

BYLAWS OF DISTRICT LODGE NO. 34
INTERNATIONAL ASSOCIATION OF MACHINISTS
and
AEROSPACE WORKERS

PREAMBLE

We, the membership of Local Lodges of the International Association of Machinists and Aerospace Workers, fully recognize the need of a District Lodge through which certain of our activities shall be coordinated to eliminate duplication of efforts and uneconomical conditions, to increase our effectiveness, and to deal on a basis of equality with employers as near as that is possible to do so by our craft, therefore, do, in accordance with the IAM Constitution, District and Local Lodges of the International Association of Machinists and Aerospace Workers, agree to and enact the following Platform, Constitution and Bylaws for our Government.

PLATFORM

The object and aim of this District Lodge shall, in the order named, be

1. To aggressively and persistently lead in disseminating such sound principles among Machinists, Toolmakers, Production Workers, Auto Mechanics, and Aircraft Mechanics, Maintenance Machinists, Erection Machinists, Die Makers and Model Makers, their helpers and apprentices, as will serve to permanently unite them either in existing Local Lodges or in new Local Lodges for the purpose of securing mutual protection, harmonious relation, close co-operation, in all matters relating to our craft.
2. To ever assist member Local Lodges to attain and maintain the highest numerical strength possible, from which springs prestige essential to the achievement of better collective wage and working conditions, laws for the protection of the security in employment, living in a higher standard of decency and comfort to which the membership is justly entitled.
3. To assist in organizing new Local Lodges whenever and wherever new Local Lodges are deemed wise and practical, bringing same within the fold of this District Lodge.
4. To, through logical reasoning, sound business ethics, and all other legitimate means, promote securing and maintaining collective wage and working condition agreements between employers and the membership thereby employed.

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Effective: 4-1-03

5. To persistently encourage, establish and maintain a just and fair policy between the member Local Lodges, the respective memberships thereof, and the employers of such membership.

6. To diligently strive by invoking every legitimate means and ounce of prestige possessed by the International Association of Machinists and Aerospace Workers at our command, to prevent strikes and lockouts wherever possible.

7. To promote consistently other high and noble ideals disseminated by the Grand Lodge of the International Association of Machinists and Aerospace Workers.

BYLAWS OF DISTRICT LODGE NO. 34

INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS

ARTICLE I - NAME AND SCOPE

Section 1. This organization shall be designated and recognized as District Lodge No. 34, International Association of Machinists and Aerospace Workers, (hereinafter referred to as the District), and its jurisdictional scope shall include Cincinnati and vicinity and surrounding areas including Local Lodge No. 1391, Lawrenceburg, Indiana per Executive Council action, and exclusive of Local Lodges affiliated with Railway District Lodges.

ARTICLE II - DELEGATES

Section 1. This District shall be composed of delegates from affiliated Local Lodges as follows: Each Local Lodge shall be entitled to one (1) standing delegate, namely, President and four (4) delegates elected by each local. Each Local Lodge shall be entitled to one (1) alternate delegate.

Section 2. Local Lodges affiliated with Railway Districts shall be entitled to three (3) fraternal delegates with voice, but no vote; this for the purpose of creating harmony, unity of action, and cooperation between all Local Lodges of related crafts in the Metal Industry.

Section 3. No delegate shall be seated in this District unless he or she has been a continuous good standing member of the Local Lodge he or she represents in the District for at least one (1) year. This does not apply in the case of newly organized Local Lodges.

Section 4. No delegate shall be a member of a dual organization.

Section 5. Each Local Lodge shall elect District delegates in conjunction with the election of officers of said local lodge, and provide the newly elected delegates with written

credentials over the seal of the Local Lodge, which shall be presented with the member's dues book to the Credential Committee of the District for approval or disapproval.

Section 6. A quorum for the transaction of District business shall consist of not less than twelve (12) delegates representing a majority of the affiliated Local Lodges in addition to the officers of the District. The District meetings will be held in the months of January, April, July and October of each year. Those meetings will be held on the 4th Tuesday. The President of the District may call a special meeting or by petition of a majority of the Executive Board the President shall also call a special meeting.

