

BYLAWS

OF

LOCAL UNION 19

INTERNATIONAL BROTHERHOOD

OF

ELECTRICAL WORKERS

APPROVED: December 28, 2016

ORDER OF BUSINESS

1. Opening.
2. Roll Call of Officers and Reading of Minutes.
3. Communications and Bills.
4. Reports of Executive Board and Officers.
5. Propositions for Membership.
6. Reports on Candidates.
7. Balloting or Voting on Candidates.
8. Obligations of Candidates.
9. Reports of Delegates and Committees.
10. Reports of Accidents, Sickness or Death of Members.
11. Roll Call of Members.
12. Unfinished Business.
13. New Business. (Under this heading comes matters relating to any election and installation of officers.)
14. Good of the Union.
15. Receipts and Expenses.
16. Closing.

NOTE: This sheet ORDER OF BUSINESS is not a part of the Local Union bylaws. It is attached to the bylaws to provide rules for the orderly conduct of Local Union meetings. Roll Call of Members is optional to the Local Union and may or may not be used as the Local Union decides.

ARTICLE I
Name - Jurisdiction - Objects

Sec. 1. This Organization shall be known as **Local Union 19** of the International Brotherhood of Electrical Workers, **Aurora, Illinois**. Local Union 19 shall have jurisdiction over Utility work, as defined in Article XXVI, Section of the IBEW Constitution, when performed by physical employees in the Gas Production and Maintenance Departments, and clerical employees in the Gas Clerical Departments, of the Northern Illinois Gas.

However, the right of the International President to change this jurisdiction is recognized as provided for in the IBEW Constitution.

Sec. 2. The objects of this Local Union shall be to promote by all proper means the material and intellectual welfare of its members.

Sec. 3. Local Union 19 shall cover the "A" and "BA" types of membership.

ARTICLE II

Meetings

Sec. 1. Regular meetings shall be held once a month at the time and date as decided by the Local Union. The International Office shall be advised of the time, date, and location of regular Local Union meetings and also of any future changes. The membership shall be notified of any change in regular meeting dates.

Sec. 2. Special meetings may be called only by the Business Manager or the Executive Board. The members shall be notified in writing (by mail, leaflets, in the Union newspaper, or on accessible bulletin boards) of any special meeting. No business shall be transacted at any special meeting except that for which it has been called.

Sec. 3. The Business Manager shall supplement the regular meeting with periodic area and/or bargaining unit meetings as needed to maintain communications and service the membership.

ARTICLE III
Officers - Elections - Duties

Sec. 1. The officers shall perform such duties as are stated in Article XVII of the IBEW Constitution. In addition, they shall perform such duties as are outlined in these bylaws and such duties as may be assigned to them by the Local Union and which are not in conflict with the IBEW Constitution and these bylaws.

Sec. 2. Failure of officers to perform their duties, the suspension or removal of any officer and the filling of any vacancies, shall be dealt with as stated in Article XVI of the IBEW Constitution.

Sec. 3. All officers and representatives and all employees shall be bonded to the extent required by the International or any applicable Federal or State law whichever is greater. The bond shall be secured through the International and the premium shall be paid by the Local Union.

Sec. 4. (a) At the meeting of the Local Union when nominations are made, after nominations have closed, the President shall appoint an Election Judge and as many Tellers as are required, who shall serve as an Election Board to conduct the election. No candidate for any office shall be eligible to serve on this Board.

(b) After nominations have been made and those nominated are found to be qualified, the Election Board shall have ballots prepared listing in alphabetical order the names of all candidates for each respective office, beginning with President and continuing in the order named in the IBEW Constitution. Such ballots shall not contain any identifying numbers or marks.

(c) All voting shall be by mail ballot.

(d) The Financial Secretary shall furnish to the Election Judge not less than ten (10) days before the election, an alphabetical list of all members eligible to vote. All members in good standing and qualified shall be entitled to vote.

(e) The Executive Board shall decide the last day on which ballots shall be received, and the date, time, and place when the ballots will be counted and this information shall be enclosed with the ballot sent to the members.

