

**Constitution**  
**for**  
**Hollywood, Florida, City Employees**

**Local 2432**

**Article I**  
**Name**

The name of this organization shall be Hollywood, Florida, City Employees Local Number 2432 of the American Federation of State, County and Municipal Employees, AFL-CIO.

**Article II**  
**Affiliations**

This local union shall be affiliated with Florida Public Employees Council Number 79 of the American Federation of State, County and Municipal Employees; the Florida AFL-CIO; and the Broward County AFL-CIO.

**Article III**  
**Objectives**

The objectives of this local union shall be to carry out on a local basis the objectives of the American Federation of State, County and Municipal Employees. To promote the general economic welfare of its members and to engage in collective bargaining with the city of Hollywood, Florida, for the purpose of establishing contractual wages, hours and working conditions and handling of grievance procedures. To promote and encourage cordial relations and a clearer understanding between the citizens of the city of Hollywood, the city commission and the members of the union.

**Article IV**  
**Membership and Dues**

Section 1. All employees of the city of Hollywood, Florida, are eligible for membership in this local union, subject to the requirements of the constitution of the International Union.

Section 2. Application for membership shall be made on a standard application form. Unless such form includes a valid authorization for payroll deduction of dues, the application shall be accompanied by the current month's dues.

Section 3. The membership dues for members of this local shall be the equivalent of one hour of each member's regular base rate of pay per bi-weekly pay period. This amount shall be adjusted annually in accordance with the provisions of the International Constitution.

Section 4. Membership dues shall be payable monthly in advance to the treasurer and in any event shall be paid no later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two successive months shall stand suspended. Provided, however, that any person who is paying dues through a system of regular payroll deduction shall for so long as such person continues to pay through such deduction method, be considered in good standing.

Section 5. A member suspended under the above section may be reinstated to membership in the local on payment of all arrearages or upon payment of a reinstatement fee of \$25.00 plus the current month's dues.

## **Article V Meetings**

Section 1. Regular meetings of this local shall be held once each month, for members only, at a time and place to be fixed by the membership or the local executive board. Proof of membership shall be required for admission to all meetings. No alcoholic beverages shall be permitted during any membership meeting.

Section 2. The quorum for meetings of this local shall be three (3) percent of the membership in good standing.

Section 3. Special meetings may be called by the local president, the local executive board, or by petition filed with the president and signed by twenty (25) members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President. No alcoholic beverage shall be permitted during any special meeting.

Section 4. The executive board of this local shall meet once each month at least one week prior to the regular membership meeting, or at the request of the president of the local, or by a quorum of the board. Any executive board member missing three consecutive meetings within a calendar year shall be subject to automatic dismissal unless the absences are excused by a majority vote of the executive board. No alcoholic beverages shall be permitted during any meeting of the board.

Section 5. The required quorum for a meeting of the executive board shall be a majority of the members of the board.

## **Article VI Officers, Nominations and Elections**

Section 1. The officers of this local shall be a president, a vice-president, a treasurer, a secretary and five executive board members consisting of one supervisory, one professional, two general and one at-large. These nine officers shall constitute the local union executive board. In addition to the nine officers of the local union, there shall be a total of three members who shall serve as trustees.

Section 2. The term of office for the officers and executive board members shall be two years. The president, treasurer, one supervisory executive board member and one general executive board member shall be elected for two-year terms in the even-numbered years. The vice-president, secretary, one general executive board member, one professional executive board member and one at-large executive board member shall be elected for two-year terms in the odd-numbered years, except in the December 2014 election, the secretary and the at-large executive board member shall be elected for a term of one year. The trustees shall be elected to three-year overlapping terms.

Section 3. Nominations shall be made at a regular or special meeting of the local, in the month of November. At least 15 days' advance notice shall be given the membership prior to the nomination meeting as prescribed in the International Constitution. A nominating committee may be appointed or elected to make nominations but whether or not such nominating committee is used, nominations shall be permitted from the floor at the November nomination meeting. All regular elections shall be held in the month of December.

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

Section 5. Officers shall be elected by secret ballot vote, and the balloting shall be so conducted as to afford to all members a reasonable opportunity to vote. At least fifteen days' advance notice shall be given the membership by a U.S. Postal Service mailing to their address on record prior to the holding of an election of officers. Executive board members shall be elected by secret ballot vote by their respective units (i.e., general for general executive board members, professional for professional executive board member and supervisory for supervisory executive board member). At-large officer positions of president, vice-president, treasurer, secretary, at-large executive board member and trustees shall be elected by members of the entire local's bargaining units.

