



LOCAL LODGE 1979

BYLAWS OF LOCAL LODGE 1979

INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS AFL-CIO

ARTICLE I- NAME AND JURISDICTION

Section 1. This Lodge shall be known as the AIRLINE EMPLOYEES, LOCAL LODGE 1979 of the INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS, AFL-CIO.

Section 2 This Lodge shall be maintained for the purpose of those employed by United Airlines, Hawaiian Airlines, Northwest Airlines, Philippine Airlines, Canadian Airlines International and such other group as may become affiliated with it.

Section 3. This Lodge shall be affiliated with Districts 141, 142 and 143, International Association of Machinists and Aerospace Workers.

Section 4. This Lodge and its Members shall be governed by these laws and Constitution along with those of District Lodges 141, 142, 143 and the Grand Lodge of the International Association of Machinists and Aerospace Workers.

ARTICLE II MEETINGS

Section 1. The regular meeting of the Lodge shall be held on the second (2nd) Monday of each month at the Machinists Hall, 1934 Hau Street, Honolulu, Hawaii, except when the meeting date falls on a generally recognized holiday, in which event a substitute day of meeting may be set at the preceding meeting.

- (a) If there is no quorum 5 minutes after the designated start time of a meeting, the meeting will be cancelled.

Section 2. The Lodge meeting shall convene at 7:00 P. M. and adjourn not later than 9:00 P. M. The above scheduled meeting shall not continue beyond the designated hour of adjournment

unless the Lodge has adopted a motion to do so by not less than two-thirds (2/3) majority of the members present and voting.

Section 3. The quorum for the regular meeting shall be as set forth in the IAM Constitution.

Section 4. In any instance where Local Lodge Officers and/or Committeemen are required to take time off in order to attend meetings of the Lodge, such Officers and/or Committeemen shall be compensated at their regular rate for the time actually lost upon approval of properly submitted statement by the Local Lodge.

Section 5. Special meetings shall be called by the President upon written request of ten percent (10%) of the members. Such meetings shall state the purpose of meeting, and discussion and action at such special meeting shall be confined to the subject for which the meeting was called.

ARTICLE III DUES, FEES AND ASSESSMENTS

Section 1. The initiation fee of this Lodge shall be \$150.00.

Section 2. The reinstatement fee of this Lodge shall be \$150.00

Section 3. The monthly dues of this Lodge shall be a uniform rate equal to two (2) times the hourly rate of each member, with the minimum dues being not less than the amount of the Grand Lodge Per Capita Tax, highest District Per Capita Tax, plus \$1.10.

(a) For members of the Hawaiian Airlines Group:

Any member in good standing and holding a non-contract/management position shall pay the normal dues equal to the stamp to the highest pay scale of the last active classification held in the seniority system.

Section 4. Any Grand Lodge assessments lawfully levied upon the members shall become effective and lawful charge payable by each member on the date specified by the Executive Council of the Grand Lodge. Monies received through a referendum shall be used only for the purpose specified on the ballot submitted to the membership.

(a) Any Grand Lodge assessments lawfully levied upon the members shall become effective and a lawful charge and the same shall be collected as provided in Section 4 (b) of this Article.

(a) Assessments, special levies and fines shall be due within thirty (30) days after levied. If not paid within that time the Financial Secretary shall notify those in arrears in writing, and should they fail to make payments within sixty (60) days from date of such written notice, their membership shall be cancelled regardless of the date to which their dues are paid.

- (c) Initiation fees, reinstatement fees, dues and fines shall constitute a legal liability by a member to the District Lodge or Local Lodge. Cost of litigations arising from charges against a member by reason of such liabilities, shall constitute a legal debt and payable by such member.
- (d) All matters arising and not specifically covered by this Article, Sections, Sub-sections shall be governed by the subordinate Lodge and the IAM Constitution.

Section 5. Unemployment stamps shall be issued to members due to separation from employment, layoff or furlough, sickness or disability. No unemployment stamps shall be issued to members who are on vacation or engaged in any business or profession outside of the trade. Unemployment stamps shall be issued at a minimum charge of seven dollars (\$7.00) per month; one dollar (\$1.00) to be transmitted to the Grand Lodge and the remainder to be retained by the Local Lodge.