(f) The Election Judge shall mail or cause to be mailed to all eligible voters, an official ballot and two (2) envelopes. One (1) envelope shall be smaller than the other and shall have the words OFFICIAL BALLOT stamped or printed on it. The larger envelope shall be preaddressed to the Election Board and shall contain a space in the upper left hand corner where the member shall place his/her name and address.

(g) Upon receiving his/her ballot, the member shall mark same and enclose it in the

smaller envelope marked OFFICIAL BALLOT. This envelope shall be placed in the larger preaddressed envelope and mailed to the Election Board.

(h) The Election Board shall select a depository to which the envelopes containing the ballots shall be mailed. This shall not be the Local Union Post Office Box or the Local Union Headquarters. (Cost of such depository shall be paid by the Local Union.) This Board shall advise the Local Union of the location of such depository in sufficient time to prepare the preaddressed envelopes.

(i) The Election Board shall open the envelopes, remove the smaller envelope marked OFFICIAL BALLOT and deposit same in the ballot box with the other ballots. No envelope received later than the time and date as determined and announced by the Executive Board shall be opened by the Election Board.

(j) The Election Board shall count the ballots and certify the results in writing to the Executive Board immediately after the ballots have been counted.

(k) All election records including ballots shall be preserved for one (1) year from the date of election, after which same shall be destroyed unless a question has arisen in connection therewith.

(l) Any candidate for office may be present or have an IBEW member as an observer present at the counting of the ballots.

(m) Write-in votes shall not be permitted.

Sec. 5. (a) The officers shall be those provided for in Article XVII of the IBEW Constitution.

(b) The offices of President/Business Manager/Financial Secretary shall be combined.

(c) The offices of Vice President and Recording Secretary shall be combined.

Sec. 6. The Executive Board shall consist of five (5) members elected by the total membership. One to represent each of the following areas:

Central Region —	Production and Maintenance
Metro Region —	Production and Maintenance
Northern Region —	Production and Maintenance
Southern Region —	Production and Maintenance
Clerical	

Sec. 7. (a) Nominations for officers shall be held in **May 2019, and election of officers shall be held in June 2019 and every three (3) years thereafter**, as stated in the IBEW Constitution. Notice shall be mailed to all members at least twenty (20) days prior to the meeting for nominations in election years with all information regarding nominations, list of

offices to be filled, date, time, and place of election, and the date, time, and place of run-off election if required. Said notice shall also include all details concerning the availability of the absentee ballot.

(b) No member shall be a candidate for more than one (1) office, except as provided in these bylaws and with approval of the International President. If nominated for more than one office, the member shall immediately declare for which office he/she will be a candidate. However, this shall not apply to offices which have been combined with the approval of the International President.

(c) Every candidate shall have the right once within thirty (30) days prior to the election to inspect a list containing the names and last-known addresses of all the members of the Local Union. Such list of members shall be maintained and kept by the Local Union. The membership list shall not be copied for the use of any candidate.

(d) No member shall be eligible for office unless he/she has been a member of Local Union 19 in continuous good standing for at least two (2) years immediately prior to nomination.

(e) No Apprentice shall be eligible to hold office in the Local Union.

ARTICLE IV
Executive Board

Sec. 1. The duties of this Board are outlined in Article XVII of the IBEW Constitution and these bylaws.

Sec. 2. It shall be the duty of the Board to investigate all applications for membership and submit its report to the Local Union for action in accordance with Article XX of the IBEW Constitution. The preceding sentence shall not apply to apprentices as covered elsewhere in these bylaws. The Board shall also investigate and pass upon all traveling cards in full accordance with Article XXIII of the IBEW Constitution. The Board shall make its final report to the Local Union within sixty (60) days after the application or traveling card has been presented for Board consideration.

Sec. 3. Special meetings of the Board may be called by its Chairman or the Business Manager.

Sec. 4. The Board shall elect its own Chairman.

Sec. 5. The Board shall meet regularly between regular meetings of the Local Union.