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

Section 7. If the office of president becomes vacant, it shall be filled by the vice-president for the remainder of the unexpired term. If the office of vice-president becomes vacant, it shall be filled by the secretary for the remainder of the unexpired term. All other vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board.

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

## **Article VII Duties of Officers and Executive Board**

Section 1. The president shall preside at all meetings of the local union and of the executive board, except stewards' meetings. The president shall be a member of all committees except the election committee. The president shall countersign checks drawn against the funds of the local. The president shall appoint all standing committees and all special committees of the local subject to the approval of the executive board. The president shall report periodically to the membership regarding the progress and standing of the local and regarding his/her official acts. The president shall appoint two (2) sergeants-at-arms to maintain order at general meetings and special meetings and to verify proof of membership for admission to meetings. The president shall be bonded. The president shall be an automatic delegate to all conventions.

Section 2. The vice-president shall assist the president in the duties of his/her office. In the absence of the president or in his/her inability to serve, the vice-president shall preside at all meetings and perform all duties otherwise performed by the president. The vice-president shall be the senior chief steward of the local, presiding at all stewards' meetings and overseeing the duties of the chief stewards and shop stewards. The vice-president shall have authorization to countersign checks drawn on the local funds in place of either the president or treasurer. The vice-president shall be bonded.

Section 3. The treasurer shall receive and receipt for all monies of the local union and deposit all money so received in the name of the local union in a bank or banks selected by the executive board. Money so deposited shall be withdrawn only by checks signed by two of the following officers: president, vice-president or treasurer. The treasurer shall prepare and sign checks for such purposes as are required by the

constitution or are authorized by the membership or the executive board. The treasurer shall prepare and submit the monthly membership report to the International Union office and see that a check is drawn in payment of the local's per capita tax each month and sent to the International Secretary-Treasurer. The treasurer shall keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month. The treasurer shall be the custodian of all properties and financial records of the local union. The treasurer shall, at the expense of the local union and through the International Union, give a surety bond for an amount to be fixed by the executive board of the local union. The treasurer shall see that any financial reports required by the International Union Constitution to be submitted to the International Union are submitted in accordance with the International Constitution.

Section 4. The secretary shall keep a record of the proceedings of all membership meetings, executive board meetings and contract negotiations. The secretary shall carry on the official correspondence of the local, except as the executive board may direct otherwise. The secretary shall maintain the local's constitution and prepare necessary updates as approved by the membership. The secretary shall forward any and all changes to the International Union for approval. The secretary shall perform such other duties as the executive board may require. The secretary shall be the custodian of all official correspondence of the local union.

Section 5. The executive board shall be the governing body of the local union except when meetings of the local union are in session. All matters affecting the policies, aims and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be decided by the executive board. The board shall meet at the call of the president or of a majority of the members of the board. A report on all actions taken by the executive board shall be made to the membership at the next following meeting.

Section 6. The trustees shall make or cause to be made at least semi-annually an audit of the finances of the local, including the finances concerning any health and welfare, pension, insurance or other benefit programs covering members of the local, and shall report to the membership on the results of such audit. The semi-annual audits shall follow the guidelines in the AFSCME Financial Standards Code.

Section 7. The president and vice-president of the local shall appoint shop stewards to act as representatives of the local within the individual departments of the city. The vice-president of the local shall act in the capacity of the senior chief steward; overseeing the shop stewards in their duties and chairing the shop steward meetings.

### **Article VIII Miscellaneous Provisions**

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

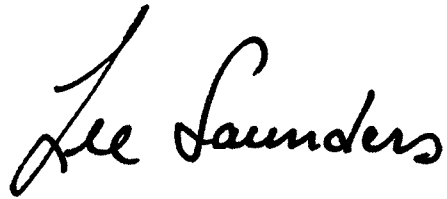
Section 2. Except to the extent specified in this constitution, no officer of the local union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise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

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

**Article IX  
Amendments**

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

Approved by:

A handwritten signature in black ink that reads "Lee Saunders". The signature is written in a cursive style with a large, stylized initial "L".

LEE SAUNDERS  
President

Approval date: August 11, 2014