Section 6. Any increase or decrease of per capita tax by the Grand Lodge or District Lodges 141, 142 and 143 shall automatically impose a parallel increase or decrease upon its membership. The effective dates of each and/or either increase or decrease shall determine the Local Lodge action.

ARTICLE IV – FUNDS

Section 1. The funds and property of this Lodge shall remain with the Lodge for its legitimate purposes so long as it is chartered in the International Association of Machinists and Aerospace Workers. If for any reason this Charter is withdrawn, all funds and property shall be turned over to the Grand Lodge. This section shall not be altered or amended.

Section 2. All sums over twenty-five dollars (\$25.00) which may be maintained as a petty cash fund shall be kept in a bank or other institution designated by the Lodge. The Treasurer shall draw from the same by a vote of the Lodge as provided for in Section 4 of this Article.

Section 3. There shall be maintained for the use of the authorized Officers and all Committees of the Lodge a petty cash fund of twenty-five (\$25.00). This fund is to be held by the Financial Secretary who shall keep a record of all amounts drawn from it. Before each regular meeting, the Financial Secretary shall give a detailed list of all expenditures from this fund to the Recording Secretary who shall read it during the period designated to communications, bills, etc.

After due consideration of the expenditures made, the Lodge will restore to the fund the amount of those expenditures it has approved by the majority action of the membership present.

Section 4. The funds of this Lodge shall be drawn only by a majority vote at a regular meeting on as order signed by the President or Vice President and the Recording Secretary with

the seal of the Lodge attached. The money shall be drawn by check signed Secretary-Treasurer and countersigned by the President, Vice President or Recording Secretary.

Section 5. The Lodge may vote donations to Sister Lodges of the International Association of Machinists and Aerospace Workers for strike purposes, not to exceed two hundred (\$200.00) dollars.

Section 6. When an amount over the necessary working capital of the Lodge funds accumulate; it shall be the duty of the Trustees to recommend this amount be transferred into a savings account, or sinking fund.

Section 7. The Lodge shall set aside a percentage of its dues to be known as an "Emergency Fund" which fund may be used in case of emergency. No money shall be voted out of this emergency fund except by a three-fourths (3/4) of those present and voting at a special or called meeting for this purpose.

- (a) Two percent (2%) of the Net Dues income shall be deposited monthly into the Emergency Fund, not to exceed the maximum of fifty thousand (\$50,000.00) dollars.

Section 8. For the retirement of any member in good standing of this Lodge, fifty (\$50.00) dollars will be given to the member after the Lodge has received and approved the member's application for a Retirement Card.

Section 9. In the case where a member in good standing with the Lodge is hospitalized, flowers or a gift certificate will be sent, the cost of which shall not exceed thirty (\$30.00) dollars.

ARTICLE V – OFFICERS AND COMMITTEES

Section 1. The Officers of this Lodge shall consist of a President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor- Sentinel and three (3) Trustees.

- (a) No member shall hold more than one (1) office.

Section 2. A committee known as a Relief Committee comprised of the Local Committee Chairman from each represented Airline group of the Lodge shall see to the needs of the sick and disabled.

Section 3. The President shall appoint a Committee of three (3) members, to be known as the Legislative Committee, which Committee shall assist in securing the enactment of legislation favorable to labor. The Legislative Committee shall gather information on all such laws enacted, the persons who have favored or opposed the same and from time to time forward such information to the Machinists.

Section 4. An Auditing Committee of three (3) shall be elected by the Lodge at the Same time as Officers, all of whom are to serve three (3) years. Officers of the Lodge are not eligible

to election as members of the Committee. The Committee shall examine the books and accounts of the Lodge semi-annually. The Secretary-Treasurer shall furnish all duplicate statements and dates to the committee upon request. The Auditing Committee shall render its report on a form furnished for that purpose by the General Secretary-Treasurer, and send a copy to the Grand Lodge. The report of the Committee must be countersigned by the Trustees of the Lodge and should one (1) or more of the Auditors fail to be in attendance, the Trustees shall proceed with the work as though all of the Committee were present.

