

Local 6132

Bylaws



Austin, Texas

TABLE OF CONTENTS

ARTICLE I – NAME	1
ARTICLE II – JURISDICTION	1
ARTICLE III – OBJECT	1
ARTICLE IV – STRUCTURE	2
ARTICLE V – MEMBERSHIP, ELIGIBILITY	2
ARTICLE VI - DUES, FINES AND ASSESSMENTS	3
ARTICLE VII – GOVERNING AUTHORITY OF THE LOCAL	3
ARTICLE VIII – EXECUTIVE BOARD	4
ARTICLE IX – OFFICERS AND THEIR DUTIES	4
ARTICLE X – NOMINATIONS AND ELECTIONS	7
ARTICLE XI – LOCAL DELEGATES TO NATIONAL CONVENTIONS	9
ARTICLE XII – COMMITTEES	9
ARTICLE XIII – MEETINGS	12
ARTICLE XIV – MISCELLANEOUS EXPENSE	13
ARTICLE XV – CONDUCT OF LOCAL MEETINGS	13
ARTICLE XVI – GENERAL PROVISIONS	14
ARTICLE XVII – AMENDMENTS	15
ARTICLE XVIII – CHARGES	15
ARTICLE XIX – STRIKES	16
ARTICLE XX – OATH OF OFFICE	16
ARTICLE XXI – ADOPTION	17
ARTICLE XXII – REFERENDUM OF THE LOCAL	17
ARTICLE XXIII – BOARD OF TRUSTEES	17

BYLAWS
CWA LOCAL 6132
AUSTIN, TEXAS

ARTICLE 1 – NAME

This Local shall be known as Communications Workers of America, Local 6132.

ARTICLE II – JURISDICTION

Section 1. This Local shall have the jurisdiction of all work and workers, as provided by the charter issued by the Executive Board of Communications Workers of America.

Section 2. Nothing shall preclude modification, revision or combining jurisdiction of a group, or groups, if a majority of the members voting in each of the groups directly affected consent hereto.

ARTICLE III – OBJECT

Section 1. It shall be the object of the Local to:

- A. Consolidate all communications workers in Austin and the surrounding towns, to effect coordination of activity and the cooperation of all workers within the jurisdiction of the Local; through such coordination and cooperation to give more efficient representation to the communications workers, and to work effectively for the welfare of family, community and the nation.
- B. Participate in all activities of the AFL-CIO, and to affiliate with the legitimate industrial councils on all levels.
- C. May cooperate with all legitimate progressive groups or organizations outside of CWA.

ARTICLE IV – STRUCTURE

Section 1. The structure of the Local shall be as follows:

- A. Membership
- B. Officers
- C. Executive Board – consisting of all elected Officers and Chief Stewards.

ARTICLE V – MEMBERSHIP, ELIGIBILITY

Section 1. Eligibility

- A. All persons within the jurisdiction of the Charter granted for this Local shall be eligible for membership in the Local, except as otherwise provided in the By-laws of the Local or the Union Constitution.
- B. Duties of Members
 - (1) To support and abide by the Constitution of the Union, and the Rules of the Local, Federal, and State laws, and the Constitution of the United States.
 - (2) To vote their convictions in all elections and matters submitted to vote, and to abide by the will of the majority.
 - (3) To bring to the attention of the Local any violation of the Constitution, the By-laws, the Local rules, any violation of the Contracts, or any action by members, which is detrimental to the welfare of the Local, the Union or the members.
 - (4) To attend meetings whenever possible, and to keep the stewards or the officers advised of changes in name, address and telephone number.

Section 2. Initiation Fee

Membership in the Local shall be obtained after payment of the Local initiation fee of \$2.00 and upon approval of any membership committee authorized to accept or reject membership in behalf of the Local, subject to the right of the Local to overrule the decision of a membership committee, except for persons who have been expelled from the Local for not meeting their financial obligations under the rules established by the Local and the International Union, which person, when seeking to rejoin the Union, shall pay an initiation fee equal to the Locals dues for each month they were not members of the Local, dating from the date of said expulsion up to and including one year, with the understanding that this authority may be revoked if this fee seems to be detrimental to organizing.

