



**AFT Connecticut**  
*A Union of Professionals*



## Constitution and Bylaws

### ARTICLE I NAME AND PURPOSE

This organization shall be known as Managerial and Exempt Employees United (M+E), Local 6577, AFT-Connecticut. M+E shall be an associate membership local within AFT-Connecticut. When possible, M+E shall help members interested in collective bargaining find opportunities with other AFT-Connecticut local unions. The purpose of this organization is not that of a traditional collective bargaining organization but rather to advance the interests of those who do not have collective bargaining through organizing and lobbying efforts.

### ARTICLE II OBJECTIVES

The purpose of this organization shall be:

Section 1. To advance the economic, social, and political well-being of the membership.

Section 2. To promote the improvement of standards in the employment situation of the membership.

Section 3. To encourage mutual understanding and cooperation among the membership.

Section 4. To promote the interests of citizens who are served by the membership.

Section 5. To promote the effectiveness and quality of the institutions in which our members work.

Section 6. To promote democracy, equality, and unionism in our society.

### ARTICLE III MEMBERSHIP

Section 1. All state of Connecticut employees exempted from collective bargaining units are eligible for membership with the exception of Commissioners.

Section 2. No person shall be denied membership nor shall this organization discriminate against individual members or applicants for membership on the basis of social, political, or economic status, age, ancestry, color, national origin, gender identity or expression, genetic information, learning disability, marital status, intellectual disability, physical disability (including but not limited to blindness), present or past history of mental disability, prior criminal record, race,

religious creed, sex (including pregnancy and sexual harassment), sexual orientation, retaliation for previously opposed discrimination or coercion, veteran status, members of Civil Air Patrol, and workplace hazards to reproductive systems.

Section 3. A member in good standing is defined as a member who is current in payment of dues to the organization.

Section 4. Members of M+E shall be considered associate members of AFT CT unless they achieve collective bargaining status within an established collective bargaining unit and therefore would be considered full members, with all rights and obligations applicable.

Section 5. Retired M+E members shall be encouraged to join the state-wide AFT CT retirees local.

Section 6. Any decision to increase dues for M+E members shall be voted on by the membership and shall require the support of a simple majority of members present.

#### ARTICLE IV ELECTION OF OFFICERS AND EXECUTIVE BOARD MEMBERS

Section 1. Officer and executive board elections are to be held every two years on even numbered years. The organization shall elect the following officers:

- a. President
- b. Vice President
- c. Secretary-Treasurer
- d. Four (4) at large executive board members

Section 2. To be eligible for office a person must be a member in good standing of the organization.

Section 3. The Elections Committee shall conduct all general and special elections and referenda of the organization.

- a. The Elections Committee shall consist of three members in good standing appointed by the President with the approval of the Executive Board. The Elections Committee shall elect its chair.
- b. Any member of the Elections Committee nominated for or seeking office must vacate their position and be replaced by a member nominated by the President and approved by the Executive Board.

Section 4. The nomination of candidates for office shall be conducted as follows:

- a. To be nominated, a candidate must submit to the Elections Committee a petition containing the signatures (email authorization is accepted) of ten (10) members. Said petitions must be submitted no later than thirty (30) days prior to the membership

- meeting in which the election is held.
- b. Nominations may also be made from the floor at the membership meeting in which the election is held.
  - c. Members nominated to run for office must affirmatively accept their nomination.
  - d. The Election Committee shall determine whether the nominations were timely and if the nominees are eligible for office.

Section 5. At least fifteen (15) days prior to the election, the Election Committee shall notify all members of the election date and the candidates for office via personal email.

Section 6. The Elections Committee shall conduct an election for officers at the designated membership meeting. The vote shall be by secret ballot. The majority of the ballots cast shall determine the outcome of the election.

Section 7. In the absence of a majority, the Elections Committee shall conduct a run-off election between the two candidates who have received the most votes for the office in question.

Section 8. Challenges and objections to the election must be submitted in writing, with a statement of supporting reasons that includes specific facts as well as any documentation, to the Elections Committee within five (5) days of the count. The Elections Committee shall issue its written opinion regarding the objections no later than ten (10) days after receipt of such objections.

Section 9. The election results shall be published and distributed to the membership within fifteen (15) days of the count. All elections materials, including the ballots, shall be kept in a secure location for one (1) year.