- (a) This Lodge may, at the first regular scheduled meeting in January, select and employ a chartered or certified public accountant to audit its books. However, no such accountant shall be permitted to develop bookkeeping procedures in the Lodge contrary to the provisions or policies established by the Grand Lodge.

Section 5. Committee or Committees not mentioned in this Article or elsewhere may be appointed by the President with the approval of two-thirds (2/3) of the members in attendance at a regular scheduled meeting of this Lodge. Appointed Communicators and Educators of this Lodge shall make every effort to attend the general meetings whenever possible.

ARTICLE VI – NOMINATIONS AND ELECTION OF OFFICERS AND DELEGATES

Section 1 The business in the month of September of each election year shall include nominations of Officers for a three (3) year term. Nominations shall be called for the offices of President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor/Sentinel and three (3) Trustees.

Section 2. No member shall be considered nominated for office unless he is present at the meeting when nominated or has previously indicated in writing to the Recording Secretary that he will accept the office to which nominated. Nominations may not be submitted in writing.

- (a) A member cannot aspire to more than one (1) office in an election of this Lodge.

Section 3. The election of officers shall be held at the regular meeting in October following the September. Provisions of the IAM Constitution will be applicable.

- (a) The annual election of Delegates to the District 141 Convention shall be held at the first meeting in June. Election of Delegates to District 142 and 143 Conventions shall be determined by the Bylaws of those respective districts.
- (b) The President or his designee shall be a Delegate to all conventions, conferences, seminars and meetings.
- (c) Member elected to serve as a Delegate to any convention must be a member of this Lodge at the time of the convention.

- (d) Member elected as a Delegate due to his office or position which he holds, must serve in the capacity of said office or position at the time of the convention.

Section 4. No member shall be eligible for office, local committee, or to serve as delegate to any convention, conference, contract negotiation committee or meetings, who has not been a member of the IAM and the Lodge for at least one (1) year, and has not attended fifty percent (50%) of the regular lodge meetings held during the twelve (12) month period ending the date of close of nominations, and who has not worked actively at the trade for six (6) months preceding his nomination to office, local committee, delegation or member of a negotiation committee. Members who are or serving as full time representatives or officers of the Local, District, or Grand Lodge will be exempt.

Also active members of established lodge committees, such as EAP, Ground Safety, Flight Safety, Human Rights, Community Service and others, will be allowed to attend meetings and conferences that deal directly with their committees at the recommendation of the Executive Board, irrespective of their ability to attend regular lodge meetings.

NOTE: See Article V, District Lodge Bylaws for election qualifications and expenses of delegates to District Conventions.

Section 5. A majority of all votes cast will be required to elect all delegates to the Grand Lodge and District Conventions, or any other body with which this Lodge may affiliate.

- (a) All delegates to any convention may be instructed in writing by the membership at a meeting prior to going to the Convention.

Section 6. Not less than fifteen (15) days prior to the time when the elections are to be held, notice of the time and place, by letter or bulletin or by authorized publication or by other dependable regularly used means of communication, shall be mailed to each member qualified to vote at his last known home address.

Section 7. In the event candidates for any particular office do not receive a majority vote, a run-off election shall be held for such run off election shall be given the highest number of votes. A fifteen (15) day notice of such run-off election shall be given to each member qualified to vote as required by the IAM Constitution. Subject to the fifteen (15) day notice, such run-off election will be held either at a subsequent regular meeting or a special meeting.

In the event of a run-off election(s), the installation of Officers shall be held at the regular meeting immediately following the run-off election.

Section 8. Absentee ballots: See IAM Constitution.

For mail ballots to be counted, the ballot envelope shall be postmarked and received by or prior to the closing of the polls specified in the notice of election.

