

**CONSTITUTION
OF THE
WEST MINNESOTA AREA LABOR COUNCIL, AFL-CIO**

PREAMBLE

The West Minnesota Area Labor Council, AFL-CIO is an expression of the hopes and aspirations of the working people in the following counties: Becker, Beltrami, Big Stone, Brown, Chippewa, Clay, Clearwater, Cottonwood, Douglas, Grant, Hubbard, Jackson, Kandiyohi, Kittison, Lac Que Parle, Lake of the Woods, Lincoln, Lyon, Mahnommen, Marshall, Martin, Murray, Nobles, Norman, Otter Tail, Pennington, Pipestone, Polk, Red Lake, Redwood, Renville, Rock, Roseau, Sibley, Stevens, Swift, Traverse, Wadena, Watonwan, Wilkin, and Yellow Medicine.

As a labor organization, we recognize the need to improve the lives of and increase power for working families, bring fairness and dignity to the workplace and secure social equity. We will accomplish this by mobilizing our members to support our causes and through building a strong, diverse, free and democratic labor movement.

We will organize workers into unions, allied by common purposes and mutual reliance. We will recruit generations of organizers, amass resources to sustain their efforts and inspire workers to achieve dignity and security through organization and collective bargaining. We will generate broad understanding among our members of the necessity of organizing among our members, our leaders and all unorganized workers.

We will give political voice to workers in our area. We will fight for a public policy agenda favorable to working families at all levels of government. We will assemble a broad progressive coalition for social and economic justice. We will create a political force within the labor movement that will speak forcefully and persuasively on the public issues that affect our lives.

We will establish unions as active forces in our communities. We will build to make the voices of working families heard in our neighborhoods. We will foster vibrant local and community labor councils. We will strengthen the ties of labor with our allies. We will speak out effectively and creatively on behalf of all workers in our communities.

With confidence and trust in the inherent power and goodness of our people and the promise of unionism, we proclaim this our Constitution.

ARTICLE I- NAME AND AFFILIATION

This organization shall be known as the West Minnesota Area Labor Council, hereinafter referred to as the Area Labor Council. It shall at all times maintain affiliation with the American Federation of Labor and Congress of Industrial Organizations and conduct all of its affairs in accordance with the Constitution of the AFL-CIO and the *Rules*

Governing AFL-CIO Area Labor Councils and Central Labor Councils of that organization. As a chartered organization of the AFL-CIO, this Area Labor Council shall conform its activities on state matters to the policies of the Minnesota AFL-CIO, and on national affairs to the policies of the national AFL-CIO.

ARTICLE II- PURPOSE

The objectives of this Area Labor Council shall be to promote, through appropriate activities in the geographical area covered by the charter of the Area Labor Council, the principles of the American Federation of Labor and Congress of Industrial Organizations, including the following:

- (a) To assist in furthering the programs and policies of the AFL-CIO, or of organizations affiliated with the AFL-CIO provided such programs or policies are not inconsistent with the objects or policies of the AFL-CIO;
- (b) To build a strong political voice for working families by engaging them in the political and legislative process on a year-round basis;
- (c) To build labor, political, community and religious support to advance affiliates' organizing and contract campaigns;
- (d) To build a strong local labor movement of working people through mobilization and education to support working families' agendas;
- (e) To build coalitions with allies to fight for working families' agendas;
- (f) To build a united and effective public voice for working families by fostering strong diverse unions which work actively and positively in their communities around common goals.
- (g) To provide coordination of AFL-CIO programmatic goals to the chartered central labor councils and recognized chapters in the defined geographic jurisdiction, while at the same time respecting each organization's autonomy.

