



BYLAWS

COMMUNICATIONS WORKERS
OF AMERICA

RETIRED
MEMBERS' COUNCIL

AMENDED JULY 2019



INDEX

ARTICLE	PAGE
ARTICLE I – NAME	2
ARTICLE II – JURISDICTION	2
ARTICLE III –OBJECTS	2
ARTICLE IV – COUNCIL STRUCTURE	2
ARTICLE V – COUNCIL DUES	3
ARTICLE VI – GOVERNING AUTHORITY	4
ARTICLE VII – COUNCIL MEETINGS	4
ARTICLE VIII –EXECUTIVE BOARD MEETINGS	5
ARTICLE IX – DELEGATES TO THE UNION CONVENTION	5
ARTICLE X – COUNCIL COMMITTEES	6
ARTICLE XI – ORDER OF BUSINESS	7
ARTICLE XII – EXECUTIVE COMMITTEE AND EXECUTIVE BOARD	8
ARTICLE XIII – ELECTION OF EXECUTIVE BOARD AND EXECUTIVE COMMITTEE	10
ARTICLE XIV – RECALL PETITION	13
ARTICLE XV – AMENDMENTS TO THESE BYLAWS	15
ARTICLE XVI –FISCAL YEAR AND AUDIT	16
ARTICLE XVII – OATH OF OFFICE	16

1 BYLAWS OF THE CWA RETIRED MEMBERS' COUNCIL

2
3 ARTICLE I - NAME

4
5 This organization shall be known as the Retired Members' Council, Communications
6 Workers of America, AFL-CIO, CLC (Council).

7
8 ARTICLE II - JURISDICTION

9
10 The jurisdiction of the Council shall be Council Lifetime members and all the CWA
11 Retired Members' Chapters duly chartered by the International Communications Workers
12 of America (Union)

13
14 ARTICLE III - OBJECTS

15
16 The objects of the Council shall be to represent and serve the members in accordance with
17 the Bylaws and Rules of the Council and the Constitution and policies of the Union.

18
19 ARTICLE IV - COUNCIL STRUCTURE

20
21 (1) Membership

- 22
23 (a) The Council shall be a unit of the Union and shall consist of Council Lifetime
24 members and duly chartered Chapters.
25
26 (b) The Council will adopt bylaws and rules consistent with federal laws and the
27 CWA Constitution and policies of the Union.
28
29 (c) All members of the Executive Board shall be bonded in accordance with the
30 Constitution of the Union or any state or federal law.

31
32 (2) Executive Board

- 33
34 (a) The Council shall elect an Executive Board, which will consist of two
35 representative from each of the Union's districts, and two representative from
36 the Media Sector, which shall consist of the Printing, Publishing and Media
37 Workers Sector, NABET-CWA, and TNG-CWA; the IUE-CWA Division;
38 the AFA-CWA Sector and The Public Healthcare & Education workers
39 Sector. Of the two representatives, one shall be known as District or Sector
40 President and one shall be known as District or Sector Vice President.
41

- 42 (3) Executive Committee
- 43
- 44 (a) Executive President
- 45 (b) Executive Vice President
- 46 (c) Secretary-Treasurer or Secretary and Treasurer
- 47
- 48 (4) Committees
- 49
- 50 (a) Audit - Finance
- 51 (b) Elections
- 52 (c) Legislative
- 53 (d) Organizing
- 54 (e) Bylaws
- 55 (f) Credentials
- 56 (g) Resolutions
- 57 (h) Communications

58

59 ARTICLE V - COUNCIL DUES

60

61 (1) Council Lifetime dues shall be a one-time payment of \$25.

