

BYLAWS

AIRLINE LODGE NO. 1751, IAM

ARTICLE I – NAME

Section 1. This Local Lodge shall be known as Airline Lodge No. 1751 of the International Association of Machinists and Aerospace Workers.

ARTICLE II – OFFICERS

Section 1. Terms of Office and Vacancies in Office

(a) Officers and Executive Board members shall be elected for a 3-year term.

(b) If a vacancy occurs in any executive office for any reason, the Local Lodge executive board shall make a temporary appointment to fill the office until an election can be held as laid down in these bylaws.

(c) If any office becomes vacant, nominations for that office shall be held at the first regular lodge meeting thereafter, subject to the following: Not less than sixty (60) days prior to the time when the elections are to be held, notice of the time and place of both the nominations and election shall be given to the membership.

(d) Any union member holding an officer's position within the Local Lodge and requiring a voluntary leave of absence of more than two (2) months will first obtain approval from the Local Lodge Executive or resign his or her position. The Local Lodge executive board shall fill by appointment the office left vacant until such time as an election can be held for the remainder of said term.

Section 2. Qualifications for Office

(a) A member shall qualify under the IAM Constitution and shall attend a minimum of fifty percent (50%) of the regular Local Lodge meetings held during the twelve (12) months period ending the date of close of nominations that his shift work, union assignments, employer out-of-town assignment(s), or verified illness confinement shall allow. Attendance at said meetings will be credited only to those members who sign in on or before the stipulated starting time and for 30 minutes thereafter of said meeting. Commencing the 1st of September 2013

(b) Any member missing a regular Local Lodge meeting because he is required on Local Lodge or District Lodge business out of town or in town at the time of the meeting shall be credited as having attended said meeting(s) for the purpose of qualifying for nominations.

Approved : 8-6-12

Effective : 8-1-12

(c) These qualifications shall also apply to Executive Board members, elected Committees and Delegates.

Section 3. Nomination of Officers

(a) Nominations of officers shall be held at the first regular meeting in November each third year, commencing in November, 1973, and each three (3) years thereafter. The advance notice of nomination shall spell out the procedures for acceptance of nominations.

(b) All nominees may accept nomination by voice or a written statement provided to the Recording Secretary before or at the meeting.

(c) A member may be nominated for more than one (1) position of the Local Lodge Executive Board but can only accept nomination to one (1) such position.

Section 4. Election of Officers

(a) Local Lodge elections and appointment of tellers shall be governed by the IAM Constitution. Not less than sixty (60) days prior to the time when the elections are to be held, a written notice of the date, time and place of both the nominations and elections shall be sent by the Recording Secretary for posting on bulletin boards at each location where members work. The eligibility for absentee ballots shall be stated on such notice.

(b) Balloting shall take place where regular Local Lodge meetings are held.

(c) The polls shall be open from 6:00 a.m. to 7:00 p.m.

(d) Any candidate who has accepted nomination to any office may be elected to that office though not present when the election is held.

(e) The candidates who receive the highest vote for their respective offices shall be declared elected.

Section 5. Installation of Officers

The installation of officers shall be held in accordance with the IAM Constitution.

Section 6. Duties of Officers

(a) The President shall be the Chief Executive Officer of the Lodge. He shall not be employed by the Local Lodge. His/her duties are to be in accordance of IAM Constitution. The numbers of days required to do his/her duties shall be decided monthly by the executive board.

(b) The duties of the Secretary-Treasurer shall be in accordance with the IAM Constitution. He shall be the financial officer of the Lodge. Effective January 1st 2013, he shall not be employed by the Local Lodge. He will work at a location which shall be determined by the executive board. The numbers of days required to do his/her duties shall be decided monthly by the executive board. All finances of the Local Lodge shall be under his/her jurisdiction.

(c) In the event any officer absents himself from three (3) consecutive, regular meetings without being excused therefor, and if there is no controversy as to the propriety of the Lodge's refusal to excuse his absence, he shall be deemed to have resigned from his office. The vacancy shall be filled in accordance with Article II of these Bylaws.

(d) Should such officer contend the refusal to excuse him for such absence is improper, the presiding officer shall prefer charges against him (charging conduct unbecoming an officer on the basis that the reasons for his absence were not acceptable to the Local Lodge), and he shall be tried in accordance with applicable provisions of the IAM Constitution.