Section 3. Transfers

The transfer of membership from this Local to the jurisdiction of another Local and from another Local to the jurisdiction of this Local shall be made in accordance with Article V, Section 3 of the Union Constitution.

Section 4. Reinstatement

A person otherwise eligible for membership in the Local who has been fined, suspended or expelled from membership in any Local, shall not be readmitted to membership unless he or she has been restored to good standing by a recommendation of the Local or the successor Local having jurisdiction which levied the fine, suspended and/or expelled such applicant.

Such persons may be readmitted to membership upon payment to the former Local or successor Local, all fines, dues, assessments and penalties imposed by the former or successor Local.

Their application for membership shall be presented at a regular meeting and voted on at the next regular meeting. A two-thirds (2/3) majority vote of those present in the meeting shall be required for acceptance.

A former member of this Local who has been who has been fined, suspended, or expelled from membership, may be readmitted upon payment of all fines, dues, assessments and/or penalties imposed by this Local or its predecessor Local.

No partial payments of such fines, dues, assessments and/or penalties will be accepted by this Local, unless such payments are large enough to result in or make full payment within one (1) year from date of acceptance of the application.

ARTICLE VI – DUES, FINES AND ASSESSMENTS

Section 1. Dues

- A. Each member of the Local shall pay minimum membership dues of two and one-quarter (2 ¼) hours pay per month in accordance with Convention action.
- B. Dues shall not be changed by the Local without secret ballot referendum of the membership.

Section 2. Local Special Assessments

- A. The Local may levy special assessments upon its members in a meeting at which quorum is present, as provided for in the CWA Constitution, Article VI, Section 3.

Section 3. Initiation Fees

The initiation fee of two (\$2.00) per member is the official fee for this Local. Membership will not be granted unless the fee is paid.

ARTICLE VII – GOVERNING AUTHORITY OF THE LOCAL

Section 1. The affairs of the Local shall be governed by its membership in the following manner:

- A. By adhering to the provisions of the Constitution of the Union, Bylaws and Rules of the Local.
- B. By the membership in Local meetings.
- C. By the Executive Board of the Local exercising the authority to carry out the policies of the Local in accordance with these rules and the mandates of the membership.

ARTICLE VIII – EXECUTIVE BOARD

Section 1. The Executive Board of the Local shall consist of the following:

- A. President
- B. Vice Presidents
- C. Secretary – Treasurer
- D. Chief Stewards

Section 2. The Executive Board shall meet at least once each month.

Section 3. The Executive Board shall have the authority to:

- A. Select a Public Accountant or Certified Public Accountant to audit the books of the Secretary – Treasurer at least once each year and cause the Secretary – Treasurer of the Local to prepare a financial statement not less than once a year. Copies of the audit and financial statement shall be sent to each board member in the Local who shall make them available to the membership.
- B. Establish and maintain organization, publicity and educational programs to promote the purpose of the Local.
- C. Employ the personnel that may be necessary to carry out the objectives and to effectuate the policies of the Local and to fix compensation of such personnel within the limitations of the budget approved by the Local.
- D. Replace a steward who is not performing the duties as set forth in the Local rules, subject to an appeal to the Local.
- E. Interpret the rules, except as they may be interpreted by the Local subject to referendum.

Section 4. All expenses incurred by members of the Executive Board in carrying out their duties shall be borne by the Local.

ARTICLE IX – OFFICERS AND THEIR DUTIES

Section 1.

- A. The officers of this Local shall be:
 - (1) The Local President

- (2) The Local Vice Presidents
- (3) The Secretary-Treasurer
- B. No elected officer of the Local shall be qualified to take office unless and until he or she has executed all compliance forms necessary to permit the Local and the Union to exercise its full rights under State and Federal laws.
- C. It shall be the duty of the Local Secretary-Treasurer to process and forward such executed forms to the proper person immediately.