62

63 (2) Chapter Dues

64

- 65 a. Any dues paid by members of a duly chartered Chapter of the RMC shall
 - 66 be the property of the chapter.
- 67

68 (3) Inactive District/Sector

69

- 70 a. In the event that a RMC District or Sector becomes inactive or defunct, all its
 - 71 assets, bank accounts and other property shall revert to the RMC Council
 - 72 General Fund.
- 73

74 (4) Inactive Chapters

75

- 76 a. In the event that a RMC Chapter becomes inactive or defunct, all its assets,
 - 77 bank accounts and other property shall revert to the respective District or
 - 78 Sector RMC Organization. Any monies being held from an inactive or
 - 79 defunct Chapter will be shown on the monthly financial statements.
- 80
- 81
- 82

83 ARTICLE VI - GOVERNING AUTHORITY

84
85 The affairs of the Council shall be governed by its membership in accordance with
86 the CWA Constitution, these Bylaws and policies of the Union in the following manner:

- 87
88 (a) Through the actions taken by delegates to the Council meetings.
89
90 (b) Through actions and decisions of the Executive Board or the Executive
91 Committee of the Council.

92 ARTICLE VII - COUNCIL MEETINGS

93
94
95 (1) The Council shall meet during each CWA International Union Convention. Those
96 in attendance shall constitute a quorum.

97
98 (2) Chapter Voting Strength

- 99
100 (a) One delegate if the Chapter has less than 25 members in good standing.
101
102 (b) Two delegates if the Chapter has 25 or more but less than 50 members in
103 good standing.
104
105 (c) Three delegates if the Chapter has 50 members or more but less than 75
106 members in good standing.
107
108 (d) One additional delegate for each 75 members or major fraction thereof above
109 75 members.
110
111 (e) Chapters shall elect or appoint their delegates on the basis of the number of
112 their members on the Council's data base sixty (60) days prior to the Council
113 meeting.
114
115 (f) Each Chapter will determine the number of its delegates, not to exceed the
116 number as provided in Article VII Section 2 (a), (b), (c) and (d). Each
117 Chapter shall assign the number of votes to which it is entitled equally among
118 the delegates.

119
120 (3) Method of Voting

- 121
122 (a) Each Chapter delegate and unaffiliated Council Lifetime member shall have
123 one vote in the Council meeting, except on a roll call vote.

- 124
- 125 (b) A roll call vote of the Council may be had upon request of twenty percent
- 126 (20%) of the delegates.
- 127
- 128 (c) In a roll call vote each delegate shall cast the number of votes assigned.
- 129 Unaffiliated Council Lifetime members shall cast one vote each.
- 130

131

132 (4) Certification of Delegates

133

- 134 (a) Each Chapter shall certify to the Credentials Committee, no less than 20 days
- 135 prior to the opening of the Council meeting, on forms provided by the Council, the
- 136 names of the delegates
- 137

138 (5) The Council shall have the power to:

139

- 140 (a) Pass upon the credentials and seating of representatives;
- 141
- 142 (b) Establish the policies to be followed by the Council;
- 143
- 144 (c) Interpret and amend these Bylaws;
- 145
- 146 (d) Do all things necessary for the proper disposition of any matter
- 147 which may come before it for consideration.
- 148

- 149 (6) The Union shall pay the normal and usual expenses of the Executive Board
- 150 Presidents. The District/Sectors shall pay the normal and usual expenses of the
- 151 respective District/Sector Vice Presidents. The Chapters shall pay the expenses of
- 152 their respective representatives.
- 153

- 154 (7) Anyone may attend the Council meetings as an invited guest.
- 155

156 ARTICLE VIII – EXECUTIVE BOARD MEETINGS

157

158 The Executive Board shall meet at least once a year. Additional meetings, including

159 conference calls, may be called upon majority vote of the Executive Board.

160

161 ARTICLE IX - DELEGATES TO THE UNION CONVENTION

162 The District/Sector Presidents shall also serve as delegates to CWA Conventions during

163 their term of office and shall each carry one (1) vote. District/Sector Vice Presidents shall

164 serve as alternates to the CWA Conventions during their term of office.

ARTICLE X - COUNCIL COMMITTEES

165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200
201
202
203
204
205

- (1) The Council shall have the following regular committees:
 - (a) Audit - Finance
 - (b) Election
 - (c) Legislation
 - (d) Organizing
 - (e) Bylaws
 - (f) Credentials
 - (g) Resolutions
 - (h) Communications

- (2) Members of all committees shall be appointed by a majority vote of the Executive Board.

- (3) Vacancies on committees shall be filled in the same manner as the original appointments.