ARTICLE III- COMPOSITION AND DELEGATES

Section 1. This Area Labor Council shall be composed exclusively of the following organizations within the geographic boundaries covered by the Area Labor Council Charter , which shall conform to this constitution and the rules, and regulations adopted pursuant thereto:

- (a) Local Unions of National and International Unions and organizing committees affiliated with the AFL-CIO, and Local Unions chartered directly by the AFL-CIO with members in the jurisdiction of the Area Labor Council
- (b) Local Councils chartered by

the Trade and Industrial Departments of the AFL-CIO with jurisdiction in the Area Labor Council;

(c) Joint Boards, District Councils, AFL-CIO Central Labor Councils, chapters and similar subordinate organizations that are duly chartered by an affiliate of the AFL-CIO with jurisdiction in the Area Labor Council;

(d) Associate Member Organizations as approved by the AFL-CIO with jurisdiction in the Area Labor Council;

(e) Minnesota State Retiree Council, AFL-CIO with jurisdiction in the Area Labor Council;

(f) Established AFL-CIO Constituency Groups in good standing in the jurisdiction of the Area Labor Council.

Section 2. In order to be affiliated with the Area Labor Council, an organization must be affiliated and in good standing with the Minnesota AFL-CIO.

Section 3. Affiliated local unions in good standing shall be entitled to representation at the Area Labor Council Annual Convention or special meetings based on per capita tax paid according to the following schedule:

50:	members or less -1 delegate
51-100:	members - 2 delegates
101-200:	members - 3 delegates
201-400:	members - 4 delegates
401-700:	members - 5 delegates
701-1100:	members - 6 delegates

One additional delegate for each additional 500 members or major fraction thereof above 1100.

Section 4. (a) Affiliated subordinate bodies other than local unions as listed in Section 1 (b-f) of this Article, shall be entitled to one delegate and one vote.

(b) No AFL-CIO constituency group or the Minnesota State Retiree Council, AFL-CIO, or its delegate, may be present for or have voice or vote in any meeting or proceeding concerning the endorsement of a political candidate or other partisan political activity concerning public elective office by this Area Labor Council; nor may any AFL-CIO constituency group, or the Minnesota State Retiree Council, AFL-CIO, or its delegate, be present for or have voice or vote in any meeting or decision of this Area Labor Council's Committee on Political Education.

Section 5. No person shall be eligible to serve as a delegate or officer unless he or she is a member of a local union affiliated with this Area Labor Council or is a District, State,

National or International Union representative regularly servicing an affiliated union in the defined geographic jurisdiction.

Section 6. Disqualifications (a) No person shall be eligible to serve as a delegate who holds a salaried position, or any other position of administrative or executive authority, in a union or any subordinate branch of a union, that is suspended from, unaffiliated with or disaffiliated from the AFL-CIO.

(b) No person shall be eligible to serve as a delegate to the Area Labor Council Annual Convention or an officer of the Executive Board, a member of any committee of the Area Labor Council, or as a representative, agent or employee of this organization who consistently pursues policies and activities directed towards the achievement of the programs or purposes of authoritarianism, totalitarianism, terrorism and/or other forces that suppress individual liberties and freedom of association.

Section 7. No delegate shall be seated at the Area Labor Council Annual Convention except upon submission of the proper credential from the affiliated organization in good standing. This credential shall be received, examined and attested to by the Credentials Committee, which shall determine the eligibility of the delegate and the standing of the organization sending the delegate. No voting shall be conducted at the Area Labor Council Annual Convention until the Committee has had adequate opportunity to present the credential committee report.

ARTICLE IV- VOTING

Section 1. Except on roll call votes, each delegate shall be entitled to one vote. Voting shall be by voice vote or division of the house (show of hands or standing vote) unless a roll call vote is properly demanded by the required number of delegates as provided for in Section 2 of this Article.

Section 2. A roll call vote shall be held on any pending question upon demand of thirty percent (30%) or more of the delegates present.

Section 3. The number of votes to which a local union is entitled on roll call votes shall be the average number of members as determined in accordance with Section 4 of this Article.

Section 4. The number of votes shall be based on the average monthly membership on which per capita payment is made to the Minnesota AFL-CIO for the 12-month period ending sixty days prior to the annual convention. Local unions affiliated for less than the base period shall have their per capita voting strength computed by adding the per capita payments for all months affiliated (including the month prior to the convention) and divide that total by 12. The affiliation date of all affiliates shall be the date that its initial per capita tax check is first receipted into the ledgers of the Minnesota AFL-CIO after the Area Labor Council in officially chartered.

