

## BYLAWS OF LOCAL LODGE NO. 2210

### INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS

#### ARTICLE I

##### NAME AND TIME OF MEETING

Section 1. This Lodge shall be known as Air Transport Local Lodge 2210, International Association of Machinists and Aerospace Workers, San Antonio, Texas. Affiliated with AFL-CIO.

Section 2. The regular meeting shall be held on the second Wednesday of each month at 6:00 p.m., except when the meeting date falls on a generally recognized holiday, in which event a substitute day of meeting shall be set at the preceding meeting.

Section 3. Five (5) members in good standing shall constitute a quorum for a regular meeting.

Section 4. Special meetings shall be called and conducted by the President as set forth in the IAM Constitution.

(a) Six members in good standing shall constitute a quorum for a special meeting, including three officers.

(b) Members shall be notified by Shop Bulletin, Government Mail, or other appropriate method, at least forty-eight (48) hours before the special meeting is to be held.

Section 5. In the month of June, the membership may exercise its option to cancel the regular meetings(s) of July and/or August. The Executive Board of the Local Lodge shall be authorized to transact any normal and necessary business during these months.

Section 6. The official mailing address for the Local Lodge will be: 10004 Wurzbach Road #272, San Antonio, Texas 78230.

**Approved: 5-18-23**

**Effective: 6-1-23**

## **ARTICLE II**

### **OFFICERS AND THEIR DUTIES**

Section 1. The Officers of this Lodge, their selection, duties, qualifications, and responsibilities shall be in accordance with applicable provisions of the IAM Constitution.

(a) All candidates for Lodge office and all delegates must have attended at least fifty (50%) percent of the regular meetings held during the 12-month period ending the date of the closing of nominations or appointments. The meeting register will be the sole determining proof of said attendance, which must be signed at the meetings by the members. Excusable absences from the attendance requirement rule shall be in accordance with Article B, Section 3 of the IAM Constitution.

(b) In the event any officer of this Lodge, elected or appointed shop steward, and elected or appointed committeeperson, absents himself from two (2) consecutive, regular meetings without being excused therefore, and if there is no controversy as to the refusal to excuse being proper, such officer shall be deemed to have resigned his office.

Section 2. The Officers of this Lodge shall consist of a President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor Sentinel, and a Board of Trustees, consisting of three (3) members. Term of office shall be three (3) years.

Section 3. Nomination of Officers will be held at the regular meeting in November of election year. The Recording Secretary shall prepare a suitable ballot and shall have same ready for use at the regular meeting in December following nominations. Polls shall be kept open from 6:00 A.M. to 6:00 P.M. on voting day.

Section 4. Not later than fifteen (15) days prior to the election, the Recording Secretary shall notify all members by mail, at the last known address, of the time, date, and place of the election.

(a) Members who reside in outlining districts more than twenty-five (25) miles from the designated balloting place as determined by Google Maps, members who are either confined because by verified illness or on official Union Business as per the IAMAW Local Lodge, District Lodge, or Grand Lodge may request an absentee ballot. All requests for absentee ballots must be received by the Local Lodge Recording Secretary no later than fifteen (15) days after nominations take place. The Recording Secretary will mail all authorized ballots within twenty-five (25) days after nominations. Ballots must be returned by mail or in person to the Local Lodge Recording Secretary the day before the election. The Recording Secretary will make sure by Union bulletin and Local Lodge Web Site all locations are aware of the above deadlines.

Section 5. Any vacancy occurring in the office of the President shall be filled by the Vice President for the unexpired term.

All other vacancies of office between annual elections covering officers 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 6. 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.

Section 7. For the faithful performance of his/her duties, the Secretary-Treasurer will receive as expenses eighty cents (\$.80) per full dues paying member per month, payable monthly.

Section 8. For the faithful performance of his/her duties, the President shall receive fifty cents (\$.50) per dues paying member per month, payable monthly. The Recording Secretary shall receive forty cents (\$.40) per member per month.

Section 9. All other board members shall be compensated for attending the local meetings at a rate equal but not greater than the amount of their monthly dues. An excused absence by the president will be considered as attending the meeting. The only excused absence for compensation will be Union Business, vacation, or bereavement. This change will take effect 2 months after the approval of this change. Upon approval: The President will be required to send notification of this change by mail to all affected personnel, and post this information on all IAMAW bulletin boards.

