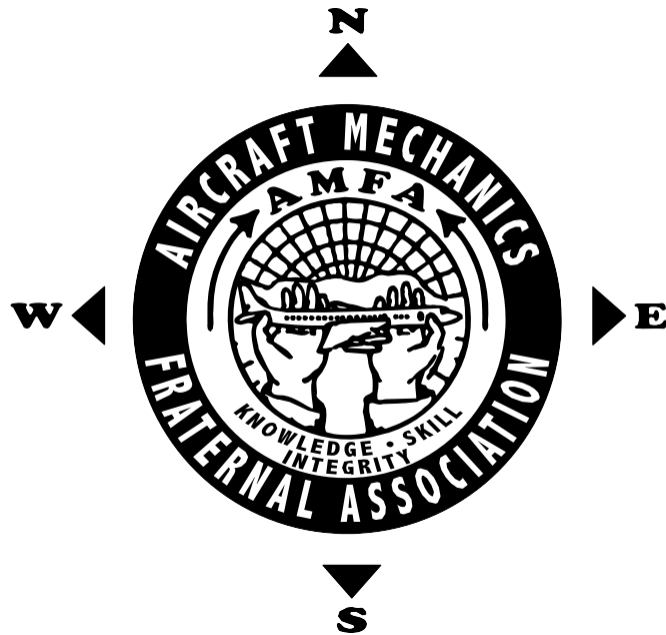


AIRCRAFT MECHANICS FRATERNAL ASSOCIATION



LOCAL 11 BYLAWS

Dallas, Texas

AS AMENDED July 25, 2019

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OFFICER OATH

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I pledge on my honor to abide by the Constitution of the Aircraft Mechanics Fraternal Association and the rules and Bylaws of Local 11; to discharge all my commitments, duties, and obligations to my union, fellow workers, and employer faithfully; and to conduct myself at all time as becomes a member of this, a professional skilled Association.

→ → →

1 **PREAMBLE**

2
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4
5 The aim of Local 11 of the Aircraft Mechanics Fraternal Association is to:

- 6
- 7 • Promote and protect the interest of our membership
 - 8
 - 9 • Elevate the moral, intellectual and social conditions of all Aircraft Technicians and Airline
 - 10 Support Personnel in the aviation community
 - 11
 - 12 • Encourage a higher standard of skill, raise the standards, and increase the recognition of the
 - 13 Aircraft Technician
 - 14
 - 15 • Assist and encourage those members who do not have appropriate licenses, to secure the
 - 16 same through establishment of an educational branch of the Association
 - 17

18 We consider Aircraft Technicians to be highly skilled and responsible individuals, with a public

19 trust, and we shall continually strive for higher standards in aircraft maintenance, servicing, and

20 handling in the interest of public safety and the industry.

21

22 We recognize the similar needs and interests of all Aircraft Technicians regardless of race, creed,

23 color, sex, marital status, or religion, and bar no individual from membership, as defined in the

24 AMFA Constitution, except those disloyal to the government of the United States of America.

25

26 With the above principles in mind, we pledge ourselves to uphold the basic doctrines to craft

27 unionism, to recognize individual seniority rights of members, and to protect and elevate our

28 profession through a strong unification of Aircraft Technicians and Airline Support Personnel

29 within an independent, skilled, craft association.

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ARTICLE I: JURISDICTION

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SECTION 1: This organization shall be known as Local 11 of the Aircraft Mechanics Fraternal Association.

A. Local 11 hereinafter may be referred to as the Local.

B. The Aircraft Mechanics Fraternal Association hereinafter may be referred to as AMFA or the Association.

SECTION 2: Local 11 shall have jurisdiction over the territorial area as prescribed by the AMFA Constitution, the AMFA National Executive Council and the Local 11 Charter.

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1 **ARTICLE II: LOCAL EXECUTIVE COUNCIL**
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5 SECTION 1: There shall be a Local Executive Council (LEC), comprised of:
6

- 7 A. President
- 8 B. Vice President
- 9 C. Secretary
- 10 D. Treasurer
- 11 E. Safety and Standards Chairman
- 12 F. Executive Officers at Large (up to two (2) as required per Article IV, Section
13 1A, (1), Paragraph (h) of these Bylaws)

14
15 The positions of Secretary and Treasurer may be combined as long as this does
16 not violate the AMFA Constitution.
17
18

19 SECTION 2: The Officers as described in Section 1 of this Article shall comprise the governing
20 body of the Local and no other Local Executive Council positions shall be
21 established without a Bylaw change. All changes in Officers by any means shall
22 be immediately forwarded to the National Secretary.
23
24

25 SECTION 3: Two-thirds (2/3rd) of the members of the Local Executive Council (LEC) shall
26 constitute a quorum. This Council shall meet not less than once each month, and
27 shall act as governing body of the Local between meetings. The President or Vice
28 President, dependent upon that meeting's predominant subject matter, shall Chair
29 the monthly LEC meetings. Records shall be kept of all meetings.
30
31

32 SECTION 4: The Local Executive Council (LEC), shall be vested with and carry out the duties
33 and responsibilities, as outlined in the AMFA Constitution and Bylaws, in behalf
34 of the members of this Local. The LEC shall pay all operating expenses, have
35 charge of all property of the Local, and ensure that the books are properly kept.
36
37

38 SECTION 5: The Local Executive Council shall hear all non-contract related grievances that
39 may arise and will present their findings along with any recommendations they
40 may agree upon to the members involved.
41

1 **ARTICLE II: LOCAL EXECUTIVE COUNCIL**

2 (Cont.)

3
4
5 SECTION 6: A maximum of two (2) Executive Officer at Large positions may be
6 recommended by the Local Executive Council (LEC), and approved by a majority
7 of the membership at a regular membership meeting. Upon approval these
8 positions shall be filled through the election process as outlined in the AMFA
9 Constitution and Article IV of these Bylaws. These Officers shall assist the LEC,
10 and perform other duties as determined by the Local membership.
11

12
13 SECTION 7: Any Local Executive Council (LEC) member missing three (3) successive regular
14 Council meetings, missing two-thirds (2/3rd) of specially called LEC meetings,
15 missing a total of five (5) regular LEC meetings in one (1) calendar year, or
16 attending less than fifty percent (50%) of regular membership meetings in one (1)
17 calendar year and is not incapacitated by personal medical reasons, family
18 emergencies, on scheduled vacation, or on official AMFA business shall have that
19 office considered vacant and said office shall be filled according to Article IV of
20 these Bylaws.
21

22
23 SECTION 8: The Local Executive Council (LEC) will make available two (2) additional seats
24 at the monthly LEC meeting. Two (2) members in good standing may attend the
25 LEC meeting. These members will conduct themselves in an orderly manner.
26 They shall be allowed the right to question and discuss all matters opened for
27 debate by the Council. Such member(s) will not have a vote and will accept the
28 right of the LEC to remove them from the room for disorderly conduct, or in
29 matters of another member's protection of privacy.
30

31 A sign-up sheet to request to attend the LEC meetings will be available to
32 members in good standing at the Local office-
33

34 In the event that more than two (2) members submit requests for seats the seats
35 will be assigned to members in the order that the requests were received, with
36 requests from members who have attended LEC meetings in the last three (3)
37 months being bypassed. If space permits, the Local President may make more
38 seats available.
39

40 → → →

1 **ARTICLE III: LOCAL OFFICERS AND DUTIES**

2
3
4 SECTION 1: Local Officers

5
6 A. The Officers of the Local shall consist of at least the following:

- 7
8 1. President
9 2. Vice President
10 3. Secretary
11 4. Treasurer
12 5. Safety & Standards Chairman
13 6. Airline Representative(s) (one (1) each, per Airline within the Local)

14
15 The positions of Secretary and Treasurer may be combined as long as this
16 does not violate the AMFA Constitution.

