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AFGE Local 556

14719 Chesney Ct.

Orlando, Fl. 32837

FAX COVER SHEET

TO Syed FaisalFROM Norma GonzalezSUBJECT Please update DuesDATE 11/16/17

COMMENTS By Laws state when National + Council 100
raise Dues, the Locals Dues go up Automatic.
Article X Sec. 3

CALL BACK NUMBER _____

PAGES 1 OF 2

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES
Affiliated with AFL-CIO
80 F Street, NW, Washington, DC 20001-1583

MEMORANDUM:

DATE: October 13, 2015

TO: All AFGE TSA Local Secretary-Treasurers
All AFGE TSA Local Presidents

FROM: Eugene Hudson, Jr.
National Secretary-Treasurer

SUBJECT: Potential Dues Increase

Eugene Hudson Jr.
10/13/15

As you know, the AFGE Per Capita Tax will be increased \$1.16 from \$19.75 to \$20.91 effective January, 2016. AFGE National submits TSA 1158 forms and dues changes to the TSA payroll office on behalf of TSA Locals. If your Local's dues will be increased as a result of the either of the reasons outlined below, you must submit dues changes to my office at least 60 days prior to the effective date.

- 1) a provision in your Local's Bylaws indicating that dues will be increased whenever the AFGE National Convention approves a per capita increase,
or
- 2) the result of a secret ballot vote of your Local's membership pursuant to Article IV, Section 1 of the AFGE standard local constitution,

Please complete the form below and fax it to 202-639-6442, or email to Syed Faisal at FAISAS@afge.org. Please indicate the new dues rates for both full time and part time, if applicable. If your Local is not making any dues changes, no actions are needed.

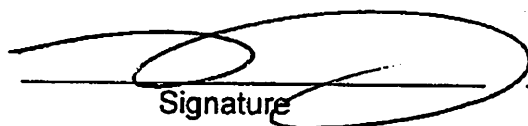
If you have any questions, please feel free to contact my office at (202) 639-6445.

TSA Local Dues Change Form

Local: 556 Effective Date / Pay Period: PP 26 / Dec 24, 2017
Jan 6, 2018

Old Dues (Full-Time): 19.75 Old Dues (Part-Time): 9.88

NEW Dues (Full-Time): 24.91 NEW Dues (Part-Time): 15.04


Signature

Norma Gonzalez
Print Name and Title

cc: National Executive Council
TSA Council President
TSA Council Secretary-Treasurer

AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES

LOCAL 556 BYLAWS

THE CONSTITUTION OF AFGE LOCAL 556 IS SET FORTH IN APPENDIX B OF THE AFGE NATIONAL CONSTITUTION

FOR THE PURPOSES OF PROMOTING UNITY OF ACTION IN ALL MATTERS AFFECTING THE MUTUAL INTERESTS OF GOVERNMENT CIVILIAN EMPLOYEES IN GENERAL, AND ALL OTHER PERSONS PROVIDING THEIR PERSONAL SERVICE INDIRECTLY TO THE UNITED STATES GOVERNMENT AND IMPROVING THE GOVERNMENT SERVICE, WE, THE MEMBERS OF LOCAL 556, AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES, AFL-CIO, ADOPT THESE BYLAWS, December 17, 2011.

ARTICLE I

Section 1. The headquarters of this local shall be in the AFGE Fifth District, State of Florida, within the geographic boundaries of the Local as set forth in the Local Charter. The Local mailing address will be designated by the President.

ARTICLE II MEETINGS

Section 1. The membership within each Airport may meet monthly at a time and place selected by the Airport Vice President (AVP).

Section 2. The Executive Board shall meet at least once each month at a date, time and place selected by the President.

Section 3. A local-wide membership meeting will be held quarterly and will coincide with the Executive Board meeting that month. The President, with the advice and consent of the Executive Board, will select the location, date and time of this meeting. Thirty days notice of the location, date and time of this meeting will be provided to the membership.

Section 4. Special meetings may be called by the President, two-thirds vote of the Executive Board or upon written petition of at least 20% of the membership. A 15 day written notice of the specific purpose of the meeting, time and place must be given to the membership. No business other than that specified in the notice will be discussed.