Section 10. All elected/appointed Shop Stewards/Committee persons shall be compensated for attending the meetings at a rate equal to but not greater than the amount of their monthly dues. In addition, any Officer/Shop Steward/Committee persons attending the meeting or conducting union business using their personal vehicle for transportation shall receive mileage reimbursement as per the IRS mileage rate from the Austin, TX area based on your home address to 9502 Computer Dr., San Antonio, TX 78229. The mileage calculation should be provided using Google Maps. An excused absence by the President will be considered as attending the meeting. The only excused absence for compensation will be Union Business, Vacation, or bereavement. This change will take effect 2 months after approval by the members. Upon approval: The President will be required to send notification of this change by mail to all affected personnel concerned and post this information on all IAMAW bulletin boards.

Section 11. The Local Lodge Educator and Communicator, which are non-elected positions, will be appointed positions by the President. These positions shall be compensated for the faithful performance their duties as outlined in the IAM Constitution at a rate equal to but not greater than the amount of his/her monthly dues as salary. Additionally, they cannot receive compensation by their employer for attending the meeting. An excused used absence by the President will be considered attending the meeting. The only excused absence for compensation will be union business, vacation or bereavement.

Section 12. Any member of the lodge properly directed to perform services for the lodge shall receive wages for the actual time lost from regular scheduled working hours, excluding overtime.

Section 13. Members applicable for compensation as declared in section seven (7) through section eleven (11) must be a dues paying member, in good standing in accordance with the IAM Constitution.

### **ARTICLE III**

#### **THE EXECUTIVE BOARD**

Section 1. The Executive Board shall consist of all Local Lodge Officers. The President of the Lodge shall be Chairman of the Executive Board and the Recording Secretary shall be the Secretary of the Executive Board.

Section 2. A majority of the members shall constitute a quorum for Executive Board meetings.

Section 3. The Executive Board shall conduct its business in a methodical and businesslike way, keeping a record of its proceedings and otherwise conducting its affairs according to the principles reflected by the IAM Constitution and these bylaws.

Section 4. The Executive Board shall meet at least once a month to transact any business referred to it by this Lodge. The Chairman and the Secretary of the Executive Board may call a special meeting by notifying all members of the Board.

Section 5. It shall be the duty of the Executive Board to deliberate upon all matters referred to it by this Lodge and all other matters coming to its attention for the good and welfare of this Lodge, and as soon as possible thereafter, to report to the Lodge its recommendations.

## **ARTICLE IV**

### **FEES AND DUES**

Section 1. Qualifications for membership in this Local Lodge shall be as provided in the IAM Constitution.

Section 2. The Initiation fee for this Local Lodge shall be seventy-five dollars (\$75.00). The Reinstatement Fee for this Local Lodge shall be one hundred twenty-five dollars (\$125.00).

The monthly dues of this Local shall be a uniform rate for each membership classification, totaling the sum of the Grand Lodge per capita + the District Lodge per capita + the Labor Affiliation per capitas + ten dollars (\$10.00) per member to be retained by the Local Lodge.

## **ARTICLE V**

### **FUNDS**

Section 1. The General Funds of this Local Lodge may be disbursed only by an order drawn by the Recording Secretary and countersigned by the President; the check in all cases to be drawn by the Secretary-Treasurer and countersigned by the President.

Section 2. Unless at least seven (7) calendar days' notice, by bulletin board or otherwise, has been given the membership, no motion shall be in order to appropriate more than one hundred and fifty dollars (\$150.00) for any purpose, except (1) per capita tax and ordinary bills which are generally in excess of this amount, and (2) strike assistance to sister IAM Lodges in which case not more than fifty dollars (\$50.00) may be voted without the seven (7) days' notice.

(a) No motion to appropriate Lodge funds shall be in order in any meeting of this Local Lodge if made later than two (2) hours.

Section 3. There shall be an Emergency Fund established in accordance with the IAM Constitution. No money shall be voted out of this Emergency Fund except by a three-fourths vote of those present and voting at a special or called meeting for this purpose.

## ARTICLE VI

### COMMITTEES

Section 1. An Auditing Committee consisting of three (3) shall be nominated and elected by the Local Lodge, all of whom may serve one (1) year and function as set forth in the IAM Constitution. This Lodge shall audit the books semi-annually.

Section 2. The Finance Committee shall consist of the three (3) Trustees. It shall be their duty to scrutinize all bills before their presentation to the membership for approval, to prepare and present a budget at a regular meeting in December, or January, as the Lodge may decide, and to generally advise the membership regarding the financial condition and transactions of the Lodge.