17
18 B. The following Officers may be utilized to best meet the needs of the Local
19 membership:

- 20
21 1. Executive Officers at Large (as approved, two (2) maximum)

22
23 C. No other Officer positions shall be established without a change in the Local
24 Bylaws. All changes in Officers by any means shall be immediately forwarded
25 to the National Secretary.

26
27
28 SECTION 2: Duties of Local Officers

29
30 A. PRESIDENT - Will preside at all meetings of the Local unless otherwise
31 noted, decide all questions and disputes not controlled by the law of the
32 Association, will countersign all checks properly drawn on or by the
33 Treasurer. That person shall appoint all Committees not provided for by the
34 Constitution or the Bylaws. That person shall enforce the law of the
35 Association as pertaining to the Local. That person shall render an accounting
36 of that person's activities once a month to the Local Executive Council. That
37 person shall be custodian of the Local Charter.

38
39 B. VICE PRESIDENT - Will preside at all meetings in the absence of the
40 President. That person shall assume the duties of the President in the absence
41 of that officer, or when such office is made vacant by death, resignation, or
42 otherwise. That person shall see to it that the property of the Local is
43 maintained in good order. That person shall assist the President in carrying out
44 the policies of the Local.

1 **ARTICLE III: LOCAL OFFICERS AND DUTIES**

2 (Cont.)

3
4
5 SECTION 2: C. SECRETARY - Shall conduct all correspondence in the name of the Local.

6 That person shall be custodian of the Local Seal. That person shall keep a
7 permanent up-to-date record of the minutes of the Local. That person shall
8 keep the correct minutes of all Local meetings and shall preserve all
9 documents and correspondence. A record of attendance shall be kept at all
10 meetings, both regular and special, and such attendance records shall be a part
11 of the minutes of the meetings. That person shall present all communications
12 and bills to the Local. That person shall draft all orders on the Treasurer, or
13 Secretary/Treasurer, when passed by the Local, and attest the same by signing
14 and attaching the Seal of the Local thereto. That person shall prepare and sign
15 all credentials of delegates and alternate delegates to the National Convention,
16 and send duplicates to the National Secretary and perform such other duties as
17 required by the AMFA Constitution.
18

19 D. TREASURER - Shall receive all funds of the Local, give receipts therefore
20 and deposit the same in a bank of sound financial standing in the name of the
21 Local. That person shall countersign all checks with the Local President
22 drawn from such accounts, and shall be responsible for ensuring the payment
23 of all bills payable by the Local upon approval of the Local Executive
24 Council. That person shall keep an accurate account of all disbursements in
25 such a way as to show the balance of cash on hand on the last day of the
26 preceding month and cash on hand at the beginning of each meeting of the
27 Local; file all receipted bills; keep a correct account between the Local and its
28 members; and notify all members who become two (2) months delinquent in
29 dues.
30

31 At the end of each month, the Treasurer shall complete the monthly report
32 form in duplicate, furnished by the National Treasurer, send the original report
33 to the National Treasurer and remit an amount equal to the per capita tax
34 called for by the report. This report shall also include a correct statement of
35 the number of members on the books of the Local and shall set forth in detail
36 all additions to and subtractions from the membership roll, together with a list
37 of members who have been expelled and persons whose applications have
38 been rejected, with reasons therefore.
39

40 Monies collected by the Local Treasurer on behalf of the National as indicated
41 on the monthly reports shall be used for no other purpose and must
42 accompany the report. Treasurers who receive dues from a member under the
43 jurisdiction of another Local shall immediately notify the Secretary of such
44 Local, with full particulars as to name, address, card number, Airline and the
45 amount. When a member transfers to another Local, the Treasurer shall bring
46 his record up-to-date and notify the National Secretary of such transfers.

1 **ARTICLE III: LOCAL OFFICERS AND DUTIES**

2 (Cont.)

3
4 SECTION 2:
5 (Cont.)

6 The Local Treasurer shall forward to the National Treasurer a copy of the Local
7 monthly financial statement presented to the membership at Local meetings.

8
9 E. LOCAL SAFETY & STANDARDS CHAIRMAN - Shall coordinate the duties
10 and functions of all Local Safety and Standards Coordinators and their
11 committees. That person shall be directly responsible to the membership and
12 shall submit report to the National Safety & Standards Director. That person
13 shall also periodically provide briefing reports on industrial safety and air issues
14 to the National Safety and Standards Director. That person shall act as liaison
15 between the Local and Government and Academic entities. Through Local
16 meetings, newsletters, and other means will keep the members informed of all
17 matters relating to safety and standards. Local Bylaws shall prevail.

18
19 F. EXECUTIVE OFFICER AT LARGE - The Executive Officer at Large
20 positions are up to two (2) open positions to assist the Local Executive Council
21 and perform other duties for the Local as approved by the Local membership.

22
23 G. AIRLINE REPRESENTATIVE - The duties of Airline Representative shall be
24 to thoroughly familiarize him/herself with the contract agreement between the
25 Airline and this Association, select, with approval of Local Executive Council
26 (LEC), any Shop Representative or Area Representative positions the members
27 have not elected, within his Airline. That person will be a coordinator for the
28 Area Representatives and Shop Representatives to the LEC and provide the
29 Area Representatives and Shop Representatives with accurate up-to-date
30 information on all contract interpretation and grievance matters. That person
31 shall be a member of the Grievance Committee. Attendance at the monthly
32 Airline Representative meeting is mandatory.

33
34 The Airline Representative will communicate as deemed necessary to keep the
35 Area Representative(s) up-to-date regarding grievances, negotiations, and
36 contractual interpretations. Prior to ratification, the Airline Representative will
37 call a meeting to acquaint the new contract to the Area Representative(s).

38
39 Three (3) absences in succession for any reason except while on official
40 Association business or for personal medical reasons shall deem his/her
41 position vacant. An Airline Representative may be recalled from office in
42 accordance with the provisions of the AMFA Constitution, upon written request
43 to the Local President by twenty-five percent (25%) of the members in good
44 standing of the Airline with that Local.

ARTICLE III: LOCAL OFFICERS AND DUTIES

(Cont.)

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SECTION 3: Any Local Officer missing three (3) successive regular membership meetings or attending less than fifty percent (50%) of regular membership meetings in one (1) calendar year and is not incapacitated by personal medical reasons, family emergencies, on scheduled vacation, or on official AMFA business shall have that office considered vacant and said office shall be filled according to Article IV, Section 2 of these Bylaws.