Section 10. Successful candidates shall assume office within fifteen (15) days of the conclusion of the election OR five (5) days after any challenge to the election has been resolved.

Section 11. The Executive Board shall have the power to fill vacancies in its membership until the next general election of officers.

Section 12. A petition signed by forty percent (40%) of the membership, and alleging constitutional violations, fiduciary breaches, or acts clearly detrimental to the union, shall be sufficient to require the Executive Board to vote on whether to conduct a recall election of the officer identified in the petition. The officer subject to recall and any Executive Board member signing the petition shall not vote on the question of a recall election. If a majority of the Executive Board approves a recall election, the Elections Committee shall supervise the recall election. In such cases, the successful candidate shall fill the remainder of the term of the position.

## ARTICLE V DUTIES OF OFFICERS

Section 1. The President shall:

- a. be the presiding officer at all meetings of the membership and the Executive Board;
- b. be an ex-officio member of all standing committees except the Elections Committee;
- c. appoint, with the approval of the Executive Board, the chairs of all standing and special committees except the Elections Committee;
- d. be the principal executive officer of the organization;
- e. receive, report and respond to correspondence of the organization;
- f. be one of the responsible financial officers of the organization and shall be authorized to co-sign financial instruments and make regular and usual disbursements of funds;
- g. represent the organization before bodies of the employer, executive and legislative officials;
- h. represent the organization before the public, community organizations, and the news media;
- i. make an annual report to the organization's membership; and
- j. be able to delegate the responsibilities of the office except where otherwise specified by the Constitution.

Section 2. The Vice President shall:

- a. assume the duties of the President in the event of the absence, illness, or death of the President;
- b. oversee the work of and receive regular reports from all committees;
- c. perform other duties as delegated by the President or assigned by the Executive Board; and
- d. co-sign financial instruments in the absence of the President or Secretary-Treasurer.

Section 3. The Secretary-Treasurer shall:

- a. maintain the financial and non-financial files and records of the organization;
- b. record and keep accurate minutes of meetings of the membership and the Executive Board;
- c. assist the President in handling the correspondence of the organization;

- d. oversee the work of, and receive and certify the reports of, the Elections Committee;
- e. maintain accurate membership records;
- e. be one of the responsible financial officers of the organization and be authorized to co-sign financial instruments and make regular and usual disbursements of funds;
- f. perform other duties as delegated by the President, or assigned by the Executive Board.

## ARTICLE VI EXECUTIVE BOARD

Section 1. The Executive Board shall meet monthly, or at the call of the President, or at the call of two (2) or more of its members, for the purpose of initiating, overseeing or revising the program of the organization and to conduct other business of the organization that is within its authority. A quorum of the Executive Board shall be a simple majority of its members.

Section 2. The Executive Board shall determine the agenda for all membership meetings.

Section 3. The Executive Board shall be empowered to make contracts and incur liabilities including the purchase of services, equipment and real property, to borrow money, to secure such obligations by mortgage or other instrument, and to otherwise engage in financial transactions to the extent permitted by applicable law or statute. The Executive Board shall have the power to sue, complain and defend on behalf of the membership.

Section 4. The Executive Board shall approve the chairperson and membership of all standing and special committees of the organization, except the Elections Committee, and receive regular reports from such committees.

Section 5. The Executive Board shall be responsible for adherence to and enforcement of the Constitution and Bylaws of the Organization.

Section 6. The Executive Board shall issue regular reports, including an annual report, to the membership.

Section 7. Three unexcused absences from an Executive Board meeting within a year,

counted from the date of assumption of office, shall be grounds for an Executive Board member's suspension and/or replacement.

## ARTICLE VII COMMITTEES

Section 1. The standing committees of the organization shall be:

- a. Elections
- b. Organizing
- c. Legislative/Political
- d. Communications
- e. Professional Development/Research
- f. Social

Section 2. The Executive Board, either on its own initiative, or at the direction of the membership meeting, may establish special committees.

Section 3. The President, with the approval of the Executive Board, shall appoint all committee chairs and committee members.

Section 4. Each committee shall present its annual program of action to the Executive Board and the membership meeting.

Section 5. The Elections Committee shall conduct and supervise all elections of the organization.