Section 5. The votes of a local union shall be divided equally among all its accredited delegates present and each delegate shall be entitled to cast only his/her assigned number of votes. To facilitate the calling of the roll, one delegate may be designated to cast all of the votes of the delegates representing the local union, provided that if any delegate shall challenge the correctness of the votes so cast, the individual delegates of that local union shall be polled.

Section 6. The Financial/Recording Secretary shall maintain, on a current basis, the official roll of affiliates, showing the average membership of each local union as established under the provisions of Article IV, Section 3 and 4.

ARTICLE V- MEETINGS

Section 1. The Area Labor Council Annual Convention shall be the supreme governing body of this Council and, except as otherwise provided in this Constitution, its decisions shall be by a majority vote.

Section 2. Except for years in which the election of officers occurs, the Area Labor Council Annual Convention of the Area Labor Council shall be held in the month of July or August of each calendar year. In years in which the election of officers occurs, the Convention will take place immediately following the Minnesota AFL-CIO Convention Area Caucuses. Forty-five (45) days notice shall be given to all affiliated organizations stating the meeting date, time, place and tentative agenda. Credentials shall be enclosed.

Section 3. Special meetings for consideration of specific matters shall be held when: ordered by the Annual Convention of the Area Labor Council, requested in writing of the majority of the Executive Board, or petitioned by the principal officers representing 30% of the locals of the Area Labor Council.

Section 4. Written notice of special meetings shall be given to all affiliated organizations and to all Executive Board members at least thirty days in advance of the meeting. The matter, or matters, for consideration at the special meeting shall be stated in the notice and no other business shall be transacted. Credentials and other pertinent documents for the meeting shall be enclosed with the call of the meeting.

Section 5. Regular meetings of the Area Labor Council Executive Board shall be held at least quarterly. At the last quarterly meeting of each calendar year, the Executive Board shall schedule its quarterly meetings for the upcoming calendar year. In January the dates, time and places of the meetings for the calendar year shall be provided to all affiliates in writing.

Section 6. The President of the AFL-CIO and his/her designees shall have the right to participate and have a voice in all Area Labor Council activities, meetings, and deliberations.

ARTICLE VI-OFFICERS

Section 1. The officers of the Area Labor Council shall consist of:

(a) President. Candidates seeking this position shall be full time officers of Central Labor Councils within the jurisdiction of the Area Labor Council and/or the State Federation Executive Board Area Labor Council Representative. Should there be no such officer, or should no such officer seek nomination, other candidates from affiliated organizations may seek nomination.

(b) Financial/Recording Secretary

(c) State Federation General Board Geographic Area Representatives for this Area Labor Council 's jurisdiction.

(d) One representative from each of the seven largest national/international affiliates based on membership within this Area Labor Council, unless the national/international affiliate is already represented by virtue of members serving as State Federation General Board Geographic Area Representatives.

(e) Two representatives of unions not otherwise represented on the ALC Executive Board by virtue of paragraphs (a)-(d), above.

(f) One representative from the Minnesota State Retiree Council, AFL-CIO who resides in the jurisdiction of the Area Labor Council.

(g) One constituency group representative (must be a member of an active functioning constituency group within the jurisdiction of the area labor council).

(h) One representative from each Central Labor Council with a majority of its geographic jurisdiction within the area labor council.

Section 2. The President and the Financial/Recording Secretary shall not be from the same International Union.

Section 3. The above listed officers shall comprise the Executive Board of the Area Labor Council. Three Executive Board members shall serve in the dual role of Trustees. The Executive Board shall elect the Trustees. No International Union shall have more than one (1) Trustee.

