

CONSTITUTION AND BY-LAWS

TREASURERS & TICKET SELLERS UNION LOCAL 751



Revised May 31, 2001

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CONSTITUTION
OF THE
TREASURERS AND TICKET SELLERS
UNION LOCAL 751
I.A.T.S.E. AFL-CIO

In this Constitution and By-Laws, the masculine shall include the feminine.

ARTICLE ONE

Section 1. Name and Jurisdiction

This organization shall be known as **Treasurers and Ticket Sellers Union, Local 751, International Alliance of Theatrical Stage Employees and Moving Picture Machine Operators of the United States and Canada**, and shall have the same jurisdiction as covered by its charter granted by the International.

ARTICLE TWO
Objects

Section 1.

This Local is dedicated to the principles of trade unionism. Its objects are to unite all workers within its jurisdiction for the following purposes:

- (a) To improve their wages and hours of work, to increase their job security and to better their working conditions.
- (b) To advance their economic, social and cultural interests.
- (c) To establish peaceful and harmonious relations between its members and their employers, and to increase the stability of the industry.
- (d) To assure full employment.

- (e) To promote and support democracy and free trade unionism.
- (f) To engage in such other activities as may be necessary or proper to strengthen the labor movement and to extend the process of collective bargaining throughout all trades and industries.

This Local shall endeavor to accomplish the foregoing purposes by organizing the unorganized, educating its membership, negotiating collective bargaining agreements with employers, securing progressive legislation, and by all other appropriate means within the International.

ARTICLE THREE

Qualification of Candidates

Section 1.

An applicant must work under the jurisdiction of the Union for at least three out of the last five consecutive years before the date of application.

At least one year must be worked at what is considered a reserved seat policy. Any dispute over the category of a job will be settled by the Council whose decision shall be final.

Section 2.

Applicants seeking membership in this Union shall be limited to such persons as possess the required qualifications as herein set forth, and depend entirely upon their employment in a position within a classification of service subject to the jurisdiction of this Union.

Section 3.

The applicant's qualifying year must consist of at least 100 working days and begins on the first day the applicant starts working under the jurisdiction of the Union. An application will be accepted at the end of the third qualifying year.

Section 4.

All applicants must be of good moral character and reputation, must be of legal age to engage in gainful employment, and a resident of the territory under our said jurisdiction for at least eighteen (18) months prior to application for membership.

Section 5.

Application for membership shall be made on the official form provided by the Union.

Section 6.

The application form accompanied by check or currency to cover the admission fee in full shall be returned to the Secretary-Treasurer. The application shall first be referred to the General Secretary-Treasurer of the Alliance for his approval and, if such approval is withheld, no further action is to be taken on the applicant. The Secretary-Treasurer will present the application to the Executive Council and after a thorough investigation and examination as to the eligibility of the applicant, which shall be uniform for all applicants, and by a majority vote of the membership, the candidate shall be eligible for membership.

Section. 7

The candidate, if elected, shall be considered a member from the date of acceptance and shall be charged with the usual dues as of the current quarter.

Section. 8

The Secretary-Treasurer shall notify the applicant of his admission to the Union with the request that the newly elected member present himself at the next regular membership meeting for induction into the Union. If the application for membership is rejected, the Secretary-Treasurer shall notify the applicant of the rejection of his application and return the admission fee which accompanied the application.

Section. 9

Upon induction into membership, new members shall swear or affirm their intention to observe the provisions of the Constitution and By-Laws of the International Alliance and the Local Union and to accept such laws as conclusive of their rights within this Alliance, in witness whereof they shall sign the pledge in the bound copies presented them. The pledge so signed shall be detached and forwarded to the general office of the I.A.T.S.E. by the Secretary-Treasurer.

Section. 10

Any person regularly proposed and elected to membership in this Union and not appearing for induction within sixty (60) days after his election, unless sick or absent from the city, his admission fee shall be forfeited.

Section. 11

No person shall be eligible for membership or to retain membership in this Union who shall be a member of any organization having for its aim or purpose the overthrow by force, of the Constitution and Government of the United States or the Government of the Dominion of Canada.

Section. 12

There shall be no discrimination against any person in respect to membership in the Local by reason of race, color, creed, national origin, sex, age or sexual orientation.

**ARTICLE FOUR
Membership**

Section 1.

The membership shall consist of the present members employed in the ticket selling field in accordance with Article I, Section 1, of this Constitution.

Section 2.