- (4) Duties of Committees:
 - (a) Audit – Finance
 - a. To review the annual audit of the Council's funds prepared by an independent Certified Public Accountant and to make recommendations to the Executive Board concerning the financial structure of the Council.

 - (b) Elections
 - a. To organize and supervise Council elections

 - (c) Legislative
 - a. To assist the District/Sector Presidents and Vice Presidents in developing and pursuing the program of the Union in the legislative-political field.

 - (d) Organizing
 - a. To develop strategies to assist the District/Sector Presidents and Vice Presidents in the organization of new Chapters and in the enrollment of CWA retirees as Council Lifetime members

 - (e) Bylaws
 - a. To make recommendations to the Council on any proposed bylaws changes received ninety (90) days prior to the next Council meeting. To

206 report all proposed amendments and recommendations of the Committee
207 thirty (30) days prior to the Council meeting. The Bylaws and proposed
208 amendments shall be posted to the Council website thirty (30) days prior
209 to the Council meeting.
210

211
212 (f) Credentials

213 a. To verify all delegate credentials, including those who do not preregister,
214 as well as confirming the voting strength of the Chapters.
215

216 (g) Resolutions

217 a. To make recommendations to the Council on any proposed resolutions
218 submitted by the membership and received ninety (90) days prior to the
219 next Council meeting. The committee may reformat proposed resolutions
220 and originate resolutions.
221

222 (h) Communications

223 a. To develop methods to effectively communicate with our members and
224 keep them informed of issues that affect their lives.
225

226
227 ARTICLE XI - ORDER OF BUSINESS
228

229 (1) The order of business at Council meetings and Executive Board meetings shall be as
230 follows:
231

- 232 (a) Call to order
- 233 (b) Invocation
- 234 (c) Pledge of Allegiance
- 235 (d) Roll call of Executive Board Members
- 236 (e) Reading and action on minutes of previous meeting
- 237 (f) Report of the Executive President of the Council
- 238 (g) Report of the District/Sector Presidents
- 239 (h) Report of committees
- 240 (i) Unfinished business
- 241 (j) New business
- 242 (k) Good and Welfare
- 243 (l) Adjournment
244
245
246

247
248
249 ARTICLE XII - EXECUTIVE COMMITTEE AND EXECUTIVE BOARD
250

251 Section 1 - Executive Committee
252

253 (1) The Executive Committee shall be made up of the following officers of
254 the Council:

- 255
256 (a) Executive President
257 (b) Executive Vice President
258 (c) Secretary-Treasurer or Secretary and Treasurer
259

260 (2) The duties of the officers shall be as follows:
261

262 (a) The Executive President shall:
263

- 264 (1) Be responsible for the conduct of all Council business;
265
266 (2) Preside at all meetings of the Council;
267
268 (3) Supervise and be ex officio member of all Council
269 committees;
270
271 (4) Sign all checks drawn on the Council's treasury
272
273 (5) Perform such other additional duties as may be assigned
274 by the Council, the Executive Board or required by the
275 policy or Constitution of the Union.
276

277 (b) The Executive Vice President shall:
278

- 279 (1) Work under the direction of the Executive President.
280
281 (2) Perform such other additional duties as may be assigned
282 by the Council and/or the Executive Board.
283
284 (3) Perform the duties of the Executive President in the
285 absence of the Executive President.
286

287 (c) The Secretary shall:

288
289
290
291
292
293
294
295
296
297
298
299
300
301
302
303
304
305
306
307
308
309
310
311
312
313
314
315
316
317
318
319
320
321
322
323
324
325
326
327
328

- (1) Maintain the records of the Council.
 - (2) Record and maintain the minutes of all meetings of the Council and the Executive Board. All motions passed in a meeting or conference call which establishes an ongoing policy or rule of the Council or Executive Board shall be recorded in a separate file and maintained in RMC files.
 - (3) Perform such other additional duties as may be assigned by the Council, the Executive Board, or the Executive President.
- (d) The Treasurer shall:
- (1) Be custodian of all assets of the Council.
 - (2) Report at each Council meeting on the financial status of the Council.
 - (3) Approve all bills to be paid, and counter-sign all checks drawn on the Council's treasury; be responsible for overseeing the treasury report, audit and budget.
 - (4) Cause the proper filing of all reports or filings required by federal, state or local law.
 - (5) Perform such other additional duties as may be assigned by the Council, the Executive Board, or the Executive President
- (3) The Executive President, Executive Vice President, Secretary-Treasurer or Secretary and Treasurer shall constitute the Executive Committee of the Council and shall have such administrative powers, duties and authorities as may be assigned by the Council or the Executive Board. The Executive Committee shall set the policy of the Council between Executive Board Meetings.