Section 4. The Executive Board shall have the power in the event of significant affiliations or organizing or the creation of a central labor council chapter within the jurisdiction of the Area Labor Council, after taking all the circumstances into account, to create additional Executive Board position(s), pending the next regular election of Executive Board members, and to allow the new affiliate the right to name a person to fill that position until the next regular election of officers. Should the number of affiliate representatives on the Executive Board ever be less than the number of Board seats occupied by the President, representatives of Central Labor Councils, AFL-CIO Constituency Groups, and the Minnesota State Retiree Council, AFL-CIO, the Board shall be required to act to increase the number of affiliate board seats so that they are the majority. Should this ever occur it shall be the responsibility of the Area Labor Council to act to amend their constitution at it's next annual meeting to permanently rectify this situation.

Section 5. Elections for officers and Executive Board members shall take place immediately following the 2010 Minnesota AFL-CIO Convention Area Caucuses and under the same circumstance every four years thereafter. This shall serve as the Annual Convention in that year. The term of office shall be for four (4) years.

Section 6. In accordance with the AFL-CIO *Ethical Practices Code*, no person who is convicted of any felony involving the infliction of grievous bodily injury, any crime of dishonesty, or any crime involving abuse or misuse of such person's position, shall serve as an officer or managerial employee of the Area Labor Council.

Section 7. All Executive Board members, except the delegate from the MN State Retiree Council, AFL-CIO, shall be dues-paying union members, either engaged in their trade or occupation or an employee of an affiliated union, Central Labor Council or State Federation that he/she is representing and shall remain so at all times during the term of office. The representative of the MN State Retiree Council, AFL-CIO must be a retired member from an affiliated union. If an officer ceases to be a working member or employee of an affiliated union, the office shall be declared vacant and filled in accordance with Article VII.

ARTICLE VII- ELECTIONS AND VACANCIES

Section 1. Nominations and elections for officers and executive board members shall take place at the Area Labor Council Convention immediately following the 2010 Minnesota AFL-CIO Convention Area Caucuses and under the same circumstance every four years thereafter. This shall serve as the Area Labor Council's Annual Convention for that year. Each affiliated organization that is entitled to a seat shall determine its nominees to the slate.

Section 2. Appointment of Election Committee and Conduct of Elections. No less than forty-five days prior to the election of officers the President shall appoint an Elections Committee subject to the approval of the Executive Board. Members serving on the

Election Committee shall not be candidates for any office. Immediately following the close of the Annual Convention the newly elected Executive Board shall meet and designate the three (3) trustees from amongst its members. Election Committee members shall also serve as ballot clerks. The Election Committee shall verify that all affiliates casting ballots are eligible to vote under the provisions of this constitution. The chairperson of the Election Committee shall request that the Financial/Recording Secretary check the eligibility of all candidates. Immediately after the completion of the election, the Election Committee shall prepare a written signed report showing the number of votes cast for each candidate. This report and ballots shall be presented to the Financial/Recording Secretary. The Election Committee shall review election appeals in accordance with Article VII, Section 8.

Section 3. No less than 45 nor more than 120 days prior to an election of Area Labor Council officers, the Area Labor Council shall compile and notify each affiliated organization of the availability of a list containing the following information: (i) the name and address of each of the Area Labor Council's elected officers (including Executive Board members); (ii) the name and mailing address of each of the organizations affiliated with the Area Labor Council; (iii) the name of each of the affiliated organization's principal officers; (iv) each organization's projected per capita voting strength and delegate entitlement at the election; and (v) to the extent available, the names and mailing addresses of the delegates. Officers of organizations affiliated with the Area Labor Council shall also be entitled to inspect at the place where the records are kept and to make their own notes concerning the most current underlying records relating to the information included in the list provided above. This Area Labor Council shall also compile and notify each affiliated organization of the availability of a list containing the information set forth above in each non-election year in the same month in which the information was last provided.

Section 4. (a) The election shall be held in accordance with Rule 9(b) of *the Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils*. Election ballots shall be signed by the delegates casting the ballot and shall show the affiliate name, organization and the number of votes cast.

(b) It shall require a majority vote to elect officers. In cases where no candidate for a particular office receives a majority on the first vote, all but the two candidates for that office receiving the greatest number of votes shall be eliminated and a second vote shall be take.

