

Rules for Local #10 Special Election of Officers January 2017

Nothing in these procedures or rules is to be construed as to alter the intent of the Constitution and Ritual of the International Association of Sheet Metal Air Rail and Transportation workers /or federal laws.

The term of office for those elected shall begin at the start of the business day Wednesday, March 1, 2017 and shall end at the close of business on Friday, June 29, 2018.

Voting Method

All areas will vote by secret ballot. The times and locations of the polling places, will be mailed to the membership prior to nominations and election. A list of candidates for each office, along with the times and locations of the polling places, will be on the website available to the membership after nominations have been verified and prior to the election.

The names of the candidates will be drawn out of a hat and placed on the ballot in the order drawn.

Candidates shall not be permitted to campaign or solicit within 500 yards of the polling area on the day of Election. The polling area shall be determined by the Chief Judge or his/her designee. The Chief Judge shall determine the approved area for designated observers.

Members must only vote at one (1) polling place, but may vote for all officers of Local #10. Any member caught voting more than once will have charges filed on them per the Constitution and Ritual of the International Association Sheet Metal Air Rail and Transportation Workers.

Anyone not on the voter list claiming eligibility will mark their ballot and enclose the ballot in a plain envelope with their name taped to it, and such envelope will be dropped in the official ballot box/envelope. When all ballots are returned to the Union Office to be counted, any questionable ballots will be checked for eligibility, and if found eligible, the ballot will be removed from the envelope and be mixed with the other ballots for purposes of counting. Such sealed ballots found to be ineligible will be held but not tallied.

Polls shall be open at the predetermined time and promptly close at the predetermined time. Members waiting in line at closing time should be allowed to vote.

Because of trespass laws; only members working in production shops will be allowed to vote in production shops. Please respect all of our companies' right to regulate who is on their property.

Voting Eligibility

Eligibility shall be determined in accordance with the provisions of the International Association of Sheet Metal Air Rail and Transportation Workers' Constitution and Ritual.

In order to be in good standing for election purposes, members will have to be in good standing for both monthly dues and assessments.

A list of eligible voters will be provided by the Financial Secretary-Treasurer for each polling place. No member will be allowed to vote unless their name is on the list, or the procedure outlined in Voting has been followed.

Judges and Tellers

The Judge and Tellers shall make arrangements for and conduct the election at the times and places specified by the local union in accordance with the Constitution.

Each polling place will have at least 1 teller appointed by the Chief Judge.

Tallying of Votes

At the close of the voting at each polling place, the teller in that area will seal the ballot box/envelope and keep said box/envelope in their possession until it is delivered to the Union Office in Maplewood by the method determined by the chief judge.

All ballot boxes will be opened and ballots counted by the Chief Judge or Teller(s) as designated by the Chief Judge. All ballots must be counted and tallied together at one place and time.

Election results will be announced after all the ballots are counted. Results of the election will be published on the website and will be officially announced at the regular July membership meeting.

If any challenged ballots would change the outcome of an office, the challenge should be resolved prior to certification

Tally certification shall be presented at the next Union Meeting. Recording Secretary then files his/her report to IA

Any complaints concerning the conduct of an election must be filed with the General President within 7 days of the Election Report

Procedures for contesting elections found in the SMART Constitution must be exhausted before OLMS will consider any protest

Eligibility to Run for Office

A member's eligibility to run for office shall be determined solely by the provisions of the SMART Constitution and Ritual (Article Twelve (12) Section Three (3).

A candidate must be a member in good standing of the local union for a period of at least two (2) consecutive years immediately preceding their nomination and election.

Any eligible member may run for the office of:

Business Representative

Executive Board

Residency requirement:

All elected officers and Business Representatives of Local #10 must establish permanent residence in the contract areas they represent within 6 months of being elected to office.

The cost of relocating to reside in the area that these officers represent will be borne by the individual. No relocating costs will be passed onto Local 10.

Duties of the office commence immediately after installation and any cost of living expenses will be borne by the individual.

Business Representatives

Any eligible member may run for the position of Business Representative in the General Election but may only run for one (1) position.

To be eligible to run for a Building Trades Business Representative position, the member must have worked as a Building Trades Journeyperson and paid the dues of a Building Trades member for the previous two years.

To be eligible to run for the Architectural Executive Board Member, the member must have worked as an Architectural Journeyperson for two years and paid dues of a Building Trades member.

Executive Board Members

One (1) from Architectural Building Trades

Nominations

To be eligible for nominations to Local Union office and to be eligible for election, dues for the month of January must be paid in advance, that is, on or before Dec 31, 2016.

Nominations will be held at the Regular membership meeting Tuesday January 3, 2017 at 5:00 p.m. at the union hall in Maplewood, MN.