Section 7. In the event any elected delegate absents himself from three (3) consecutive meetings of the body to which he was elected without being excused therefore, and if there is no controversy as to the refusal to excuse being proper, such delegate shall be deemed to have resigned his office. The vacancy shall be filled by appointment by the Local Lodge presiding officer on a pro tem basis for that period reasonably required to bring about the nomination and election of a successor.

ARTICLE III - OFFICERS

Section 1. The Officers of this District shall consist of a President, Vice President, Secretary-Treasurer, Recording Secretary, Conductor-Sentinel and a Board of three Trustees.

Section 2. To be eligible for the office of the following Officers of the District; President, Vice President, Secretary-Treasurer, Recording Secretary, Conductor-Sentinel, and a Board of three (3) Trustees, the candidate shall be a duly elected and seated Delegate to District from an affiliated Lodge, excepting as provided for in Article V, Section 3, of these Bylaws.

The above listed Officers shall be nominated, elected, and installed at the regular meeting of the District Lodge held in the month of January every four (4) years.

Nomination and the election of two (2) Delegates to the Ohio State Council of Machinists, two (2) Delegates to the Kentucky State Council of Machinists, and two (2) Delegates to the Indiana State Council of Machinists unless contrary to the Bylaws of either affiliate will also be held.

The term of Officers and Delegates noted above shall be elected for a term of four years and shall serve until a successor is elected and installed.

Section 3. The District Lodge shall elect at the January meeting in conjunction with District Lodge officers an Auditing Committee, composed of three (3) members of the District Lodge. Officers of the District Lodge are not eligible to be elected as members of this committee. The committee shall immediately after the close of each period, begin with the

work of examining the books and accounts of the District Lodge for the preceding half-year period. The report of the committee must be countersigned by the Trustees of the District Lodge. Should one (1) or more auditors fail to be in attendance, the Trustees shall proceed with the work as though all of the committee were present. The Auditing Committee shall render its report on a form furnished for that purpose by the Grand Lodge. The Auditing Committee shall receive \$15.00 expenses for each District audit they attend.

Section 4. In the event any officer of this Lodge absents himself from two (2) consecutive, regular meetings of this lodge 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. The vacancy shall be filled by appointment by the presiding officer on a pro tem basis for that period reasonably required to bring about the nomination and election of a successor.

(a) 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 of his absence without excuse found acceptable to the Lodge, and he shall be tried in accordance with applicable provisions of the IAM Constitution.

ARTICLE IV - DUTIES OF OFFICERS

Section 1. It shall be the duty of the President to preside at all meetings of the District Lodge and to decide all questions and disputes that may arise where no provision exists in the bylaws to cover same; to countersign all checks properly drawn by the Secretary-Treasurer; and to enforce the laws as laid down in the IAM Constitution and District Bylaws. He shall appoint such committees as are provided for in these bylaws, or are authorized by the action of the District Lodge. On a roll call vote, secret ballot, the President may vote, but when a yea or nay vote is taken, the President does not vote, unless to break a tie. He shall receive an expense allowance of \$100.00 per month for his services.

Section 2. It shall be the duty of the Vice President to assist the President at all times and, in his absence, to perform all duties designated to the President. He shall receive \$20.00 expenses for his attendance at District meetings and \$20.00 expenses at all Executive Board meetings, except when Executive Board meetings are held on a District meeting night.

Section 3. It shall be the duty of the Secretary-Treasurer to keep a correct record of the proceedings of all meetings of the District Lodge and Executive Board, draw all orders passed by the District and attest same by signature and seal if required; present all communications pertaining to District affairs or of general interest; conduct all correspondence as instructed by the District Lodge; forward each affiliated Local Lodge a copy of the proceedings and a financial report of receipts and disbursements within ten (10) days after each regular or special meeting of the District Lodge or Executive Board.

It shall be the duty of the Secretary-Treasurer to receive all monies due this District; transact all business with the bank designated by the District; keep a correct account of the receipts and disbursements and make a report at the close of each regular meeting of the financial status of the District. At the close of each one half (2) year, June and December, he shall present the books for audit by the elected committee for that purpose and shall forward to the International President a complete report as required and on forms furnished for that purpose. He shall furnish to all affiliated Local Lodges necessary per capita tax forms and copy of the one half (2) yearly report.

For the faithful performance of these duties, the Secretary-Treasurer shall receive \$300.00 salary per calendar month. He shall also receive \$30.00 per week expenses.