When an applicant has been elected to membership in this Union and it is found that he has secured his election by misrepresentation, he may be fined, suspended or expelled at the option of the Union.

Section 3.

Any member who has not paid his dues, assessments or other charges, within thirty (30) days after the same shall become due shall be considered in bad standing

Section 4.

Any member in bad standing because of non-payment of dues, assessments, or other charges, and who, after due notice by registered mail does not pay the said arrearages before the end of the current quarter in which the said payment was due, shall be automatically suspended from membership.

Section 5.

No member who is in bad standing because of arrears for dues, assessments or other charges shall be permitted to vote or to attend any meeting. No member, who is in bad standing because of arrears for dues, assessments or other charges shall be permitted to work at any position under the jurisdiction of the Union, unless he has previously made proper arrangements with the Secretary-Treasurer of the Union for the payment of his arrears; and failing to fulfill the said arrangements, he shall not be permitted to work.

Section 6.

Any member suspended from membership for non-payment of dues, assessments and other charges, may be reinstated when all claims due at the time the member was suspended and all dues and assessments that may be accrued have been paid, provided said member has not in the interval committed any offense contrary to the interests of the Union, nor whose suspension has not existed for a period of more than six (6) months.

Section 7.

Any member suspended for money arrears of six (6) months shall be sent a written notice by certified mail to his home address last entered in the records of the Local, that he will stand expelled unless payment of his arrears is made within ten (10) days. Failure to pay the arrears within ten (10) days of the date of the letter shall result in said member's automatic expulsion.

Section 8.

Any member of this Union who has been expelled under Article IV, Section 7, and wishes to be reinstated, must make application and be governed by the rules applying to all candidates for membership.

Section 9

Any paid-up member in good standing who is not under charges of misconduct may apply for an honorable withdrawal card which shall be issued by the Secretary-Treasurer providing the said member does not intend to engage in any work under the jurisdiction of this Union.

**ARTICLE FIVE
Meetings**

Section 1.

Regular meetings of the membership shall be held at least once a month.

Section 2.

Fifty (50) members in good standing present at a regular or special meeting of this Union shall constitute a quorum for the transaction of all business.

Section 3.

At all membership meetings the Executive Council and the chairman of all committees shall submit reports of their activities.

Section 4.

No member who is in bad standing because of arrears for dues, assessments or other charges shall be permitted to vote or attend any meeting.

Section 5.

Special meetings may be called at such time and place by the President or as a majority vote of the Executive Council may decide, or on a petition of 50 members in good standing. The Secretary-Treasurer shall notify all members in writing of such meeting at least forty-eight hours in advance of the time, place and purpose of such meeting.

Section 6.

The order of business at any special meeting shall be the business for which the meeting is called.

Section 7.

The nomination meeting shall be held at the regular meeting in February.

Section 8.

The Executive Council shall submit a report of its actions and findings at each regular or special membership meeting of the Union.

Section 9.

All procedures at all meetings of the Union shall be according to Roberts Rules of Order.

**ARTICLE SIX
Nominations and Elections**

Section 1.

The regular monthly meeting in February shall be known as the nomination meeting.

Section 2.

Any member having been in continuous good standing in this

Union for two years previous to the election may be a candidate for office.

Section 3.

Eligible candidates to any elective office must be nominated from the floor and nominations shall remain open until closed by action of the members assembled.

Section 4.

No member's name shall be submitted or accepted in nomination for more than one office. The President, Vice President and Secretary-Treasurer/Business Agent shall serve as delegates to all conventions by virtue of their office, and shall have full authority to cast all accredited votes.

Section 5.

The Officers of the Union shall be a President; Vice President; Secretary-Treasurer/Business Agent (combined) and a Board of Trustees who shall hold office for three years.

Section 6.

The Executive Council shall consist of twelve (12) members and three members of the Board of Trustees.

Section 7.

The retiring members of the Council shall remain in office until their successors are installed in office at the membership meeting held in March. At each succeeding election, six (6) of such Executive Council members shall be elected to hold office for three years to succeed the members of the Executive Council whose term of office expires.

Section 8.

The candidates receiving the highest number of votes for each office shall be declared elected.

Section 9.

All elected officers and members of the Executive Council and the Board of Trustees shall be installed at the regular meeting in March.

Section 10.

Compensation for officers whenever serving the Union in an official capacity shall be decided by the Executive Council with the approval of the membership.

**ARTICLE SEVEN
Board of Election**

Section 1.

The President shall appoint a chairman of the Election Board.

Section 2.