ARTICLE VII – EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the elected officials of this Lodge. The Board shall meet at least once a month to act on matters affecting the membership and to formulate recommendations and policies to be presented to the membership for their approval. The President of the Lodge shall be the Presiding Officer at such Board meetings.

Section 2. All members of the Executive Board must attend at least one Board meeting and one regular meeting during each month, unless he is working at his regular job, on vacation, absent due to illness, or presents a valid reason for his/her absence.

Section 3. Any Board member who is scheduled to work on the day and time the meeting is scheduled, will so inform the President of the Lodge who may ask him to request time off in order to attend. He shall be reimbursed at the regular rate for such time lost.

Section 4. Any Officer of this Lodge absenting himself from three (3) consecutive, regular meetings and who does not present valid reasons, should resign. Should he fail to resign, he will then be charged with negligence of his duties and tried in accordance with the IAM Constitution.

ARTICLE VIII – LOCAL COMMITTEE AND SHOP STEWARDS

Section 1. Local Committees shall be nominated from each Airline Group at the first (1st) regular scheduled meeting in October of election year at the Union Hall. Local Committees' shall be elected from each Airline Group at the first (1st) regular scheduled meeting in December following nominations at the Union Hall. The polls will be open to accommodate all work shifts. The term for the Local Committee Members of each Airline Group shall be for three (3) years, effective January 1, 1989.

Nominations and elections to Local Committees shall be among the Airline Groups themselves. Committeemen elected shall take office January 1st. The Chairman of each Committee shall be elected by the same Group electing their Committeemen.

(a) The Hawaiian Airlines Group Local Committee shall be elected as follows:

The Chairman shall be elected from the group he represents. Members covered by the Mechanical Group shall elect a Chairman and two (2) Committee Members. Members from the Clerical Group shall select a Chairman and two (2) Committee Members.

(b) Local Committee Chairmen and Local Committee members cannot serve in the capacity of Shop Stewards or Alternate Shop Stewards. This will apply to all airline units within this Lodge.

Section 2. The duties of the Local Committee shall be to investigate all grievances arising between members of the Lodge and the respective Airlines, prepare for presentation, present to local management and administer all grievances referred to the Local Committee.

Section 3. The Chairman shall be responsible to the Lodge for the actions of this Committee and shall see that it conducts its affairs in an efficient manner. Answers to grievances will be given to the Shop Steward affected.

Section 4. The Chairman shall keep a complete record of all actions taken and results achieved. He shall report to the Local Lodge at each regular meeting and submit any report required by the Local Lodge and/or District Lodge.

Section 5. During the month of October of election year, the employees of each department or work unit thereof shall nominate members to represent them. These Members, Shop Stewards and Alternate Shop Stewards shall be known as the Shop Steward Committee. During the month of December following nominations, election will be held by the employees of each department or work unit for members of the Shop Steward Committee. These members shall assume their duties on the first (1st) day of the year following their election. The term for all Shop Stewards and Alternate Shop Stewards shall be for three (3) years, effective January 1, 1989.

- (a) The member receiving the highest number of votes will be Considered the Shop Steward and the member receiving the next highest number of votes will be the Alternate Shop Steward.
- (b) No one shall receive a ballot unless he is a member of good standing.

Section 6. If the employees of any department fail to elect a member to represent them during the month of December, the Chairman of the Local Committee shall appoint some member to fill the vacancy for thirty (30) days or less, until such time as an election can be held.

Section 7. The Alternate shall take over the duties of the Shop Steward in case of his absence or a vacancy.

Section 8. The individual duties of the Shop Steward shall be as follows:

Make certain the contract between the Union and the Airline is not being violated and the members of his department are not being discriminated against.

Contact immediately all new employees entering his department to ascertain their status in or standing toward this Association.

Be responsible for the organization work in his department under the direction of the Local Committee Chairperson and the President of the Lodge.

Upon request of the Secretary-Treasurer, notify all members who become two (2) months in arrears.

Administer all grievances between the members of his department and the employer in compliance with the contract between the Union and the employer.

Keep a record of each member under his jurisdiction to contain the name, address, all seniority dates, dues paid and other information deemed necessary.