Section 4. It shall be the duty of the Recording Secretary to keep an accurate written record of all regular, special and executive board meetings of the District Lodge and maintain all ballots for the prescribed time. For the faithful performance of their duties, the Recording Secretary shall receive an allowance of \$20.00 per month.

Section 5. It shall be the duty of the Conductor-Sentinel to examine the dues books of the delegates and visiting members; to introduce visitors to the President and after the Lodge meeting is opened, to see that the door is properly secured. For his duties, he shall receive \$15.00 expenses per month for regular District meetings and \$15.00 expenses for attendance at each Executive Board meeting, except when Executive Board meetings are held on District meeting night.

Section 6. The Board of Trustees shall have charge of all property belonging to the District Lodge; shall see that all of the books are properly kept and at the expiration of each half year, the Trustees shall assist the Auditing Committee in the examination of all books and accounts and verify the report of the Auditing Committee by attaching their signatures thereto.

Should the work of auditing the books of the District Lodge be delayed on account of the failure of one (1) or more of the Trustees to be in attendance, the auditors shall proceed to carry on the work in the same manner as though all of the Trustees were present.

The Trustees shall be liable to the Grand Lodge for all funds and other property of the District Lodge under their control; the Trustees shall not permit the funds, property or assets of the District Lodge to be loaned or appropriated for any other than the legitimate purpose of the IAM. Expenditures or contemplated expenditures in violation of this section shall be cause for any action deemed necessary by a Grand Lodge Officer to fully protect such funds, property or assets of the District Lodge. The Trustees shall receive an expense allowance of \$15.00 for attendance at each District meeting and \$15.00 expenses at each District Executive Board meeting, except when District Executive Board meetings are held on District meeting night. The Trustees shall receive \$15.00 expense if in attendance for the auditing of the District records.

Section 7. Any representative, officer, delegate or member while away on approved travel will be reimbursed the cost of actual hotel/motel expenses.

Section 8. All Local Lodge Presidents, who are in attendance at District No. 34 Executive Board meetings, shall receive fifteen dollars (\$15.00) expenses. No District No. 34 Officers or Local Lodge Presidents shall receive more than one (1) expense payment for attending the same meeting.

Section 9. Any representative, officer, delegate or member while away on approved travel will be paid the appropriate per-diem of \$35.00 (thirty-five) per day. Commencing on the departing day and ending on the return day.

Section 10. Any representative, officer, delegate or member while away on approved travel will be paid the appropriate I.R.S. mileage rate per mile when traveling by private conveyance. Commencing on the day leaving and ending on the return day.

ARTICLE V - BUSINESS REPRESENTATIVES

Section 1. The District with the approval of the General Vice President shall have the power to create the position to be known as Business Representative and cause an election to be held for said position as provided for in the following sections of this article. The term of service for Business Representatives shall be for four (4) years.

Section 2. Candidates for the position of Business Representative of the District Lodge, IAM, shall be a member of the IAM in continuous good standing for at least two (2) years prior to his nomination and free from any delinquency of any nature to a Local Lodge, the District Lodge or the Grand Lodge of the IAM. He shall also be a member of a Local Lodge affiliated with this District for one (1) year or more, and attended no less than 50% or more of his or her Local Lodge meetings during the year preceding the nomination. . Such candidates must be working at the trade at the time and for one (1) year next preceding their nomination. IAM salaried officers, employees or members on strike, victimized or on temporary physical disability are exempted from this provision.

Section 3. The Business Representative of the District Lodge shall be eligible as a candidate for the office of District President. He shall hold no other office in the gift of his Local or the District Lodge, except he may serve as a delegate to any affiliated body (other than District Lodge) and conventions.

The Business Representative shall have a voice but no vote in the meetings of the District Lodge, except in the event he should be serving as President and then only in a tie vote as provided in these bylaws.

