



Local Constitution & By-Laws

Does Yours Reflect Your Business?

Constitution & By-Laws

- How important are your By-Laws
- International, State and Local By-Laws
- Define the rights and responsibilities of members and officers in your local
- Do your By-Laws accurately define the way business is being conducted, i.e. MT Convention Rules
- Importance of Providing Continuity

U.S. Department of Labor

Office of Labor-Management Standards (OLMS)

U.S. Dept of Labor

- *Labor-Management Reporting and Disclosure Act* of 1959 (LMRDA) applies to Private Sector and Postal Employees
- Requires unions to maintain 2 current copies on file with the *Office of Labor-Management Standards* (OLMS)
- Form LM-1 reporting identifies the structure, practices and procedures of the union

Montana Department of Labor & Industry

Board of Personnel Appeals (BOPA)

BOPA

- Administrative oversight for Labor issues in MT
- Oversees Labor Hearings
- Submits Legislation
- Requires **ALL** Unions in MT to maintain a current copy of their By-Laws on file
- Do your Bylaws allow for other locals to join?

Justification Clause

“...and any other proposed bargaining unit approved by
this body.”

Board of Personnel Appeals

1. Anne MacIntyre, Presiding Officer
2. Jenny Stringer, Management Board Member
3. Kevin McRae, Management Board Member
4. Quinton Nyman, Labor Board Member
5. Jim Soumas, Labor Board Member

C&BL Legal Requirements

- Are you at risk of a lawsuit from your members?
- Defines the process for conducting elections
- Defines the Rights and Responsibilities of Membership
- Do your By-Laws include a provision for *Active Retirees*?

Election Process

- DOL Standards, i.e. electronic voting
- Nomination process for Officers and Delegates
- Ballots and counting processes

Primary Officers

- Bonding
- Responsibilities
- Limitations
- Fiduciary Requirements

Finances

- IRS and APOC requirements
- Spending Limits
- How are your dues collected
- PAC's, Benevolent Funds

By-Law Changes

- How often are your Bylaws reviewed
- What is the process for actually making changes

Case Studies

- Applying for a Non Rep position in Anchorage
- 7th Dist Eboard Member that is not in good standing with the local
- Using the Board instead of a Grievance Comm



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Questions or Comments?