



**Communications Workers
of
America**

**Local 7777
BYLAWS**

ADOPTED NOVEMBER 13, 2018

BYLAWS OF COMMUNICATIONS WORKERS OF AMERICA- LOCAL 7777

Local 7777 shall be governed by these Bylaws and by the Constitution of the Communications Workers of America.

ARTICLE I - NAME

This Local shall be known as Local 7777, Communications Workers of America, AFL-CIO.

ARTICLE II - JURISDICTION

Jurisdiction of this Local shall be the jurisdiction assigned by the Union and appearing on the face of the Local Charter.

ARTICLE III - OBJECTIVES

The objectives of Local 7777 shall be to represent and serve the members within its jurisdiction in accordance with the Bylaws and rules of the Local and the Constitution and policies of the Union and to represent members equally, without regard to race, color, sex, religion, sexual orientation, age or national origin.

ARTICLE IV - LOCAL STRUCTURE

The structure of the Local shall consist of the following:

- A. Membership
- B. Executive Board
- C. Executive Officers/Vice Presidents
- D. Committees
- E. Representatives

ARTICLE V - MEMBERSHIP

Section 1. Eligibility

Any person eligible for membership in the Communications Workers of America, as defined in its Constitution, shall be eligible for membership in the Local.

Section 2. Application

Membership in the Local shall be obtained after payment of the Local initiation fee and upon approval of any Membership Committee authorized to accept or reject membership on behalf of the Local, subject to the right of the Local to overrule the decision of a Membership Committee.

Section 3. Transfers

The transfer of membership from this Local to the jurisdiction of another Local and from another Local to the jurisdiction of this Local shall be made in accordance with the Union Constitution.

Section 4. Resignations

Resignations of membership must be in writing to the Local Secretary-Treasurer and will be effective upon receipt.

ARTICLE VI - LOCAL DUES AND ASSESSMENTS

Section 1. Local Dues

Each member of the Local shall pay minimum membership dues per month, in accordance with Convention action. Membership dues which exceed the amount of the minimum membership dues may be authorized by a majority of those voting on the question by secret ballot conducted in any lawful manner.

Section 2. Local Special Assessments

The membership of this Local may levy a special assessment only in the same manner as provided for changing Local dues. However, any special assessments levied shall be in compliance with the Union Constitution.

ARTICLE VII - LOCAL MEETINGS

- A. Regular Membership meetings shall be held on the second Tuesday of even numbered months except when cancelled or

changed, with cause, by a motion passed at a General Membership meeting or by the Executive Board.

- B. Special Membership meetings may be called by a majority vote of the Officers, by petition signed by 100 members in good standing of the Local Membership or by the Local President.
- C. Notice of these meetings shall be given in advance and shall state the location, time and date.
- D. Executive Board Meetings shall be held on the fourth Tuesday of odd numbered months except when cancelled or changed, with cause, by the Executive Board.
- E. Special Executive Board meetings may be called at the request of the majority of the Board or by the Local's President.

ARTICLE VIII - CONDUCT OF MEETINGS, OTHER LOCAL BUSINESS AND QUORUM

- A. Meetings and any other business of the Local shall be conducted under these Bylaws and such rules as the Local may adopt in conformity with the Union Constitution. On questions where these Bylaws, the Local rules, or the Union Constitution do not clearly apply, Roberts Rules of Order shall govern.
- B. Members present shall constitute a quorum.

ARTICLE IX - GOVERNING AUTHORITY

Section 1. Membership

The affairs of the Local shall be governed by its members in accordance with the Constitution and policies of the Union, the Bylaws and Rules of the Local, in the following manner:

- A. Through actions taken in Local Membership meetings or by referendum of the membership.
- B. Through actions and decisions of the Executive Board between Local Membership Meetings.
- C. Through actions and decisions of the Local President between Local membership meetings.

Section 2. Executive Board

The Local Executive Board shall consist of the following: President, Executive Vice President(s), Secretary-Treasurer, Vice President(s), and Executive Board Officers elected at large, and the non-voting representative from the CWA Retired Members Club of Denver who shall have full rights to speak at the Executive Board meetings.

ARTICLE X - LOCAL DELEGATES/ALTERNATES TO THE UNION CONVENTION

- A. The Local Executive Board shall determine the number of delegates who shall attend the National Union Convention in the following order:
 1. The Local President shall be the first convention delegate to the Union Convention and shall be the Chairperson of the delegation in the event there is more than one delegate.
 2. The Executive Vice President(s) in order of votes received.
 3. The Secretary-Treasurer.
 4. The Vice President(s) in order of votes received.
- B. The Executive Board will determine the number of additional delegates/alternates to attend the National Union Convention with the approval of the membership. Additional delegates and/or alternates will be elected in the following manner:
 1. After appropriate notice of nominations has been announced, the Local will conduct an election by plurality membership vote by secret ballot no less than sixty (60) days prior to the Union Convention.
- C. It shall be the duty of the Secretary-Treasurer of the Local to certify the Local Delegates to the Union's Convention to the Secretary-Treasurer of the Union within the time limits specified in the Constitution.