Section 2. Qualification of Local Officers:

- A. Any member in good standing shall be eligible for election to Local Office.

Section 3. Duties of the President:

- A. The President, as the principal Executive Officer of the Local, shall have full authority to execute the policies of the Local as established under these rules and by the membership. Should the President find that the policy of the Local has not been clearly formulated, he or she shall request the Executive Board to interpret the meaning of the policy.
- B. The President shall preside over the Local meeting.
- C. The President shall preside over the meetings of the Executive Board, but shall vote only in the case of a tie.
- D. The President shall call regular meetings of the Executive Board, as required in the Local Bylaws.
- E. The President shall be the official spokesperson for the Local, in all its external relations, and may authorize other agents of the Local to speak in his or her place instead.
- F. The President shall be responsible for the appealing of grievances to higher levels of the Union.

Section 4. Duties of the Vice President:

- A. The Vice President shall assist the President and act under his or her direction.
- B. All Vice Presidents shall be responsible for the prosecution of grievances, internal and external organizing, legislative and political activities and any other assignment assigned by the Local President, Executive Board or Local.

Section 5. Duties of the Secretary – Treasurer:

The Secretary-Treasurer shall act under the direction of the President and shall:

- A. Attend all meetings of the Local and Executive Board and shall cause a faithful record to be made of the proceedings.
- B. Keep all contracts, books, records, monies, securities, and all other properties of the Local.
- C. Maintain a current membership list.
- D. Turn over all funds, books, records and all other documents and properties of the Local in his or her possession to his or her successor in office, upon receipt thereof.

- E. Perform all duties imposed upon him or her in the Bylaws and such other duties as from time to time be assigned to him or her by the membership, the President or the Executive Board.
- F. It shall be the duty of the Secretary-Treasurer to furnish both the Vice President and Secretary-Treasurer of the National Union with two copies of any changes to the Local Bylaws within ten (10) days after such changes are made.
- G. The Secretary-Treasurer shall be responsible for furnishing the Secretary-Treasurer of the National Union with all the proper forms signed by Local Officers which are required by State and Federal Laws immediately upon execution.
- H. The Secretary-Treasurer shall receive the per capita dues, initiation fees, assessments, and other monies due to the Local.
- I. Cause the funds of the Local to be deposited in the bank or banks approved by the Executive Board.
- J. Pay the proper bills and expenses of the Local when evidenced by satisfactory statements or vouchers.
- K. Invest the funds of the Local as instructed by the membership or by the Executive Board in the absence of such instructions by the membership.
- L. Prepare and distribute to the Executive Board and make available at regular monthly membership meetings a monthly financial statement which shall list the total current receipts and disbursements of the Local.
- M. The Secretary-Treasurer shall be bonded, as must any other person who handles Local Funds or other property, in accordance with the Union Constitution or any State or Federal law, shall be custodian of all assets of the Local and shall make a monthly report to the membership.

Section 6. Duties of the Chief Stewards:

- A. The Chief Steward shall make necessary investigations on all work and work operations to determine that the contract is being adhered to.
- B. The Chief Steward shall have the authority to handles all grievances on a local level. He or she shall call upon the Local Officers for assistance at any time it becomes necessary.
- C. The Chief Steward shall make a report to the Executive Board on grievances within the group.
- D. The Chief Steward shall promote the Union policy and activities within the particular group as established by the membership of the Local and the Union.
- E. The Chief Steward shall be a member of the Executive Board.
- F. The Chief Steward of each group shall appoint bulletin board stewards to maintain all established bulletin boards.
- G. The Chief Steward will report directly to the Vice President in charge of his or her department.