(e) Each officer shall, at the end of his term of office or upon removal or resignation from office, turn over promptly to his successor or to the Lodge, all books, papers, funds or other property of the Lodge in his possession.

(f) The duties of the Recording Secretary shall be in accordance with the IAM Constitution. The numbers of days required to do his/her duties shall be decided monthly by the executive board.

ARTICLE III - THE EXECUTIVE BOARD

Section 1. Composition of the Executive Board

(a) The Executive Board shall consist of the President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor-Sentinel, three (3) Trustees, and Board members as required under Section 1(b) of this Article.

(b) The Executive Board shall have a minimum of two (2) member from the Maintenance, Clerical, Purchasing and Facilities, and six (6) members from the Customer Service. If each of the said groups does not get the minimum representation at the time of the regular election of Officers, Then the executive Board shall appoint the required number of Board members to achieve the guaranteed representation by group. They shall appoint from the group requiring Board member(s), only the candidate(s) to officer position who received the highest number of votes, but were not elected.

(Effective for the term of office commencing on January 1st 2013)

Section 2. Duties and Meetings

(a) The Executive Board shall meet at a time preceding the regular Lodge meeting in order to discuss business on hand and prepare plans for the next regular Lodge meeting. The duration, date and place of executive board meeting shall be determined by the executive board.

(b) A majority of the Executive Board members shall constitute a quorum.

(c) The Executive Board may require from any officer, committee or delegation a full report of any action or business transacted in the name of the Local Lodge.

ARTICLE IV – MEETINGS

Section 1. Local Lodge Membership Meetings

(a) The regular monthly meeting of the Local Lodge shall be held on the first (1st) Tuesday of each month, starting at 1530 hours and ending no later than 1830 hours, unless the majority of the members in attendance vote to continue.

(b) The quorum for the official transaction of business at a regular Local Lodge meeting shall be in accordance with article “D” Section 3 of the IAM Constitution.

(c) If a regular meeting date falls on a Statutory holiday, the meeting shall be held the following Tuesday.

(d) This Local Lodge regular membership monthly meetings shall be held at the Holiday Inn Montreal Airport, 6500 Chemin Cote de Liesse, Montreal, QC, H4T 1E3. (Effective November 2012).

Section 2. Special Meetings

A special meeting shall be called by the President upon written request of ten percent (10%) of the members. A valid request shall contain the following information: name to be printed in block letters with employee number, employer, and union card number, also member's signature. Thirty per cent (30%) of the members who signed the written request shall be in attendance before the special meeting is called to order.

Section 3. Chairman of Meetings

The Chairman of the regular and special meetings shall be the President or, in his absence, the Vice President. In the event they are both absent, the Chairman of the meeting shall be an officer of the Local Lodge in the order listed in the IAM Constitution.

ARTICLE V - COMMITTEES, DELEGATES, CHIEF STEWARDS AND STEWARDS

Section 1. Negotiating Committees

(a) Nominations for the Negotiating Committees shall be held when notification of negotiations is received from District Lodge 140.

(b) The number of members sitting on a bargaining Committee shall be determined by District 140 jointly with the Local Lodge executive board. The said members shall come from their respective bargaining unit.

(c) Candidates who receive the highest number of shall be declared elected. Alternate(s) shall be selected from the unsuccessful candidates receiving the highest number of votes.

(d) Election for negotiation committee's representatives shall be held as close as possible to the workplaces of members affected; there shall be no absentee ballots; votes can be held at multiple locations based on the membership's working locations. Members interested in these positions shall qualify under Article II section 2 of these bylaws.

(e) The President, Recording Secretary and Secretary-Treasurer of the Local Lodge, if elected to a Negotiating Committee, automatically resign his/her office or position. The Executive board shall fill by appointment the office or position left vacant until such time an election can be held for the remainder of said term; with the exception of the President's position which is filled by the Vice-President.

Section 2. Delegates to District Lodge Convention

Number and election of delegates to District Lodge 140 shall be in accordance with District 140 bylaws.

Section 3. Selection of Committee's members

Selection of Committee's members shall be in accordance with the IAM Constitution Article C, section 1, and Official Circular 778.

Section 4. Shop Committees, Chief Stewards and Stewards

(a) The Shop committees, Chief Stewards and Stewards shall be elected for a 3-year term by members they represent.

(b) Shop Committee Chairs

- (i) Their election shall be the responsibility of the executive board.
- (ii) Nominations and elections shall be held no later than January 31st following the election of the Local Lodge Executive board
- (iii) Elections shall be held as close as possible of the working location of members they do represent.