Section 2 – District/Sector Presidents

- (1) The duties of the District/Sector Presidents shall be as follows:

329
330
331
332
333
334
335
336
337
338
339
340
341
342
343
344
345
346
347
348
349
350
351
352
353
354
355
356
357
358
359
360
361
362
363
364
365
366
367
368

- (a) Organize retiree Chapters and keep them informed and involved in the activities and programs of the Council and the Union.
- (b) Promote the growth of the Council by recruiting Lifetime members
- (c) Assist Chapters with internal organizing

Section 3 – District/Sector Vice Presidents

- (1) The duties of the District/Sector Vice Presidents shall be to assist the District/Sector Presidents in carrying out their duties as defined in Section 2.

Section 4 - Executive Board

- (1) The duties of the Executive Board
 - (a) Set policy of the Council between Council meetings.
 - (b) Meet at least once a year in conjunction with the Executive Board.
 - (c) Actions and decisions of the Executive Board shall be subject to approval by the membership.
 - (d) A majority of the Executive Board shall constitute a quorum.

ARTICLE XIII - ELECTION OF EXECUTIVE BOARD AND EXECUTIVE COMMITTEE

Section 1 – Executive Board Members

- (a) Members of the Executive Board shall be elected by secret ballot vote among the Chapters within their respective district or sector.

- 369 (b) Chapter presidents shall cast the votes of the Chapter membership in
370 accordance with Chapter Bylaws.
371
- 372 (c) Chapter presidents shall cast their pro rata share of the unaffiliated
373 Council members within their District or Sector.
374
- 375 (d) Voting strength shall be based on the number of members in the
376 Council's data base as of August 31 of the election year.
377
- 378 (e) Executive Board Members shall be nominated and elected during the
379 months of August, September, October and November. Those elected
380 shall take office upon certification of the election.
381
- 382 (f) The term of office for Executive Board Members shall be four years or
383 until their successors have been duly elected.
384
- 385 (g) A vacancy in the position of District/ Sector President or an inability to
386 serve by that individual shall cause that position to be filled by the Vice
387 President. A vacancy in the office of Vice President or an inability to
388 serve by that individual shall be filled by appointment of the Executive
389 Board with the recommendation of the President.
390
- 391 Inability to serve shall include but is not limited to an individual having
392 two consecutive unexcused absences from Executive Board meetings
393 or Conference Calls.
394
- 395 (h) The Election Committee shall develop and distribute election rules
396 governing the election of Executive Board Members. These election
397 rules shall be consistent with these Bylaws, the CWA Constitution and
398 federal law and shall provide for reasonable nomination procedures, a
399 60-day time period for candidates to campaign, and a fifteen-day
400 written notice of the election. Write-in candidates shall not be
401 permitted.
402
- 403 (i) All Council Lifetime members shall be eligible to hold elective office.
404
- 405 (j) The nominee within each CWA district or sector receiving the most
406 number of votes shall be declared elected.
407
- 408 (k) All questions concerning the conduct and challenge of elections shall
409 be determined by the Election Committee subject to the right of appeal

410 to the Executive Board. The Election Committee shall oversee the
411 tallying of the ballots in all elections and shall tentatively certify the
412 results. Absent a challenge to the election, the tentative certification
413 shall become final twenty (20) days thereafter.