ARTICLE X – NOMINATIONS AND ELECTIONS OF OFFICERS AND CHIEF STEWARDS

Section 1. Nominations

- A. Nominations of Officers and Chief Stewards shall be made at a membership meeting, unless a special meeting is called to fill a vacancy, or vacancies, pursuant to Section 3 of this article.
 - (1) There shall be a First Vice President representing employees in AT&T Mobility and Print Sector bargaining units.
 - (2) There shall be a Second Vice President representing AT&T Southwest, AT&T National Internet Services, Verizon, Frontier, and Avaya bargaining units.
 - (3) The President and Secretary-Treasurer shall be nominated and elected at-large.
 - (4) The First Vice President shall be nominated and elected by members in AT&T Mobility, and Print Sector bargaining units, and must work in one of those units.
 - (5) The Second Vice President shall be nominated and elected by members in AT&T Southwest, AT&T National Internet Services, Verizon, Frontier and Avaya bargaining units, and must work in one of those units.
 - (6) There shall be one Chief Steward representing each bargaining unit with one hundred (100) or more dues paying members.
 - (7) There shall be three (3) Chief Stewards representing AT&T Southwest. Geographical jurisdiction shall be determined by the Executive Board to ensure equal representation.
 - (8) There shall be two (2) Chief Stewards representing AT&T Mobility. Geographical jurisdiction shall be determined by the Executive Board to ensure equal representation.
 - (9) Chief Stewards shall be nominated and elected by the bargaining units they will represent and must work in one of those groups.
 - (10) Write-in votes are prohibited.
- B. Nominations shall be conducted during the months of September, October, November or December of each third year.
- C. At least fifteen (15) days prior to nominations, reasonable notice of the offices to be filled shall be given to each member in good standing. The time, date, and place of nominations shall be specified in such notice.

Section 2. Election of Officers and Chief Stewards

- A. Officers and Chief Stewards shall be elected by electronic balloting, unless a mailed ballot is specifically requested by individuals unable, or unwilling, to participate in this manner.
 - (1) The election of Local Officers shall use majority voting.
 - (2) The election of Chief Stewards shall use plurality voting.
 - (3) At least fifteen (15) and not more than twenty-one (21) days prior to the date set for the close of the polls, the Election Committee shall send a ballot to each member in

good standing from an eligible voter list prepared by the Secretary-Treasurer. The ballots shall be sent to:

- (a) the last known email address and/or cell number on file;
 - (b) the last known mailing address on file, upon special request, in a large envelope containing a small plain manilla envelope and stamped return envelope addressed to the Election Committee.
- (4) The Election Committee shall include with each ballot voting instructions which shall give the time and date on which the polls shall close, and shall include the stipulation that the person elected to the office of President be the first accredited delegate to general and special conventions, and shall instruct the voter to do the following:
- (a) Show voting preference on the ballot in the manner prescribed by the Election Committee.
 - (b) Return the completed ballot, as instructed, prior to the date set for the close of polls.
 - (c) The Local shall purchase a metal ballot box with lock for use of the Election Committee.
 - (d) As the ballots are returned to the Election Committee Chairperson, he or she shall drop them unopened into the locked ballot box. It shall be the responsibility of each Election Committee member to see that none of the return envelopes are opened until the Committee meets to count and tally the ballots.
- (5) The Election Committee shall meet, as necessary, to resend or replace missing or undelivered ballots.
- (6) On the date set for the close of the polls, the Committee shall meet and proceed as follows:
- (a) Review the results of the election and prepare a tentative certification.
 - (b) As soon as the results are determined, the Election Committee Chairperson shall notify the nominees of the outcome of their election.
 - (c) The Local Secretary-Treasurer shall preserve the ballots and all other election records for one year.
 - (d) Any challenge to an election must follow the process outlined in ARTICLE XV, Section 4, of the CWA Constitution.
- (7) Write in votes are prohibited.

Section 3. Vacancies

- (A) A vacancy shall exist when any member of the Executive Board vacates their position, before the end of their term.
- (B) A vacancy in the office of the president shall be filled temporarily by the Vice President selected by the Executive Board. A vacancy of President shall be filled by the membership at an election to be held within 60 (sixty) days after the vacancy occurs.
- (C) A vacancy in the office of the Vice President, Secretary-Treasurer or Chief Steward shall be filled within sixty (60) days after the vacancy occurs. The nomination and election shall be the same as for regular Officers.