(c) Shop Committee members, Chief Stewards and Stewards

- (i) Elections for members of the Shop Committees members, chief stewards and stewards will be the responsibility of newly elected Shop Committee Chairs.
- (ii) Nominations and elections shall be held no later than February 29th following the Shop Committee Chairs elections.
- (iii) Elections for Shop Committee members, Chief Stewards and stewards shall be held as close as possible to the work location of members they do represent.
- (iv) Numbers of Shop Committee members, Chief Stewards and stewards shall be governed by the Collective agreement and /or by the Local Lodge executive board.

(d) (i) If any member of a Shop Committee is absent, the Shop Committee Chair shall appoint one (1) Chief Steward, and if none are available, he shall appoint Stewards to act on the committee. Members appointed in this-capacity to be from a list established locally.

(ii) If a Shop Committee Chair is absent, a Shop Committee Member, where applicable, shall act as Shop Committee Chair. Where no shop committee's members exist, it shall be a Chief Steward or a Steward. Such vacancies may be filled on a rotational basis

(e) The Shop Committees shall take up with management the grievances under their jurisdiction and shall keep a record of the disposition of all such grievances.

(f) The Shop Committee Chairs shall hold meetings of the Shop Stewards and/or the members of their bargaining unit, as needed and as authorized by the Executive Board.

(g) All Stewards shall be under the supervision of their respective Shop Committees.

(h) It shall be the responsibility of the Shop Committee Chairs of all Bargaining Units to make a report concerning their respective areas at each Local Lodge-meeting.

(i) Any member who acts in any capacity outside and beyond the scope of the collective bargaining agreement must forfeit any position he or she holds in the Local Union structure coincident with the beginning of the acting assignment. Any member who applies for any position in the Union Structure of the Local Lodge must have a record free of any temporary assignment outside the scope of the Collective Agreements, two (2) years prior to nominations or appointment.

(j) A Shop steward from Quebec City will be authorized time clearance two (2) times per year to attend the Local Lodge 1751 regular monthly meeting. The traveling will be done on the same day when possible. Expenses will be paid as per Local Lodge Bylaws.

Section 5. Delegates to Conferences

(a) All Delegates to the Quebec Machinists Council Convention, Air Transport Conference and the Canadian Labour Congress Convention shall be elected by the membership present at a regular meeting.

(b) All Delegates attending conventions and/or conferences will elect a spokesperson to make a report at the next regular lodge meeting following said convention or conference.

Section 6. ABSENTEE BALLOTS

(a) The advance notice of nominations shall spell out the procedures for acceptance of nominations.

(b) The procedure for acceptance of nominations shall be the same as spelled out in Article II, Section 3(b) of these bylaws.

(c) All positions for Local Lodge Officers, Delegates to the Grand Lodge Convention and Delegates to District Lodge 140 Convention shall be elected by the entire membership.

(d) Members who reside in outlying districts more than 40 kilometers (twenty-five (25) miles) from the designated balloting place, members who are either confined because of verified illness, or on leave qualifying under Canadian Family Leave Laws, or on vacation, or on official IAM business approved by the L.L., D.L., or G.L., or on an employer travel assignment or reserve military leave, shall be furnished absentee ballots as set forth in Sec. 3, Article II of the IAM Constitution.

(e) The Local Lodge shall provide a sufficient quantity of pre-printed individual requests for absentee ballots. The Recording Secretary shall mail them in a timely fashion, to the Shop Committee Chairs and to each line station and for each bargaining unit.

ARTICLE VI – FINANCES

Section 1. Fees and Dues

a) Effective January 1st 2012 the monthly dues of this Lodge be a uniform rate for each membership group:

- group 1 : \$63.29
- group 2 : \$71.10

b) Effective January 1st 2013 and each year thereafter, union dues of this Local Lodge shall be increase by the same percentage increase in the CPI indices as describe in the IAMAW Constitution, Article VII sec.4 and communicate to the Local Lodge in November of each year by Grand Lodge.

c) Effective January 1, 2009, any increase or any other assessment instituted by Grand Lodge or District 140, and any increase in affiliation fees, shall cause the monthly dues to be increased by an amount equal to such tax, fees or assessment.

d) The initiation fees shall be equal to two (2) month's dues.

Section 2. Bonding

All officers, employees, or other members of the Local Lodge who are responsible for, or handle Local Lodge funds, shall be bonded in accordance with the IAM Constitution and policies relating thereto.