Section 6. The Organizing Committee shall develop programs and activities that shall encourage all eligible persons to join and participate in the organization. When appropriate, the committee shall work with affiliated organizations to pursue collective bargaining for interested members.

Section 7. The Legislative/Political Committee shall be responsible for monitoring government actions that may affect the membership and develop appropriate responses to such action in cooperation with affiliated organizations. The committee shall also work in

cooperation with affiliated organizations to engage the membership around elections. The committee shall secure voluntary contributions to support the political work of the organization and affiliated organizations.

Section 8. The Communications Committee shall design, produce and distribute a regular communication to the membership; a regular bulletin for officers and committee chairs; and other material for the organization as necessary.

Section 9. The Professional Development/Research Committee shall identify the professional and work-related educational and training needs of the membership and develop programs and activities that meet said needs, taking into consideration the resources provided by affiliates. The committee shall conduct research needs at the request of the Executive Board.

Section 10. The Social Committee shall conduct activities that promote the social well-being of the membership, attract potential members and promote community among organized labor and in the society at large.

## ARTICLE VIII MEMBERSHIP MEETINGS

Section 1. The legislative power of the organization shall be vested in the membership meeting. Unless otherwise stipulated in this Constitution and Bylaws, action items and elections shall require a simple majority of votes cast in the membership meeting. The membership meeting shall approve the annual budget; shall receive and approve committee reports, including the required annual financial report or audit; and shall develop and vote on resolutions to guide the policy of the organization.

Section 2. The membership meeting shall convene quarterly at a predetermined time and place, or more or less often as approved by simple the majority vote of members present in the regularly constituted membership meeting.

Section 3. Quorum for the membership meeting shall be five percent (5%) of the membership.

Section 4. Special meetings may be called by the presiding officer, by a majority of the Executive Board or by petition to the Executive Board of fifteen percent (15%) of the members in good standing. The notice of the special meeting and the agenda shall be

circulated to all members at least seven (7) days in advance of the meeting. Items not included on the agenda for the special meeting shall not be addressed. All special meetings shall be duly noticed and conducted according to the provisions of this Constitution and Bylaws.

## ARTICLE IX REVENUES

Section 1. The regular, associate-membership dues of this organization shall be set by the membership. For the dues to increase, a simple majority of members present at a membership meeting must vote in favor. Any proposed dues increase must be passed by a majority of the Executive Board and then announced thirty (30) days prior to the membership meeting for the final vote.

Section 2. Special assessments for specific purposes may be levied by the Executive Board provided that the actions required for a referendum for such purposes have not been initiated within thirty (30) days of the decision of the Executive Board.

## ARTICLE X AFFILIATIONS

This organization shall maintain affiliation with AFT-Connecticut.

## ARTICLE XI RULES OF ORDER

*Robert's Rules of Order, Newly Revised* shall govern this organization and all of its subordinate bodies in all matters not expressly covered by this Constitution or the By-Laws of this organization.

## ARTICLE XII AMENDMENT

Section 1. Thirty-five percent (35%) of the membership may present, by petition, a proposed amendment to this Constitution to the Secretary-Treasurer, who shall notify the membership of the proposed amendment no later than thirty (30) days prior to the next membership



meeting. Alternatively, a majority of the Executive Board may vote to present a proposed amendment to the members at the next membership meeting. A copy of the proposed amendment, along with an explanation of said amendment, shall be distributed to all members a reasonable time prior to the membership meeting at which the amendment shall be introduced and discussed.

Section 2. A quorum for any meeting at which constitutional amendments are to be considered and adopted shall consist of ten percent (10%) of the membership.

Section 3. The membership shall vote on all amendments to the Constitution.

- a. Following the membership meeting at which the proposed amendment was introduced, the Election Committee shall hold a (secret ballot) vote on the amendment at the next membership meeting.
- b. In the alternative, following the membership meeting at which the proposed amendment was introduced, a special membership meeting for the purpose of voting on the proposed amendment may be called by the Executive Board. The special meeting shall be conducted in accordance with the terms of Article VIII, Section 4.
- c. The Elections Committee shall tally the results. Two-thirds (2/3) of the membership present at the meeting shall be required for passage of the amendment.

This constitution was adopted by the membership on (date).

Signed:

Attest: