

**Professional and Technical Engineers (IFPTE)**

**Local 21**

**GOLDEN GATE BRIDGE CHAPTER  
BY-LAWS**

**ARTICLE I CHAPTER NAME**

The name of the chapter shall be "Golden Gate Bridge Chapter", a chapter affiliated with the International Federation of Professional and Technical Engineer (IFPTE), Local 21, AFL-CIO (hereinafter referred to as the Local Union).

**ARTICLE II JURISDICTION**

The jurisdiction of this chapter shall include professional and administrative employees of the Golden Gate Bridge, Highway and Transportation District (hereinafter referred to as the District).

**ARTICLE III PURPOSE, GOALS AND OBJECTIVES**

**Section A.** The purpose of this chapter is to unite all eligible members into one professional organization.

**Section B.** The goals and objectives of the chapter are declared to be the following:

1. To promote high standards of professionalism among the the represented employees of the Golden Gate Bridge Highway and Transportation District;
2. To promote cooperative spirit among all employees, regardless of rank and/or classification;
3. To secure improved compensation, benefits, working conditions and any other professional or economic advantage for its members;
4. To protect and enforce the privileges and responsibilities covered by any agreement between the Local Union and the District.

## **ARTICLE IV MEMBERSHIP**

- Section A.**
1. Membership in the Golden Gate Bridge Chapter shall be open to any person employed by the Golden Gate Bridge, Highway and Transportation District and represented by the Local Union.
  2. Employees are eligible for membership regardless of religion, race, creed, color, national origin, age, gender, sexual orientation, identity, marital status, physical or mental disability, or political affiliation or opinion.
  3. All members shall be required to pay the established dues of the Local Union.
  4. Membership status shall entitle the member to vote, hold office, and all other benefits afforded to active union members.
  5. It shall be the duty of every member to uphold the ideals and principles of the Union.
  6. No member shall maliciously interfere with any Union representative, officer, or steward in the performance of his/her duties.

## **ARTICLE V ELECTED OFFICERS AND THEIR DUTIES**

**Section A.** The elected Officers of the Golden Gate Bridge Chapter shall consist of:

1. President
2. Vice President
3. Recording Secretary
4. Stewards

**Section B.** The Officers will comprise the Executive Board and shall be empowered by the membership to represent the Golden Gate Bridge Chapter as needed and will hold periodic Board meetings.

**Section C.** The duties of the Officers shall be as follows:

1. President:
  - A. Shall be the principal executive officer and spokesperson of the Golden Gate Bridge Chapter and its Executive Board;

- B. Shall oversee and guide all chapter activities;
- C. Shall chair the general meetings of the chapter and of the Executive Board;
- D. Shall provide and promote active leadership;
- E. Shall appoint members of committees and be an ex-officio member of all committees;
- F. Shall perform all other functions which are necessary and proper to conduct the chapter's business.

In accordance with the Local Union's by-laws, the President shall serve as a chapter delegate to Local Union's Delegate Assembly.

2. Vice President:

- A. Shall assist the President to ensure that all administrative responsibilities are carried out;
- B. Shall represent the President and perform the duties of the President in his/her absence; and so while so acting shall have all powers of and be subject to all restrictions of the President.

The Vice President shall serve as a chapter delegate to the Local Union's Delegate Assembly should the chapter's membership numbers warrant an additional delegate (per the formula established by the Local Union by-laws).

3. Recording Secretary:

- A. Shall make arrangements for the location of all general meetings and ascertain the presence of a quorum at any meeting;
- B. Shall perform other appropriate functions deemed necessary by the President;
- C. Shall conduct general correspondence of the chapter;
- D. Shall keep the minutes of the general and executive meetings and other records of all activities;
- E. Shall publish the minutes of the previous general meeting;
- F. Shall function as "Treasurer" by submitting all mandated reports to the Local Union.

The Recording Secretary shall serve as a chapter alternate delegate to the Local Union's Delegate Assembly.

4. Stewards: Stewards shall be responsible for promoting the interests of chapter members within their respective jurisdictions, including bringing matters of concern to the attention of the chapter, and other duties as assigned by the President.

## **ARTICLE VI COMMITTEES**

**Section A.** The President, after consulting chapter officers, shall be authorized to appoint standing and ad hoc committees to address matters of common concern to chapter members. Such committees may include those established for the purpose of negotiations, grievance processing and review, chapter elections, political education and related matters. Such committees shall provide periodic reports of their activities to the President and the chapter.

## **ARTICLE VII MEETING SCHEDULES**

**Section A.** Regular general meetings of the chapter shall be held once a month on a day determined by the Executive Board from noon to 12:30 P.M. Members shall receive a five (5) day notice of these scheduled meetings.

**Section B.** Special general meetings may be called by the Executive Board or on the written request of twenty (20) of the members. Members shall receive a five (5) day notice of these special meetings.

**Section C.** A majority (50% + 1) of the members present shall constitute a quorum to vote on issues at any meeting, provided, however, a minimum of ten (10) is present.

- Section D.**
1. Executive Board meetings shall be held once a month on a day determined by the Executive Board.
  2. Special Executive Board meetings may be called by the President or by the request of two-thirds of the Executive Board members. Twenty-four (24) hour notice shall be given to all Executive Board members in writing or by telephone of said meetings and all such members shall be provided with an agenda of items for special board meetings.
  3. The quorum for all Executive Board meetings shall be a majority of the Executive Board present.
  4. On urgent matters, the Executive Board may take action for the Golden Gate Bridge Chapter; this action will be reported to the membership at the next regularly scheduled meeting.