ARTICLE XI – LOCAL DELEGATES TO NATIONAL CONVENTIONS

Section 1.

- A. Delegates to the National Convention will be the President, Vice Presidents and Secretary-Treasurer.
The nomination of a person for the Office of President, Vice President and Secretary-Treasurer shall also constitute the nomination of the same person as a delegate to CWA Conventions held during the term of office for which the elections are being conducted. A vote cast for a candidate for the Office of President, Vice President and Secretary-Treasurer shall also constitute the nomination of the same person as a delegate to CWA Conventions held during the term of office for which the election is being conducted. A vote cast for a candidate for the Office of President, Vice President and Secretary-Treasurer shall also constitute a vote for such candidate to serve as a delegate to CWA Conventions held during the term of office for which the elections is being conducted.
- B. The first accredited delegate shall be the Local President. The President shall appoint, with the approval of the Executive Board, a chairperson for the Local=s delegation to conventions.
- C. The delegates to a convention shall be prepared to present a report of the proceedings as required by the Executive Board.
- D. It shall be the duty of the Secretary-Treasurer of the Local to certify the Local delegates to the Union Conventions to the Secretary-Treasurer of the National Union within the time limits specified in the Union Constitution.

ARTICLE XII – COMMITTEES

Section 1. The regular committees of the Local shall be:

- A. Rules Committee
- B. Membership Committee
- C. Education Committee
- D. Legislative Committee
- E. Activities Committee
- F. Finance Committee
- G. Election Committee
- H. Organizing Committee
- I. Community Services Committee
- J. Building Committee

- K. Bylaws Committee
- L. Women's Committee

Section 2. The Rules Committee shall be:

- A. Rules Committee
 - (1) The Committee shall be appointed by the President and approved by the Executive Board. It shall consist of three regular members; one of whom shall be appointed Chairperson.
 - (2) Duties – The Committee shall be charged with the duty of considering and reporting to the Local and to the Executive Board on proposals to change the Local rules.

Section 3. The Membership Committee of the Local shall be:

- A. Membership Committee
 - (1) The Membership Committee shall be comprised of at least one member from each group appointed by the President with the approval of the Executive Board.
 - (2) It shall be the duty of the Membership Committee to review the membership situation in the Local, making studies and report on potential membership and exerting all effort toward the consummation of a one hundred percent membership.

Section 4. The Education Committee of the Local shall be:

- A. Education Committee
 - (1) The Education Committee shall be composed of at least three members appointed by the President and approved by the Executive Board, one of whom shall be appointed Chairperson of the Committee and the Educational Director of the Local.
 - (2) The Education Committee shall promote an educational program regarding the Communications Workers of America and the entire labor movement throughout the country.

Section 5. The Legislative Committee of the Local shall be:

- A. Legislative Committee
 - (1) The Legislative Committee shall consist of at least one member from each group appointed by the President and approved by the Executive Board, one of whom shall be appointed Chairperson of the committee and Legislative Director of the Local.
 - (2) Duties – The Legislative Committee shall assist in collecting and disseminating information regarding proposed Federal, State, and Municipal legislation. It shall report to the Executive Board and to the Local, executing such assignments with regard to Legislation as the Executive Board or the Local may direct.

Section 6. The Activities Committee of the Local shall be:

- A. Activities Committee
 - (1) The Activities Committee shall consist of at least one member from each group appointed by the President with the approval of the Executive Board, one of whom shall be appointed Chairperson.

- (2) It shall be the duty of the Activities Committee to plan and execute all social activities of the Local.

Section 7. The Finance Committee of the Local shall be:

- A. The Finance Committee shall consist of at least three members, one from each departmental group appointed by the President and approved by the Executive Board.
- B. The Finance Committee shall make recommendations to the Local on the proposed budget annually. The Finance Committee shall advise the Local concerning investment, soliciting and disbursement of monies and other assets.