In case of alleged wrongdoing by an elected Steward and/or elected Committeeperson, charges may be preferred against him under appropriate provisions of the IAM Constitution alleging conduct unbecoming a Steward and/or Committeeman.

Section 9. The President and Secretary-Treasurer shall constitute the Sick Committee and shall have full care of sick and disabled members. They shall have power to appoint any member to visit and report on a sick or disabled member. Said member so appointed shall perform the required duty the same as though appointed by the President at a regular meeting.

Section 10. The President, at the beginning of his term of office, shall appoint a Good of the Order Committee to consist of at least five (5) members including himself/herself and the Secretary-Treasurer. It shall be their duty to take charge of all the entertainment, social functions, etc. They shall organize by selecting a Chairman and Secretary and render a detailed report to the Local Lodge of all affairs handled by them. They shall draw from the General Fund for all operating expense. All proceeds derived from their activity shall be turned in to the Secretary-Treasurer for deposits to the General Fund at the end of each activity or affair. All such activities must have the prior approval of the International President.

ARTICLE IX – DUTIES OF OFFICERS

Section 1. President's duties: See duties of Local Lodge Officers, IAM Constitution

Section 2. Vice President's duties: See Duties of Local Lodge Officers, IAM Constitution.

Section 3. Recording Secretary's duties: See Duties of Local Lodge Officers, IAM Constitution.

(a) Recording Secretary shall keep a complete record of all business transactions of this Lodge in a minute book and shall also keep a special book wherein he shall inscribe all resolutions of policy or amendments of the Bylaws adopted by the Lodge. He shall show these records to any member in good standing who request to see them.

(b) He shall keep a record of all initiations and reinstatements showing the exact conditions for each applicant, when reported on, and when selected or rejected. He shall notify all members by bulletin board of all regular and special meetings at least three (3) days in advance of such meetings.

Section 4. Secretary's-Treasurer's duties: See Duties of Local Lodge Officers, IAM Constitution.

(a) All Officers, employees or other individuals in this Local Lodge who are responsible for, or handle funds of or for the Local Lodge, shall be bonded in accordance with the IAM Constitution and the IAM Policy relating thereto. The Secretary-Treasurer shall obtain an order from the Treasurer for the amount of per capita tax due the Grand Lodge, District Lodge and such other monthly bills as may be contracted by the Lodge, and cause them to be paid to the person or persons authorized and receipt for same, and keep on file all required bills. He shall make any financial report required by District 141 on blanks furnished by that District.

(b) It shall be the duty of the Secretary-Treasurer to receive all monies collected by the Lodge and deposit as set forth in Article IV, Section 2, Local Lodge bylaws. He shall make no disbursements except on an order drawn by the Recording Secretary by a vote of the Lodge and attested to by the signature of the President or Vice President under the seal of the Lodge. He shall report, quarterly, a correct amount of all money received and expended by him and he shall submit his books for inspection by the Auditing Committee whenever called upon to do so.

Section 5. Conductor/Sentinel's duties: See Duties of Local Lodge Officers, IAM Constitution.

Section 6. The Board of Trustees' duties: See Duties of Local Lodge Officers, IAM Constitution.

Section 7. All Officers of this Lodge, at the expiration of their terms of office, or in case of removal or resignation, shall turn over to their successors in office all books, papers, vouchers, funds or other properties belonging to the Lodge within three (3) days.

Section 8. Any Officer of this Lodge absenting himself from three (3) consecutive, regular meetings and who does not present valid reasons, should resign. Should he fail to resign, he will then be charged with negligence of his duties and tried in accordance with the IAM Constitution.

Section 9. Vacancies: All vacancies of offices between elections covering Officers, Executive Board members and Delegates shall be filled by temporary appointment by the President of the Lodge with the approval of the Executive Board. Such temporary appointments shall be for such period as is reasonably required to bring about the election of a successor in accordance with the provisions of these Bylaws and the IAM Constitution.

Section 10. Communicator duties: In accordance with the official directives, policies and programs of the Grand Lodge, they will use the latest forms of information technology to communicate with the Local Lodge membership about their work and family lives.

