3. To be eligible for office, a member must be in good standing for one year immediately preceding the election, however, no retired member shall be a candidate for office. For a member who is transferred or promoted into this local from another AFSCME local, this requirement shall be satisfied if such member's combined membership in good standing in both locals is one year at the time of election.

Section 4. Officers and DC37 delegates shall be elected by secret ballot vote, and the balloting shall be conducted so as to afford to all members a reasonable opportunity to vote. At least fifteen days' advance notice shall be given to the membership prior to the holding of the election. Officers and delegates shall be elected for a three years term to start in the month of March of the election year, beginning in 2020.

Section 5. All matters concerning nominations and elections in this local union shall be subject to the provisions of Appendix D, entitled Elections Code, of the International Union Constitution.

Section 6. Vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board.

Section 7. Every officer and delegate shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

Section 8. Officers and delegates shall be and remain employed in a position under the jurisdiction of this local union for the duration of their term of office and must also surrender their position at retirement.

Section 9. Every officer shall be compensated with stipends. The executive board shall set and approve an amount relative to the membership size at the beginning of each new term.

Section 10. Other than the President, delegates to conventions shall be elected. Other than the President, delegates to the New York City Central Labor Council shall be selected and approved by the executive board.

Article VII Duties of Officers and Executive Board

Section 1. The president shall:

- a. preside at all meetings of the local union and of the executive board.
- b. be a member of all committees except election committees.
- c. countersign all checks drawn against the funds of the local.
- d. appoint all special committees of the local, subject to the approval of the executive board.
- e. report periodically to the membership regarding the progress and standing of the local and regarding the president's official acts.
- f. be empowered to make expenditures not exceeding a total of \$300.00 for matters requiring immediate action between meetings; such expenditures shall be reported to the executive board at its next meeting.
- g. be an automatic delegate to all conventions and in all councils in which the local has representation.

Section 2. The vice-president shall:

- a. assist the president in the work of the president's office.
- b. in the absence of the president or in the president's inability to serve, preside at all meetings and perform all duties otherwise performed by the president.
- c. upon approval by the local executive board, be authorized to act as co-signer of checks drawn on the local funds in place of either the president or the treasurer.

Section 3. The secretary shall:

- a. keep a record of the proceedings of all membership meetings and of all executive board meetings.
- b. carry on the official correspondence of the local, except as the executive board may direct otherwise.
- c. perform such other duties as the executive board may require.
- d. act as custodian of all non-financial properties of the local union.

Section 4. The treasurer shall:

- a. receive and receipt for all monies of the local union.
- b. deposit all 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.
- c. prepare and sign checks for such purposes as are required by the constitution or are authorized by the membership or the executive board.
- d. prepare and submit the monthly membership report to the International Union office and see that a check is drawn in payment of the local's per capita tax each month and sent to the International Secretary-Treasurer.
- e. keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month.
- f. act as custodian of all properties of the local union.
- g. give a surety bond for an amount to be fixed by the executive board of the local union, at the expense of the local union and through the International Union.
- h. 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 Union Constitution.

Section 5. The sergeant-at-arms shall take attendance records at all official meetings of the local, maintain order and decorum at the direction of the chair.

Section 6. The public relation officer shall administer the local's website and newsletter with the assistance of the president.

Section 7. The membership officer shall coordinate all membership activities with the assistance of the vice-president.

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 once every month. Special board meetings may be called by the president or a majority of the members of the board. A report on 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.

Section 9. The local shall hire a certified public accountant to audit the local's finances, including the finances concerning any health and welfare, pension, insurance or other benefit programs covering members of such local, and shall report to the executive board and the membership on the results of the audit. An audit shall be performed at least annually.

**Article VIII
Miscellaneous Provisions**

Section 1. This local union shall at all times be subject to the provisions of 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 power 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 of the local union.

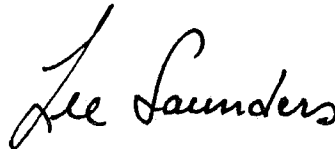
Section 3. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this local union in all cases to which they are applicable and in which they are not inconsistent with this constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

Section 4. This local union shall not support, endorse or become directly connected with a political party or organization in the city, county, state or nation.

**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 made 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 on 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:



LEE SAUNDERS
President

Approval date: September 20, 2019