→ → →

1 **ARTICLE IV: LOCAL OFFICER ELECTIONS, VACANCIES**
2 **AND RECALL**
3
4

5 SECTION 1: A. Elections
6

7 1. Election of Local Officers
8

- 9 a. Nominations and elections shall be governed by the rules set forth in
10 the AMFA Constitution.
11
12 b. Nominations for all Local Officers shall be called for at the first (1st)
13 meeting in October. Notice of such nominations will be posted on all
14 Association bulletin boards stating the time, place of the meeting, and
15 positions open for nomination at least seven (7) calendar days prior to
16 nominations, as to provide ample time for all members in good
17 standing to participate therein. If a quorum is not present at this
18 meeting, nominations will be called for at a special meeting called for
19 the purpose of taking nominations. The Local shall elect the
20 aforementioned Officers by secret ballot vote, of its membership, on
21 the regularly scheduled December monthly meeting day. No member
22 shall be entitled to hold more than one (1) office at the same time.
23
24 c. To be nominated, a member shall be an active member in good
25 standing and meet all other necessary requirements as outlined in the
26 AMFA Constitution. Any member having accepted nomination and
27 whom later wishes to decline, for any reason, must do so in writing to
28 the Local Secretary and shall have his/her name removed as a
29 candidate provided such notice has been received prior to ballot
30 preparation.
31
32 d. No member may accept nominations for more than one (1) office at
33 the same time.
34
35 e. Local Officers shall be elected, unless otherwise specified in these
36 Bylaws, for a two (2) year term.
37
38 f. The Officers of the Local shall be elected in the month of December
39 on a staggered basis as follows: During the month of December of
40 every even numbered year the positions of President, Secretary, Safety
41 and Standards Chairman, and one (1) Executive Officer at Large (if
42 required) shall be elected. During the month of December of every odd
43 numbered year the positions of Vice President, Treasurer, and Airline
44 Representative(s), and one (1) Executive Officer at Large (if required)
45 shall be elected.

1 **ARTICLE IV: LOCAL OFFICER ELECTIONS, VACANCIES**
2 **AND RECALL**

3 (Cont.)
4
5

6 SECTION 1:
7 (Cont.)
8

9 g. Unless otherwise specified in these Bylaws, newly elected Officers shall
10 assume the duties of the office to which they were elected at the regular
11 membership meeting(s) in January following their election in December
12 as provided in the AMFA Constitution.
13

14 h. Executive Officer(s) at Large election process will be conducted as
15 follows. If the Local Executive Council (LEC) recognizes a need for
16 additional members to assist them in the performance of their duties, the
17 LEC will present for membership approval, a recommendation and
18 motion at the regular membership meeting(s) to allow for election of
19 such position(s). The recommendation will explain the need for,
20 including the anticipated duties for the position, the time commitment
21 required, and the anticipated term of office (not to exceed two (2) years).
22

23 Upon receiving membership approval for the creation of these
24 position(s), by a majority vote of all members in attendance at the
25 regular membership meeting(s), Official Notification shall be posted for
26 nominations to an election of these position(s) in accordance with these
27 Bylaws, including a summary of the anticipated duties, and term of
28 office.
29

30
31 2. Election Protests
32

33 a. Protests of Local Officer Elections shall be accomplished per the AMFA
34 Constitution.
35
36

1 **ARTICLE IV: LOCAL OFFICER ELECTIONS, VACANCIES**
2 **AND RECALL**

3 (Cont.)
4
5

6 SECTION 1:
7 (Cont.)
8

9 3. General

- 10 a. A member shall be considered elected if that person receives the highest
11 number of all votes cast by members in good standing.
12
13 b. The installation of Officers shall take place at the first (1st) regularly
14 scheduled monthly business meeting in January, or at the first (1st) regular
15 membership meeting following their election.
16
17 c. When a notice to resign an elected position has been submitted in writing to
18 the Local Secretary, it shall not be withdrawn.
19
20 d. Prior to any election a minimum of three (3) Election Tellers (not on any
21 ballot) will be chosen at random from the list of Local Tellers. Election
22 Tellers chosen are to assist in conducting elections in a fair and impartial
23 manner.
24
25 e. A balloting method and/or location, that best meet the needs of the
26 membership, will be determined by the LEC, in accordance with the AMFA
27 Constitution.
28
29 f. Ballots cast for candidates not nominated in conformity with Local Bylaws
30 (i.e. write-ins) shall not be tabulated.
31
32 g. Each candidate for office shall be permitted to have an observer(s) present
33 during the preparation, mailing, and counting of ballots in a mail ballot
34 election; and at the polling place(s) and the counting of ballots in a polling
35 place election.
36
37 h. All elections held within this Local shall be conducted, when applicable, in
38 accordance with the AMFA Constitution, and the Department of Labor
39 Labor-Management Reporting and Disclosure Act of 1959 as amended.
40
41 i. The Local Secretary shall preserve for one (1) year the ballots and all other
42 records pertaining to an election.

1 **ARTICLE IV: LOCAL OFFICER ELECTIONS, VACANCIES**
2 **AND RECALL**

3 (Cont.)
4
5

6 SECTION 2: Vacancies in Local Officer Positions
7

8 The Vice-President shall assume the duties of the President in the absence of
9 that Officer, or when such office is made vacant by death, resignation, or
10 otherwise.
11

12 All vacancies over one hundred-eighty (180) days, for Local Officer positions,
13 are to be considered permanent vacancies and will be filled through an
14 election process by a secret ballot vote of the affected members.
15

16 Vacancies, of one hundred-eighty (180) days or less, for Local Officer
17 positions, shall be filled by appointment for the remainder of the term by the
18 Local Executive Council with the approval by a simple majority of the
19 members in attendance at the next regular membership meeting.
20
21

22 SECTION 3: Recall of Local Officers
23

24 Recall of Local Officers shall be accomplished per the AMFA Constitution.
25

26 → → →

1 **ARTICLE V: OTHER LOCAL REPRESENTATIVES**

2

3

4 SECTION 1: A. Local Representatives regarding contractual issues shall include:

- 5
- 6 1. Aircraft/Appearance Technician Area Representatives (if applicable)
- 7 2. Shop Representatives
- 8 3. Shop/Contract Committee (according to the respective Collective
- 9 Bargaining Agreement (CBA))
- 10 4. Committees (as provided for in the applicable CBA)

11

12 B. Duties of Local CBA Representatives:

- 13
- 14 1. AREA REPRESENTATIVES - Shall thoroughly familiarize themselves
- 15 with the Collective Bargaining Agreement (CBA) between the Airline and
- 16 this Association. Area Representatives will be utilized for the purpose of
- 17 handling grievances from their respective areas and, in coordination with
- 18 the Airline Representative of their Local, shall be utilized for contractual
- 19 interpretations. Area Representatives shall represent the members of their
- 20 respective areas to the Airline Representative and the Local Executive
- 21 Council (LEC). Area Representatives will maintain close contact with the
- 22 members and Shop Representatives of the respective areas they serve.

23

24 Area Representatives will be responsible for compiling contract proposals

25 from their respective areas; and will submit them to the LEC in ample

26 time for investigation, coordination, and preparation prior to negotiations

27 as per the AMFA Constitution and Bylaws. They may be utilized for

28 counsel and communication to the negotiators. Area Representatives will

29 be kept informed regarding the progress of negotiations and will keep the

30 Shop Representatives and members of their respective areas informed of

31 such progress, and may be requested to attend negotiations by the LEC.