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Section 5. Only members of the local in good standing shall be allowed to vote. Members may attend and participate by telephone conference.

Section 6. The regular order of business will be:

- (a) Roll call of officers
- (b) Reading of the minutes of the previous meeting
- (c) Report of financial condition by Local Secretary-Treasurer
- (d) Reports of officers, Area Designees, and Committees
- (e) Unfinished business
- (f) New business
- (g) Comments for the good of the local
- (h) Adjournment

Section 7. A quorum of this local for a local-wide meeting shall consist of not less than eight members. A quorum of the Executive Board or any committee shall consist of a majority of the members thereof. A quorum is not required for nominations and/or elections.

Section 8. Unless otherwise specified by law (e.g., secret ballot election or dues) or by Constitution, all questions before the participants of any of these meetings, will be decided by vote of the members present, first by voice vote, then by showing hands, and then by roll call if requested by 25% of the members present.

Section 9. The time allowed for debate of any particular issue before the local and the time allowed for speeches will be governed by circumstances and by majority vote of those present. Any limitation as to time allowed for debate may be extended by a majority of those present and voting.

Section 10. *Robert's Rules of Order Newly Revised* shall govern the proceedings of all meetings of the local, when not inconsistent with provisions of the Constitution and Bylaws of the Local.

Section 11. At the Airport meetings, the AVP or designee will chair the meeting. At local-wide or Executive Board meetings, the President will chair the meetings. If the President is not present at a meeting, the Executive Vice-President will preside. If the President and the Executive Vice-President are not present at the meeting, the First Vice-President will preside.

**ARTICLE III
OFFICERS**

Section 1. The general officers, elected by the entire membership, shall consist of the following: President, Executive Vice-President, First Vice-President, Secretary/Treasurer, Local Women's Coordinator and Local Fair Practices Coordinator. Members shall not be a candidate for, or hold, more than one general office.

BYLAWS

Section 2. The elected incumbents of the positions of President, Executive Vice-President, First Vice-President, Secretary/Treasurer, Women's Coordinator and Fair Practices Coordinator and the Airport Vice Presidents shall form the Executive Board of the Local. Only general officers will have a vote on the Executive Board.

Section 3. In the case of vacancy of the office of President, the Executive Vice-President shall fill the office for the unexpired term. Vacancies in any other office, other than President, shall be filled for the unexpired term by appointment by the President, with the approval by majority vote of the Executive Board.

**ARTICLE IV
DUTIES OF THE OFFICERS**

Section 1. The President shall be the executive officer of this local. In addition to the duties set forth in Article VI, Section 3 of the standard local constitution, the duties of the President shall include:

- (a) Presiding at all local-wide and Executive Board meetings;
- (b) Making appointments to committees established by the local, provided that all appointments if made between Executive Board meetings shall be subject to approval no later than the next meeting of the Executive Board;
- (c) Planning and pursuing policies, within the framework of the AFGE National Constitution, which promotes the welfare of the local;
- (d) Coordinating the activities of the Executive Board;
- (e) Maintaining regular and frequent communication with other members of the Executive Board regarding all aspects of the administration of the local;
- (f) Working to create an environment conducive to a free flow of information at every level within the local;
- (g) Coordinating the local's contacts and communications with the AFGE Fifth District, other AFGE locals, the National Council of TSA and labor organizations, governmental officials and the media;

Section 2. The duties of the Executive Vice-President shall include:

- (a) Assisting and advising the President in performing the duties of the office of President;
- (b) Serve as an ex-officio member of all committees, except the Audit and Election Committees or a committee of investigation;
- (c) Presiding at meetings in the President's absences;
- (d) Attending Executive Board meetings;
- (e) Assuming the duties of the President if the President is unable to perform her/his regular duties because of sickness, leave, responsibilities at the regional and national level or other legitimate reasons;
- (f) Co-signing the local's checks in the absence of one of the primary signatories.