ARTICLE V
Business Manager and Senior Assistant Business Manager

Sec. 1. The Business Manager shall perform such duties as are stated in Article XVII of the IBEW Constitution and these bylaws. Also, the Business Manager shall perform such other duties as may be assigned by the Local Union and which are not in conflict with the IBEW Constitution and these bylaws.

Sec. 2. The Business Manager shall report to the Executive Board and the Local Union when called upon, or when he/she deems such necessary. The Executive Board and Local Union officers shall cooperate with the Business Manager in the performance of the duties of the office and shall not work in conflict with the Business Manager.

Sec. 3. When the Business Manager is from the Production-Maintenance group he/she shall appoint a member of the Clerical group as Senior Assistant Business Manager. In this appointment, the Business Manager shall give full consideration to the Clerical group. In the event the Business Manager is from the Clerical group he/she shall appoint a member of the Production-Maintenance group as Senior Assistant Business Manager in accordance with the preference outlined herein.

Sec. 4. The Senior Assistant Business Manager, when from the Clerical group, shall, in addition to the normal duties assigned by the Business Manager, administer the Clerical Agreement and have primary responsibility for all collective bargaining matters related to that agreement while reporting to the Business Manager. When the Senior Assistant Business Manager is from the Production-Maintenance group he/she shall, in addition to the normal duties assigned by the Business Manager, administer that agreement and maintain primary responsibility for collective bargaining for same while reporting to the Business Manager.

Sec. 5. Where the Local Union requires assistants and/or representatives, the Business Manager has sole authority for their appointment. They work under the direction of and are subject to the authority of the Business Manager. They may be removed by the Business Manager at any time. The Business Manager shall give full consideration to the Senior Assistant Business Manager in appointments necessary to assist in the duties outlined herein.

ARTICLE VI
Salaries

Sec. 1. Salaries shall be as follows:

Business Manager/President/ Financial Secretary	a weekly salary equal to 58 hours times the straight time hourly rate for the highest bargaining unit classification.
Senior Assistant Business Manager	a weekly salary equal to 50 hours time the straight time hourly rate for the highest bargaining unit classification.
Business Representative (part-time)	a monthly salary equal to 14 times the straight time hourly rate for the highest bargaining unit classification.
Vice President/Recording Secretary	a monthly salary equal to 8 times the straight time hourly rate for the highest bargaining unit classification.
Treasurer	a monthly salary equal to 8 times the straight time hourly rate for the highest bargaining unit classification.
Executive Board:	
Chairman	a monthly salary equal to 3 times the straight time hourly rate for the highest bargaining unit classification
Secretary	a monthly salary equal to 3 times the straight time hourly rate for the highest bargaining unit classification.
Others	a monthly salary equal to 2 times the straight time hourly rate for the highest bargaining unit classification
Chief Steward/Stewards	\$15.00 per month

Sec. 2. Should any two (2) offices be combined, then the officer shall receive the salary of only one (1) office, whichever is the higher.

Sec. 3. All disbursements for authorized expenditures made in behalf of the Local Union shall be supported by receipts, vouchers, or other reasonable proof of claim.

Sec. 4. Officers, Stewards and members of committees, upon approval of the President, shall be reimbursed for time and expenses, while performing necessary Union duties. Such reimbursements shall be subject to approval by the Local Union.

Sec. 5. Delegates or alternates to the Conventions of the IBEW shall be reimbursed by the Local Union for any loss of basic wages incurred while attending the Convention. In addition, each delegate or alternate shall receive a reasonable daily expense allowance which shall be determined by the Local Union prior to each Convention.

Sec. 6. Full-time officers, assistants, and representatives shall be provided with benefits to the same extent as the members of the Local Union.

ARTICLE VII
Committees and Delegates

Sec. 1. Committees and delegates shall be appointed in accordance with Article XVII of the IBEW Constitution.

Sec. 2. The delegates and alternates to the International Convention shall be nominated and elected in accordance with the nomination and secret ballot election procedure as set forth in these bylaws and Article II, Section 10 of the IBEW Constitution.