Section 8. The Election Committee of the Local shall be:

- A. Election Committee
- B. The Election Committee shall consist of at least three (3) members, appointed by the President with the approval of the Executive Board, and shall conduct all elections and referenda of this Local. The Election Committee shall establish rules consistent with the CWA Constitution, the Office of Labor-Management Standards (OLMS), and the Labor Management Reporting and Disclosures Act (LMRDA).

Section 9. The Organizing Committee of the Local shall be:

- A. Organizing Committee
 - (1) The Organizing Committee shall be composed of at least one member from each group appointed by the President with the approval of the Executive Board, and shall assist the Local Officers and Stewards in organizing all members within the Local=s jurisdiction.

Section 10. The Community Services Committee of the Local shall be:

- A. Community Services Committee
 - (1) The Community Services Committee shall be composed of at least one member from each group appointed by the President with the approval of the Executive Board, and shall assist in developing all community services programs.

Section 11. Other Committees:

- A. The President, with the approval of the Executive Board may appoint such other committees as may from time to time be necessary.

Section 12. Vacancies on Committees:

- A. Whenever a vacancy occurs on ay Committee, the President with the approval of the Executive Board, may appoint a member to fill the vacancy.

Section 13. Building Committee:

- A. The Building Committee shall be appointed by the President and confirmed by the Executive Board of the Local. It shall be composed of 8 members. The Building Committee shall manage and control under the direction of the Executive Board of the Local and subject to the functions of the Secretary-Treasurer with respect to the making

of disbursements connected therewith, any and all real estate which the Local may acquire for use as a Local headquarters or for the furtherance of any legitimate object of the Local. The members of the Building Committee for the time being, shall serve as trustees for the Local, under the direction of the Executive Board of the Local for the purpose of acquiring and holding title to, managing, controlling, borrowing money upon, pledging by way of mortgage or deed or trust any loan secured thereon, leasing, letting, subletting and conveying in fee simple or in any lesser estate any and all real estate which may be acquired or otherwise dealt with for or on behalf of the Union. The foregoing powers shall be exercised only at such times and in such manners as the Local membership may from time to time, direct by resolution of a majority of the members of the Local present in a regular or special membership meeting of the Local at which quorum is in attendance.

The Executive Board of the Local shall have the full and irrevocable power to appoint a substitute trustee or trustees to be exercised at any time, from time to time, without notice and without specifying any reason therefore, the trustee or trustees so appointed to become fully vested with identically the same title and estate in and to the land, premises and property forming the subject matter of the trust, with all rights, powers, trusts and duties of his or their predecessor in the trust, with the effect as if originally named as one of the trustees.

Section 14. Bylaws Committee

A. The Bylaws Committee shall

- (1) Consist of at least one member from each group appointed by the President with the approval of the Executive Board.
- (2) Be charged with the duty of considering and reporting to the Executive Board and the Local on proposals to amend the Bylaws.

Section 15. Women's Committee

- A. The Women's Committee shall be composed of at least three members appointed by the President and approved by the Executive Board, one of whom shall be appointed Chairperson of the Committee.
- B. The Women's Committee shall Educate the Local and the public on health, economic and social issues that affect women; encourage and support women in fighting at the local, state and national level for legislation designed to improve the status of working women and their families; promote and encourage women to run for elected public office and support candidates; strive continuously to educate women on the labor movement while encouraging their involvement at all levels.

ARTICLE XIII – MEETINGS

Section 1. The regular monthly meeting of the Local shall be the second (2nd) Thursday of every month.

Section 2. Order of Business

A. The order of business at Local meetings shall be as follows:

- (1) Call to order
- (2) Appointment of Sergeant of Arms
- (3) Appointment of Parliamentarian
- (4) Reading of Minutes
- (5) Reading of Correspondence
- (6) Report of Officers
- (7) Report of Committees
- (8) Unfinished Business
- (9) New Business
- (10) Adjournment

Section 3. Special meetings may be called by the President, three members of the Executive Board, or a petition presented by twenty-five (25) members. Seven (7) days notice shall be given when practical for a special meeting stating time, purpose and place the meeting is to be held.