Voting by the members of the Union shall be done by secret mail ballot. The election ballot and instructions will be mailed to each member in good standing, no less than seventeen (17) days prior to the date of the election.

Section 3.

Board of Election Inspectors shall consist of those members who volunteer their services.

Section 4.

The duties of the Board of Election Inspectors shall be to supervise the counting of all votes in connection with the election and to verify that each ballot has been cast by a member in good standing, from the roster provided by the Secretary-Treasurer. A candidate may elect to designate a watcher to be present during the counting of the votes.

Section 5.

No member of this Union who is a candidate for elective office or for membership on the Executive Council and Board of Trustees shall be eligible to serve on the Election Board.

Section 6.

At the prescribed hour on election day, after the last regular mail delivery has been received, the Election Board will proceed with the opening and tallying of the election ballots. The Election Board and a recognized, accredited balloting association shall be responsible to the Union for a true, faithful and accurate report of the votes cast.

Section 7.

After the count has been made, they shall immediately notify the President or President pro-tem, who shall convene the meeting to receive their report. They then shall present a statement in writing setting forth the whole number of votes cast and the number received by each candidate. They shall certify the correctness to the same by their signature and shall place their report in the custody of the Secretary-Treasurer of the Union. The candidates receiving the highest number of votes for each office shall be declared elected. In the event of a tie vote being cast for any office, the candidates tied shall submit to a secret ballot at the next regular meeting of this Union; and the Secretary-Treasurer shall notify the membership of such contemplated election.

Section 8.

Any candidate receiving a tie vote shall have the privilege of withdrawing from further contest for such office and the remaining candidate having received the necessary votes to be awarded the election.

Section 9.

Any member who shall in any manner try to vote fraudulently or interfere with the proper conduct of the election shall be reported to the Executive Council and the penalty for this offense, if found guilty, shall be suspension or expulsion at the option of the Union.

Section 10.

All records pertaining to the election shall be retained by the Union for at least three (3) years.

**ARTICLE EIGHT
Duties of Officers — President**

Section 1.

It shall be the duty of the President to preside at all meetings of the Union, to preserve order therein and enforce the due observance of the law in accordance with the constitution of the International Alliance of Theatrical Stage Employees and Moving Picture Machine Operators of the United States and Canada, and the Constitution of this Union and to see that all officers perform their respective duties.

Section 2.

The President shall have the power to call meetings of the Union and meetings of the Executive Council whenever he deems it necessary. He shall not make or second any motion. He shall state the question proposed for consideration, and whenever an equal division occurs, shall have the deciding vote, except in the election of officers or members.

Section 3.

The President shall render decisions upon questions of the law where the Constitution and By-Laws contain no express provisions for the determination thereof—his rulings upon such questions shall be made in conformity with the spirit and substance of the Constitution and By-Laws with regard to the equities of the circumstances. Any decisions of the President rendered pursuant to the provisions of this section shall be subject to appeal to the Executive Council and the membership.

Section 4.

The President shall not take part in any debate while in the chair. He shall appoint all standing and special committees with the approval and consent of the Executive Council. The President shall be ex-officio of all committees. He shall supervise the activities of the Business Agent and shall have the power to appoint a Sergeant-at-Arms and Assistant Sergeant-at-Arms.

Section 5.

The President shall sign all contracts and documents and countersign all proper checks and vouchers for disbursement of the funds of the Union, so ordered by the Executive Council.

Section 6.

The President shall be chairman of the Executive Council. In the event of a tie-vote on the Executive Council, the President shall have the right to vote.

Vice President

Section 1.

The Vice President shall discharge all the duties of the President during his absence or disability.

Section 2.

The Vice President shall attend all meetings of the Executive Council and shall have the power to vote and make and second motions, and he must attend all regular and special meetings of the membership.

Section 3.

In the case of emergency, the Vice President shall have the right to countersign all proper checks and vouchers in the absence of the President.

Secretary-Treasurer/Business Agent

Section 1.

The Secretary-Treasurer/Business Agent shall attend all meetings of the Executive Council with voice, but without power to vote or make or second motions, and he must attend all regular and special meetings of the membership.

Section 2.

He shall receive applications for membership.

Section 3.

He shall cause to be kept a correct record of the proceedings of the meetings of the Union and of the Executive Council.

Section 4.

He shall preserve all documents, papers, accounts, letters, received and copies of all letters sent out on business of the Union and be responsible for the routine correspondence of the Union including the distribution of the Union's periodical and special notices to the members; and he shall countersign all official documents. He shall retain all financial records of the Local in accordance with the law.