(c) In the event an election results in a violation of Article VI, Section 3 the persons who are elected to the offices with highest rank shall be declared elected. For purposes of this subsection the rank of the offices shall be determined by the order named Article VI, Section 1. The individual receiving the next highest votes shall fill any vacancy created as a result of this section.

Section 5. Ballots shall become part of the records of the area labor council and shall be preserved and available for examination by any officer of an affiliated organization for a period of not less than six months.

Section 6 Installation of officers shall be held at the conclusion of the election, except that an officer-elect who is unavoidably absent shall be installed at the earliest possible meeting following the election, or may be given the obligation at a meeting of the Executive Board.

Section 7. In the event of a vacancy in any office, the president shall recommend a member in good standing to fill the vacant position, subject to the approval of the Executive Board

Section 8. A candidate for office or an affiliated organization may make a protest of the Area Labor Council election of any officer or executive board member to the Elections Committee within 30 days of the certification of the election. The Election Committee shall review the protest in accordance with the appropriate provisions of Article X of this Constitution.

ARTICLE VIII-DUTIES OF OFFICERS

Section 1. The President shall: be the presiding officer of all meetings of the Area Labor Council and of the Executive Board; countersign all orders for the payment of funds of the Area Labor Council. The President will exercise general supervision over the affairs and activities of the Area Labor Council between Executive Board meetings, and is expected to consult regularly with Executive Board members, by phone, fax, e-mail or in person; have the power to interpret the Constitution, subject to ratification of the Area Labor Council; be an ex-officio member of all committees and perform such other duties as usually pertain to the office and as may be ordered by the Area Labor Council or the Executive Board. The President shall serve as chair of the screening committee for recruitment and recommendation for hiring of staff. A representative of the AFL-CIO shall be invited to participate on this committee. The President shall appoint additional members from the Executive Board to serve on this committee. The President shall direct the staff of the Area Labor Council.

Section 2. The Financial/Recording Secretary shall be the custodian of the records of the Area Labor Council; keep a correct record of the proceedings of all meetings of the Board and of the Executive Board; may receive and disburse all funds of this Area Labor Council upon proper authorization; and shall ensure that the financial records are kept in a manner which generally conforms with acceptable accounting standards and abides by those accounting and financial controls as may be approved by the Executive Council of the AFL-CIO or Secretary-Treasurer of the AFL-CIO under the *Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils*. The Financial/Recording Secretary shall maintain adequate financial records showing the standing of all affiliated

organizations and the source and disposition of all funds; manage the funds and submit to the Area Labor Council a quarterly financial statement of all funds, showing the accounts in such detail as the Executive Board or the Area Labor Council may require; and submit the books for audit on request of the Executive Board. Administrative staff may assume some of the aforementioned duties if directed to do so by the President

Section 3. In the absence or incapacitation of the President, the Financial/Recording Secretary shall perform the duties of the President.

Section 4. The Trustees shall be the custodians of the physical properties of the Area Labor Council and shall prepare and maintain an inventory of all such properties showing the date of purchase, the cost and estimated current value. They shall examine the records of the Financial/Recording Secretary quarterly and shall report to the Executive Board on the condition of these records. They shall also conduct an annual audit and report on the audit at the Area Labor Council Annual Convention.

Section 5. (a) Every officer and employee(s) of this Area Labor Council, whether elected or appointed, has a high fiduciary duty and sacred trust to serve the best interest of the members honestly and faithfully. All officers and employees having fiscal responsibility shall be bonded.

(b) No officer or employee shall own property or have a personal financial interest which conflicts with the full performance of his/her fiduciary duties.

(c) All officers and employees shall abide by the applicable standards of conduct mandated by the *AFL-CIO Ethical Practices Code*.

ARTICLE IX-EXECUTIVE BOARD

Section 1. The Executive Board shall be composed of all the elected members enumerated in Article VI, Section 1 (a-i).

Section 2. The Executive Board shall be the governing body of the Area Labor Council between Conventions. It is authorized and empowered to take such action and render such decisions as may be necessary to carry out fully the decisions and instructions of the Board and as may be necessary and appropriate to safeguard and promote the best interests of the Board and its affiliated unions. Each Executive Board member shall be entitled to one (1) vote.

