

CONSTITUTION  
FOR  
KING COUNTY LIBRARY SYSTEM EMPLOYEES  
LOCAL 1857

ARTICLE I  
NAME

The name of this organization shall be King County Library System Employees Local 1857 of the American Federation of State, County and Municipal Employees, AFL-CIO.

ARTICLE II  
AFFILIATIONS

This local union shall be affiliated with the Washington State Council of County and City Employees, Council #2 of the American Federation of State, County and Municipal Employees; the Washington State Labor Council, AFL-CIO; and the Martin Luther King Jr. County Labor Council, AFL-CIO.

ARTICLE III  
OBJECTIVES

The objectives of this local union shall be to protect and advance the social and economic status of the member employees through collective bargaining and legislation in conformity with the objectives of the American Federation of State, County and Municipal Employees.

ARTICLE IV  
MEMBERSHIP AND DUES

Section 1. All employees of the King County, Washington, Library System are eligible for membership in this local union, subject to the requirements of the Constitution of the International Union.

Section 2. Application for membership shall be made on the Authorization for Payroll Deduction and Representation form. Submission of the form shall be according to the procedure established in the collective bargaining agreement.

Section 3. The monthly membership dues of the local shall be established by the Washington State Council of County and City Employees' Constitution. The Constitution may be amended at either Council 2's convention, which is held every other year, or by the convening of a special convention. All delegates in attendance at either a regular or special Council 2 convention have the opportunity to vote on any adjustment to the current dues formula.

Section 4. To the extent possible, membership dues shall be payable in advance to the local treasurer and in any event shall be paid not later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two successive months shall stand suspended. Provided, however, that any person who is paying dues through a system of regular payroll deduction shall for so long as such person continues to pay through such deduction method, be considered in good standing.

Section 5. A member suspended under the above section may be reinstated to membership in the local on payment of all arrearages.

ARTICLE V  
MEETINGS

Section 1. Regular meetings of this local shall be held at least quarterly, at a time and place to be fixed by the membership or the local executive board.

Section 2. Special meetings may be called by the local president, the local executive board, or by petition filed with the president and signed by ten percent (10%) of the members of the local. Special meetings may also be called by the International President or by an authorized representative of the international President.

Section 3. The quorum for meetings of this local shall be ten percent (10%) of the membership in good standing.

## ARTICLE VI OFFICERS, NOMINATIONS, AND ELECTIONS

Section 1. The officers of this local shall be a president, a vice-president, a recording secretary, a treasurer, and seven members-at-large. These eleven shall constitute the local union executive board. The president and treasurer shall be elected to two-year terms in the odd-numbered years, beginning in 2013. The vice president and recording secretary shall be elected to two-year terms in the even-numbered years. The seven members-at-large shall be elected to a term of one year.

In order to ensure that the executive board will have members from various classification groups, one at-large position will be for Librarians, one for Public Service Assistants, one for Library Assistants/Library Technical Assistants, one for Maintenance Workers, two for Library Pages and one for all remaining classifications. In the event that no one from a defined group chooses to run for its designated position, then nominees for that position may come from any other classification.

Section 2. There shall be three members who shall serve as trustees. The trustees shall be elected to three-year terms of office, except that in the initial election, one shall be elected for a one-year term, one for a two-year term, and one for a three-year term.

Section 3. Nominations shall be made at a regular or special meeting of the local. At least fifteen days advance notice shall be given the membership prior to the nomination meeting. A nominating committee may be appointed to make nominations, but whether or not a nominating committee is used, nominations shall be permitted from the floor at the meeting at which nominations were opened. All regular elections shall be held in the month of November.

Section 4. To be eligible for office, a member must be in good standing for one year immediately preceding the election, except in the initial election held in this local; provided, however, that no retired member shall be a candidate for office. For a member who is transferred or promoted into this local from another AFSCME local, this requirement shall be satisfied if such member's combined membership in good standing in both locals is one year at the time of election.

Section 5. Officers, shall be elected by secret ballot vote, and the balloting shall be conducted so as to afford to all members in good standing a reasonable opportunity to vote. At least fifteen days advance notice shall be given the membership prior to the holding of the election.