32 They will receive a copy of the proposed contract prior to negotiations and

33 minutes concerning negotiations as well as Local meetings.

- 34
- 35 2. SHOP REPRESENTATIVES - Shall act on behalf of employees in the
- 36 work areas they have responsibility for, for the purpose of collecting and
- 37 facilitating the processing of grievances/complaints. Shop Representatives
- 38 shall report to the Area/Airline Representative, or Contract/Shop
- 39 Committee as applicable, weekly in regard to disciplinary action by the
- 40 Company. This report shall include the affected employee's response to
- 41 the Shop Representative. That person shall act as the member's first (1st)
- 42 line of communication between the shop floor and LEC, coordinating
- 43 through the Area/Airline Representative or Shop/Contract Committee as
- 44 applicable. That person shall distribute to the members any information
- 45 forwarded to that person from the Local Officers and Representatives and,
- 46 in turn, forward the concerns of the members to the Airline
- 47 Representative, Contract/Shop Committee, and/or LEC.
- 48

1 **ARTICLE V: OTHER LOCAL REPRESENTATIVES**

2 (Cont.)

3
4
5 SECTION 1:

6 (Cont.)

7 The Shop Representatives shall communicate all concerns regarding
8 workplace and flight safety to the Local Safety and Standards Chairman. In
9 the event of a shift or bid location change, it is the Shop Representative's
10 duty to inform the Area/Airline Representative of said change at the earliest
11 possible time so that a replacement Shop Representative may be elected or
12 appointed with no undue delay.

13
14 3. Contract/Shop Committee (as provided for in the applicable CBA):

15
16 Shall thoroughly familiarize themselves with the Collective Bargaining
17 Agreement (CBA) between the Airline and this Association.

18 Shall act on behalf of employees in the work areas they have responsibility
19 for, for the purpose of collecting and facilitating the processing of
20 grievances/complaints.

21
22 Shall report to the Airline Representative weekly in regard to disciplinary
23 action by the Company. This report shall include the affected employee's
24 response to the Shop Representative.

25
26 That person shall distribute to the members any information forwarded to
27 that person from the Local Officers and Representatives and, in turn,
28 forward the concerns of the members to the Airline Representative and/or
29 LEC.

30
31 4. Other Committees as provided for in the applicable Collective Bargaining
32 Agreement (CBA).

- 33
34 a. Farm-Out/Subcontracting Committee
35 b. Safety Committee
36 c. Etc.
37

1 **ARTICLE V: OTHER LOCAL REPRESENTATIVES**

2 (Cont.)

3
4
5 SECTION 1: C. Elections:

6 (Cont.)

- 7 1. Area Representatives shall be elected by the members they will
- 8 represent, as determined by the Airline Representative. The election
- 9 for this position will be conducted in the month of January following
- 10 the Airline Representative election. The term of office for this position
- 11 is two (2) years.
- 12
- 13 2. Shop Representatives shall be elected by the members they will
- 14 represent, as determined by the Airline/Area Representative. The
- 15 election for this position will be conducted in the month of February
- 16 each year.
- 17
- 18 3. Shop/Contract Committee members shall be elected by the members
- 19 they will represent. The Election cycle and terms of office will be
- 20 determined by the LEC.
- 21
- 22 4. Committee members shall be elected by the members they will
- 23 represent. The election cycle and term of office will be determined by
- 24 the LEC. Committee size will be determined by the Local 11 LEC, and
- 25 during financial duress the LEC may reduce any committee.
- 26

27 D. Recall:

28
29 Recall of Local Representatives listed above shall be accomplished in
30 accordance with the AMFA Constitution.

31
32 E. Vacancies:

33
34 The Airline Representative shall select, with approval of the LEC any
35 Shop/Area Representative positions the members have not filled by election.

36
37 The Airline Representative shall select, with approval of the LEC any
38 Shop/Area Representative positions that have become vacant with less than
39 one hundred-eighty (180) days remaining in the term of service.

40
41 Vacancies of one hundred-eighty (180) days or more will be filled by election.
42

1 **ARTICLE V: OTHER LOCAL REPRESENTATIVES**

2 (Cont.)

3
4
5 SECTION 2: A. Other Representatives of the Local shall include:

- 6
7 1. Safety and Standards Coordinators/Representative(s) (if applicable)
- 8 2. Communication Coordinator Representative
- 9 3. Auditors (3)
- 10 4. Tellers (3)
- 11 5. Committees
- 12 a. Maintenance Ideas Committee
- 13 b. By-Laws Committee
- 14 c. Etc.

15
16 Duties of Local Representatives:

17 B.

- 18 1. SAFETY& STANDARDS CORR DinATORS/REPRESENTATIVES -
- 19 Shall report to and take direction from the Local Safety and Standards
- 20 Chairman, and will coordinate and assist Industrial and Standards
- 21 Committees.
- 22
- 23 2. COMMUNICATION COORDINATOR REPRESENTATIVE – Shall
- 24 establish and maintain the Local Area Network (LAN) (if applicable),
- 25 Computer Systems, Software Applications, Internet/Web Hosting, and the
- 26 Website for the Local. The Communication Coordinator Representative
- 27 will work with the Local Secretary in the receipt and dispersal of
- 28 information and correspondence to the membership. The Communication
- 29 Coordinator will also be the Local GrievTrac Administrator and will work
- 30 with the Airline Representative in the GrievTrac process.
- 31
- 32 3. AUDITORS – Shall examine the books each January and July for the
- 33 preceding six (6) months, and a copy of their findings shall be sent to the
- 34 National Treasurer within thirty (30) days after completing their audit. Their
- 35 findings will be reported to the membership at the next regular membership
- 36 meeting(s) after their audit is complete.
- 37
- 38 4. TELLERS – Shall assist in conducting elections in a fair and impartial
- 39 manner. Tellers shall be responsible for the preparation and mailing of
- 40 ballot packages, collecting ballots, verification of voter eligibility, counting
- 41 of ballots, and the completion of tally sheets.
- 42

1 **ARTICLE V: OTHER LOCAL REPRESENTATIVES**

2 (Cont.)

- 3
- 4
- 5 5. COMMITTEE MEMBERS – Shall perform the duties of their respective
- 6 committees as described in this Article and/or the applicable CBA.
- 7
- 8 a. Bylaws Committee – Shall be responsible for properly amending the
- 9 Local Bylaws as described in these Bylaws. Committee will meet as
- 10 necessary to ensure that the Bylaws conform to the AMFA Constitution.
- 11 Committee members shall hold this position for a period of 2 years.
- 12
- 13 b. Contract Proposal Committee - Shall be formed no later than 6 months
- 14 prior to the expiration of the CBA. Committee members will compile
- 15 submitted proposals and present them to the membership within the
- 16 guidelines of the AMFA Constitution
- 17
- 18 c. Maintenance Ideas Committee – Shall interface with the membership to
- 19 allow for the flow of ideas between the members and management.
- 20
- 21
- 22
- 23

24 SECTION 2:
25 (Cont.)

C. Elections

- 26
- 27 1. All Committees will be nominated during odd years in the months of
- 28 October through December and will be elected (as required) or confirmed
- 29 at the January General Membership Meeting of the even years.
- 30
- 31 2. Committee members shall be elected by the members they will represent.
- 32 The election cycle and terms of office will be determined by the LEC.
- 33
- 34

35 → → →

36

ARTICLE VI: LOCAL FINANCES

SECTION 1: The Local Executive Council (LEC) shall have full control of all assets and monies of the Local. The membership shall approve all sales and purchases of the Local subject to these Bylaws. At the beginning of each fiscal year a proposed annual Local operational budget will be presented to the membership and approved at the regular membership meeting(s). All sales, purchases, leases and rentals, that are anticipated to exceed the approved yearly operational budget expenses shall be presented to, and approved by a simple majority vote of the members in good standing, present the regular membership meeting(s).