Section 5.

He shall keep a correct financial account of all the Union's affairs, keep a record of each member's account with the Union and a roll of all members and their residences.

Section 6.

He shall collect and receive all monies due the Union, giving his receipt therefor and depositing in a designated bank all Union monies in his possession.

Section 7.

He shall have charge of the Seal of the Union and affix it to all official documents, and be custodian of the Charter and keep the Seal and Charter at all times at the headquarters of the Union.

Section 8.

He shall report regularly his actions and the Union's financial position to the Executive Council and present, at the regular meetings, a monthly report of the Union's financial standing.

Section 9.

He shall keep his books open for inspection at all times by the President and the Executive Council, and Board of Trustees and shall provide for an annual audit by a Certified Public Accountant designated by the Board of Trustees, such audit to be at the end of each calendar year and made known to the membership at the next regular membership meeting.

Section 10.

He shall disburse all salaries and all regular bills for which the Union is responsible under the approved monthly budget, and otherwise administer the finances of the Union in strict accordance with the budget, by means of checks and vouchers signed by himself and countersigned by the President, drawn on a bank designated by the membership.

Section 11.

At the expiration of his term of office, he shall deliver to his successor all monies of the Union, all letters, papers, books and every other sort of property of the Union that may be in his possession.

Section 12.

The Secretary-Treasurer/Business Agent shall be bonded by the Union at the expense of the Union.

Section 13.

He shall render his report at all meetings and receive instructions from the President and Executive Council. It shall be his duty to see that the laws of this Union are enforced. He shall be empowered to place a reasonable construction upon all the laws of this Union, subject to the approval of the Executive Council.

Section 14.

He shall designate and appoint the Steward of the various points of employment.

Board of Trustees**Section 1.**

The Board of Trustees shall consist of three (3) members. The trustees shall have general supervision of all property belonging to this Union, and shall demand and receive all money from the Secretary-Treasurer on an order from the Union and together with the Secretary-Treasurer deposit it in the name of this Union in such bank or savings institution as two-thirds of the members present at any meeting may decide. After the depositing in or receiving monies from such bank or savings institutions, the bank book shall be deposited in the hands of the Secretary-Treasurer. No money shall be drawn from any person or bank by the trustees unless by special order of this Union. They shall employ a New York State certified public accountant to examine the financial records of the Union and submit his report annually at the regular meeting in January of each year. The bond of the Secretary-Treasurer shall be given to the trustees and held by them in the name of this Union.

Section 2.

The Trustees shall compare all bills and vouchers and attest all drafts on banks so ordered by this Union.

Section 3.

The members of the Board of Trustees shall attend all meetings of the Executive Council and shall have the power to vote and make and second motions and must attend all regular and special meetings of the membership.

Sergeant-at-Arms

Section 1.

It shall be the duty of the Sergeant-at-Arms to be present at all membership meetings and see that none but members enter the meeting hall and carry out such instructions as are given by the Presiding officer.

Executive Council

Section 1.

The President shall be chairman of the Executive Council.

Section 2.

The President of the Union shall have the power to call a meeting of the Executive Council at any time as business or controversies arising necessitate. The Executive Council shall cooperate fully with the officers of this Union to the end that the interests of this Union and its members may be properly protected and advanced.

Section 3.

A quorum of the Executive Council shall consist of a majority of its members.

Section 4.

The Executive Council shall meet not less than once a month, and shall meet more frequently as the President or the Executive Council may deem necessary.

Section 5.

When five (5) members of the Executive Council petition the President to call a Special Meeting of the Council, it shall be mandatory upon the President to notify the Executive Council to meet within forty-eight (48) hours.

Section 6.

The Executive Council shall investigate all complaints of members who present same in proper form and decide, if possible, upon all questions in dispute between employer and employee, accepting any means towards an amicable settlement that may be deemed essential to the Union, and their decision shall in all matters referred to them be final and binding, unless reversed by a majority vote of this Union at any regular membership meeting. The Executive Council shall have the power to act at any time.

Section 7.

No officer or member of the Council or member of the Union shall contract any indebtedness in the name of the Union without authorization by the Executive Council.

Section 8.

Any member of the Executive Council who shall be absent from three (3) consecutive meetings of the Council, without permission of the presiding officer, shall at the option of the Council be deemed to have resigned from the Council. The Council shall have the power to fill any vacancy in its membership by a majority vote until the next regular meeting of the membership at which time the vacancy shall be filled by a majority vote of those present. The member in good standing, so elected shall hold office for the unexpired term of the Council member whose place he is selected to serve.