Section 3. The President or his/her designee shall serve on appropriate strategic planning committees.

Section 4. The Executive Board shall meet at least quarterly at such time and place as it may determine. The meeting notice shall include an agenda.

Section 5. The Executive Board shall have the power to make a temporary appointment to any office not otherwise provided for in this Constitution for the period of a temporary disability or the absence of an officer or, in case of a permanent vacancy, until a special election has been held.

Section 6. The Executive Board shall be responsible for securing voluntary office space and enter into terms regarding phone, photocopying, Internet access, fax usage and other necessary equipment arrangements.

Section 7. A quorum for transaction of the business of the Executive Board shall consist of the majority of its members.

ARTICLE X-CHARGES AND HEARINGS

Section 1. Any affiliated organization by vote of its membership, or any officer of or delegate to the Area Labor Council shall have the right to file charges (a) against any delegate to the Council for having engaged in conduct or a course of activity hostile or contrary to the best interests of this Council, or its constitution, or (b) against any officer of this Council for violating the Constitution or rules of the AFL-CIO or the Constitution of this Council, or for conduct unbecoming an officer, misappropriation of funds, malfeasance in office or neglect of duty, or (c) against any organization affiliated with the Area Labor Council for having engaged in conduct or a course of activity hostile or contrary to the best interests of the Area Labor Council or contrary to this Constitution.

Section 2. All charges or election protests (Article VII, Section 8) shall be in writing, specifying the particular act or acts charged; shall be signed by the charging party or by its officers, if an affiliated organization; and shall be filed with the President or the Financial/Recording Secretary of the Area Labor Council, or with any other Executive Board member of the Area Labor Council, if both the President and the Financial/Recording Secretary are charged.

Section 3. Upon receipt of the charges or protest properly filed, the officer receiving same shall copied them to the Executive Board within fifteen (15) days and the Executive Board shall determine by majority vote whether or not the charges or protest merit a hearing. Elections protests shall be filed first with the Elections Committee, which shall report its findings to the Executive Board within thirty days.

Section 4. If a hearing is warranted, all parties to the dispute shall be given adequate notification of not less than thirty days of the hearing date, along with a copy of the charges or protest and a record of action taken by the Executive Board or Election Committee to date. Both the accused and the charging party shall be accorded full opportunity to be heard and to present evidence.

Section 5. Following a hearing, the Executive Board may take appropriate action, including: in the case of charges, the suspension or expulsion of any delegate or affiliated

organization, and the suspension or removal of any officer found guilty of the charges by a two-thirds vote. In the case of an election protest, order appropriate remedies up to and including the rerun of the election.

Section 6. The decision of the Executive Board shall notify all parties of its decision within thirty days after the hearing. Said notification shall be sent by certified mail.

Section 7. The decision of the Executive Board may be appealed to the President of the AFL-CIO within thirty days of receipt of notification. The decision of the Board shall remain in effect during the appeal unless reversed, modified or temporarily stayed by the President of the AFL-CIO.

Section 8. In accordance with Rule #26 of the *Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils*, no organization or individual seeking redress under this Article shall resort to any court until all relief within the AFL-CIO as provided for within this Constitution, the Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils and the Constitution of the AFL-CIO is exhausted.

ARTICLE XI- PER CAPITA TAXES AND FEES

Section 1. Local unions affiliated with the Minnesota AFL-CIO shall by virtue of the per capita tax paid the Minnesota AFL-CIO be an affiliate of the Area Labor Council in which they have members.

Section 2. Other affiliated organizations (as defined in Article III, Section 1), shall pay an annual fee of \$25. Each organization shall pay one year's fee at the time of affiliating. The annual fee for succeeding years shall be due no later than March 15, and if not paid by the first of April, the organization shall be deemed in arrears.