Section 11. Educator duties: To carry out the official directives, policies and programs of the Grand Lodge and any other education and training programs approved by the Grand Lodge and related to educating and training the Local Lodge membership on all issues affecting workers and their families.

ARTICLE X – DUTIES OF MEMBERS

Section 1. It shall be the duty of each member to keep his dues book paid up to date and attend the meeting of the Lodge.

Section 2. Any Member entering the Lodge under the influence of liquor or who shall use indecent or profane language or who persistently disturbs the meetings and refuses to obey the orders of the presiding officer, shall be immediately ejected from the Lodge room and shall be liable to a reprimand or fine in accordance with the IAM Constitution.

Section 3. Any member advocating principles of and/or aiding any organizations dual or hostile to this Union or the American Federation of Labor shall warrant a reprimand, fine, suspension, and/or expulsion from membership. See the IAM Constitution.

Section 4. Any member advocating the overthrow of the Government of the United States of America by means of force or violence shall be punished by expulsion from the Union. See the IAM Constitution.

Section 5. No member shall accept work at a rate of pay less than the minimum established by this Lodge, nor shall he accept piecework of any kind.

Section 6. Any member entering the Lodge shall adjust their cell phone, pager or any other electronic device so as not to disturb the meetings and shall be liable to a fine not to exceed \$5.00 for each instance of violation which shall be donated to the local MNPL. The presiding officer of the meeting will remind the membership of this rule at the start of the meeting or as soon as possible thereafter.

ARTICLE XI – EXPENSES OF OFFICERS, COMMITTEES, AND SHOP STEWARDS

Section 1. The following Officers and Committees of this Lodge shall receive an expense allowance as designated in this Section:

President	\$200.00 per month
Vice President	\$150.00 per month
Recording Secretary	\$175.00
Secretary-Treasurer	First year - \$.30 per full dues paying member.

	Second Year - \$0.60 per full dues paying member Third year - \$0.90 per full dues paying member Fourth year and thereafter \$ 1.00 per full dues paying member
Conductor-Sentinel and Board of Trustees	\$75.00 per month
L. C. Chairman	\$85.00 per month per month if representing over 100 members and \$ 42.50 per month if under 100 members.
Other Members of the Local Committee	\$75.00 per month if representing over 100 members and \$ 37.50 per month if under 100 members
Newsletter Editor	If the newsletter is published on a bi-monthly, quarterly or semi-annual basis the expense allowance shall be divided in the following manner: Bi-monthly (every two months) \$75.00 Quarterly (every three months) \$50.00 Semi-annual (every six months) \$25.00
S.S./Alternate S.S.	\$10.00 per month if he/she attends the monthly meeting
Communicator	An amount equivalent to one and one-half (1 ½) dues stamp.
Educator	An amount equivalent to one and one-half (1 ½) dues stamp.

Local Committee Chairman and Committeemen must attend the regular scheduled meeting of this Lodge a month to qualify for monthly expenses.

Any alternate committee member or members acting in the capacity of one (1) of the committees or Officers of the Lodge during the absence of that Officer shall draw a portion of or whole expense of that Officer as the case may be.

Shop Stewards and Alternate Shop Stewards who do attend the two regular scheduled Lodge meetings of each month shall qualify for the monthly expenses. If there should be only one scheduled monthly meeting, Shop Stewards and Alternate Shop Stewards will qualify for monthly expenses if he attends that meeting. Shop Stewards and Alternate Shop Stewards who attend only one (1) of the two regular scheduled monthly meetings will qualify for one-half (1/2) of the monthly expenses. Payments described in this paragraph will be made quarterly, provided such claims for expenses being filed are for those who are unable to attend meetings and that such filings be accomplished within a ninety (90) day period along with a copy of their work schedule. Shop Stewards from the outer islands must submit a work schedule for the monthly expenses being claimed for should they be unable to attend the meetings and will adhere to the 90 day allotted time period for claiming such expenses.