District delegates shall elect, at the District meeting in January each year, one (1) of the Business Representatives to serve as Directing Business Representative. The Directing Business Representative shall exercise control of the District office and maintain it on an efficient basis for rendering such services to the members of the affiliated lodges, as authorized and directed by the District Lodge and Grand Lodge. He shall employ and supervise the office employees and supervise the activities of the Business Representatives and Organizer(s). He shall make a monthly report to the District Delegate and shall give a written report to the District Secretary-Treasurer of the Business Representatives' and Organizer(s)' activities. The Directing Business Representative shall appoint one of the other Business Representatives to direct the office employees in the event of his absence for illness, vacation or other reasons for absences. If the office of Directing Business Representative becomes vacant for any reason that vacancy shall be filled by an election by the Delegates of the District. Said election shall be held within two (2) weeks of the vacancy at a special meeting or a called regular meeting whichever is sooner. The Directing Business Representative will be governed by and will comply with all current Official Circulars concerning their duties.

Section 4. Business Representatives must carry \$50,000 and \$100,000 liability and property damage insurance on their automobiles to be paid for by the Business Representative and proof shown the District Lodge Officers of same.

Section 5. The duties of a Business Representative shall be to investigate all grievances that may arise and endeavor to adjust same to the best advantage of the organization and members involved. In handling of grievances or negotiations involving wages and working conditions, when the men so desire, he must be accompanied by a duly authorized committee representing the members in the plant or shop involved. He shall counsel and confer with the District Lodge as occasions may require and shall use his best endeavors to organize all workers in the District who are eligible for membership in the IAM. He shall at all times perform to the best of his ability the duties assigned to him by the Directing Business Representative. On the last day of each week, all Business Representatives shall file with the International President and General Vice President a report of their activities and a copy of same given to the District Directing Business Representative..

Section 6. Each affiliated Lodge in the month of April is entitled to nominate one (1) candidate for each office of Business Representative. Said nomination, with the Seal of the Local Lodge, must be in the office of the District not later than May 5th together with the address and card number of said candidate.

In the month of April the District Lodge shall elect three (3) judges whose duties it will be to check qualifications of nominees for Business Representative(s), receive the ballots and tally sheets from the District Teller after all Local Lodges have voted to check and recount same. Each candidate will be allowed one person who must be a member in good standing to act as an observer during the election and tabulation of the votes (at the District Lodge count and the Local Lodge election) but can take no active part in the counting of

votes. The candidate(s) receiving the highest number of votes shall be declared elected and be given the oath of his office.

Section 7. Election of Business Representative(s) to be by referendum vote unless there is no contest, in which case, the District Secretary-Treasurer shall cast a ballot electing the candidate(s) having no opposition.

Section 8. It shall be the duty of the District Secretary-Treasurer to forward sufficient ballots and tally sheets to each affiliated Lodge, not later than May 28th, said ballots containing the names of all candidates.

Section 9. The election of Business Representative(s) shall be held in the Lodge rooms of the affiliated Lodges at any one meeting in the month of June, under the supervision of the elected District Teller who shall be paid for his lost time (elected in the month of May by the District Delegates) assisted by the Local Lodge Financial Secretary. Local Lodges shall notify the District Lodge of the time and place of their respective elections at least three (3) days prior to the holding of such election. The elected Business Representative(s) shall take office on the first day of July following the election. All members shall be notified of said election by mail 25 days prior to the election by the Recording Secretary of their Local Lodge. Each Local Lodge shall, at their last regular meeting in the month of May, appoint three (3) Tellers who shall have full power to receive, record, and count the votes of said Lodge. Local Lodge Tellers shall forward ballots and one tally sheet with the results sealed to the District Teller immediately after tabulation.

Section 10. That all may have an opportunity to record their vote, the regular Lodge meeting during which the vote is to be taken, may be convened as early as 6:00 a.m. All ballots must be marked in ink or pencil. All votes must be deposited in the presence of at least two of the Tellers. Each voter shall write his name, lodge and card number in the space provided upon the perforated register slip attached to the ballot for that purpose. The tellers shall require each voter to present his dues book for inspection and the tellers shall mark same to show that the member has voted. No member shall be allowed to fill out the ballot for any other member. Any member who, after due trial, is found guilty of illegal voting or in any way preventing an honest election shall be liable to a fine or expulsion.