SECTION 2: The Local Treasurer shall deposit all funds received in such bank or depository as approved by the Local Executive Council. All checks, drafts, or orders for withdrawal or transfer of such monies shall be signed by the Local Treasurer, and countersigned by the Local President or the Local Vice President in the absence of the President.

SECTION 3: A per-capita tax when due on all active members of the Local shall be handled in accordance with the AMFA Constitution.

SECTION 4: The Local Treasurer shall submit a list of members and their membership status, with the appropriate monies (when such a payment is required) to the National Treasurer (as per the AMFA Constitution or AMFA National Policy) on or before the tenth (10th) of each month. The Local Treasurer shall submit the aforementioned list with the members who have their dues paid by check-off so indicated and a bill for the amount due to the Local.

SECTION 5: Financial Statements

A. A financial statement shall be issued by the Local Treasurer monthly, and shall be made available to the membership at the regularly scheduled membership meeting(s) for their approval. This financial statement shall contain information as written in the AMFA Constitution.

B. The Local financial records will be available for review at the Local office, by appointment at the request of any Local member in good standing.

1 **ARTICLE VI: LOCAL FINANCES**

2 (Cont.)

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4
5 SECTION 6: No other fees, dues, or assessments of any kind besides those stated in the AMFA
6 Constitution shall be levied without prior approval by secret ballot vote of the
7 majority of the membership in good standing who voted. Such monies shall only
8 be used for the purpose as stated on the ballot. No assessments shall be imposed
9 in excess of fifty percent (50%) 0.5 times the base hourly rate per month nor shall
10 any fines be levied in excess of five hundred dollars (\$500.00).
11

12
13 SECTION 7: Local Officer Expenses

- 14
15 A. Local Officers, Representatives or members while on business as authorized
16 by the members shall be reimbursed incurred expenses.
17
18 B. When it is required in the course of the Local business for Officers or
19 members to travel away from home, actual transportation costs, lost wages, (if
20 any), and per diem will be paid by the Local in accordance with the applicable
21 city chart as published by the IRS for that year, plus single occupancy
22 lodging, and mileage at the IRS mileage allowance when driving their
23 personal vehicle. If the estimated mileage allowance will exceed the cost of a
24 rental vehicle then a rental shall be used.
25
26 C. Expense reports shall be submitted to the Local Treasurer by the first (1st) of
27 every month. All travel expense reports must be submitted within thirty (30)
28 days after completion of travel.
29
30 D. All expense reports shall be approved by two (2) LEC members; neither of
31 whom submitted the report, before being reimbursed by the Local.
32
33

34 SECTION 8: Petty Cash Fund

- 35
36 A. A petty cash fund shall be maintained for the purpose of covering incidental
37 expenses incurred in the operation of the Local office. The Local LEC
38 Officers are authorized use of this fund. All other expenses shall be submitted
39 to the Local in accordance with Article VI, Section 7, of these Bylaws.
40
41 B. The Local Treasurer will report the amount of expenditures from the petty
42 cash fund to the membership at the regular membership meeting(s). The
43 Treasurer will oversee the dispersal of funds from the petty cash fund to
44 ensure that correct records will be kept.
45
46 C. The petty cash fund shall be limited to a cash flow of five hundred dollars
47 (\$500.00) per month.

1 **ARTICLE VI: LOCAL FINANCES**

2 (Cont.)

3
4
5 SECTION 9: Emergency Fund

- 6
7 A. One Dollar (\$1.00) per member, per month from the Local dues collected will
8 be allocated for the emergency fund. No money shall be voted out of this fund
9 except by a two-thirds (2/3rd) majority vote of the members in good standing
10 present at a special meeting called for such a purpose.
11

12
13 SECTION 10: Committee Financing Fund

- 14
15 A. All Committees of the Local will draw normal Committee related expenses
16 from the Local General Fund. To utilize this fund a Committee must submit a
17 proposed budget that outlines the anticipated normal yearly expenses required
18 supporting Committee activities. The Committee's budget is to be submitted
19 to the LEC for approval to coincide with the normal Local Budget approval
20 process.
21

- 22 B. On occasion a Committee may have an unanticipated expense for Committee
23 activities. That Committee must submit a Committee expense request in
24 writing to the LEC for approval.
25

- 26 C. Some examples of normal Committee Expenses:

- 27
28 1. Wages for LEC approved Association leave of Committee members in
29 support of Committee activities
30
31 2. Expenditures normally incurred by a Committee within the Local such as:
32 a. Retirement gifts to Local members
33 b. Memorial gifts to Local members
34 c. Cost of printing materials for the distribution, including mailing costs,
35 other than Official Notification as required by the Bylaws
36
37 3. Training expenses unique to one (1) Committee
38
39

40 SECTION 11: Credit card(s) may be available for use as required for travel/hotel reservations,
41 Internet purchases, and other limited purchases for convenience. Credit card(s) are
42 to be kept secured at all times. Use of the credit card(s) will be authorized only
43 by the CONCURRENCE of the Local President and Treasurer.
44

1 **ARTICLE VI: LOCAL FINANCES**

2 (Cont.)

3
4
5 SECTION 12: Local Audit and Member Elected Auditors

6
7 A. Three (3) members elected per Article V, Section 2C, Paragraph (2) of these
8 Bylaws will serve as Auditors and shall examine any bills or expenditures as
9 requested by the Local Treasurer or the LEC. In the months of January and
10 July they shall act as the Local Auditors and examine the books of the
11 preceding six (6) months. The auditors shall include a statement that non-
12 germane expenditures are accurately identified and properly recorded. A copy
13 of their findings with recommendations, if needed, shall be sent to the LEC
14 and the National Treasurer within thirty (30) days after completion of the
15 audit and reported to the membership at the next regular membership
16 meeting(s). The National Treasurer’s findings and recommendations, if any,
17 will be read at the regular membership meeting(s) within sixty (60) days;
18 along with a report from the LEC as to how such recommendations will be
19 implemented. These findings shall be retained as a permanent record at the
20 Local. The audit will be available for review at the Local office, by
21 appointment at the request of any Local member in good standing.
22

23
24 SECTION 13: The Local Treasurer shall, with the approval of the LEC, arrange with a bonding
25 company for the bonding of such Officers and employees as required by Law.
26 The amount of bond shall be set by the LEC but shall in no case be less than
27 required by the law. The Local shall pay the cost of such bonding.
28

29
30 SECTION 14: Fiscal year for the Local shall commence on the first (1st) day of January and
31 expire on the thirty-first (31st) day of December of the same year.
32
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34

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1 **ARTICLE VI: LOCAL FINANCES**

2 (Cont.)