Section 3. Disbursement of Funds

(a) The Executive Board shall disburse Local Lodge funds only when duly authorized to do so.

(b) The President and Secretary-Treasurer are jointly authorized to open a bank account to transact business in the name of the Local Lodge.

(c) There shall be two (2) signing officers: The President and the Secretary-Treasurer. The Vice President shall be a signing officer only when the President is absent due to illness or vacation, or is out of town on Lodge business.

(d) No more than the sum of \$300.00 may be voted on by the membership without first giving an order of motion. All orders of motion shall be in writing.

(e) An amount of \$0.50 per member/per month shall be set aside for training purposes only; provided by the Quebec Machinist Council, Placid Harbor; QFL and Labour Council, and other training sessions deemed appropriate and approved by the Local

Lodge. Training priority shall be decided by the executive board of the Local Lodge in fairness.

(f) The annual contribution to the I.A.M.A.W. Scholarships will be equivalent to \$1.00 dollar per dues paying members.

(g) No expense from the Local Lodge funds will be authorized to help a person requesting financial contributions for an election campaign.

(h) That the Local Lodge pays the cost of the unemployment stamp for the members on sick leave or disabled.

Section 4. Expenses and Allowances

(a) The following officers shall receive a monthly in-town expense allowance:

President - \$150.00 a month
Recording Secretary - \$125.00 a month
Secretary-Treasurer - \$150.00 a month

(b) The tellers and members of regular committees shall receive \$20.00 in-town expenses for each day while on authorized Local Lodge business. In the event the time involved goes beyond ten (10) hours a day, then they shall receive an additional \$10.00. This in-town expense allowance shall not be paid to those officers and committee members who receive a regular monthly expense allowance when they attend in-town meetings to handle any business that is related to their particular office or position.

(c) The Vice President, Conductor, Sentinel, Trustees and all permanent standing committee members shall receive an allowance semi-annually equal to half their paid monthly dues multiplied by the number of months served in the preceding six (6) months for expenses incurred in the performance of their duties. This provision shall not apply to Shop Committee members or to any officer who qualifies for expenses under Section 4 (a) of this Article. Members shall attend fifty percent (50%) of the regular meetings of the Local Lodge that their shift allows.

(d) The Shop Committee Chairs shall receive an expense allowance of \$150.00 per month; other members of the Shop Committees shall receive \$125.00 per month. Replacement Members who serve for four (4) consecutive weeks shall receive the same expense allowance, in lieu of the Regular Shop Committee Chair or member.

(e) Shop Stewards at all line stations shall receive an expense equal to half their effective paid monthly dues, multiplied by the number of months served in the preceding six (6) months. This expense shall be paid semi-annually.

(f) All Stewards, Chief Stewards and Committee Members attend fifty percent (50%) of the regular meetings that their shift allows from (a) January to June; (b) July to December, will receive an expense equal to half their effective paid monthly dues multiplied by the number of months served. Attendance at said meetings will be credited only to those members who sign-in on or before the stipulated starting time and for 30 minutes thereafter and leave said meetings after the adjournment or who leave prior to adjournment with authorization of the President. Members who qualify for monthly expenses or allowances under this Article shall not qualify under this Section.

(g) When the President or his designee is required to entertain in the name of lodge 1751, he shall be provided with a sum not to exceed \$50.00, with a maximum per calendar year not to exceed \$200.00. Receipts for all expenditures plus name and position of person so entertained must be included and attached to expense claim statement.

(h) Any member who receives a monthly allowance for his/her duties as defined in these bylaws, is not entitled to any in town per diem, he/she remains eligible to millage and parking fees when receipt are provided.

(i) Negotiating Committee members and delegates shall receive an in-town expense of \$20.00 for each day and shall be reimbursed for their mileage and parking expense while on authorized local lodge business. In the event the time involved goes beyond ten (10) hours a day, then they shall receive an additional \$10.00. Negotiating Committee members may be allowed by the President to rent a hotel room while on in-town business. Out-of-town per diem will be granted upon room rental authorization only.

(j) Retirees and members on layoff shall receive \$50.00 expenses for each day while on authorized Local Lodge business.

Section 5. Out-of-Town Expenses

(a) Allowable expenses will be a per diem of \$60.00 (in currency of Country where event takes place), conversion of money, and the cost of a single hotel room in the hotel with the best available rates near or where the event takes place (whenever possible).