**Section E.** All members shall be entitled to attend any meeting as prescribed in these by-laws.

## **ARTICLE VIII Terms of Office, Nominations and Elections**

**Section A.** The terms of office for all elected officers shall be two (2) years. Elections shall be held in November of even numbered years to coincide with Local Union officer terms, as prescribed by Local Union by-laws. In order to comply with the Local Union's by-laws, the initial term of office shall be from the date of the election until the election of successors effective November 2002.

**Section B.** Nomination and Election of Officers:

1. Election of officers shall be held no later than November 15 of each election year. The term of office shall commence on January 1 following the election. The period of time between election and the actual taking of office should be utilized as an orientation period as the new officers take over the affairs of each position.
2. An Elections Committee composed of no less than three (3) members in good standing shall be appointed by the President at the September general meeting. Members of the Elections Committee shall not be a candidate for office in the election in question.
3. In coordination with the Local Union office staff, the Elections Committee shall be responsible for determining whether candidates are eligible to hold office; deciding on all questions concerning the validity of any ballots, and confirming the voting eligibility of members.
4. Nominations for elective officers shall be made from the floor at the October general meeting (after the Elections Committee has been selected) and nomination may be submitted to the Committee by members in good standing, provided such nominations are made at least three weeks prior to the election date. Nominations may be accepted after the deadline if a specific elective office had not generated at least one candidate.

5. Voting will be by secret ballot with the ballots sent to each member's mailing address on file at the Local Union Office.
6. A majority (50% + 1) of those ballots received will constitute a win for any candidate to an office.
7. Should there be more than two candidates for an office, and no one candidate receives a majority of the votes, a runoff election between the top two vote getters will take place as soon as practicable.

**Section C.** Every member in good standing shall have the right to nominate and vote for candidates for office.

**Section D.** In order to be eligible to run as a chapter office, an individual must be a member in good standing.

## **ARTICLE IX Expulsion of Office and Members**

**Section A.** Officers may be removed from office by resolution of majority vote of the chapter membership present at a regular general meeting. The following shall constitute reasons for removal:

1. Absence without just cause from three (3) consecutive general membership meetings;
2. Misappropriation of Golden Gate Bridge Chapter funds;
3. Failure to perform his/her duties of elected office;
4. Using the name of the chapter to actively work against an official endorsement made by the chapter;
5. Intentional violation of any of the provisions of these by-laws, or the by-laws of the Local Union.

**Section B.** Vacancies shall be filled in accordance with the Local Union's by-laws.

## **ARTICLE X Chapter Endorsements**

**Section A.** Chapter Endorsements:

1. Endorsements for partisan or non-partisan local office may be made by the Golden Gate Bridge Chapter. An Endorsement

Committee may be formed to arrange publicity, questions and a "Candidate's Interview" session.

2. In order to gain the Golden Gate Bridge endorsement, a candidate shall be required to receive a majority (50% + 1) vote of the members present and voting for that position.
3. If there are more than two (2) candidates for any office, and no one receives a majority vote, then any candidate(s) receiving less than 25% of the vote shall be dropped and a second vote shall be taken immediately of all members present.
4. If no one receives a majority vote on the second vote, then the Golden Gate Bridge Chapter will state that no one will receive an endorsement for that office.

## ARTICLE XI General Rules, Regulations and Amendments

**Section A.** These by-laws shall become valid upon ratification by a majority (50% + 1) of the member votes cast. Chapter members present at the meeting shall jointly execute and officially adopt these by-laws and affix their signatures thereto, evidencing the date of membership adoption;

**Section B.** New by-law amendments may be adopted, amended or repealed by a two-thirds vote of the members present at a regular general meeting; the amendment(s) to the by-laws may not be adopted unless a written copy of said proposed amendment(s) is provided to all chapter members thirty (30) days prior to its final approval and adoption.

**THE UNDERSIGNED CERTIFY THAT THIS DOCUMENT INCORPORATED THE FULL TEXT OF THE BY-LAWS OF THE GOLDEN GATE CHAPTER, A CHAPTER AFFILIATED WITH THE INTERNATIONAL FEDERATION OF PROFESSIONAL AND TECHNICAL ENGINEERS (IFPTE), LOCAL 21, AFL-CIO, ADOPTED BY RESOLUTION OF THE GENERAL MEMBERSHIP ON MAY 15, 2001.**

NAME	JOB TITLE
<u>Karen M. Collins</u>	<u>ENGINEERING CONTRACTS ADMINISTRATOR</u>
<u>Bridget C. Blount</u>	<u>Office assistant</u>
<u>Daisy Chow</u>	<u>Office specialist</u>
<u>Nicole Foulis</u>	<u>Office Coordinator</u>
<u>Lyford Edwards</u>	<u>Engineer</u>

NAME	JOB TITLE
H. Seng Kweok	Senior Civil Engineer
DAN NG	SENIOR CIVIL ENGINEER
James Alvarado	TICKET CONTROL COORDINATOR
Rafael N. Galang	JD. CIVIL ENGR.
Wilson LAU	SENIOR CIVIL ENGINEER
Winston Shui	Sr. Mech. Eng.
Carol Butcher	ENG. TECH
CHRIS GUERRERO	SUPERVISING ENG TECH
DAVID S. WINCH	ASSISTANT CIVIL ENG.