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4
5 SECTION 15: Welfare Fund

6
7 A. A welfare fund shall be established for the purpose of
8 providing funds used for charitable donations, memorial gifts,
9 and any motions related to hardship of and for the Local
10 membership.

11 1. This fund and the guidelines listed in this section shall be
12 the sole source for all money paid out for those items listed
13 in this section.

14
15 B. This fund shall have a minimum level of no less than \$300,
16 and a maximum level not to exceed \$100,000.

17
18 C. It shall be funded by at a rate of 5% of membership dues collected
19 monthly. The Local Treasurer will ensure no further deposits into this fund
20 after the maximum limit has been reached. The Local Treasurer will ensure
21 any such interest accrued in this fund after reaching the maximum limit, will be
22 transferred to the Local's General Fund at a time frame of no less than every
23 quarter. Also funds from any other Local banking account shall not be used
24 in conjunction with those activities normally provided by this fund. A funding
25 source that is not directly related to the collection of dues may be used in
26 addition to the normal funding source, provided that it is approved by the Local
27 membership through a motion at a regular monthly membership meeting.

28 1. No motion may be made to remove money from this fund for any
29 reason, with the exception of those motions presented by the
30 welfare fund committee as outlined in subsection G below, or by a
31 unanimous LEC vote (to be used for extreme case Local business
32 hardship and/or issues only).

33 D. The maximum amount of funds to be dispersed from the
34 welfare fund for any reason, to any one individual shall be
35 \$2500, once in a 12 month period and twice in a 36 month
36 period.

1 **ARTICLE VI: LOCAL FINANCES**

2 (Cont.)

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4
5 E. At the first membership meeting of each calendar year, A discussion and vote
6 will be held to designate up to 2 charitable organizations that will be authorized to
7 receive funds for that calendar year. At no time will more than 2 charitable
8 organizations be authorized to receive funds at the same time.

- 9 1. Should the membership decide during that calendar year that a new
10 charitable organization is preferred, a discussion and vote will be
11 held at a membership meeting. If a new organization is chosen, one
12 of the existing authorized organizations will be deselected during this
13 same vote.
14 2. The maximum amount of funds to be dispensed to an authorized
15 charitable organization shall be limited to \$2500 in a 12-month
16 period. In cases where Local 11 members are assisting these
17 organizations, the maximum amount allowed for this organization
18 can increased to \$5000, providing that it is related to expense
19 reportable items and services.
20 3. At no time shall Local 11's total payout to all charitable
21 organizations combined exceed \$12500 annually on a calendar basis.
22 4. Charitable donations will only be provided to those organizations
23 that are recognized by the Internal Revenue Service as a charitable
24 organization.
25

26 F. Memorial gifts will not exceed a sum total of \$200.00 and are
27 limited to the Member and their immediate family. (Parents,
28 Mother, Father, Step-parents, children, step children and Members
29 Memorial gifts outside of those listed require LEC
30 approval and are limited to \$200.00.
31

32 G. Funds used for the purpose of providing hardship relief to the
33 Local's members will be required to meet the following guidelines:

- 34 1. A welfare fund committee, consisting of 4 members of
35 the Local, shall be created for the purpose of
36 determining whether members wishing assistance meet
37 the criteria for obtaining it.
38 a. The Local Vice President shall sit on this
39 committee as Chairman, at all times that it is in
40 session. Should the Office of Vice President be
41 vacant, the remaining LEC will appoint a LEC
42 Officer to chair this committee until the Vice
43 President office has been filled. This position
44 will not be included as one of the 4 sitting
45 members. Should this committee vote on a
46 particular application which results in a tie, the
47 Chairman will cast the tie-breaking vote.

1 **ARTICLE VI: LOCAL FINANCES**

2 (Cont.)

3
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48
49 b. This committee shall meet as necessary to review any applications
50 for assistance.
51

52 2. The receiving member will have a verifiable need for assistance with
53 final determination to be verified by the Welfare Committee. The Welfare
54 Committee, after reviewing a request for funds, may increase or decrease
55 the requested amount of assistance to be given to a Member within the
56 limits set forth in this section.

57
58 3. The Welfare Committee has the authority to deny a request should the
59 receiving member have vacation and/or floating holiday time available
60 for the year in which the request was made, based on the application
61 request and situation.

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ARTICLE VI: LOCAL FINANCES

(Cont.)

- 4. Any and all supplemental insurance and workers compensation payments being received by the Member must be disclosed to the Welfare Fund Committee.
- 5. Requests for Welfare Fund assistance must be submitted by a local 11 Member in good standing to the Local 11 LEC. Only Members in good standing may receive assistance from the Welfare Fund.
- 6. The omission of requested information or providing false information for the purpose of qualifying for the Welfare Fund will disqualify the Member and his family from receiving any money from the Welfare Fund for a period of 3 years.
- 7. The Welfare Committee will submit its review and final determination of all requests to the Local 11 LEC for final approval before distribution of funds. In the event a request is denied by the Welfare Fund Committee, it may be resubmitted to this committee no earlier than 90 days from its date of denial.

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1 **ARTICLE VII: MEMBERSHIP AND DUES**

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5 SECTION 1: All members of an Airline, represented by AMFA shall pay a one hundred dollars
6 (\$100.00) initiation fee upon application for membership in the Association.

7
8 The initiation fee shall be waived for the following persons: those individuals who
9 where employed within the represented class and craft at and before the time
10 AMFA was duly authorized by said persons at the Company at which they are
11 employed. Local dues shall be in accordance with the AMFA Constitution for
12 each member of a certified Airline.
13

14
15 SECTION 2: Newly hired Probationary Employees will not be required to pay dues as long as
16 they are on probationary status as defined in their applicable labor agreement as
17 per AMFA National policy or the AMFA Constitution. The individual
18 Contractual Bargaining Agreements (CBA) within the Airline and Local (i.e.
19 Aircraft Technicians and Appearance Technicians) will govern the collection of
20 dues on Probationary Employees.
21

22
23 SECTION 3: Each applicant for membership shall be thoroughly investigated by the Local
24 Secretary with the aid and advice of the Local Executive Council having
25 jurisdiction. Acceptance or rejection to membership shall be determined by the
26 members with the recommendation of the Secretary. The Local Executive Council
27 shall be notified immediately upon the applicant's acceptance or rejection. Upon
28 his acceptance he may become a member.
29

30
31 SECTION 4: Any Association member transferring from any AMFA Local will not be required
32 to pay any initiation or reinstatement fees.
33

34
35 SECTION 5: In the event a member chooses to withdraw from this Association due to taking a
36 position in management or seeking employment in a field not represented by this
37 Association, he/she may request an honorary withdrawal card from the
38 Association.
39

40 The request for such a card shall then be presented to the membership for their
41 approval at the next regularly scheduled membership meeting(s).
42

43 Any member issued a withdrawal card by the Association shall be entitled to
44 return to the membership of the Association with a reinstatement fee of twenty-
45 five dollars (\$25.00).
46

47 Requests for Honorary Withdrawal must be submitted within sixty (60) days of
48 the receipt of the last payment of dues.

ARTICLE VII: MEMBERSHIP AND DUES

(Cont.)

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SECTION 6: Each member shall keep the Local Secretary informed of his correct address and telephone number.

SECTION 7: Any member having knowledge of a job opening in the industry shall notify the Local Secretary in order to enable him to assist in the placement of any unemployed members.