Section 3. The President of this Lodge shall appoint a Sick and Welfare Committee of three (3) members, of which the President shall be Chairman. Benefits will be paid to a member's spouse and/or children by vote of the Lodge.

Section 4. A Shop Committee of three (3) members shall be elected from and by the members employed in each respective shop. If the members fail to elect a Shop Committee, the President shall appoint the Committee. This Committee shall act as an Organizing Committee, determining the status of new employees, servicing their applications, etc. They shall also report anything of importance under their jurisdiction at the next regular meeting.

(a) Qualifications and duties under Article II, Section 1, A and B.

Section 5. Shop Stewards/Committee Person(s) shall be elected from and by members in each designated subdivision of the shop in which they work for a term of three (3) years or per contract provision. The members of United Airlines will elect Committee Persons for above the wing and below the wing. Should a vacancy exist during the Shop Steward/Committee Person's term a special election will be held to fill the vacancy for the expired term. If less than one (1) years remains, the position will be filled by appointment by the President in consultation with the effected group.

(a) Qualifications and duties under Article II, Section 1, A and B.

Section 6. Any Delegate or Representative to be selected by this Lodge shall be elected (or, failing that, appointed by the President) in accordance with the Constitution and bylaws of the Body in which the Delegate or Representative shall represent this Lodge.

Section 7. A Legislative Committee consisting of three (3) members shall be appointed by the President and shall function in accordance with the IAM Constitution.

Section 8. The Committeeman or Shop Steward will appoint an alternate Committeeman for times when he or she is absent due to:

- (1) Vacation
- (2) Out of Town on Union Business
- (3) Resignation
- (4) Transfer to another City or State
- (5) Furloughed

Section 9. A women's committee, which embraces involvement of women in the union, along with participation of political and legislative action on issues affecting the lives of women and their families.

Section 10. A human rights committee, which extends the commitment to civil and human Rights for all IAM members, in addition to people within our community and the world.

Section 11. The Local Lodge President will appoint and the Local Lodge Vice President will chair a Bylaws Committee. The committee will meet a minimum of two (2) times per year to review changes to the bylaws. All bylaw changes must be submitted prior to the last regularly scheduled meeting in December and/or June. The first reading of the proposed changes to the bylaws will take place at the regularly scheduled meeting in February and/or September, with the second reading and vote along with the recommendation of the Bylaws Committee will take place at the regularly scheduled meeting in March and/or October of the same year.

## **ARTICLE VII**

### **DUTIES**

Section 1. The duties of this Local Lodge, its officers and members shall be as set forth in the IAM Constitution.

Section 2. The approval of a strike, method of declaring a strike, and the settlement of a strike shall be in accordance with applicable provisions of the IAM Constitution.

Section 3. It is a policy of this Lodge that members work harmoniously together and not try to gain advantage by discrediting another member. It is a member's duty to present his dues book to the Shop Committee for inspection when requested to do so and to assist the Shop Committee, Officers and Business Representatives in carrying out the laws of this Association.

Section 4. No member of this Lodge shall make any agreement with his employer as to working conditions, hours, or pay, without the consent of the Lodge.

Section 5. Members serving on Committees and losing time in such service shall submit an itemized statement of the expenses incurred to the Local Lodge before receiving payment. It is a policy of this Lodge that such reimbursement shall be in an amount equal to the actual lost wages plus a per diem expense, according to the recommended rate on VLodge per state/city, per day and actual cost of hotel/motel accommodations (single occupancy) if required/

(a) Members attending IAM endorsed conventions and/or conferences within the territory of the local lodge will be applicable to a twenty dollar (\$20.00) "at home" per diem per pay.

Section 6. Members attending IAM sponsored classes or functions at the William W. Winpisinger Education and Technology Center shall be compensated for their per diem on their travel days at the rate set by the Local Lodge and may receive an incidental expense allowance not to exceed \$20.00 per day while at the center.

Section 7. The minutes of the previous meeting will be available for members to read prior to the start of the regular meeting.

Section 8. The financial report covering all transactions from the previous meeting to the current meeting shall be available for the membership to read prior to the start of the regular meeting. The report will contain the past bank balances and the current bank balances.

## **ARTICLE VIII**

### **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 reading, 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 Committee's 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) One copy 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.

## **ARTICLE IX**

### **RULES OF ORDER**

Section 1. Rules of Order shall be as set forth in the IAM Constitution.

## **ARTICLE X**

Section 1. 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.

### **Approved by**

Robert Martinez, Jr.  
INTERNATIONAL PRESIDENT