

CONSTITUTION

FOR

LOCAL 2776

The Bill of Rights for Union members in the International Constitution shall be the Bill of Rights for the local.

ARTICLE I NAME

The name of this organization shall be Washington, D.C. Department of Finance and Revenue Employees (known as the Office of Tax & Revenue), Local Number 2776 of the American Federation of State, County and Municipal Employees, AFL-CIO.

ARTICLE II AFFILIATIONS

This local union shall be affiliated with District of Columbia District Council 20 of the American Federation of State, County and Municipal Employees; the state organization of the AFL-CIO; and the central body of the AFL-CIO.

ARTICLE III OBJECTIVES

The objectives of this local union shall be to carry out within the local's jurisdiction, the objectives of the American Federation of State, County and Municipal Employees.

- A. To promote the organization of workers in general and public employees in particular.
- B. To promote the welfare of the membership and to provide a voice in the determination of terms and conditions of employment. We are committed to the process of collective bargaining as the most desirable, democratic, and effective method to achieve this. Both as union members and as citizens, we shall employ available legislative and political action.
- C. To promote civil service legislation and career service in government.
- D. To provide research and educational services and activities designed to assist members.
- E. To foster cooperation among locals.
- F. To cooperate with other labor organizations in particular and other segments of our society in general towards the end that the material riches of American society be more justly distributed and the moral promise of American life be realized.

ARTICLE IV MEMBERSHIP AND DUES

Section 1. All employees of the District of Columbia Department of Finance and Revenue, and D.C. Cable Television Employees Washington, D.C. are eligible for membership in this local union, subject to the requirements of the Constitution of the International Union.

Section 2. 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 3. The bi-weekly membership dues of the local shall be \$15.54 per member. In January of each year the dues of this local shall be adjusted in accordance with the provisions of the International Constitution.

Section 4. To the extent possible, membership dues shall be payable biweekly through payroll deduction. Membership dues shall also be paid biweekly in advance to the local secretary-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 stand suspended. Provided, however, that any person who is paying dues through a system of regular payroll deduction shall for so long as such person continues to pay through such deduction method, be considered in good standing.

Section 5. A member suspended under the above section may be reinstated to active membership in the local on payment of all arrearages or upon payment of a reinstatement fee of \$15.00 plus the current month's dues.

ARTICLE V MEETINGS

Section 1. Regular meetings of this local shall be held once each bi-monthly, at a time and place to be fixed by the membership or the local executive board. The membership, through a majority vote may suspend the required meetings that occur during the summer months.

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 fifty (50) members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President or his authorized designee, by the executive director and/or president of Council 20 or authorized designee thereof..

Section 3. A quorum for meetings of this local shall be seven (7) members in good standing.

Section 4. The local president shall be the presiding officer at all meetings but may call upon a designee to preside instead.

ARTICLE VI REPRESENTATIONS AT CONVENTIONS

Section 1. The executive board, by majority vote, may authorize members' attendance at any convention, seminar, meetings, etc., except the International Union convention for which delegates shall be elected by a vote of the members in good standing attending the

meeting called to elect such delegates. All delegates to the International convention shall be elected in accordance with Appendix D, entitled Elections Code of the International Constitution. By virtue of election to office, beginning in April 2010, the local president shall be the automatic delegate and authorized representative of this local at all conventions, meetings, seminars, etc., called by either D.C. Council 20, the International Union or any affiliated organization.

Section 2. Expenses of delegates attending these conventions shall be the responsibility of their local union.

ARTICLE VII OFFICERS, NOMINATIONS, AND ELECTIONS

Section 1. The elected officers of this local shall be a president, a vice-president, a recording secretary, a secretary-treasurer, and three at-large executive board members, who shall be voting members of the executive board. These seven shall constitute the local union executive board. 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. Beginning in 2010, all officers and trustees shall be elected for three-years. The chief shop steward and the sergeant at-arms shall be non-elected and non-voting members of the executive board.

Section 2. Nominations 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 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.

Section 3. All regular elections shall be held in the month of April.

Section 4. To be eligible to hold office, a member must have been in good standing for one year immediately preceding the election, except in the initial election held in this local; provided, however, that 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 5. Officers shall be elected by secret ballot vote, and the 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 and elections 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 of an elected officer shall be filled for the remainder of the unexpired term by vote of the executive board.

Section 8. Officers shall be automatically removed from office for unexcused absence from three consecutive meetings.

Section 9. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

**ARTICLE VII
DUTIES OF OFFICERS AND EXECUTIVE BOARD**

- Section 1. The president shall:
- a. preside at all meetings of the local union and at all meetings of the executive board.
 - b. be a member, ex-officio, of all committees except election committees.
 - c. countersign all checks drawn against the funds of the local.
 - d. appoint all standing committees and all special committees of the local, subject to the approval of the executive board.
 - e. carry on the correspondence relating to this office, and shall carry out such other duties as are provided in this constitution or as the executive board may direct.
 - f. report periodically to the membership regarding the progress and standing of the local and regarding the president's official acts.

- 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 temporary inability of the president, 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 secretary-treasurer.

- Section 3. The recording secretary shall:
- a. keep or cause to be kept, a record of the proceedings of local membership meetings and of all executive board meetings, recording faithfully each motion that is made and the disposition of such motion.
 - b. carry on the official correspondence of the local, except as the executive board may direct otherwise.
 - c. perform such other duties as required by the local or by the executive board.

- Section 4. The secretary-treasurer shall:
- a. receive and receipt for all money and property of the local union.
 - b. deposit all money so received in the name of the local union in a bank or banks insured by the FDIC and selected by the executive board, and money so deposited shall be withdrawn only by check signed by any two of the following officers: president, vice-president or secretary-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 or cause to be kept an accurate record of receipts and disbursements and shall, once each month prepare a monthly financial statement of the transactions of the local and submit the reports to the membership of the local for the previous two months.

- 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.
- i. be responsible for transferring to the secretary-treasurer's successor in office all financial records in their original form, retention of which is required for a period of six years.

Section 5. The executive board of the local 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 monthly at the call of the president or of 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 6. The trustees shall make or cause to be made at least semi-annually an audit of the finances of the local, including the finances concerning any health and welfare, pension, insurance or other benefit programs covering members of such local, and shall report to the membership on the results of such audit.

Section 7. All committees shall meet at the call of the president, the chairperson or a majority of the members of the committee. A report on all actions taken by the committee shall be made to the local executive board and the membership at the next following meeting. A majority of the members of the committee shall be required for a quorum.

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. Robert's Rules of Order, Revised, shall be the guide 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. All judicial procedures shall be conducted in accordance with Article X of the International Constitution.

ARTICLE IX AMENDMENTS

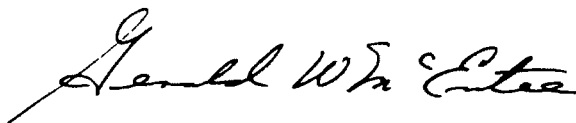
Section 1. This constitution may be amended, revised, or otherwise changed by a majority vote of the members voting on such proposed change and such change shall take effect only upon written approval of the International President.

Section 2. 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 on which the vote is taken.

Section 4. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken.

Section 5. Any amendment approved by the local shall be immediately submitted to the International President and such amendment shall take effect only upon written approval of the International President.

APPROVED BY:

A handwritten signature in cursive script that reads "Gerald W. McEntee". The signature is written in black ink and is positioned above the printed name.

GERALD W. McENTEE
International President
Approval Date: 5/27/2009