Section 11. All elections of this District Lodge shall be by plurality. All Local Lodges shall be notified by written notice of elections of Business Representatives in this District. Such written notice by the Secretary-Treasurer of the District, over the seal of the District, shall be received by the Local Lodges at least 60 days before such election shall take place and will properly state all instructions and specific information pertaining to such elections. Members at outlying points, more than 25 miles from the Local Lodge room, members who are ill and confined under orders of a physician or temporarily absent from the city will be permitted to vote absentee ballot. Any member entitled to receive an absentee ballot shall make written request containing members full current address, therefore, to the Recording Secretary of the Local Lodge by delivering same in person or mailing such request to the Recording Secretary

not later than thirty (30) days before the election, if the records of the Local Lodge indicate that the applicant is eligible to vote in the election, the Recording Secretary or Secretary Treasurer shall, within 5 days of the close of nominations, mail the absentee ballot, if in the judgment of the recording Secretary or the Secretary Treasurer, the member is not entitled to vote by absentee ballot, the member will be so notified, in writing, within ten (10) days of receipt of the request for an absentee ballot.

Members voting by absentee ballot must return same by mail, consisting of two envelopes, to be furnished by the Recording Secretary of the Local Lodge. The inner envelope containing the ballot and the outer envelope containing the signed member's name, card number and address. It is intended that the envelope containing the ballot be sealed and enclosed in the outer envelope.

All eligible absentee ballots must be received by the Election Tellers at the address of the voting poll not later than 9:00 p.m. the date of the election.

Section 12. Effective January 1, 1980, the Business Representatives' salary shall be three thousand dollars above the minimum annual salary as set forth in the IAM Constitution and shall be maintained in that position.

The Directing Business Representative's salary shall be \$200.00 per month above the Business Representative's salary.

The Directing Business Representatives, the Business Representatives and the District Lodge Organizer shall receive \$75.00 per week automobile expenses. This automobile expense allowance shall not be payable during periods of vacation or when a Business Representative is incapacitated.

The vacation schedule for the Business Representatives shall be as follows: After the completion of one (1) year's service, two (2) weeks' vacation; six (6) years' service, three (3) weeks' vacation; twelve (12) years' service, four (4) weeks' vacation. Vacations must be taken within the year they are earned, except where good cause is shown and approved by the Directing Business Representative, they may be carried over to the following year only.

District 34 shall contribute into a Health and Welfare Fund only those monies not covered by a contract in any of the shops that the Business Representatives and Organizers and their families belong. The District shall make checks payable to the plans only and not the person or persons involved. In the event coverage of health and welfare for a Business Representative, Organizer or their families is cancelled or runs out, the District will promptly make arrangements to pay into the IAM National Health and Welfare Plan or District Health and Welfare Plan, for their coverage. This payment will be by check to the plan only. The District shall pay only the single plan when the Business Representative or Organizer has no dependents. Coverage will not exceed that negotiated for the membership in these plans. The District shall not pay for weekly sickness and accident plans, for Business Representatives or Organizers if their salaries continue to be paid while off for illness or injury.

Effective January 1, 1980, the salary of the District Lodge Organizer shall be three thousand dollars above the minimum annual salary as set forth in the IAM Constitution and shall be maintained in that position.

Effective January 1, 1984, District Lodge No. 34 shall pay the premiums for medifill insurance policy for each eligible retired Business Representative and/or Organizer, retired or retiring, under the IAM Business Representatives pension plan.

ARTICLE VI - AUTHORITY

Section 1. This District shall have the authority to endorse the institution of new Local Lodges and/or the discontinuance of any Lodge or Lodges within its jurisdiction with the approval of Grand Lodge.

Section 2. This District may, at the discretion of the Delegates, recommend either the raising or the lowering of initiation or reinstatement fees of any Local Lodge or Lodges within its jurisdiction, for a given period of time providing same does not conflict with the Constitution of the IAM and have approval of the General Vice President.

Section 3. The District Lodge shall have the authority to remove from office any official or employee of the District for incompetency or for any act which this District considers detrimental to the cause of Labor provided written charges are filed by a member of an affiliated Local Lodge with the President of the District Lodge and supported by majority vote

(secret ballot) of the Delegates present at meeting, notice of which has been served on all Delegates in writing by mail or otherwise at least seven (7) days before date of meeting. Any elected official or employee of the District against whom charges have been preferred shall, upon written request, be given a trial. Such trial shall be governed by procedure outlined in the code of the IAM Constitution with the express provision that all proceedings shall be under the supervision of the District Lodge and instituted with the District President. Any employee not a member of the IAM may be removed from the District payroll by the Directing Business Representative and approved by the District Lodge.