BYLAWS**Section 3. The duties of the First Vice-President shall be:**

- (a) Attending Executive Board meetings;
- (b) Serve as the Chief Steward for the local;
- (c) Supervise the AVPs with representational issues;
- (b) Those duties assigned by the President of the local.

Section 4. The duties of the Women's Coordinator shall be:

- (a) The duties set forth in Article XVII of the AFGE National Constitution;
- (b) Attending Executive Board meetings;
- (b) Those duties assigned by the President of the local.

Section 5. The duties of the Local Fair Practices Coordinator;

- (a) The duties set forth in Article XVIII of the AFGE National Constitution;
- (b) Attending Executive Board meetings;
- (c) Those duties assigned by the President of the local.

Section 6. In addition to the duties set forth in Article VI, Sections 5 and 6 of the standard local constitution, the duties of the Secretary-Treasurer shall be:

- (a) Maintaining a current directory of local officers, Stewards and President's Designees with their names, addresses, email and telephone numbers;
- (b) Providing each local officer and steward a copy of the directory;
- (c) Attending and taking minutes at Executive Board meetings and local-wide meetings;
- (d) Providing minutes of Executive Board meetings and local-wide meetings to local officers and stewards in a timely manner;
- (e) Providing the President a quarterly financial report and a summary of the monthly reports sent to A.F.G.E. National Office;
- (f) Presenting a monthly financial report at each Executive Board meeting;
- (g) Serving as custodian of this local's membership roster of current and retired members;
- (h) Maintaining regular and frequent communication with other members of the Executive Board and stewards concerning the maintenance of accurate and up-to-date records and to ensure that members are receiving correspondence appropriate to their position in the local;
- (i) Performing other duties as deemed necessary by the President and/or Executive Board.

Section 7. The duties of the Airport Vice President shall include:

- (a) Responsible for all activities at his/her airport;
- (b) Elected by the members at each airport;
- (c) Appoint and remove stewards and other representatives at his/her airport;
- (d) Representational duties as assigned by the First Vice President;
- (e) Attend Executive Board meetings;

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- (f) Coordinates activities within his/her airport as determined by the Local President.

**ARTICLE V
DUTIES OF THE EXECUTIVE BOARD**

Section 1. Duties as set forth in Article VIII, of the standard local constitution.

Section 2. The Executive Board, as the Arbitration Committee of the local, will vote on the merits of all arbitration cases and appoint the representatives on any arbitration case.

Section 3. The Executive Board shall establish written Local Policy to implement the standard local constitution, Bylaws, and Local Resolutions. All Local Policies will be written, dated and attached to the local bylaws.

Section 4. The Executive Board will serve as the Budget Committee and may make proportionate adjustment to the discretionary budget on increases and decreases in membership during the budget year.

**ARTICLE VI
JURISDICTION OF OFFICERS**

Section 1. The jurisdiction of the general officers of the local shall be the entire boundaries of the Local.

Section 2. The jurisdiction of the Airport Vice President limited to their respective airport.

Section 3. The jurisdiction of the Stewards and Designed Representatives is their site location.

Section 4. Any officer who moves beyond the jurisdiction of the local during her/her term of office, or who ceases to be a member in good standing, automatically shall forfeit said office. The vacancy caused thereby shall be filled under the provisions of Article III, Section 3 of the Bylaws.

**ARTICLE VII
ELECTION OF OFFICERS**

Section 1. The general officers shall be elected by the membership of the entire local.

Section 2. Nominations will be accepted in December, with election, and installation of President, Executive Vice-President, First Vice-President, Secretary-Treasurer, Local Women's Coordinator and Local Fair Practices Coordinator and local Delegates/Alternate Delegates shall be held triennially with nomination in December with elections in January, beginning in 2012.

Section 3. The election of general officers, delegates, and alternate delegates shall be conducted

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in accordance with the procedures outlined in Appendix A (mail ballot) or by electronic using a vender.

Section 4. An Election Committee shall be constituted to conduct each election. The Committee shall consist of not less than three members, and if a larger Committee is required, it shall contain an odd number of members. Its members shall be selected, and it shall meet a reasonable time before the commencement of the nomination procedure. No member of the Committee may be an incumbent or candidate for the office for which the election is being conducted.