Section 3. The Minnesota AFL-CIO Secretary-Treasurer shall notify a local union or other organization that becomes two months in arrears of the delinquency in writing. If it becomes three months in arrears it shall not be considered in good standing and shall not be entitled to voice or vote in meetings of this Area Labor Council. The Minnesota AFL-CIO shall notify the affiliate, in writing, of such suspension. The Secretary-Treasurer of the Minnesota AFL-CIO shall send copies of all such notices to the Financial Secretary.

Section 4. A local union or other organization that becomes four months in arrears shall stand suspended from membership and shall be so notified in writing by the Minnesota AFL-CIO Secretary-Treasurer. The Secretary-Treasurer of the Minnesota AFL-CIO shall send copies of all such notices to the Financial Secretary.

Section 5. A local union or other organization which has been suspended, or which has withdrawn from membership, may be reinstated by payment of all amounts due at the time of suspension or withdrawal and the current per capita tax or annual fee. The average membership of a reinstated local union, for purposes of roll call voting, shall be

calculated from the date of reinstatement as if it were a new affiliate, unless the affiliate pays the back per capita tax for the months due at the time of suspension or withdrawal. This amount shall never exceed more than four (4) months.

Section 6. The Minnesota AFL-CIO Executive Board, after reviewing written requests for exoneration may exonerate any local union from payment of per capita tax for any month that it deems just cause for such exoneration exists. Exonerated members shall be regarded, for purposes of this Constitution, as paid up members for the period of exoneration with full voting rights.

ARTICLE XII-FINANCIAL PRACTICES AND AUDITS

Section 1. All funds of this Area Labor Council shall be placed on deposit in a national bank or other federally insured financial institution, as designated by the Executive Board and shall be paid out only by checks bearing two signatures of the following three officers: President, Financial/Recording Secretary and a third person to be designated by the Executive Board. All invoices, receipts and other supporting documents shall be attached to a voucher and shall be approved by the Financial/Recording Secretary or his/her designee.

Section 2. The accounts and financial records of the Area Labor Council, including those of all committees and subordinate agencies of the Area Labor Council, shall be audited annually at the direction of the organization's trustees and shall cover the full calendar year. These audits shall be made available to affiliates at the Area Labor Council Annual Convention and a copy shall be sent to the AFL-CIO. The Executive Board may require more frequent audits or examination of the accounts and financial records of the Financial/Recording Secretary at its discretion. In any year that the Area Labor Council has receipts of \$150,000 or more, the trustees shall arrange for a financial review of an outside auditor.

Section 3. An audit shall be conducted at the onset of a term of a new financial officer.

Section 4. All officers and agents of this Area Labor Council having a financial responsibility shall be covered by a fidelity bond in an amount to be determined by the Executive Board, or as may be required by the Secretary-Treasurer of the AFL-CIO. Should the amount of this bond exceed the amount of the bond regularly furnished without cost by the AFL-CIO, the Area Labor Council shall pay the additional cost of such bond.

Section 5. The Area Labor Council shall file such reports as may be required by the national AFL-CIO pursuant to Rule #6 and Rule #14 of the *Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils*.

ARTICLE XIII- LISTS

All lists of affiliates or members of affiliates in possession of the Area Labor Council shall be used exclusively in carrying out the authorized programs and work of the Board and shall not be released to any person or organization for any other purpose unless such release has been duly authorized by the Board and the appropriate officers of the affiliate or affiliates involved.

ARTICLE XIV- COMMITTEES

Section 1. The following standing committees of a minimum of four (4) members each shall be appointed by the President with the advice and consent of the Executive Board: Ethical Practices, Finances, Personnel, and Strategic Planning. Other committees may include but are not limited to: Mobilization, Organizing Support, Community Services, and Economic Development.

Section 2. Special Committees may be established from time to time by the Area Labor Council Executive Board as needed and shall be appointed by the President unless otherwise directed by the Area Labor Council.

Section 3. All Committees shall report regularly to the Area Labor Council Executive Board and any Committee which fails to function shall be dismissed and a new Committee appointed.

ARTICLE XVI- LEGISLATIVE AND POLITICAL ACTION

Section 1. The legislative and political activities of the Area Labor Council shall be under the direction of the Executive Board.