Section 4. A Chief Steward may call a group meeting with the approval of the President or a majority of the Executive Board, after appropriate notice has been given. The President or a majority of the Executive Board may appoint one other member of the Board to be present at such meetings.

ARTICLE XIV – MISCELLANEOUS EXPENSE

Section 1. All miscellaneous expense incurred by a Union Office or representative while attending to Union business outside of Austin shall be paid by the Local.

Section 2. Travel Expense:

A. First class fare for train and plane shall be allowed:

Section 3. Lost Salary:

- A. All union representatives shall be compensated for lost time at their regular rate of pay.
- B. Any additional amount, such as overtime and differential, shall be paid with the approval of the Executive Board.

ARTICLE XV – CONDUCT OF LOCAL MEETINGS

Section 1. Membership meetings of this Local shall be conducted under these Bylaws and rules of the Local and in conformity with the Union Constitution. On questions where the Local

Bylaws, the Local rules of the Union Constitution do not clearly apply, Robert's Rules of Order Revised shall govern.

Section 2. The number constituting a quorum for Local meetings shall be the members present. Due notice shall be given to the membership at least seven (7) days in advance of all membership meetings.

Section 3. A majority of the members of the Executive Board or the majority of the members of a committee shall constitute a quorum for those bodies.

ARTICLE XVI – GENERAL PROVISIONS

Section 1. All motions passed in meetings, which establish a policy of the Local, or constitute a mandate to the Officers of the Executive Board, shall be recorded separately from the minutes, and such records maintained in the Local files.

Section 2. The Secretary-Treasurer shall send a remembrance in the event of the death of a member or death in the immediate family of a member. The term immediate family as used herein is defined as consisting of husband, wife, son, daughter, mother, or father.

Section 3. Any Committee or Officer handling a grievance investigation shall make a report on forms provided. Payments for loss of time or expense incurred shall not be made until a written report and a voucher have been received by the Secretary-Treasurer.

Section 4. The Local shall encourage all members to join the Credit Union and the CWA Savings and Trust Fund.

Section 5. The Local shall establish and maintain an account in the Central Texas Regional Blood Center for its members and their immediate families. The term "immediate family" shall include wife, husband, daughter, son, mother, father, stepmother, stepfather, mother-in-law, father-in-law, brother, sister, grandfather, grandmother, or any other relative living in the same household as the member. To be eligible, a person must first have donated on their behalf at least one pint of blood into the CWA Local 6132 Blood Center account. An eligible member may draw out blood without having to replace it.

Section 6.

- A. The Job Steward may attempt to settle a grievance within his or her jurisdiction. If satisfactory agreement is not obtained the matter shall be referred to the Chief Steward of the group, who shall proceed with the grievance through proper channels. In general, grievances will be handled by the Stewards of the particular group with the President or one of the Officers sitting in the meeting.
- B. In any grievance where a Steward fails to reach an agreement, and further meetings are necessary, there shall be no less than two (2) representatives of the Union present.

Section 7. Fiscal year and audit

- A. The fiscal year of the Local shall be from October 1, to and including September 30, or the succeeding year.
- B. The financial records of the Local shall be audited by a Public Accountant or Certified Public Accountant at the end of the fiscal year. The results of such audit shall be available for the inspection of any member of the Local.
- C. The financial records of the Local shall be audited each quarter by the members of the Board of Trustees who are not members of the Executive Board.

ARTICLE XVII – AMENDMENTS

Section 1.

- A. These Bylaws may be amended at any regular Local meeting with thirty (30) days notice in writing to the Secretary-Treasurer of the Local and seven (7) days notice to members of the proposed changes.

Section 2.

- A. Any amendments submitted to any local meeting shall require a two-thirds (2/3) vote of those voting thereupon.

Section 3.

- A. A repeal of any portion of these By-laws shall be by the amendment procedure.