- 414
- 415 (l) Any challenge to the conduct of an election must be in writing, filed
416 and received by the Election Committee within twenty (20) days of the
417 tentative certification. The Election Committee shall rule on any such
418 challenges and shall within twenty (20) days of the tentative
419 certification, make a final determination or certification. Such
420 determination or certification shall be subject to the right of appeal to
421 the Executive Board. Any challenge to the decision of the Election
422 Committee must be in writing, filed and received by the Secretary or
423 Secretary-Treasurer within twenty (20) days of the Committee's ruling.
424 The Executive Board shall rule on any such challenges within ten (10)
425 days of receipt of the challenge. Such determination or certification
426 shall be subject to the right of appeal to the CWA Executive
427 Committee.
- 428
- 429 (m) The decision of the Executive Board may be appealed to the CWA
430 Executive Committee. Such appeal shall be filed with the CWA
431 Secretary-Treasurer within twenty (20) days of the Executive Board's
432 decision. The CWA Executive Committee shall review the appeal and
433 affirm, reverse or modify the decision of the Executive Board within
434 twenty (20) days. The decision of the CWA Executive Committee is
435 final.

436

437 Section 2 - Officers of the Executive Committee

438

- 439 (a) District/Sector Presidents shall be eligible to serve on the Executive
440 Committee provided they have served at least (2) two years on the
441 Executive Board.
- 442
- 443 (b) The officers of the Executive Committee shall be an Executive
444 President, an Executive Vice President and a Secretary-Treasurer or a
445 Secretary and a Treasurer.
- 446
- 447 (c) The Council shall elect the officers of the Executive Committee to
448 four (4) year terms of office. The voting strength of the Chapters shall
449 be based on the number of members in the Council's data base at the

450 time of the election. Those elected shall take office upon certification
451 of the election.

- 452
- 453 (d) Chapter presidents shall cast the votes of the Chapter members in
454 accordance with the Chapter Bylaws.
- 455
- 456 (e) Chapter presidents shall cast their pro rata share of unaffiliated Council
457 Lifetime members within their respective District/Sector
- 458
- 459 (f) A vacancy in the office of the Executive President shall be filled by the
460 Executive Vice President for the remainder of the term. A vacancy in
461 the offices of Executive Vice President, Secretary, Treasurer or
462 Secretary-Treasurer shall be filled by an election conducted within
463 sixty (60) days of the vacancy occurring. Those elected in this manner
464 shall fill the remainder of the unexpired term.
- 465

466

467 ARTICLE XIV - RECALL PETITION

468

- 469 (1) A petition for recall of members of the Executive Board:
- 470
- 471 (a) May be referred by twenty (20) percent of the Chapters within the
472 CWA District or Sector represented by the Executive Board Member.
- 473
- 474 (b) Shall be in writing and signed by the accusing member.
- 475
- 476 (c) Shall contain a description of the offense or offenses and the
477 approximate date or dates thereof. Offenses shall include but not be
478 limited to willfully violating the CWA Constitution or Council Bylaws
479 or rules; disobeying or willfully failing to comply with any lawful
480 decision of the Union or Council; misappropriating money or property
481 of the Council.
- 482
- 483 (d) Shall be submitted within sixty (60) days from the time the accusing
484 members become aware of the alleged offense or offenses;
- 485
- 486 (e) Shall be filed with the Secretary or Secretary-Treasurer provided,
487 however, that a petition directed against the Secretary or Secretary-
488 Treasurer shall be filed with the Executive President. Should the
489 Secretary or Secretary-Treasurer or the Executive President receiving
490 the petition conclude that the offense or offenses described are too

491 vague or frivolous to warrant submission to a referendum that
492 determination shall be presented in writing to the petitioners and to the
493 accused. The determination shall become final unless appealed by one
494 or more of the petitioners within thirty (30) days after receipt. Such an
495 appeal shall be filed with the Secretary, or Secretary-Treasurer or
496 Executive President and shall be addressed and decided by the
497 Executive Board within thirty (30) days of the receipt of the appeal.
498 The Executive Board Member against whom the recall petition is
499 directed may participate in the Executive Board's deliberations but shall
500 abstain from voting on the matter.

- 501
502
- 503 (f) Members of the Executive Board against whom a petition for recall has
504 been filed for allegedly misappropriating money or property of the
505 Council may be suspended by a majority vote of the Executive Board,
506 pending the determination of the recall proceedings, and the Executive
507 Board shall cause a substitute to be appointed to serve in the
508 individual's stead during the individual's suspension.