Pursuant to Article 12 Section 4 of the SMART Constitution and Ritual “Any member who is nominated for Local Union Office and who is not present at the meeting at which nominations are made, shall be dropped from the list of nominees unless within five (5) days after such nomination, he/she notifies the Recording Secretary in writing of his/her willingness to run for such office.” (January 10, 2017)

There will be a time limit of 2 minutes for each nomination and 2 minutes for the candidate’s acceptance.

Election

Election Date:

Elections in all areas will be held in January at the designated places and at the times listed on the Website.

Ballots will be counted at the Union office in Maplewood, MN.

The installation of the newly elected officers will be at the regular March monthly membership meeting.

Start dates

The installation of the newly elected officers will be at the regular monthly membership meeting in March.

The term of office for those elected shall begin at the start of the business day Wednesday March 1, 2017 and shall end at the close of business on Friday, June 29, 2018.

The start of employment for the two new Business Representatives will start February 20, 2017 so that each may spend time with the current Business Representative learning the contract area, contractors and duties. The first meeting date of the new Eboard member will be March 28, 2017.

TO ALL CANDIDATES

The following rules will be in effect for the distribution of Literature of all candidates:

1. All material will be prepared by the candidate at his/her own expense.
2. The Local #10 office staff will address, seal, stamp and mail campaign literature. All mailings will be done outside of regular working hours. These expenses will be paid by the candidate at the current office staff hourly contract rate.
3. Postage, if any, shall be paid immediately by the candidate before mailing.
4. Candidates shall be prepared to pay all expenses, by check or money order, immediately upon completion of work.
5. Candidates have the right to inspect a membership list once within 30 days of election, but shall not have the right to copy or remove this list from the Local #10 office.
6. Provisions must be made in advance with Local #10's Financial Secretary-Treasurer for a mailing or inspection of the membership list.
7. Upon completion, the mailing will be taken to the post office by the Local #10 staff. (Can be observed by the candidate if requested)

The following rules will be in effect for Campaigning of all candidates:

1. There shall be no campaigning in or on any Local JATC Training facilities, grounds or property.
2. Candidates must have equal opportunity to campaign
3. Candidates may not solicit or accept any financial support from any Union, Employer or non-member
4. Candidates may not use the SMWIA or SMART logo on any campaign literature
5. Candidates may not campaign on Company or Union time. A leave of absence or vacation time should be utilized to campaign during working hours
6. Candidates shall not be permitted to campaign or solicit within 500 yards of the polling area on the day of Election. The polling area shall be determined by the Chief Judge or his/her designee.

Duties of Officers, other than those specified in the' International Association of Sheet Metal Air Rail and Transportation Workers Constitution and Ritual:

Business Representatives

Attend all meetings in assigned areas as directed by the President/Business Manager.

By virtue of the office, be a delegate to the SMART Convention.

Attend as many AFL-CIO or Building Trades meetings as possible.

Perform all duties and tasks assigned by the President/Business Manager in order to service our members.

Executive Board

Attend all General Membership and Executive Board meetings.

By virtue of the office, be a member of the Executive Board Membership

Meetings – Executive Board shall meet in regular sessions at such time and place as may be designated by the local union. Special meetings will be called by the president when necessary or requested.

***Officers and members receiving income from the Union are expected to volunteer their time and services when needed.**

In an effort to lead by example, we are asking anybody receiving an income from Local 10, including, but not limited to: Business Representatives, Organizers, Union Trustees, Executive Board members, Warden, and all full or part time instructors to volunteer at the following levels:

Full time person: 6 hours per month when needed

All others 3 hours per month when needed

These hourly requirements could be fulfilled by working charity events, phone banks or door knocks. Hours worked during normal working hours would not count towards this goal. Only events on evenings or weekends would count.

It is the Business Manager's discretion to determine when volunteer hours are needed.

Salary

Business Representative

Metro area straight time contract rate: General Foreman based on 40 hours per week

All related business expense to be approved by the Business Manager and Financial Secretary/Treasurer. Also any other business related expenses would be reimbursed upon receipt and voucher for same. (To include but not limited to Extended trip travel, Parking, Hotel expense, Airfare, Meals).

Executive Board

\$75 / per month

For all special called meetings (Trials, Pre-negotiation) by the Business Manager, all attending committee members will be paid at \$60.00 per meeting.

All part time officers of Sheet Metal Workers' Local #10 are to be reimbursed at whatever current contract rate is for mileage incurred to attend any necessary meetings.

Expenses

Car insurance is paid by the local in compliance with rules set up by the Executive Board. Yearly maximum is \$1200.00.

Car allowance in lieu of buying cars

7/1/2016	\$255.00	per week
7/1/2017	\$260.00	per week

Full time employees are expected to drive 100 miles one way before being reimbursed for fuel or in excess of 400 miles per week. In lieu of buying cars and gas cards or paying the current IRS mileage reimbursement rate for business use of personal vehicles, an auto/expense allowance of \$255.00 per week is authorized, with an additional \$5.00 increase July 1, 2017.