Section 4. The Code in the IAM Constitution shall govern the removal of any Officer, Delegate or Business Representative of this District.

ARTICLE VII - COMMITTEE

Section 1. The District shall, at the first meeting held in January of each year, appoint seven (7) standing Committees as follows:

- (a) Organizing Committee
- (b) Credential Committee
- (c) Legislative Committee
- (d) Educational Committee
- (e) Entertainment Committee
- (f) Finance Committee (the Trustees to constitute the Finance Committee)
- (g) Bylaw Committee
- (h) Pension and Health and Welfare Committee
- (i) Workers' Compensation Committee
- (j) Women's Committee

Section 2. No Delegate can serve as member of more than two of the Committees herein provided. Each of the above Committees shall consist of at least one Delegate from each affiliated Local Lodge, except the Finance Committee.

Section 3. The Organizing Committee shall take an active part in organizing work at all times; form a central organizing Committee composed of active members from each Local Lodge; assist the District Lodge Organizer; assist the organizing of new members; make a report at each District Lodge meeting and encourage them to cooperate with the District and the Directing Business Representative and Business Representatives thereof.

Section 4. The Credential Committee shall examine the credential and dues books of Delegates.

Section 5. The Education Committee will assist the District Lodge Educator and Territorial educator in promulgating and executing programs designed to enlighten the membership as respecting their duty and responsibilities as members of the IAM to the end of mastering all issues and problems confronting the District.

Section 6. The Entertainment Committee shall have charge of all entertainment, outings, etc., authorized and approved by the District.

Section 7. The Legislative Committee shall keep informed on legislation affecting the interests of the trade Union movement and shall submit reports and recommendations to the District Lodge at intervals not less frequent than once every three months.

Section 8. All proposed amendments, cancellations and additions to the Bylaws shall be referred to the Bylaw Committee for consideration and recommendation. They shall report on the proposed amendments, cancellations and additions to the District Delegates for proper action. The Bylaw Committee shall revise and correct all such parts of the Bylaws as are affected by the approved amendments, cancellations and additions.

Section 9. These Committees respectively, shall meet subject to the call of the Chairman. The Chairman of each Committee shall be determined by the first appointed, except the members of the Finance Committee who shall elect their own Chairman.

Section 10. The Pension and Health and Welfare Committee will keep the Delegates of District #34 up-to-date on all changes in the IAM Plans and call meetings to so instruct the membership at the Chairman's request and approved by the District.

Section 11. The Workers' Compensation Committee will keep the Delegates informed on changes in the State Fund and self-insured Plans. The Chairman can call meetings to inform the membership on the approval of the District.

Section 12. The Women's Committee shall meet to discuss current workplace, community or personal issues for change, educate women on their rights, assist the organizers in organizing and educating new members, lobby for legislative improvements and changes, educate and work with the male membership on understanding women's issues, encourage the development of more women's committees, assist in the planning and organization of conferences and local schools to ensure the content, speakers and participants reflect the diversity of the union's membership. The Women's committee shall also report at each District Lodge meeting.

ARTICLE VIII - REVENUE AND FINANCE

Section 1. The per capita tax for the legitimate maintenance of this District shall be derived from a per capita tax on the membership of each affiliated Local Lodge.

Section 2. The per capita tax payable to this District, effective July 1, 1975, shall be twenty-five percent (25%) of the local lodge dues and shall be redetermined January 1 of each succeeding year.

The Financial Secretary or Secretary-Treasurer of each lodge shall submit on proper forms to the District Secretary-Treasurer on or before the 15th day of the following month all per capita tax due and payable to the District for the preceding month.

Section 3. The Grand Lodge supplement reports, also the quarterly auditing report of each affiliated Local Lodge, shall be presented to the District Finance Committee for examination, which shall be thoroughly checked and returned to the officer from whom received.

Section 4. District No. 34 shall deduct one and one-half percent (12%) of the per capita tax and place said deduction into a special fund, called "District No. 34 Building Fund", for the purpose of a future building.

(a) Any withdrawal from the building fund shall be with the approval of the District No. 34 Delegates.