Section 2. Members appointed or elected and authorized by the Lodge, incurring expenses or loss time while in performance of duty, shall be reimbursed lost time at the straight time rate of pay, and given a subsistence allowance not to exceed ten dollars (\$10.00) a day.

Section 3. Members elected to attend any convention, conference, or Negotiation Committee shall be allowed economy class public transportation, if necessary when traveling outside the City and County of Honolulu. Members with airline pass privileges must use them whenever possible. A subsistence allowance not to exceed \$ 34.00 per diem will be paid, plus cost of hotel lodgings (single occupancy), plus any actual wages lost incurred during travel to and from any convention at any Grand Lodge and/or District Conventions and any other conferences.

- (a) Members elected to any conference within the City and County of Honolulu will be given an allowance not to exceed \$10.00 a day, plus any actual wages lost.
- (b) Members elected to attend any convention or Negotiating Committee within the City and County of Honolulu will be given an allowance not to exceed \$20.00 a day plus any actual wages lost.
- (c) Outer Island Shop Stewards attending regular monthly Lodge meetings will be paid a subsistence allowance not to exceed \$15.00 and actual cost of lodging and transportation when authorized.

ARTICLE XII – GENERAL RULES

Section 1. No Officer or members of this Lodge shall use the name of or the property of it for any purpose other than designated by the Constitution and these Bylaws, unless special authorization is given by the Lodge. Any violation of this Section shall be punished as prescribed in and in accordance with the Constitution Code.

Section 2. Rules of Order, motion, debate, etc.: RULES OF ORDER FOR LOCAL LODGES, IAM CONSTITUTION.

ARTICLE XIII – AMENDMENTS

Section 1. Any increase in the amount of initiation and reinstatement fees, Emergency Funds, and Local Lodge dues must be handled on the basis of the procedures specified in the IAM Constitution.

Any other amendments to these Bylaws must be handled on the basis of the following procedures:

- (a) All proposals must be in writing, signed by not less than five (5) members, and referred to a Bylaws Committee appointed by the President.
- (b) Must be read as proposed at two (2) consecutive meetings. Immediately following the second readings, the Bylaws Committee shall submit their recommendations.
- (c) Reasonable advance notice must be given to the membership of the time, date and place of the second reading, and vote to be taken on the Bylaws Committees' recommendations.
- (d) Each proposal must be considered and voted upon separately. A majority affirmative vote by those present and voting is needed for adoption.
- (e) Triplicate copies of approved proposals, together with the master copy of bylaws shall be referred to the International President for approval of an effective date.

Section 2. Amendments to these Bylaws shall be received by the Recording Secretary by the first (1st) regular meeting in the month of April/October of each year.

Section 3. Nothing in these Bylaws shall be construed or applied in a manner that will conflict with the provisions of the IAM Constitution. All matters arising and not specifically covered by these Bylaws shall be governed by the IAM Constitution.

ARTICLE XIV – ORDER OF BUSINESS

1. Pledge to Flag.
2. Roll call of officers and noting of absenteeism.
3. New applications.
4. Report of Committees on applications and acting on same.
5. Initiations.
6. Reading of minutes.
7. Installations of officers.
8. Examination and introduction of visiting members.

9. Reports of F.S. and Treasurer, or S. T., including receipts and disbursements since the close of last meeting.
10. Communications, bills.
11. Reports of Committees.
12. Anything for the good of the IAM and discussion of subjects of an economic nature.
13. Unfinished business.
14. New business, Election of officers.
15. Report of sick and disabled members and of relief committees.
16. Reports of members out of work and positions vacant.
17. Adjournment.

ARTICLE XV – RULES

Section 1. All questions, unless otherwise provided, shall be decided in accordance with Robert's Rules of Order.

Section 2. These Bylaws and/or amendments shall become effective on the first (1st) day of their acceptance by the Grand Lodge.

Section 3. Deletions, additions and/or changes to these Bylaws shall be in accordance with Article XIII, Local Bylaws.

Section 4. The male gender as and whenever used herein shall always include the female gender.

Property of Local Lodge 1979