Section 4.

- A. Amendments or repeals proposed and adopted in a Local meeting shall become effective thirty (30) days following.

ARTICLE XVIII – CHARGES

Section 1. Charges

Members of this Local may be fined, suspended or expelled for any of the acts enumerated in Article XIX of the Union Constitution.

Section 2. Trials

Any accused person shall be tried under the provisions of Article XXI of the Union Constitution.

Section 3. Appeals

A member or Officer of this Local, upon being found guilty by a Local trial court, may appeal as provided in Article XXI, Section 4 of the Union Constitution.

Section 4. Local Trial Court

A trial court of this Local shall be composed of seven persons who are members of this Local and not parties to the proceedings. Members of the trial court shall be selected by the members in a membership meeting of the Local.

Section 5.

An officer of this Local may be recalled in conformity with provisions of Article XX, Section 2 and Article XXII, Section 10 of the Union Constitution.

ARTICLE XIX – STRIKES

Section 1. The calling, conduct, and determination of strikes shall at times be carried on in compliance with the rules prescribed by the Communications Workers of America and its Constitution. Strikes called by and affecting only this Local may be terminated either upon:

- A. Approval of a majority of the Local officers.
- B. By a majority vote of the members present in a membership meeting, or
- C. Upon approval of the Executive Board of the Union

ARTICLE XX – OATH OF OFFICE

Section 1. A person elected to an office of the Local after meeting all other qualifications, shall be duly installed upon taking the following oath:

“I (give name) hereby accept the office of (name of office) of Local 6132, Communications Workers of America, with full knowledge of the responsibilities and duties of such office.”

“I promise to faithfully discharge my duties, according to the Bylaws and rules of the Local, and the Constitution and policies of the Union.”

“I further promise to give my successor in office, all books and records in my possession. I shall, at all times, endeavor to serve my Local and the Union to the best of my abilities, so help me God.”

ARTICLE XXI – ADOPTION

Section 1. These Bylaws shall be adopted upon the approval of a majority of the members voting their adoption in the membership meeting called for that purpose.

ARTICLE XXII – REFERENDUM OF THE LOCAL

Section 1.

- A. The Local Election Committee shall submit any questions to a referendum of the membership when directed to do so by action of a regular or special membership meeting.
- B. Propositions submitted to referendum shall be determined by a majority vote of those acting on the question.

ARTICLE XXIII – BOARD OF TRUSTEES

Section 1.

- A. The Board of Trustees shall be responsible for all physical plant of the Local.
- B. The Board of Trustees shall have the authority to purchase all new equipment not to exceed \$200.00. Any purchase over \$200.00 must be with the approval of the Budget Committee.
- C. The Board of Trustees shall have the authority to rent, lease or discard any equipment deemed necessary by the Trustees, or the Executive Board of the Local.

These Bylaws were originally compiled by a committee who examined the Bylaws of other Texas Locals already established. They considered those rules and applied them to the needs of the Austin Local at the time.

The original Bylaws Committee Members were:

Howard Pyle – Plant

Dessie Jo Sutherland – Plant

Susan Brown – Commercial

Fan Earle Corbello – Traffic

The Bylaws adopted April 2, 1952

Amended:

May 13, 1952

August 12, 1952

October 14, 1952

June 17, 1956

January 16, 1958

May 24, 1959

November 9, 1958

September 13, 1959

January 12, 1960

October 10, 1961

December 12, 1961

May 11, 1962

July 10, 1962

April 14, 1964

October 10, 1967

September 10, 1968

September 25, 1969

September 8, 1970

October 8, 1974

November 12, 1974

January 13, 1976

January 11, 1977

August 14, 1978

October 9, 1979

November 13, 1979

May 13, 1980

July 10, 1984

September 10, 1985

June 18, 1990

October 11, 1994

December 18, 1995

November 13, 2001

October 9, 2003

March 9, 2006

December 8, 2010

December 4, 2019

February 10, 2022

August 14, 2025