Sec. 3. The Business Manager shall, by virtue of the office, serve as a delegate to the International Convention.

Sec. 4. The Business Manager and Senior Assistant Business Manager shall, by virtue of the offices, serve as delegates to the IBEW Sixth District Progress Meeting, the IBEW Utility Conference, and the (IBEW associated) Inter-Union Gas Workers Conference.

ARTICLE VIII
Stewards

Sec. 1. Stewards shall be appointed where needed by the Business Manager. They shall work under the direction of the Business Manager and be subject to his/her authority. The Business Manager may remove any Steward, as such, at any time.

Sec. 2. Duties of Stewards shall be:

(a) To have a copy of the IBEW Constitution, these bylaws and the working agreement with them at all times.

(b) To see that Union membership is encouraged and all workers at their respective shop or jobs have paid-up dues receipts or valid working cards of the Local Union.

(c) To report any encroachment upon the jurisdiction of the Local Union.

(d) To report to the Business Manager any violation of the bylaws or agreements.

(e) To perform such other duties as may be assigned to them by the Business Manager.

Sec. 3. Stewards shall in no case cause a stoppage of work. In case of any trouble on a job or at a shop, Stewards shall immediately notify the Business Manager.

ARTICLE IX
Assessments - Admission Fees - Dues

Sec. 1. All assessments imposed in accordance with the IBEW Constitution and these bylaws must be paid within the time required to protect the member's continuous good standing and benefits.

Members shall not be required to pay assessments for welfare benefits in which they cannot participate.

Sec. 2. No money shall be collected from anyone working within the jurisdiction of this Local Union other than to apply on admission fees, dues and assessments established in accordance with the IBEW Constitution and these bylaws.

Sec. 3. The admission fee shall be:

(a) All classifications \$3.00

(b) Each applicant for "A" membership shall pay an additional \$2.00.

(c) Approval of these admission fees is given by the International President with the understanding that if conditions in the jurisdiction of the Local Union do not justify such fees, then the International President will be free to change the amounts.

Sec. 4. All applications shall be accompanied by the full admission, and admission must be completed within ninety (90) days of making application, in accordance with Article XX of the IBEW Constitution.

Sec. 5. Dues are payable quarterly in advance or by a payroll deduction.

Sec. 6. The monthly dues shall be:

(a) "A" and "BA" Members

All Production-Maintenance Classifications	\$21.79
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All Clerical classifications	\$17.41
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Effective January 1, 1999, the monthly dues shall be:

All classifications	1.5 times the basic hourly wage rate
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(b) Applicable International per capita and all assessments to be paid in addition to the above dues.

(c) The monthly dues, as provided for in (a) above, shall be increased annually by the same percentage as future negotiated general wage increases.

(d) The International President shall be advised of each change as provided in for (c) above and it shall become effective following approval.

ARTICLE X
Funds

Sec. 1. The funds of this Local Union are for the legitimate expenses required in its conduct and maintenance and shall not be diverted therefrom. Disbursements shall be made in accordance with Article XVIII of the IBEW Constitution and these bylaws.

Sec. 2. No money shall be loaned from the funds of this Local Union for any purpose, unless approved by the International President of the IBEW.

Sec. 3. The President shall appoint an auditing committee of three (3) members (or the President or the Executive Board, as the Local Union decides, shall employ a public accountant) to audit the books and accounts of the Local Union every three (3) months. A report of the audit must be made to the membership. The President shall inspect the bank books of the Treasurer to see that Local Union moneys turned over to the Treasurer have been properly and promptly deposited in the Local Union's name. The fiscal year shall be the twelve-month period ending December 31.

ARTICLE XI
Admission of Members

Sec. 1. Qualification and admission of members shall be in accordance with Articles XIX and XX of the IBEW Constitution.

Sec. 2. Any member who is permanently transferred to a job classified not under the jurisdiction of this Local Union but which is covered by the collective bargaining agreement of another Local Union of the IBEW, between the company and another Local Union of the Brotherhood, shall immediately, upon transfer, notify the Financial Secretary of this Local and arrange for a transfer of membership.