Section 9.

In case of suspension, resignation, Expulsion or death of any officer or member of the Executive Council, the Council by majority vote at any regular or special meeting shall elect a desirable member of the Union in good standing to fill the office until the next regular meeting of the membership at which time the vacancy shall be filled by a majority vote of those present and the member so elected shall hold office for the unexpired term.

Section 10.

Any elective or appointive Officer may be removed from office for any violation of this Constitution or for any act impairing the usefulness of the Union, provided written charges have been filed and a proper trial held.

Section 11.

The Executive Council shall have the power to summon as witnesses any member of this Union and members failing to appear without good and sufficient reason may be fined, suspended or expelled after trial.

Section 12.

The Executive Council shall be empowered to place a reasonable interpretation upon all the laws of this Union subject to the approval of the Union.

ARTICLE NINE

Discipline of Officers and Members

Section 1. Grounds

In addition to the penalties expressly provided under the various sections of this Constitution and By-Laws, any officer or member who shall breach his duty as an officer or member by violation of the express provisions of the Constitution and By-Laws of this Local or of the Alliance or by such conduct as is detrimental to the advancement of the purposes which this Local or the Alliance pursues, or as would discredit this Local or the Alliance, shall be subject to discipline in the manner set forth in the sections following.

Section 2. Fair Trial

Nothing in the provisions of this Constitution and By-Laws shall be construed to deprive a member charged with a violation thereof of the right to a fair trial whereby his guilt or innocence may be determined, with the exception that a

member who has defaulted in the payment of any dues, fees, fines, or assessments lawfully imposed under this Constitution and By-Laws shall not be entitled to stand trial, but shall be punished summarily as this Constitution and By-Laws provide.

Section 3. Charges

All charges against a member for a violation of the provisions of this Constitution and By-Laws must be in writing, in the form of a sworn affidavit, reciting clearly the offenses charged, the name of the accused, the time, place, and nature of the violation, the section or sections of this Constitution and By-Laws alleged to have been violated, over the signature of the accuser, together with a statement of the names of all witnesses to the offense charged who shall be known to the accuser.

Section 4. Penalty For Preferring False Charges

If false charges shall be maliciously preferred against any member, the person or persons preferring such charges shall be fined Five Hundred Dollars (\$500.00), the fine to be imposed upon the acquittal of the member accused, plus the expenses of the proceeding.

Section 5. Charges Filed in Duplicate

Charges shall be filed in duplicate, but only the original need bear the seal of the Notary Public before whom the affidavit was sworn.

Section 6. To Whom and When Preferred

Charges shall be filed with the Secretary of the Local within sixty (60) calendar days after the offense becomes or should have become known to the person making the charge. If the Secretary of the Local is charged, the charges may be filed with any other officer of the Local not under charges.

Section 6A. Charges Against a Local Officer

Charges shall be filed with the Secretary of the Local. If

cognizance is taken of the charges, the Executive Board of the Local may, if it deems it necessary or advisable, temporarily suspend the accused from office and, in that event, further payment of salary to such office shall be withheld pending the outcome of the trial. If the accused was temporarily suspended from office pending the outcome of the trial, and he is not found guilty after the trial, he shall be immediately reinstated to office with pay for the period he was under suspension.

Whenever an officer of the local as against whom charges are preferred is temporarily suspended from office, such officer shall be entitled to a trial no later than thirty (30) days after the date of his suspension. In the absence of extenuating circumstances, failure of the local to comply with the foregoing requirement shall result in dismissal of the charges by the International President.

Section 7. Withdrawal of Charges

After charges have been filed with the Secretary they shall not be withdrawn unless the member accused shall consent to the withdrawal.

Section 8. Publication of Charges

After the Executive Council has taken cognizance of the charges, they shall be read at the next regular meeting by the presiding officer. No debate or discussion shall be permitted, but the presiding officer shall request those having personal knowledge of any of the facts alleged in the charges to submit their names as witnesses to the Secretary of the meeting. The presiding officer shall refer the charges to a trial committee or the Executive Board in accordance with the Union's Constitution and By-Laws.