Section 2. The Area Labor Council shall advance the political mobilization program under the direction of the Committee on Political Education.

Section 3. All legislative and political activities shall conform to the policies of the State AFL-CIO on state matters and to the policies of the National AFL-CIO on national affairs, and to the policies of each Central Labor Council on local matters.

Section 4. The President and Financial/Recording Secretary of the Board shall be the President and chief financial officer respectively of the Committee on Political Education. The Executive Board shall constitute the Area Labor Council Committee on Political Education. Additional members may be added to the Committee in accordance with properly approved By Laws.

Section 5. The COPE shall operate in conformity with the policies of the AFL-CIO including Rules #30 through #46 of the *Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils*, and State COPE.

Section 6. The Area Labor Council Committee on Political Education shall have power to formulate By-Laws to govern COPE.

Section 7. The Area Labor Council Committee on Political Education recommendations and endorsements shall be limited to races that do not fall under the jurisdiction of a central labor council or state federation. The endorsement process shall include a pledge of candidates to support an Employees Right to Organize.

ARTICLE XVII- COLLECTIVE BARGAINING, STRIKES AND BOYCOTTS

Section 1. This Area Labor Council shall not take part in any collective bargaining activities or in any labor dispute, including strikes, except upon the request or consent of the aggrieved union or organizing committee or in the case of a local union directly affiliated to the AFL-CIO, except upon the request or consent of the AFL-CIO President.

Section 2. This Labor Council does not have the power or authority to originate a boycott or to initiate action to place an employer on an “unfair” or “do not patronize” list. All such action shall be taken only on written request of the aggrieved union or in response to an action of the AFL-CIO. When such action is requested by an aggrieved union, the labor council shall be governed by appropriate procedures of Rule 21 of the *Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils*.

ARTICLE XVIII- RULES, PARLIAMENTARY AUTHORITY AND AMENDMENTS

Section 1. The procedures to be followed with respect to publications issued or endorsed by this Area Labor Council, shall be in accord with Rule 23 and the other policies contained in the *Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils*.

Section 2. In case of conflict between the provisions of this Constitution or other laws or actions of this Area Labor Council and the Constitution of the AFL-CIO, and/or the *Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils* issued by the Executive Council of the AFL-CIO, the latter shall prevail, and appropriate steps shall be taken by the Executive Board to initiate such amendment to this Constitution or to change or modify the laws or actions of this Board as necessary to bring them into conformity with the Constitution and *Rules Governing AFL-CIO Area Labor Councils and Central Labor Councils*.

Section 3. The parliamentary rules contained in *Robert's Rules of Order, Revised*, shall govern this Area Labor Council in all cases to which they are applicable and where they are not inconsistent with this Constitution, or such special rules of order as may be adopted by this Area Labor Council.

Section 4. This Constitution may be amended at the Annual Convention of this Area Labor Council by two-thirds of the votes cast, provided the proposed amendment(s) shall have been submitted in writing to the Financial/Recording Secretary at least forty days prior to the Area Labor Council Annual Convention and properly certified by an affiliated organization or by a delegate representing an affiliated organization. The Executive Board may also submit amendments. All proposed amendments shall be mailed to all affiliates at least thirty-five days prior to the Area Labor Council Annual Convention at which it is to be considered. Amendments to this Constitution shall become effective when approved in writing by the President of the AFL-CIO.

ARTICLE XIX- OATHS OF OBLIGATION

Section 1. Obligation of Officers

Before entering upon the duties each officer-elect shall assume the following obligation:

“I, (name of delegate), agree to defend the principles of trade unionism; to work to improve the lives of working families, to help organize the unorganized; to help build a strong political voice for working families and strong alliances for the labor movement.

I promise to uphold the rules of the Area Labor Council and the constitution of the AFL-CIO.

I promise to build full participation and full affiliation in our AFL-CIO state and local labor councils.

I also pledge that I will deliver all property in my possession belonging to the Area Labor Council to my successor in office and to surrender such property to the President of the AFL-CIO upon his/her official demand.

All this I solemnly affirm.”