

**Constitution**  
for  
**Ramsey County Employees**  
**Local Number 8**  
**of the American Federation of State, County**  
**and Municipal Employees, AFL-CIO**

**Article I**  
**Name**

The name of this organization shall be Ramsey County Employees Local Number 8 of the American Federation of State, County and Municipal Employees, AFL-CIO.

**Article II**  
**Affiliations**

This local union shall be affiliated with Minnesota Council Number 5 of the American Federation of State, County and Municipal Employees; the Minnesota AFL-CIO; and the St. Paul Regional Labor Federation, 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.

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

Section 1. All employees of Ramsey Action Program and all employees of Ramsey County, Minnesota, excluding supervisory employees and those employees within the jurisdiction of locals 151, 707, 1076 and 1935, 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 monthly membership dues of the local shall be \$56.67, plus the amount designated as the annual adjustment set by the International Constitution. Dues shall be automatically adjusted annually thereafter by the amount set by the International Constitution. Additionally, the dues shall be adjusted by an amount equal to any additional increases in the per capita of AFSCME Council 5. The membership dues for members who have regular work schedules of 20 or fewer hours per week shall be three-quarters of the regular dues.

Section 4. Membership dues shall be payable monthly in advance to the local secretary-treasurer and in any event shall be paid not 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 his/her dues through a system of regular payroll deduction shall for so long as he/she 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.

#### **Article V Meetings**

Section 1. Regular meetings of this local shall be held once each month, at a time and place to be fixed by the membership or the local executive board.

Section 2. Special meetings may be called by the local president, the local executive board, or by petition filed with the president and signed by ten (10) members of the local. Special meetings may also be called by the International President or his/her authorized representatives.

Section 3. The quorum for meetings of this local shall be five (5) percent of the membership in good standing.

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

Section 1. The officers of this local shall be a president, a vice-president, a recording secretary, a secretary-treasurer, and eight executive board members. Five of the executive board seats shall be filled by at least one member of each Local 8 Bargaining Unit that has a separate contract (General County, Attorneys, Public Defenders, Public Health Nurse, Professional), and 3 at large members. If new bargaining units are created in the future or others are eliminated, the number of executive board members shall increase or decrease accordingly. In the event that no person is nominated to an open executive board seat from a specific bargaining unit during the election process, that seat shall be declared open and can be filled by any member from any bargaining unit. In addition, there shall be elected three members who shall serve as trustees. The trustees shall be elected to three-year terms of office, except that in the initial election, one shall be elected for a one-year term, one for a two-year term, and one for a three-year term. All other officers shall be elected for a term of two (2) years, in even-numbered years, beginning in 2018.

Section 2. The officers shall be nominated for election at the meeting in November, and election of such nominated candidates for office shall take place at the meeting in December of each year. The officers shall hold office for a term of twenty four (24) months, unless removed for cause, or until their successors are elected and qualified.

Section 3. Officers shall be elected by secret ballot vote, and balloting shall be conducted so as to afford to all members a reasonable opportunity to vote. At least fifteen days' advance notice shall be given the membership prior to the holding of the election.

Section 4. 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 5. Vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board.

Section 6. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

Section 7. Unexcused absence of an officer from any three consecutive meetings, whether general membership meetings or executive board meetings, shall automatically cause his/her removal from office.

#### **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. The president shall be a member of all committees. 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 their official acts. The president shall appoint the chief steward. The president and chief steward shall maintain and oversee the stewardship.

Section 2. The vice-president shall assist the president in the work 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.

Section 3. The recording secretary shall keep a record of the proceedings of all membership meetings and all executive board meetings. The recording secretary shall carry on the official correspondence of the local, except as the executive board may direct otherwise. The recording secretary shall perform such other duties as the executive board may require.

Section 4. The secretary-treasurer shall receive and receipt for all monies of the local union. The secretary-treasurer shall deposit all money so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by check signed by two officers in the order listed if one not available: secretary-treasurer, president, vice-president and recording secretary. The secretary-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 secretary-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 secretary-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 secretary-treasurer shall act as custodian of all properties of the local union. The secretary-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 secretary-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 Union Constitution.

Section 5. The trustees shall make or cause to be made at least annually an audit of the local's finances, and shall report to the membership on the results of such audit.

Section 6. 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. A majority of the members of the executive board shall be required for a quorum.

**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.

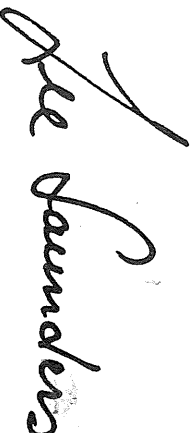
Section 2. Except to the extent specified in this constitution, no officer of the local union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise 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 govern this local union in all cases to which they are applicable and in which they are not inconsistent with this 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 majority 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 made at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union, adequate and proper notice having been 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:



LEE SAUNDERS  
President

Approval date: September 17, 2018