(b) The Local Lodge shall provide a Group-Accident (Life) Insurance Policy covering all Lodge Members while on authorized Lodge business.

(c) Out-of-town ground transportation, from arrival point to destination and return, (taxi will be shared whenever possible), will be paid upon presentation of an itemized statement and receipt(s)

(d) A daily allowance of \$20.00 (or the foreign currency equivalent, if the event is held outside the country) will be granted to any member attending a leadership course, seminar or any other event of a similar nature, where fees include meals and accommodation.

Section 6. Automobile or Taxi Use

(a) The Local Lodge shall pay \$0.50 per kilometer (or taxi fare), to any member upon individual authorization of the President for the use of automobiles in connection with Lodge duties. An expense statement giving dates, places, mileage, and other particulars, plus taxi fare receipt(s), shall be submitted to the Local Lodge.

Section 7. Funeral Attendance

In case of the death of a member, member's spouse or dependent children, the President shall delegate an Officer or a Steward to attend the funeral whenever possible.

Section 8. Sympathy Donations

(a) In the event of death of: Lodge member, member's spouse, or common law spouse, member's father or mother or member's children, flowers of a value of \$50.00 or a donation of \$50.00 shall be given for mass cards or to a recognized charitable organization.

Section 9. Emergency Fund

(a) The Emergency Fund shall be a minimum of \$150,000.00. One dollar (\$1.00) of each monthly due shall be deposited into this Fund. If the minimum falls below the \$150,000.00 the \$2.00 per member, per month, will be deposited in the Fund until the minimum is reached.

(b) The Fund shall be used only for negotiations, arbitration, or in case of emergency.

(c) Withdrawals from this Fund shall be made only in accordance with the IAM Constitution.

(d) The interest earned shall remain in the Fund.

Section 10. Budget

The President and Secretary-Treasurer will prepare an annual budget and refer it to the Executive Board in February for recommendation to the membership at the first regular meeting in March.

Section 11. Audits

Auditors are elected in accordance with Article C, Section 7, of the IAM Constitution. The Secretary-Treasurer shall submit the books to the auditing committee at the end of each six (6) months period.

ARTICLE VII – Strike/Lock out – Ratification and Strike votes

Section 1. Eligibility for Strike Benefits

- (a) Shall be in accordance with the IAM Constitution, Official Circulars and Policies of the IAM.

Section 2. Ratification and Strike votes

- (a) Shall be in accordance with Official circulars
- (b) Votes for ratification of a new collective agreement, ratification of amendments to a Collective agreement, and strike votes, shall be held in a convenient and neutral place close to the workplaces of members affected; there shall be no absentee ballots. votes can be held at multiple locations based on the membership’s working locations.

ARTICLE VIII - BYLAWS APPLICATION AND AMENDMENTS

Section 1. Application

- (a) These bylaws, after being adopted by the Local Lodge and approved by the International President, shall cancel and supersede all previous bylaws.
- (b) These bylaws shall govern the internal affairs and business of the Local Lodge and shall be complied with by all members in their respective duties.
- (c) 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 District Lodge No. 140 bylaws and the IAM Constitution.
- (d) Any violation of these bylaws by any member shall be deemed improper conduct and shall be subject to charges and trial under the IAM Constitution.

Section 2. Amendments

- (a) 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.
- (b) Any other amendments to these bylaws must be handled on the basis of the following procedures:

(i) All proposals must be in writing on a L.L. 1751 By-law suggestion form, signed by not less than five (5) members, and referred to a Bylaws Committee appointed by the President.

(ii) Must be read as proposed at two (2) consecutive meetings. Immediately following the second reading, the Bylaws Committee shall submit their recommendations.

(iii) Reasonable advance notice (at least seven (7) days) must be given of the time, date and place of the second reading, and vote to be taken on the Bylaws Committee's recommendations.

(iv) Each proposal must be considered and voted upon separately. A majority affirmative vote by those present and voting is needed for adoption.

(v) Triplicate copies of approved proposals, together with the master copy of bylaws shall be referred to the International President for approval and designation of an effective date. One copy of the Lodge approved proposals shall be sent to the Canadian Vice President's office in Toronto, Ontario, Canada.

(vi) A proposed amendment which fails to receive a majority vote, or which is adopted, shall not again be considered until a period of six (6) months has elapsed since the membership voted on it.

**Approved For and in behalf of
International President**