ARTICLE XI - COMMITTEES

- A. The Local shall have the following Committees
 1. Organizing/Membership

2. Education
 3. Election
 4. Legislative/Political
 5. Community Action
 6. Finance
 7. Bylaws
 8. Committee on Equity
 9. Such other committees as may be necessary to effectuate the policies of the Local and the Union.
- B. Members of all committees shall be appointed by the Local President, with the approval of the Executive Board. The President shall be the ex-officio Chair of all Committees except the Election Committee.
- C. Vacancies on all committees shall be filled in the same manner as the original appointment.
- D. A member of any Local committee may be removed in the same manner as the as the appointment or by the Local President.
- E. Duties of Committees:
1. Organizing/Membership Committee: An Organizing/Membership Committee shall assist the Officers and Local in organizing within the Local's jurisdiction and shall accept or reject membership applications in accordance with the Bylaws of the Local and the Constitution and policies of the Union.
 2. Education Committee: An Education Committee shall assist in developing the Local's educational programs and with the Local's President being responsible for effectuating the Union's and the Local's educational programs.
 3. Election Committee: The Election Committee shall arrange all elections and referenda of the Local by the direction of the Local President, in accordance with the Union Constitution and the Local Bylaws.
 4. Legislative/Political Committee: A Legislative/Political Action Committee shall assist in developing and pursuing the program of the Union and the Local in the legislative and political fields and shall be responsible for the Local's program to register each qualified voter.
 5. Community Action Committee: A Community Action Committee shall create the opportunity for positive interaction between the community and the membership. This committee is formed to assist the membership and community in support through education, referrals to public health and private agencies and financial assistance.
 6. Finance Committee: The Finance Committee shall be chaired by the Secretary-Treasurer and shall present to the Local a budget for each year, subject to approval by the General Membership. The Finance Committee shall also make recommendations to the Executive Board and/or the membership on motions made at the General Membership meeting to expend funds over \$125.00 that are not already budgeted or that would knowingly exceed the budget for the current fiscal year.
 7. Bylaws Committee: A Bylaws Committee shall review proposed amendments, determine the impact to the Local, ensure consistency with the CWA Constitution and make recommendations to the membership.
 8. Committee on Equity: The primary mission of the Equity Committee is to act as a resource for the Local and the membership on fairness or discrimination issues. In order to fulfill this mission, the Equity Committee provides education and information to the members on current equity issues, does outreach to minority members in order to increase their participation in the union, investigates and helps resolve discriminatory actions in the workplace and joins with other community based groups to fight discrimination.

ARTICLE XII - LOCAL OFFICERS, EXECUTIVE BOARD OFFICERS, REPRESENTATIVES AND THEIR DUTIES

Section 1. Officers

- A. The Officers of the Local shall be: President, Executive Vice President(s), Secretary-Treasurer, Vice President(s).
1. President - The Local President shall:
 - a. Preside over all meetings.
 - b. Be responsible for the conduct of all Local business.
 - c. Prosecute grievances and appeal them to higher levels when not satisfactorily settled.
 - d. Perform whatever additional union duties as may be assigned by the Local, or required by the policies or the Constitution of the Union.
 - e. Hold no other elected office in the Local.
 2. Executive Vice President(s) shall:
 - a. Work under the direction of the Local President.
 - b. Hold no other elected office in the Local.
 3. Secretary-Treasurer shall:
 - a. Maintain a record of the Local Membership.
 - b. Record and maintain minutes of all meetings.
 - c. Furnish the District Vice President with two (2) copies of any change in these Bylaws within ten (10) days after such change is made.
 - d. Make reports on the financial status of the Local at least once a year.
 - e. Be custodian of all assets of the Local.
 - f. Be bonded, as must any person who handles Local funds or other property, in accordance with the Union Constitution and Federal Law.
 - g. Cause payment of all bills approved by the Local President.
 - h. Perform other such duties as may be assigned by the Local President.
 - i. Hold no other elected office in the Local.
 4. Vice President(s) shall:
 - a. Work under the direction of the Local President.
 - b. Hold no other elected office in the Local.

Section 2. Executive Board Officers

- A. Executive Board Officers shall:
1. Work under the direction of the Local President.
 2. Hold no other elected office in the Local.

Section 3. Representative(s)

- A. Representative(s) shall:
1. Work under the direction of the Local President.
 2. The Local may have as many Representatives as may be appointed by the Local President. Any Representative may be removed in the same manner as the appointment.

ARTICLE XIII - NOMINATION AND ELECTION OF LOCAL OFFICERS AND EXECUTIVE BOARD MEMBERS

Section 1. Nominations

The President, Executive Vice President(s), Secretary-Treasurer, Vice President(s) and Executive Board officers shall be nominated from the floor of a regular General Membership meeting in the month of October every three (3) years in accordance with the Union Constitution. Notice that nominations are being held shall be mailed to the last known home address of each member of the Local, not less than fifteen (15) days prior to the nominations. No member can be nominated for more than one (1) Local elected office at a time.