Section 5. All officers will be administered the "Oath of Union Officers" contained in the AFGE National Constitution upon their installation to office. The oath shall be administered by the outgoing President, the National Vice President, or his/her designee or any other elected officer or former officer of any AFGE Local.

**ARTICLE VIII
DELEGATES**

Section 1. The Local's delegates and alternate delegates to the AFGE National Convention, district caucus, and council meetings, after proper notice to the local's members, see AFGE National Constitution, Appendix A, Part I, Section 3, shall be elected during the election for the local's general officers.

Section 2. The Local's President, Executive Vice-President, First Vice-President, Secretary-Treasurer, Local Women's Coordinator and Local Fair Practices Coordinator if elected to the office, shall serve as delegates to the AFGE National Convention, district caucus, council meetings, and such other meetings at which the local is entitled to representation. The President shall serve as the first delegate, the Executive Vice-President shall serve as the second delegate, the First Vice-President will serve as the third delegate, the Secretary-Treasurer will serve as the forth delegate, the Local Women's Coordinator will serve as the fifth delegate and the Local Fair Practices Coordinator will serve as the sixth delegate.

Section 3. The term of office will be three years.

Section 4. After the President, Executive Vice-President, First Vice-President, Secretary-Treasurer, Local Women's Coordinator and the Local Fair Practices Coordinator the delegates chosen to attend a function will be ranked according to the number of votes received. The President's name, the Executive Vice-President, the First Vice-President, the Second Vice-President and the Secretary-Treasurer, if included, will be deleted. When establishing the ranked list, if there is a tie between any two or more candidates for delegate, the tie shall be resolved by a rotational assignment. For example, if there is a three-way tie for the highest number of votes for delegate, those three candidates will be ranked delegate number one, delegate number two, and delegate number three, in alphabetical order. That ranking order will be used for the first credentialed meeting following the election. For subsequent credentialed meetings in rotational order, number two will move to number one, number three to number two, and number one to

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number three. In the same way, if the tie is for the second highest number votes, those three candidates will be ranked numbers two, three, and four, in alphabetic order. Once established, this rotational ranking will continue until the next election of delegates.

Section 5. The local shall vote upon the authorization of funds for the number of delegates and alternate delegates attending an AFGE National Convention, caucus, or council meeting as part of the yearly budget.

Section 6. To be qualified as a candidate for local delegate or alternate delegate, an individual must meet the following qualifications: be a member in good standing; be a member for one year, of an AFGE local immediately preceding the closing of the nomination process; and not be a member in any labor organization not affiliated with the AFL-CIO.

**ARTICLE IX
COMMITTEES**

Section 1. Special committees may be established as the local may direct. The membership of such committees, shall be appointed by the President, with the advice and consent of the Executive Board.

Section 2. Standing committees shall be Audit, Legislative, and Communication/Membership.

**ARTICLE X
DUES**

Section 1. AFGE Local 556 will absorb the cost of AFGE national per capita tax, up to a limit of \$15 per year per retired member.

Section 2. Members who have left the employment/jurisdiction of the local and are not retired (AFGE definition), and who wish to retain membership, shall pay an amount equal to the AFGE and council monthly per capita tax and will pay no less than quarterly.

Section 3. The biweekly local dues will be \$20.00 and shall automatically increase in January of the following year by the amount, if any, by which the A.F.G.E. National Convention and or the TSA Council National Convention increase their per capita tax. Other dues increases must be approved by mail ballot or at a general membership meeting.

Section 4. An active employee who wishes to become a member of Local 556 but who would prefer to pay dues directly, rather than by dues withholding, will be accepted as a member of Local 556 only under the following conditions: (a) He or she signs a TSA Form 1158 with the annotation "MEMBER AGREES TO PAY DUES TO LOCAL 556 BY DIRECT PAY AS PROVIDED FOR IN THE LOCAL'S BYLAWS; THIS FORM WILL NOT BE PROVIDED TO TSA MANAGEMENT OR PAYROLL OFFICES BUT WILL BE PROVIDED TO ALL APPROPRIATE AFGE OFFICES." and (b) At the same time, he or she pays dues for a

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minimum of one year in advance. The amount of dues for active employee members who pay the local by direct pay under this section will be an amount equal to that paid by active employees on dues withholding for the same membership year. To remain a member in good standing after the initial twelve months of enrollment under this Section, a member will pay dues no less than annually and will pay in advance of the future membership year.