Section 6. All matters concerning nominations and elections in this local union, with the exception of the nomination and election of the chief shop steward, shall be subject to the provisions of Appendix D, entitled Elections Code, of the International Union Constitution.

Section 7. Vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board.

Section 8. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

ARTICLE VII  
DUTIES OF OFFICERS, THE EXECUTIVE BOARD, AND TRUSTEES

Section 1: The president shall:

- a. preside at all meetings of the local union and of the executive board.
- b. be a member of all committees except election committees.
- c. countersign all checks drawn against the funds of the local.
- d. appoint all standing committees and all special committees of the local, subject to approval of the executive board
- e. report to the membership at each general membership meeting regarding the progress and standing of the local and the president's official acts.

Section 2: The vice president shall:

- a. assist the president in the work of the presidents office.
- b. in the absence of the president or in the president's inability to serve, preside at all meetings and perform all duties otherwise performed by the president.
- c. In the absence of the president or the treasurer, and with the approval of the local executive board, act as co-signer of checks drawn on the local funds.
- d. coordinate and preside over stewards meetings.
- e. manage grievances and grievance procedures.
- f. perform other duties as the executive board may require.

Section 3. The recording secretary shall:

- a. keep a record of the proceedings of all membership meetings and of all executive board meetings.
- b. carry on the official correspondence of the local, except as the executive board may direct otherwise.
- c. perform such other duties as the executive board may require.

Section 4. The treasurer shall:

- a. receive and receipt for all monies of the local union.
- b. deposit all money so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by check signed by the president and the treasurer.
- c. prepare and sign checks for such purposes as are required by the constitution or are authorized by the membership or the executive board.
- d. prepare and submit the monthly membership report to the international Union office and see that a check is drawn in payment of the local's per capita tax each month and sent to the international Secretary-Treasurer.
- e. keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month.
- f. act as custodian of all properties of the local union.
- g. give a surety bond for an amount to be fixed by the executive board of the local union, at the expense of the local union and through the International Union.
- h. see that any financial reports required by the international Union Constitution to be submitted to the international Union are submitted in accordance with the International Union Constitution.

Section 5. The members-at-large shall:

- a. serve as liaisons to the executive board from the membership, with emphasis on communicating from and to the particular constituencies specified in their individual titles.
- b. participate fully in all activities of the executive board.
- c. perform other duties as the executive board may require.

Section 6. The executive board shall be the governing body of the local union except when meetings of the local union are in session, All matters affecting the policies, aims and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be

decided by the executive board. The board shall meet at the call of the president or of a majority of the members of the board. A majority of the members of the executive board shall be required for a quorum. A report on all actions taken by the executive board shall be made to the membership at each general membership meeting.

Section 7. The trustees shall make or cause to be made at least annually an audit of the finances of the local, including the finances concerning any health and welfare, pension, insurance or other benefit programs covering members of such local, and shall report to the membership on the results of such audit.

## ARTICLE VIII MISCELLANEOUS PROVISIONS

Section 1. This local union shall at all times be subject to the provisions of the constitution of the American Federation of State, County and Municipal Employees and the constitution of the Washington State Council of County and City Employees.

Section 2. Except to the extent specified in this constitution, no officer of the local union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the local union except to the extent specifically authorized in writing by the president of the local union or by the executive board of the local union.

Section 3. The rules contained in the current edition of Roberts Rules of Order, Newly Revised, shall govern this local union in all cases to which they are applicable and in which they are not inconsistent with this Constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

## ARTICLE IX AMENDMENTS

This constitution may be amended, revised, or otherwise changed by a majority vote of the members voting on such proposed change and such change shall take effect only upon written approval of the International President. Proposed amendments to this constitution must be read at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union, adequate and proper notice having been given to the membership prior to the date on which the vote is taken. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken.

## ARTICLE X STANDING COMMITTEES AND THEIR DUTIES

Section 1. The grievance committee shall:

- a. review all grievances to ensure that they meet the requirements established by the collective bargaining agreement.
- b. evaluate all grievances and make recommendations to the executive board and Council 2 as to whether or not they should proceed to arbitration.

Section 2. The nomination/election committee shall:

- a. conduct the nominations and election process.
- b. recruit candidates to run for if so directed by the executive board.