Sec. 3. Leaving the jurisdiction of this Local Union shall not terminate membership in the IBEW.

ARTICLE XII
General Laws

Sec. 1. The Executive Board shall act as the Trial Board to hear charges and try members (except officers or representatives of a Local Union, Railroad Council, or System Council) for violation of the IBEW Constitution, these bylaws, or an approved working agreement. All charges against a member must be in writing and signed, specifying the provision(s) of the Constitution, bylaws, or working agreement allegedly violated. A brief factual written statement of the act(s) considered to be in violation, including relevant dates, places and names, should be given by the charging party. A copy of the charges must be furnished to the accused by the Recording Secretary with notice of when to appear before the Trial Board.

Sec. 2. A charged member may, upon request, have an IBEW member in good standing as Counsel. However, no lawyer, as such may serve as Counsel in a hearing of the Trial Board. No person not a member of the IBEW may be present at such hearing, except as a witness.

If the accused willfully fails to stand trial or attempts to evade trial after having been notified in writing to appear, the Trial Board shall hear and determine the case just as though the accused were present. When a member files charges against another member and fails to appear before the Trial Board to prosecute the case, unless reasonable excuse is given, he/she shall be subject to discipline by the Trial Board.

Sec. 3. A majority vote of the Trial Board shall be sufficient for a decision, which is to be in writing. The Trial Board report of its findings and sentence, if any, shall be reported to the next regular meeting of the Local Union. The action of the Trial Board shall be considered the action of the Local Union, and the report of the Board shall conclude the case.

Sec. 4. All financial obligations (including but not limited to fines, assessments and unpaid dues and fees) owed by a member under the IBEW Constitution or the bylaws of this Local Union shall constitute debts owed by the member to the IBEW or the Local Union, and may be recovered through court action brought by the IBEW or the Local Union. If it is necessary for the Local to institute legal proceedings in order to recover any such debt, the individual member shall also be liable for all costs of said proceedings, together with a reasonable attorney's fee incurred by the Local, the amount thereof to be fixed by the Court.

Sec. 5. Each member shall keep the Financial Secretary informed of their correct address. The Financial Secretary shall, in turn, notify the International Secretary.

Sec. 6. The parliamentary rules of this Local Union shall be those stated in Article XV of the IBEW Constitution.

Sec. 7. The IBEW Constitution is hereby made a part of these bylaws. Where there is doubt concerning any section of these bylaws or where such might appear to be in conflict with the IBEW Constitution, then the IBEW Constitution shall control and must be followed.

Sec. 8. Words in these bylaws in the masculine gender shall include the feminine.

Sec. 9. Members shall be supplied with copies of the IBEW Constitution, these bylaws, and the working agreement upon request to the Local Union.

ARTICLE XII
Amendments

Sec. 1. These bylaws shall become effective upon approval by the International President.

Sec. 2. (a) These bylaws may be amended or changed by any such proposal being submitted in writing and read at two (2) regular meetings of the Local Union, and decided at the second meeting by a majority vote of the members present and voting.

(b) However, assessments, admission fees or dues shall be changed only by a majority vote by secret ballot of the members in good standing voting at a regular or special membership meeting.

Changes shall be introduced at one Local Union meeting and acted upon at a second Local Union meeting. The proposal cannot be acted on at the time it was proposed. A written notice specifically stating the proposed assessments or changes in admission fees or dues shall be mailed to each member in good standing at the member's last-known home address at least twenty (20) days prior to the Local Union meeting at which the membership is to vote on the question.

Sec. 3. No assessments, amendments or changes shall become effective until approved by the International President, in accordance with the IBEW Constitution.

**LOCAL UNION 19
RECORD OF AMENDMENTS**

District: Sixth

Location: Aurora, Illinois

Bylaws Retyped in Entirety: June 16, 1997

DATE	ARTICLES AND SECTIONS AMENDED
4/25/06	Article VI, Sec. 1 amended. Updated Constitutional Articles.
12/28/16	Article VI, Sec. 1 amended.