SECTION 8: Any member of the Local, who is holding a position as a full-time or part-time Officer, Representative, Committee Person, etc., shall be required to pay Association dues and assessments during their tenure in office.

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1 **ARTICLE VIII: MEETINGS**

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4 SECTION 1: This Local shall hold no less than one (1) membership meeting(s) every two (2)
5 months.

6
7 In the event a regularly scheduled membership meeting happens to fall on a
8 holiday the Local Executive Council shall determine an appropriate day to hold
9 the meeting. Said meeting may be scheduled no more than seven (7) days before
10 or after the original meeting date.

11
12 A motion to change the starting time for any shift meeting(s) must be submitted in
13 writing to the Local Secretary seven (7) days prior to the regular membership
14 meeting(s) and appear in the posted agenda per Section 6 of this Article.

15
16 Meetings shall be scheduled as to provide all members equal opportunity to
17 attend.

18
19
20 SECTION 2: The Order of Business for each Local meeting shall be as follows:

- 21
22 A. Pledge to the Flag
23 B. Roll Call of Officers and Identification of Non-members
24 C. Reading of Minutes and Correspondence
25 D. Applications for Membership and Withdrawals
26 E. Report of the Treasurer
27 F. Report of the President
28 G. Report of Committees
29 H. Unfinished Business
30 I. New Business
31 J. Adjournment
32
33

34 SECTION 3: Special meetings may be called by the Local President with the approval of the
35 Local Executive Council (LEC), or by written request of fifteen percent (15%) of
36 the membership. When a special meeting is called by the members, all Local and
37 National Officers specifically requested to attend shall be notified promptly by the
38 President and their reply shall be posted on all Association bulletin boards.

39
40 The Local President with the approval of the LEC may call special meetings of
41 such nature as the ratification of contracts between the Association and the
42 Company. Such special meetings for contract ratification shall be scheduled at
43 dates, times, and places, in such manner, as to allow all members equal
44 opportunity to attend.
45
46

1 **ARTICLE VIII: MEETINGS**

2 (Cont.)

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5 SECTION 3:

6 (Cont.)

7 A special meeting shall start no earlier than twenty-four (24) hours after the
8 notification has been given and no later than seven (7) calendar days after the Local
9 President has received the petition.

10
11 Such notice of the meeting shall be posted on all Association bulletin boards,
12 electronic media, or by other means that will be effective.

13
14 If a special meeting is called, the notice of such meeting shall contain the purpose
15 of such meeting. Discussion and action at that meeting shall be confined to the
16 specific purpose as stated in the notice.

17
18
19 SECTION 4: The total number of members present at the regular membership meeting on a
20 given date shall determine if a quorum is met. Minimum quorum requirements
21 will be according to the minimums as stated the AMFA Constitution.

22
23
24 SECTION 5: No motion shall be in order to vote on a sum greater than three hundred dollars
25 (\$300.00) for any purpose unless at least four (4) calendar days notice has been
26 given the membership. Such motions must be submitted to the Local Secretary at
27 least fourteen (14) days prior to the regular membership meeting and appear in the
28 posted agenda per Section 6 of this Article.

29
30
31 SECTION 6: The Local Secretary or his designee shall post the meeting agenda on Association
32 bulletin boards at least ninety-six (96) hours prior to the regularly scheduled
33 membership meeting day.

34
35
36 SECTION 7: During meetings, where a show of hands vote is taken, the yea and nay votes will
37 be tabulated, the simple majority of which shall determine the outcome.

1 **ARTICLE VIII: MEETINGS**

2 (Cont.)

3
4
5 SECTION 8: Unless otherwise stated in the formal call of the meeting, all meetings of the
6 Local including regular membership meetings, special meetings, Local Executive
7 Council meetings, or any other formally called meeting of the membership and/or
8 Officers of the Local shall be considered a closed confidential meeting as
9 provided under the AMFA Constitution.

10
11 No reproduction of the proceedings of the meeting except the official recording of
12 the minutes by the recording Secretary or his appointee shall be allowed.

13
14 Any member in good standing may examine the official minutes of any prior
15 meeting by appointment with the Local Secretary at the Local office.

16
17
18 SECTION 9: Smoking, tobacco products, and the possession of alcohol shall be prohibited
19 during all meetings.

20
21
22 SECTION 10: The Local shall establish a monthly meeting of all Airline Representatives as set
23 forth in the AMFA Constitution.

24
25
26 SECTION 11: Parliamentary law and rules shall govern the conduct and procedures of all
27 meetings at all time as so stipulated in the AMFA Constitution. ("Robert's Rules
28 of Order", Newly Revised, Latest Edition)

29
30
31 SECTION 12: A motion as described in Section five (5) of this Article having been presented to
32 the membership and receiving a vote shall not be put back on the floor for
33 discussion and debate for a period of at least six months. Any motion made on the
34 motion at any regularly scheduled monthly meeting, special meeting or Executive
35 Council meeting shall be deemed out of order

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ARTICLE IX: SALARIES

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SECTION 1: Salaries of the Local Officers shall be as follows:

- A. President.....\$ 150.00 per month 7
- B. Vice president.....\$ 100.00 per month 8
- C. Secretary.....\$ 150.00 per month
- D. Treasurer.....\$ 150.00 per month
- E. Safety & Standards Chairman.....\$ 100.00 per month
- F. Airline Representative.....\$ 150.00 per month

SECTION 2: When any member of the Local is elected or appointed to serve on a full-time basis that person’s salary shall consist of pay equal to that person’s regular hourly rate of pay including any shift differential and any applicable premiums that apply under the current bargaining agreement. In addition, that same person will receive all holidays, floating holidays, vacation and sick time as they would be entitled to under the current bargaining agreement.

SECTION 3: In the event of an aircraft incident or air disaster involving the Local, the LEC may, on an emergency basis, appoint the Safety and Standards Chairman and one (1) qualified member (crash investigation trained as per the NTSB) to serve as Temporary Representatives of the Local, acting as crash investigators. They will be paid as per Section 2 of this Article. A continuation of these duties will require a majority vote of members present at a membership meeting.

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1 **ARTICLE X: GENERAL**

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4 SECTION 1: No Local Bylaw or amendment to the Local Bylaws shall be adopted that will in
5 any way conflict with, or run contrary to, the provisions of the AMFA
6 Constitution or will deny any member in good standing his individual rights as set
7 forth in the AMFA Constitution.
8

9 No amendment to these Bylaws shall be proposed or adopted that would affect
10 any members in good standing by:

- 11 A. Infringing upon their rights and powers
- 12 B. Taking away their right to hold office
- 13 C. Taking away their right to select and elect all Officers, both National and
- 14 Local
- 15 D. Taking away their right to select and elect all convention delegates
- 16 E. Taking away their right to recall any Officers
- 17 F. Taking away their right to approve and ratify all contracts and letters of
- 18 agreement
- 19 G. Taking away their right to approve all AMFA strikes and other AMFA
- 20 recognized unions' legal picket lines (sympathy strike)
- 21 H. Taking away their right to propose and submit changes to the AMFA
- 22 Constitution or any Local Bylaws
- 23
- 24
- 25

26 SECTION 2: "Member in good standing" shall mean any person who has fulfilled the
27 requirements of membership and who has not voluntarily withdrawn from
28 membership, nor has been expelled or suspended in accordance with the AMFA
29 Constitution and/or Bylaws, and is free of all fines and assessments, and is not
30 more than two (2) months in arrears of payment of dues, special fees, and
31 assessments, such date marked as the last day of the second (2nd) month. If said
32 dues are paid by check-off system under a Collective Bargaining Agreement
33 (CBA) pursuant to the members' voluntary authorization and said dues become in
34 arrears, it shall not be a cause to remove a member from good standing, unless
35 said dues are for a period in which they are not subject to check-off (i.e., strike,
36 etc.).
37

38 Dues not paid by check-off system are considered in arrears if not paid by the
39 tenth (10th) calendar day of the month for which they are counted.
40

ARTICLE X: GENERAL

(Cont)

SECTION 3: All voting methods, unless specified in the Bylaws (secret ballot, electronic ballot or membership show of hands), voting locations and times shall be decided upon by the Local Executive Council.