Section 9. Waiver of Trial

If charges as required by Section 3 hereof have been filed, the accused may plead guilty and waive the holding of the trial provided he does so in written, notarized and witnessed statement and has been advised in writing as to the range of penal

ties that may be imposed upon him by reason of such plea. If the accused wishes to plead guilty with an explanation, such explanation shall also be in written form. An accused who pleads guilty to charges shall be deemed to have waived his right on any appeal to raise any question concerning his guilt or innocence and his appeal in that event shall be limited to the question of the appropriateness of the penalty or penalties imposed upon him. No stenographic transcript or tape recording shall be required if a plea of guilty is entered in accordance herewith.

Section 9A. Notice

Within one week after reference of the charges the Executive Board or committee shall cause to be served upon the accused personally, or by certified mail to his last known address, a duplicate copy of the charges, and shall notify him of the time and place appointed for the hearing thereon. Provided, that such notice shall be served or sent to the accused at least fifteen (15) calendar days prior to the date for the hearing.

Section 10. Postponements

Should the accused be unable for proper cause to attend the hearing at the time and place designated, he shall, at the discretion of the Executive Board or Committee and upon application, be granted a postponement or continuance to some place and date agreed upon.

Section 11. Appearance for Trial

If the accused so desires, he may waive the right of appearing before the Executive Board or committee for hearing upon the charges preferred against him, or may designate a fellow member as counsel to appear for him and conduct the defense. Provided, that waiver of appearance shall not be prejudicial to the accused, and trial shall, if he fails to appear, proceed in his absence, the Board or committee hearing all evidence and basing its decision as to the guilt of the accused solely thereon.

Section 12. Trial Body

The Executive Board or committee of the local union, as provided by its Constitution and By-Laws, shall sit as a trial body to hear all evidence upon the charges, and to determine the guilt or innocence of the accused, and make recommendations as to the penalty to be imposed if found guilty.

Section 13. Challenges

The accused shall have the privilege of challenging the right of any member of the Board or committee to sit upon his case, and in the event of such a challenge, the other members of the Board or committee shall pass upon its validity, sustaining or overruling it.

Section 14. Trial in Open Meeting

Where the accused shall be aggrieved by the ruling of the Board or committee upon his challenge of an individual member or members, he shall have the election to proceed before the Board or committee, waiving his challenge, or to demand trial before the members of the Union in open meeting. Provided, that if he elects to be tried in the last-named manner the hearing shall be conducted in the manner set forth for trials before the Board or Committee.

Section 15. Hearing

The accused shall, at the hearing upon the charges, have the right to present his defense in full, and to confront and question all witnesses and to examine all the evidence of the case.

Section 16. Member Counsel

The accused shall have the right to be represented by counsel, who shall be a member of the Alliance in good standing.

Section 17. Witnesses Sworn

Whenever the accused or the Executive Board or committee so request, the testimony of any witness must be taken under oath, to be administered by the Chairman of the Board of Committee.

Section 18. Interrogatories and Depositions

If a witness be unable to attend the trial, written interrogatories and cross interrogatories, on notice to the adverse party, may be allowed upon due application to the trial body; or a written deposition of his testimony may be taken in the form of an affidavit, in which latter case such portions of it as are not denied by the adverse party shall be admitted as evidence.

Section 19. Transcript

A written transcript of all testimony adduced at the hearing shall be made, provided, however, that in the event the Union elects to tape record the proceedings, such recording must be fully and accurately transcribed by the Local in typewritten form in the event of an appeal to the International President.

Section 20. Report Findings

The Executive Board or Trial Committee shall, after hearing all the evidence, render a written report of its findings as to the guilt or innocence of the accused and, if the accused be found guilty, the penalty to be imposed. A copy thereof shall be filed with the Secretary of the Union and a copy shall be served either personally or by certified mail on the accused within five (5) working days. A copy of the transcript of the evidence and proceedings at the hearing shall be available for examination by the accused or his/her member counsel if so requested by the accused in writing, a copy thereof shall be furnished to the accused at his or her own expense. Immediately upon receipt of the transcript, the union shall notify the accused in writing of its availability.

Section 21. Action by Membership of a Local Union

At the next membership meeting of the union but in no event sooner than 20 days from the date on which the accused has been notified of the availability of the written transcript or tape recording, the report of the Executive Board or Trial Committee shall be submitted to the membership for appropriate action as hereinafter provided. The transcript of the hearing shall not be read except upon motion duly seconded and carried by a majority vote of the members present or if so requested by the accused or in any case under the circumstances referred to in Section 22 hereof.

