**Southwest Coastal Area Local Retiree Chapter**

**Constitution and By-Laws**

***Amended January 18, 2023***

**Article 1 Name**

The name of this organization shall be the Southwest Coastal Area Local Retiree Chapter of the American Postal Workers Union, AFL-CIO. The address of the organization shall be the address of the Southwest Coastal Area Local Retiree Chapter President.

**Article II Objectives**

The objectives of the organization shall be to carry out, on a local basis, the objectives of the American Postal Workers Union Retiree Department.

**Article III Membership and Dues**

**Section 1 Eligibility**

Any employee of the Postal Service who retired or retires in good standing shall be eligible for membership in the Southwest Coastal Area Local Retiree Chapter, subject to the requirements of the National and Local Retiree Chapter Constitutions.

**Section 2 Application**

Application for membership shall be made on a standard application form in accordance with rules established by the National APWU Retiree Department. Unless such form includes a valid authorization for pension check deduction of dues, the application shall be accompanied by membership dues.

**Section 3 Amount and Payment of Dues**

The monthly membership dues shall be set by the National APWU Retiree Department. Membership dues shall be payable in accordance with rules established by the National APWU Retiree Department. The President and Treasurer shall be the Fiduciary Officers of the Southwest Coastal Area Local Retiree Chapter. The Employee Identification Number (EIN) shall be the Southwest Coastal Area Local Retiree Chapter EIN Number. The Fiduciary Officers shall be bonded under the National APWU Bonding procedures. All disbursements will require two signatures.

**Article IV Meetings**

**Section 1 Regular Meetings**

***Regular meetings of the Southwest Coastal Area Local Retiree Chapter shall be held in January, April, July, and October of each calendar year. Meeting expenses are authorized.***

The Southwest Coastal Area Local Retiree Chapter Meeting is authorized to disburse reasonable expenses for the proper operation of the Southwest Coastal Area Local Retiree Chapter including assignments to a seminar, conferences, and training. Reasonable expenses paid include transportation, lodging, registration, and per diem.

**Section 2 Quorum**

Two (2) members present at a membership meeting shall constitute a quorum.

**Section 3 Special Meetings**

Special meetings may be called by the Southwest Coastal Area Local Retiree Chapter President, the Southwest Coastal Area Local Retiree Chapter Executive Board, or by a petition filed with the Southwest Coastal Area Local Retiree Chapter President and signed by 25% of the members of the Southwest Coastal Area Local Retiree Chapter.

**Article V Officers, Nominations, and Elections**

Section 1 Title and Terms of Elected Officers

The Southwest Coastal Area Local Retiree Chapter Executive Board shall consist of the following officers: President, Treasurer, three (3) Trustees and shall be elected to three-year terms, beginning in April of 2005.

**Section 2 Nominations**

Nominations shall be made at the January membership meeting of the Southwest Coastal Area Local Retiree Chapter.

**Section 3 Eligibility**

a) To be eligible for office, a member must be in good standing preceding the nomination meeting as certified by the Treasurer of the Southwest Coastal Area Local Retiree Chapter.

b) To be eligible to vote in an election of officers, a member must be in good standing for three months immediately preceding the election, as certified by the Treasurer of the Chapter.

c) Once a retired postal employee accepts employment with the Postal Service, he/she is ineligible to be a member of the Retiree Department for that period. However, once a member retires again from the Postal Service, he/she is eligible to be a member of the Retiree Department without a waiting period.

**Section 4 Conduct of Election**

All regular elections shall be by secret ballot and held at the regular January Meeting and every three years thereafter. Nominations and elections of officers will take place at this meeting.

**Section 5 Vacancies**

a) The president shall fill all vacancies.

b) Vacancies in any office shall be filled for the remainder of the unexpired term.

**Article VI Duties of Officers and Executive Board**

**Section 1 Conduct**

All officers shall act in accordance with the provisions of these By-Laws and with the provisions of the Southwest Coastal Area Local Retiree Chapter Constitution and the APWU National Constitution.

**Section 2 President**

a) All officers will work under his/her direction

b) Shall preside at all membership meetings of the Southwest Coastal Area Local Retiree Chapter and at meetings of the Southwest Coastal Area Local Retiree Chapter’s Executive Board.

c) Shall be a member of all committees except election committees.

d) Shall be a delegate to the California State APWU and National APWU Conventions and all Craft Conferences with reasonable expenses paid including transportation, lodging, registration, and per diem.

e) Appoint all standing committees and all special committees of the Retiree Chapter, subject to the approval of the Retiree Chapter Executive Board.

f) Report to the membership regarding the progress and standing of the Retiree Chapter, subject to the approval of the Southwest Coastal Area Local Retiree Chapter Executive Board.

g) Authorized to disburse reasonable expenses for the proper operation of the Southwest Coastal Area Local Retiree Chapter including assignments to seminars, conferences, and training. Reasonable expenses paid included transportation, lodging, registration, and per diem.

**Section 3 Treasurer**

a) Assume the duties of the Southwest Coastal Area Retiree Chapter Meeting President if he/she is absent**.**

b) Shall be a delegate to the California State APWU and National APWU Conventions and all Craft Conferences with reasonable expenses paid including transportation, lodging, registration, and per diem.

**Section 4 Trustees**

The Trustee(s) shall be the watchdogs of the Retiree Chapter.

**Section 5 Executive Board**

The Executive Board shall be the governing body of the Retiree Chapter except when meetings of the Southwest Coastal Area Local Retiree Chapter Meeting are in session. The Executive Board shall meet quarterly except for December, at a time fixed by the Executive Board. The Board may also meet at the call of the Southwest Coastal Area Local Retiree Chapter Meeting President or of a majority of members of the Executive Board. A report on all actions taken by the Executive Board shall be made to the membership at the regular quarterly meetings of the Southwest Coastal Area Retiree Local Chapter Meeting. A majority of the members of the Executive Board shall be required for a quorum. The Executive Board is authorized to disburse reasonable expenses for the proper operation of the Southwest Coastal Area Local Retiree Chapter including assignments to seminars, conferences, and training. Reasonable expenses paid included transportation, lodging, registration, and per diem.

**Article VII National Convention Delegate**

In the year of the National Convention the Retiree Meeting will vote for the Southwest Coastal Area Local Retiree Chapter Convention Delegate at the January Meeting. If there is a tie vote a coin flip will determine the elected delegate.

**Article VIII**

**Section 1 National and Retiree Chapter Constitutions**

This Retiree Chapter shall always be subject to the provisions of the Southwest Coastal Area Local Retiree Chapter and National Constitutions of the American Postal Workers Union, AFL-CIO.

**Section 2 Authorization Necessary to Represent Retiree Chapter**

Except to the extent specified in these By-Laws, no officer of the Southwest Coastal Area Local Retiree Chapter shall have the power to act as an agent for or otherwise bind the Southwest Coastal Area Local Retiree Chapter 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 Retiree Chapter except to the extent specifically authorized by the Executive Board of the Southwest Coastal Area Local Retiree Chapter.

**Section 3 Rules of Order**

Robert's Rules of Order shall be the guide in all cases to which they are applicable and in which they are not inconsistent with these By-Laws or with the Southwest Coastal Area Local Retiree Chapteror National Constitutions of the American Postal Workers Union, AFL-CIO.

**Article IX Amendments**

The constitution and by-laws may be amended by a two-thirds majority of vote of the members voting at the Southwest Coastal Area Local Retiree ChapterGeneral Meeting or Special Meeting.

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Bobby Donelson, President of Southwest Coastal Area Local Retiree Chapter January 23, 2023.