(b) A voucher shall be made for any withdrawal of the fund and signed by the Trustees of the District No. 34.

(c) All checks must be signed by the President and Secretary--Treasurer of District No. 34.

ARTICLE IX - ORDER OF BUSINESS

1. Pledge to the Flag.
2. Roll call of officers and noting of absentees.
3. Presentation of credentials and initiation.
4. Roll call of delegates and noting of absentees.
5. Reading of minutes and acting on same.
6. Examination and introduction of visiting members.
7. Report of lodges in writing.
8. Communications, bills, etc.
9. Report of Committees, standing and special.

10. Reports of Business Representatives.
11. Anything for the good of the Association and discussion of subjects of an economic nature.
12. Unfinished business.
13. New business. Election of officers.
14. Installation of Officers.
15. Reports of Secretary-Treasurer, including receipts and disbursements since the close of last meeting.
16. Adjournment.

ARTICLE X - MISCELLANEOUS

Section 1. Good standing members of any affiliated Local Lodge may attend District meetings, but without voice, unless permission on the floor has been granted by a majority vote of the delegates.

Section 2. The District officers in conjunction with the District Business Representatives shall hold joint quarterly conferences with all Shop Stewards and Shop Committeemen.

ARTICLE XI - THE EXECUTIVE BOARD

Section 1. The Executive Board of the District shall consist of President, Vice President, Secretary-Treasurer, Sentinel and Board of Trustees (3). The President of each affiliated Local Lodge shall be members of the District Executive Board.

Section 2. The executive power of the District between sessions of the District Lodge shall be vested in the Executive Board in an emergency or whenever a situation arises that requires prompt action, the Executive Board shall have full charge in handling such matters.

Section 3. Executive Board meetings shall be held on call by the District President and minutes of these meetings will be kept in the same manner as regular meetings by the Secretary-Treasurer.

Section 4. It shall be the duty of the President along with the Directing Business Representative and the Secretary-Treasurer to negotiate all contracts of office employees, employed by District #34. The Executive Board of District #34 shall instruct the negotiations on the proposals submitted for District #34. Prior to the signing of the office employees contract, it will be brought to the District #34 Executive Board for approval.

ARTICLE XII

Section 1. All Officers, employees or other individuals in this District 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 2. 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.

ARTICLE XIII - AMENDMENTS

Section 1. These Bylaws shall not be amended except when such proposed amendment is submitted, in writing, and signed by at least one (1) Delegate from the majority of the Lodges affiliated with the District Lodge.

The Bylaws Committee shall receive such proposed changes, study same, as well as other sections affected, and make report at next District meeting and read to the District at such meeting without debate. At the next succeeding/meeting of the District Lodge the proposed changes shall be read, discussed and voted upon by secret ballot.

Section 2. Each Local Lodge upon receipt of any proposed amendments, cancellations and additions in the District Bylaws shall act upon same at a called meeting, the membership is to be notified by written notice at least seven (7) days prior to the date of this meeting to vote for the adoption or rejection. It shall require a majority of the votes (secret ballot) cast by the members of the affiliated Lodges to adopt any amendments, cancellations and additions.

Section 3. Any amendments, cancellations and additions that fail to receive a majority of votes cast shall not again be submitted until twelve (12) months shall have elapsed and then only upon its being proposed as set forth in this Article.

Section 4. The voting shall be under the supervision of an Elected District Teller, who shall be paid for his lost time, (elected as required) assisted by the Local Lodge Financial Secretary. Local Lodges shall notify the District Lodge of the time and place of their respective voting at least three (3) days prior to the date of the meeting. Local Lodge Tellers shall forward ballots and one tally sheet with the results sealed, to the District Teller immediately after tabulation.

Section 5. The District Secretary-Treasurer shall upon receipt of the vote of any proposed amendments, cancellations and additions, furnish a copy of the results, including the vote of each amendment; cancellation and addition to each affiliated Lodge.

Section 6. All amendments, changes or additions to these bylaws must be ratified by a majority of District Lodge 34 delegates in attendance at the meeting at which the vote is taken; and approved by the Grand Lodge before becoming effective. Each proposal must be considered and voted upon separately. A majority affirmative vote by those present and voting is needed for adoption.

These bylaws shall become effective when approved by the International President.

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