It is understood that, unless otherwise stated in the Bylaws, any reference in the Bylaws to nominations or secret ballot votes received on any regularly scheduled business meeting day, shall mean the total of nominations and votes received from all members, in good standing, in attendance, at the meeting(s) that day.

Any reference to a secret ballot vote held during the December monthly meeting day, shall mean an election, during the day, for which meeting attendance is not required.

Voting results shall be determined by a simple majority (highest number) of votes cast.

SECTION 4: Secret ballots shall mean the expression by printed ballot, electronic ballot, voting machine, or otherwise, but in no event by proxy, of a choice with respect to any election or vote, cast in such manner that the member expressing such choice cannot be identified with the choice expressed. Absentee ballots may be furnished as called for in the AMFA Constitution and, as set forth, in Article IV, Section 12, of the AMFA Constitution. Any and all election ballots sent out by mail shall include a stamped, addressed, return envelope. All Local election ballots shall be so arranged as described in Article IV, Section 6 of the AMFA Constitution.

SECTION 5: Any grievance forwarded to the Grievance Committee can only be withdrawn by the member who filed the grievance and/or by the Grievance Committee after advisement of both legal counsel and grievant. The member who filed the grievance shall receive a written explanation as to why the grievance was withdrawn.

SECTION 6 Membership hearings, if required, shall be conducted as per the AMFA Constitution.

SECTION 7: Each member of the Local, that is eligible to ratify a contract, shall be provided a complete copy of the Tentative Agreement and be allowed sufficient time to review it before the contents of the Tentative Agreement are given out to any non-member.

1 **ARTICLE X: GENERAL**

2 (Cont)

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5 SECTION 8: It is understood wherever, in these Bylaws, a position or member is referenced in
6 the masculine or feminine gender, it will be recognized as referring to both male
7 and female members.
8

9
10 SECTION 9: Correction of typing, spelling, and grammar mistakes in these Bylaws shall be
11 allowed without a membership vote. An uncorrected copy shall be maintained in
12 the Local files until the next Bylaw meeting is concluded. The Table of Contents,
13 Articles, and Sections can be edited to reflect the final approved version of the
14 Bylaws.
15

16
17 SECTION 10: Any reference in these Bylaws to posting on Association bulletin boards shall
18 refer to the electronic bulletin boards on the Local’s Official Website.
19

20 → → →

1 **ARTICLE XI: AMENDMENTS**

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5 SECTION 1: These Bylaws become effective upon approval by the Local membership and the
6 National Director.

7
8
9 SECTION 2: These Bylaws shall be open for amendment in every even numbered year as
10 follows:

- 11
12 1. The Bylaw proposal change notice is to be posted on the January General
13 Membership meeting notice under new business and an additional letter to be
14 posted on the AMFA Local 11 website. The letter shall inform the
15 membership on how they may submit a proposed change. Proposals will be
16 accepted until 2359CT on March 31.
- 17
18 2. The Bylaws Committee will meet during the month of April.
- 19
20 3. The Bylaws Committee shall ensure that the proposals do not conflict with the
21 AMFA Constitution or any applicable Federal, State, and Local Laws. Any
22 proposed amendment found to be in violation shall be returned to the member
23 who submitted it with a written explanation for its rejection.
- 24
25 4. One (1) week prior to the Bylaws meeting the Bylaws Committee shall make
26 available a list of all proposed amendments to the Local Bylaws.
- 27
28 5. At the Bylaws meeting the Bylaws Committee shall present each proposed
29 amendment submitted along with their recommendation to the members in
30 attendance.
- 31
32 6. At the Bylaws meeting the members in attendance may discuss and amend
33 each proposed amendment to these Bylaws. To be accepted, an amendment to
34 a proposal must receive a simple majority of affirmative votes cast.
- 35
36 7. The Bylaws Committee shall then submit the proposals as amended to the
37 membership of the local for ratification by mail-out ballot or casting votes
38 using online internet voting. To be adopted an amendment to these bylaws
39 must receive a two-thirds (2/3rd) majority vote.
- 40
41 8. The Bylaws Committee shall then submit a complete set of bylaws as
42 amended to the Local Secretary who shall forward them to the National
43 Executive Council for approval per the AMFA Constitution.
- 44
45 9. Proposed changes to the Local Bylaws shall become effective when received
46 and approved by the National Director.

1 **ARTICLE XI: AMENDMENTS**

2 (Cont.)

3
4
5 SECTION 3: Between regular Bylaw renewal/amendment meeting(s), a Bylaw may be
6 amended as follows:

- 7
8 1. A petition containing a motion for Bylaw amendment must be submitted to the
9 President of the Local. This petition will contain signatures from two- thirds (2/3rd) of
10 the entire membership of the Local.
11
12 2. The LEC will then direct the Bylaw Committee to conduct a review for conformity to
13 the AMFA Constitution, and all Federal, State, and Local Laws.
14
15 3. If the proposal is found to be in compliance it shall be presented to the membership
16 for approval by referendum vote.
17
18 4. The Bylaws Committee shall then submit a complete set of Bylaws as
19 amended to the Local Secretary who shall forward them to the National
20 Director for approval per the AMFA Constitution.
21
22 5. Proposed changes to the Local Bylaws shall become effective when received
23 and approved by the National Director.
24
25

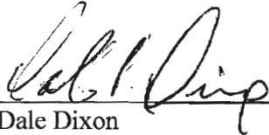
26 SECTION 4: The Constitution of the Aircraft Mechanics Fraternal Association is hereby made
27 a part of these Bylaws. Where there is any doubt about any Section or part of
28 these Bylaws, or where such Bylaw or part of the Bylaws appears to be in conflict
29 with the Aircraft Mechanics Fraternal Association's Constitution, then the Aircraft
30 Mechanics Fraternal Association's Constitution shall control and be the Law.
31

32 These Bylaws shall be amended to conform to changes in the AMFA National
33 Constitution, any labor agreement between the Company and the Association, and
34 all Local, State, and Federal Laws.
35

36 → → →

CERTIFICATION

I certify that these Bylaws of Local 11 of the Aircraft Mechanics Fraternal Association were duly presented to and subsequently ratified, by a two thirds majority vote of the membership on the 25th day of the month of July in the year 2019.



Dale Dixon
President, AMFA Local 11.

+ + +



Bret Oestreich
AMFA National Director