**ARTICLE XI
AMENDMENTS TO BYLAWS**

Section 1. These Bylaws may be amended in accordance with Article XI, Section 3 of the standard local constitution:

(a) Bylaws shall be adopted and amended only after a one month notice to the local's membership and by two-thirds vote of members, either present at a membership meeting and voting, with provision for absentee vote, or by mail ballot. Such bylaws do not require NEC approval.

Section 2. All amendments adopted by this local shall become effective immediately, unless other specified within that amendment. However, each amendment to these Bylaws shall be submitted to the AFGE National Vice President, who may review and forward a copy of said approved amendments to the AFGE National Office for recordation thereof.

BYLAWS**APPENDIX A
ELECTION OF OFFICERS BY MAIL BALLOT**

- A. An Election Committee will be selected by the Executive Board from nominees presented to the Executive Board.
- B. The Election Committee may choose to use the local newsletter and the President's Local Agenda mailing to solicit nominees for office. The solicitation for nominations may include the date of the election, including runoff elections, and a time schedule for all aspects for the Committee's activities, e.g., mailing and counting ballots.
- C. The Secretary-Treasurer shall furnish to the Election Committee the names and addresses of all members in good standing. A member in good standing is defined as a local member who has signed a TSA Form 1158 or is current in direct dues payment. The date of election is the date when the ballots are counted.
- D. The Election Committee shall mail ballots to all members in good standing along with envelopes in which to return their ballots. The mailing shall include instructions concerning the voting procedures and specify a deadline, by date, for the return of ballots to a specified location.
- E. Each candidate shall be afforded an opportunity to have a reasonable number of observers present at all aspects of the election process. Observers must be local members.
- F. A majority of ballots cast is required for election to any office except delegates, alternate delegates, and proxy delegate. For offices other than delegate, if a majority is not cast for a nominee, a runoff shall be conducted between the two candidates receiving the greatest number of votes. A plurality of the valid ballots cast is required for election to the office of delegate, alternate delegate, and proxy delegate. The candidate for delegate receiving the highest number of votes will be elected to that position. Alternate delegates will be determined in accordance with the number of votes received by each in descending order.
- G. In accordance with the election procedures, the Election Committee is responsible for preparing and distributing an election report. The election results will be published in the subsequent local newsletter.
- H. All election-related documents (including those pertaining to nominations and the minutes of any meetings) must be sealed and preserved by the Election Committee (who has authority to reopen the records) through the protest period and then turned over to the Local Secretary-Treasurer for one year after the election, unless the records are requested by higher authority in the appeal process or are still relevant.

BYLAWS**APPENDIX B
APPROVAL OF DUES CHANGES BY MAIL BALLOT**

A. The Executive Board is responsible for appointing a committee to conduct the election. The Executive Board is responsible for developing and providing a set of election procedures, for dues increase, to be used by the election committee.

B. The local newsletter and/or the President's Local Agenda mailing will be used to inform the membership of the mail ballot and the date of the election.

C. The Secretary-Treasurer shall furnish, to the committee, the names and addresses of members, in good standing. A member in good standing is defined as a local member who has signed a TSA Form 1158 or is current indirect dues payment. The date of election is the date when the ballots will be sent out.

D. The election committee shall mail ballots to all members in good standing along with envelopes in which to return their ballots. The mailing shall include instructions concerning the voting procedures and specify a deadline, by date, for the return of ballots to a specified location. The local's election procedures, for dues increase will be followed.

E. Local members shall be afforded an opportunity to be present at all aspects of the election process.

F. A majority of ballots cast is needed to approve an increase.

G. The results will be published in the subsequent local newsletter.

Adopted on