Section 22. Acquittal or Conviction

After submission of the report, the accused, if aggrieved by the decision of the Executive Board or Trial Committee, shall be afforded an opportunity to speak either in favor of or against such decision. Upon completion of debate, the membership shall proceed to vote upon the findings of the Executive Board or Trial Committee as to the guilt or innocence of the accused. If a majority of the members present so vote, the findings of the Executive Board or Trial Committee shall be adopted. If the findings are not accepted, the transcript shall be read unless this has been done theretofore, and the question shall be put whether the accused shall be granted a trial by the membership or whether the membership shall proceed to vote upon the guilt of the accused. If a majority of the members present vote for the latter procedure, a vote shall be taken on the guilt of the accused, and if two-thirds of the members present shall vote contrary to the findings of the Executive Board or Trial Committee, the findings shall stand reversed, otherwise, the findings shall stand upheld.

Section 23. Imposition of Penalties

If the accused be found guilty, the membership shall then proceed to vote upon the decision of the Executive Board or Trial Committee as to the penalty to be imposed. If a majority of the members present so vote, the penalty fixed by the Executive

Board or Trial Committee shall be adopted. If a majority of the members present reject the penalty decided upon by the Executive Board or Trial Committee, the membership shall then proceed to vote upon the penalty to be imposed, the members voting to expel, suspend, fine and/or reprimand.

When membership voting on the report of the Executive Board or Trial Committee is completed, available remedies within the Union shall be deemed exhausted.

Section 24. Where Trial Was Before Membership

When the accused is tried before the membership as provided in Section 14, the guilt or innocence of the accused shall be determined by majority vote, and the penalty shall be imposed as prescribed in Section 23.

Section 25. Sentence Reported to International President

A report of the sentence imposed upon an accused member shall be forwarded by the President of the Union to the International President of the Alliance for filing.

Section 26. Appeals

Appeals may be taken from decisions upon the charges against members of the union in the manner provided by Article Seventeen of the International Constitution. Members shall exhaust all remedies by appeal within this Alliance and shall be bound by the decisions of its tribunals as to all their rights.

ARTICLE TEN Employment

Section 1.

Any member working for less than the schedule price of wages or returning any part of his earnings to his employer, shall be suspended or expelled at the option of the Union, and if expelled his name shall be sent to the General Secretary-Treasurer of the International Alliance.

Section 2.

No member shall be allowed to work in any theatre or place of employment that is declared on strike by the membership. Any member continuing to work in any theatre or place of employment after it being declared on strike, at the discretion of the membership shall be fined, suspended or expelled.

Section 3.

Any member informing any outside parties of the business of this Union will be fined the sum of \$100.00, or suspended or both, at the option of the Union. Any member knowing of a member doing the same and not reporting it to the Union, shall be deemed equally guilty, and subject to the same penalties.

Section 4

Any member who knowingly takes the position of any other member who has lost same position by upholding the Constitution and By-Laws of this Union shall be compelled to give up said position, and be fined not less than \$100.00, suspended, or expelled at the option of the Union.

Finances

Section 1.

The funds of the Union shall be derived from dues, assessments, admission and initiation fees and such special charges as may be required for its purposes.

Section 2.

The dues, admission and initiation fees and assessments, and such special charges as may be required for the purposes of the Union shall be fixed by the membership.

Section 3.

The dues of this Union shall be the sum designated by the membership and payable quarterly in advance.

ARTICLE ELEVEN

By-Laws

Section 1.

By-Laws of the Union shall be enacted by the membership at any regular or special meeting and shall become effective immediately. Prior notice of at least 48 hours shall be given to the membership of such an order of business.

ARTICLE TWELVE

Amendments

Section 1.

All articles and sections in this Constitution may be amended by an affirmative vote of not less than two-thirds of the members in person who are in good standing at any regular or special meeting, provided that all amendments to this Constitution must first have, without debate, a reading at two (2) regular meetings and after notice to all members in writing, the amendment shall be debated and voted on at the third meeting. All proposed amendments shall be presented to the Executive Council for discussion before being submitted to the membership.

All amendments to this Constitution made hereafter shall be applicable to members in the same manner as if such laws were herein inserted providing each member has been notified at their last given address. However, no amendment to this Constitution and By-Laws shall become effective until after approval of such amendment has been given by the International President.

