

**ALASKA STATE EMPLOYEES ASSOCIATION
AFSCME, AFL-CIO
MIDNIGHT SUN CHAPTER BYLAWS**

ARTICLE I -- NAME

The name of this organization shall be the MIDNIGHT SUN Chapter of Alaska State Employees Association, AFSCME Local 52, AFL-CIO.

ARTICLE II -- MEMBERSHIP

All members of ASEA within the jurisdiction of this Chapter, as established by the ASEA State Executive Board, are eligible for membership in this Chapter.

ARTICLE III -- MEETINGS

Section 1. Regular meetings of this Chapter shall be held at least once every twelve (12) months, at a time and place to be fixed by the membership or the Chapter Executive Board. Notice of the meeting shall be provided to membership at least seventy-five (75) days prior to the meeting.

Section 2. Special meetings may be called by the President, a majority of the Executive Board, or by petition filed with the President and signed by eighteen (18) of the Chapter's membership-in-good standing. Special meetings may also be called by the ASEA President, the AFSCME International President, or by an authorized representative of the AFSCME International President.

Section 3. The quorum for meetings of this Chapter shall be eighteen (18) of the Chapter's membership-in-good standing.

ARTICLE IV -- OFFICERS AND ELECTIONS

Section 1. The officers of this Chapter shall be a President, a Secretary, a Treasurer, two At-Large members, the Northern Region Representative of the ASEA State Executive Board, and the Chief Steward of the Chapter Steward Council. These seven (7) officers shall constitute the Chapter Executive Board. The President, Secretary, Treasurer and the two At-Large members shall be elected for a term of two (2) years. Elections shall run concurrently with the ASEA Biennial Convention election schedule.

Section 2. In addition, there shall be elected three (3) members who shall serve as Trustees. Beginning with the 2019 elections, Trustees shall be elected to two (2) year terms of office.

Section 3. Nominations shall be made at a regular or special meeting of the Chapter, by mail or in person, prior to the Chapter meeting at which nominations are made. At least fifteen (15) days advance notice shall be given to the membership prior to the nomination meeting. Nominations shall be permitted from the floor at the nomination meeting. All regular elections shall be held during the last quarter of the calendar year.

Section 4. To be eligible for office, a member must be in good standing for one year immediately preceding the election, unless otherwise provided in the AFSCME International Constitution or the ASEA Constitution; provided, however, that no retired member shall be a candidate for office.

Section 5. All matters concerning nominations and elections in this Chapter shall be subject to the provisions of the Elections Code of the AFSCME International Constitution. The Elections Committee shall establish procedure and protocol that affords each member an opportunity to make nominations and to vote.

Section 6. Vacancies in a Trustee or Executive Board position (except for the Northern Region Representative or Chief Steward) shall be filled on a temporary basis by vote of the Chapter Executive Board, and the member so elected shall serve out the unexpired term. If any vacancy occurs in a timeframe to be filled by the next regularly scheduled election, the membership shall then proceed to elect a member to fill the vacancy and to serve out the balance of the unexpired term.

Section 7. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer as set forth in the ASEA Constitution.

ARTICLE V -- DUTIES OF OFFICERS, EXECUTIVE BOARD AND TRUSTEES

Section 1. The duties of the President include:

- A. Preside at all meetings of the Chapter and of the Executive Board.
- B. Be a member of all committees, except the election committee.
- C. Countersign all checks drawn against the funds of the Chapter. The President shall, with the approval of the Chapter Executive Board, designate an officer to sign such checks in the event the President is unavailable..
- D. Appoint all standing committees and special committees of the Chapter, subject to the approval of the Executive Board.
- E. Report periodically to the membership regarding the affairs of the Chapter.

Section 2. The duties of the Secretary include:

- A. At the direction of the President, or in the absence of the President, or in the President's inability to serve, preside at all meetings and perform all duties otherwise performed by the President.
- B. Keep a record of the proceedings of all membership meetings and of all Executive Board meetings.
- C. Carry on the official correspondence of the Chapter, except as the Executive Board may direct otherwise.
- D. Perform such other duties as the Executive Board may require.

Section 3. The duties of the Treasurer include:

- A. Receive and receipt for all monies of the Chapter.
- B. Deposit all money so received in the name of the Chapter in a bank or banks selected by the Executive Board, and money so deposited shall be withdrawn only by check co-signed by the President and the Treasurer.
- C. Prepare and sign checks for such purposes as are required by these Bylaws or are authorized by the membership or the Executive Board. The Treasurer shall appoint an Executive Board officer, subject to approval of the Chapter Executive Board, to prepare and sign said checks in the event the Treasurer is unavailable.
- D. Conduct the financial affairs of the Chapter in accordance with the requirements of the AFSCME Financial Standards Code.
- E. Give a surety bond for an amount to be fixed by the Executive Board of the Chapter, at the expense of the Chapter and through the International Union.

Section 4. The Executive Board shall be the governing body of the Chapter, except when meetings of the Chapter are in session. All matters affecting the policies, aims and means of accomplishing the purposes of the Chapter not specifically provided for in these Bylaws 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.

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

ARTICLE VI -- MISCELLANEOUS PROVISIONS

Section 1. This Chapter shall at all times be subject to the provisions of the ASEA and AFSCME Constitutions.

Section 2. The Chapter Steward Council shall consist of all stewards in the jurisdiction of the Chapter who have been fairly elected by the Chapter membership, or appointed by the Chief Steward and approved by the Chapter Executive Board.

Section 3. Except to the extent specified in these Bylaws, no officer of the Chapter shall have the power to act as agent for or otherwise bind the 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 Chapter, except to the extent specifically authorized in writing by the President of the Chapter or by a majority vote of the Executive Board of the Chapter.

Section 4. 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 these Bylaws or of any special rules of this Chapter or of ASEA or AFSCME.

ARTICLE VII -- AMENDMENTS

Section 1. These bylaws may be amended, revised, or otherwise changed by a majority vote of the members voting on such proposed change at a regular or special meeting of the Chapter. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken and made available to the membership at least fifteen (15) days prior to that meeting. Members must furnish to the Midnight Sun Chapter Executive Board a written copy of any proposed amendment or change to the bylaws at least forty-five (45) days prior to the meeting at which the vote is taken.

Section 2. A copy of these Bylaws and any amendments shall be filed with the Secretary of the ASEA State Executive Board.

Effective: 2/11/97 as amended

Revised: 06/26/2019