Section 2. Elections

Elections of Local Officers and Executive Board Officers shall be by secret ballot of the membership and conducted by mail referendum, polling place(s) or other electronic media approved by the General Membership. Elections shall be in the month of November, in

accordance with the Constitution of the Union. Notice of the election must be sent to the last known home address of each member of the Local not less than fifteen (15) days prior to the election.

Section 3. General Provisions

- A. The nominee for President, Executive Vice President(s), and Secretary-Treasurer receiving the majority of votes cast shall be declared elected. If no one has the majority of the votes on the first ballot, the vote shall be taken again and the two (2) nominees having the greater number of votes on the first ballot shall be the nominees on the second ballot. All other offices shall be elected by plurality vote.
- B. The Private Sector Vice President(s) will be nominated from the Private Sector and elected at large. The Public Sector Vice President(s) will be nominated from the Public Sector and elected at large. The nominees receiving a plurality of the votes cast shall be declared elected.
- C. The Executive Board Officers, excluding the President, Executive Vice President(s), Secretary-Treasurer, Vice President(s), and the non-voting CWA Retired Members Club of Denver Representative, shall be nominated by contract entity and elected at large
- D. Only members in good standing shall be eligible to vote or hold elected office.
- E. The term of office shall be in accordance with the Union Constitution.
- F. The Officers shall take office on December 15 in the year of the election or immediately when filling a vacancy.
- G. The acceptance of any acting or permanent management position will automatically void any position (elected or appointed) in this Local.

Section 4. Vacancies

- A. A vacancy in the office of President shall be filled by the Executive Vice President(s) in order of votes received.
- B. Vacancies in other Local offices shall be filled either by appointment of the Executive Board of the Local, subject to approval of the appointment by the Local membership within sixty (60) days, or by election in the same manner as that required for regular elections and within sixty (60) days.
- C. The Executive Board may appoint a member to temporarily fill such a vacancy until the office is filled.

ARTICLE XIV - STRIKES

The calling, conduct and termination of strikes affecting this Local shall at all times be carried out in compliance with the rules prescribed by the Communications Workers of America and its Constitution.

- A. Strike Assignments
 1. Each member of the Local shall be obligated to perform strike duty during times of an authorized strike.
 2. Strike duty shall be shared among all of the members.
- B. A strike called by and affecting only this Local may be terminated by approval of a majority of the Local Officers or by a majority of the members present and voting on the question and with approval of the District Vice President. A Local strike may also be terminated upon the directive of the Executive Board of the Union.

ARTICLE XV - CHARGES, TRIALS, APPEALS

Section 1. Charges

Members of the Local may be fined, suspended and/or expelled for any of the acts enumerated in the Union Constitution.

Section 2. Trials

Any accused member, including officers, shall be tried under the provisions of the Union Constitution.

Section 3. Appeals

A member or officer of this Local, upon being found guilty by a Local Trial Court, may appeal as provided in the Union Constitution.

Section 4. Trial Court

- A. A Trial Court shall be composed of three (3) persons who are members of this Local and not party to the proceedings.
- B. Members of the Trial Court shall be selected by the Local Executive Board.

ARTICLE XVI - RECALL OF OFFICERS

Any elected Officer or Executive Board Officer may be recalled in conformity with the provisions of the Union Constitution.

ARTICLE XVII - AMENDMENTS

After adoption, these Bylaws may be amended by:

- A. A proposal to the Bylaws Committee from a governing authority of the Local for review and recommendation. This will be followed by a majority vote of the members voting on the day on a regular scheduled membership meeting, conducted by secret ballot during polling hours, provided the proposed amendment has been advertised to the membership by use of CWA bulletin boards or the U S Mail at least fifteen (15) days in advance of said meeting.

ARTICLE XVIII - REFERENDA

The Local Election Committee shall be responsible for submitting any question to a referendum of the membership when authorized and directed to do so by action of the Local Membership or the Executive Board in accordance with the Union Constitution. Questions submitted to referendum shall be determined by a majority vote of those voting on the question.

ARTICLE XIX

FISCAL YEAR, AUDIT AND FINANCES

- A. The fiscal year of this Local shall be from October 1st to and including September 30th of the succeeding year.
- B. The financial resources of this Local shall be audited by a Public Accountant or by a Committee selected by the Local, at the end of each fiscal year.
- C. Local funds shall be subject to withdrawal only by the signatures of any two (2) of the following Officers: President, Executive Vice President(s), Secretary-Treasurer. These Officers shall be bonded.

ARTICLE XX - OATH OF OFFICE

A person elected to an office of the Local after meeting all other qualifications, shall be duly installed upon taking the following oath:

"I (give name) hereby accept the office of (name of office) of Local 7777, Communications Workers of America with full knowledge of the responsibilities and duties of such office.

I promise to give my successor in office all books and records in my possession. I shall at all times endeavor to serve my Local and the Union to the best of my abilities, so help me God."

ARTICLE XXI

In the event convention action, changing the CWA Constitution, affects any one or more provisions of these Bylaws, the provision or provisions so affected shall be changed automatically to comply with requirements of such change.

ARTICLE XXII

These Bylaws shall be adopted upon the approval of a majority of the members voting upon their adoption in a referendum vote. These Bylaws adopted September 20, 2011.