BY-LAWS

1. Any member failing to picket when notified by the Business Agent shall be subject to fine or suspension unless satisfactory excuse is given to and accepted by the Executive Council.
2. Stewards must report at once any knowledge of booking or rental other than regular attractions. Special notification must be made of any unusual occurrence.
3. The Union does not permit any member to work without a paid-up card.
4. Any member of the Union who uses or attempts to use physical violence upon any Officer or member of a committee for performing or during the performance of the official duties of his office, shall be fined, suspended or expelled, as may be determined by the Trial Body.
5. Members of this Union who do not receive their salary or money due them for services rendered on the regular payday, must report the fact to the Business Agent of this Union. The Union will not be responsible for the collection of any claim which has not been presented within seven (7) days from the date due.
6. Any member failing to notify the Union of a change of address within one (1) week, shall be fined the sum of \$25.00 and said fine is to be charged on the books of the Union without notification.
7. Any member of this Union who does not attend at least one meeting in any one quarter unless satisfactory excuse is given to the Secretary-Treasurer and accepted by him, shall be fined the sum of \$25.00 and said fine shall be charged on the books of the Union without notification.

8. It shall be mandatory for all members securing positions regardless of the duration to report same to the Union and any member failing to notify the Union within forty-eight (48) hours (two days) after he goes to work, shall be penalized the sum of Twenty-Five Dollars (\$25.00). However, if said member desires, he may request a hearing before the Executive Council regarding his case and the Executive Council shall decide whether said fine of \$25.00 shall be imposed or not.

9. The monthly meeting shall be the last Thursday in each month.

10. Members holding honorary withdrawal cards, who have committed no act unfriendly to the best interests of the I.A.T.S.E. and this local Union, may be reinstated to active membership upon written application to the Secretary-Treasurer of this Union, and upon payment of all back dues, assessments or any other indebtedness that may have accrued against them, subject to the approval of the General Secretary-Treasurer of the International Alliance.

11. Any member knowing of another member working for less than the scheduled price of wages, or returning any part of his earnings to his employer, and not notifying the Union of same, shall be suspended or expelled at the option of the Union, and if expelled, his name shall be sent to the General Secretary-Treasurer of the International Alliance.

12. Any member violating any clause or section of any basic agreement signed between this Union and an employer shall be summoned before the Executive Council and if found guilty shall be fined the sum of \$25.00 for the first offense; \$50.00 for the second offense and for the third offense shall be liable for suspension or expulsion from the Union.

13. Any member of this Union who accepts a position as manager in any place that employs members of this Union, shall not be allowed voice or vote at any membership meeting while holding such position; and should he or she be a member of the Executive Council, they shall not serve at any Executive Council meeting while so employed.

14. No member shall be permitted to sign any letter, communication or petition regarding his or her working conditions for any employer without first notifying Union of same. Failure to do so shall subject such member to a \$25.00 fine for the first offense, \$50.00 for the second offense and for the third offense shall be liable to suspension or expulsion from the Union.

15. Honest, courteous, respectful and intelligent service to the public are the most necessary requisites of the members of this Union. Your employer expects it and your Union demands it. Any persistent, indifferent or repeated violator of this demand is a detriment to his or her Employer, the other members, and a hindrance to the advancement of this Union.

16. The neatness and appearance of a member on a job serves as a credit to the individual member and the Union. The Business Agent or Steward shall uphold and enforce this By-Laws at all times.

17. Deliberate or consistent irregularities such as short-changing; walk-aways; soliciting or encouraging a gratuity by spoken word or gesture shall be penalized as follows: first offense a \$50.00 fine; second offense a \$100.00 fine and for a third offense, if found guilty, after a fair trial as provided in Article IX of our Constitution, the member shall be dropped from the role of membership.

18. A member charged with collusion with anyone to defraud the Management, financially or otherwise, shall be given a fair trial under Article IX of our Constitution and if found guilty may be dropped from the role of membership.

19. Any member working under the influence of alcohol or a controlled substance shall be fined the sum of \$50.00 for the first offense; \$100.00 for the second offense and for a third offense, if found guilty, after a fair trial as provided in Article IX of our Constitution, the member may be dropped from the role of membership. After the first or second offense, no recurrence for a continuous period of 24 months shall be considered as clearing the member's record in carrying out the purposes of this By-Law.

20. A member found guilty of violating any of the above By-Laws shall have his or her name and the nature of the offense read at the next regular membership meeting.

21. The decision of the Executive Council on any violation of these By-Laws shall be voted on by Secret Ballot.

22. Any applicant whose application is rejected by the membership who wishes to re-apply, may do so after a period of one year from date of rejection and shall apply as a new applicant in accordance with the requirements of our Constitution and By-Laws.