509
510 (2) Charges Against Members:

- 511
- 512 (a) Shall be in writing and signed by the accusing member.
 - 513
 - 514 (b) Shall contain a description of the offense or offenses and the
515 approximate date or dates thereof. Offenses shall include but not be
516 limited to willfully violating the CWA Constitution or Council Bylaws
517 or rules; disobeying or willfully failing to comply with any lawful
518 decision of the Union or Council; misappropriating money or property
519 of the Council.
 - 520
 - 521 (c) Shall be submitted within sixty (60) days from the time the accusing
522 members become aware of the alleged offense or offenses.
 - 523
 - 524 (d) Shall be filed with the Secretary or Secretary-Treasurer provided,
525 however, that a charge directed against the Secretary or Secretary-
526 Treasurer shall be filed with the Executive President. Should the
527 Secretary or Secretary-Treasurer or the Executive President receiving
528 the charges determine that the offense or offenses described are too
529 vague or frivolous to warrant submission to the Executive Committee
530 that determination shall be presented in writing to the charging party
531 and to the accused. The determination shall become final unless

532 appealed in writing by the charging party within thirty (30) days after
533 receipt. Such an appeal shall be filed with the Secretary or Secretary-
534 Treasurer or Executive President and shall be addressed and decided by
535 the Executive Committee within thirty (30) days after receipt of the
536 appeal. The charging member and the accused may be a party to any
537 deliberations conducted in face to face meetings or conference calls of
538 the Executive Committee in regard to the chargers.

539
540 (e) The determination of the Executive Committee shall become final
541 unless appealed in writing by the charging member or the accused
542 within thirty (30) days after receipt of the Executive Committee
543 decision.

544
545 (f) Such an appeal shall be filed with the Secretary or Secretary-Treasurer
546 or Executive President and shall be addressed and decided by the RMC
547 Executive Board within thirty (30) days after receipt of the appeal.
548 The charging members and the accused may be a party to any
549 deliberations conducted in face to face meetings or conference calls of
550 the Executive Board in regard to the changes.

551
552 (g) The determination of the Executive Board shall become final unless
553 appealed in writing by the charging member or the accused with (30)
554 days after receipt of the Executive Board's decision. Such an appeal
555 shall be filed with the Secretary or Secretary/Treasurer or Executive
556 President and shall be addressed and decided by the delegates attending
557 the next Retired Members Council Meeting.

558
559 (h) The determination of the delegates attending the Retired Members
560 Council Meeting shall be final. Should the delegates determine that the
561 charges have merit the delegates shall assess a punishment against the
562 accused.

563 ARTICLE XV - AMENDMENTS TO THESE BYLAWS

564
565
566 These bylaws may be amended by a majority vote of the Council if such amendment
567 has been submitted to the Bylaws Committee at least ninety (90) days prior to the
568 Council meeting and approved by the committee, or by a seventy-five (75) percent
569 vote of those delegates attending the Council meeting if the proposed change has not
570 been submitted to the Bylaws Committee within that time limit.
571

572 ARTICLE XVI - FISCAL YEAR AND AUDIT

- 573
- 574 (1) The fiscal year of the Council shall be January 1 to December 31
- 575
- 576 (2) The financial records of the Council shall be audited by a Certified Public
- 577 Accountant.
- 578

579 ARTICLE XVII - OATH OF OFFICE

580

581 Each elected member of the Executive Board, after meeting all other qualifications

582 shall be duly installed upon taking the following oath:

583

584 "I (give name) hereby accept the office of (name of office) of the Retired

585 Members' Council of the Communications Workers of America, AFL-CIO,

586 CLC with full knowledge of the responsibilities and duties of such office. I

587 promise to faithfully discharge my duties according to the Bylaws and rules

588 of the Council and the Constitution and policies of the Union.

589

590 I further promise to give my successor in office all books and records in my

591 possession. I shall at all times endeavor to serve my Council and the Union

592 to the best of my ability, so help me God."

593