

WSLC Constitution

(as Amended July 2016 & Approved August 22, 2016)

PREAMBLE

The establishment of this State Central Body as a subordinate unit of the American Federation of Labor and Congress of Industrial Organizations is an expression of the desire of the unions in Washington state to participate fully in the achievement of the objectives of the AFL-CIO as it seeks to fulfill the hopes and aspirations of the working people of all America.

We seek the fulfillment of these hopes and aspirations through democratic processes within the framework of our constitutional government and consistent with our institutions and traditions.

At the collective bargaining table, in the community, in the exercise of the rights and responsibilities of citizenship, we shall responsibly serve the interests of all the American people.

We pledge ourselves to the more effective organization of working men and women; to the securing to them of full recognition and enjoyment of the rights to which they are justly entitled; to the achievement of ever higher standards of living and working conditions; to the attainment of security for all the people; to the enjoyment of the leisure which their skills make possible; and to the strengthening and extension of our way of life and the fundamental freedoms which are the basis of our democratic society.

We shall combat resolutely the forces that seek to undermine the democratic institutions of our nation and to enslave the human soul. We shall strive always to win full respect for the dignity of the human individual whom our unions serve.

Grateful for the fine traditions of our past, confident of meeting the challenge of the future, we proclaim this constitution.

ARTICLE I

Name and Affiliation

This body shall be known as the Washington State Labor Council, AFL-CIO. It shall at all times maintain affiliation with the American Federation of Labor and Congress of Industrial Organizations in accordance with the laws of that organization. As a chartered organization of the AFL-CIO, this body shall conform its activities with national affairs to the policies of the AFL-CIO.

ARTICLE II

Purposes and Declaration of Principle

The purposes of the Washington State Labor Council, AFL-CIO, are to:

- Establish better relations among local unions in the State of Washington;
- Encourage harmonious action in matters affecting the welfare of our labor movement;

- To propose, support, and promote legislation favorable to and to oppose legislation detrimental to the interest of workers and organized labor.
- Promote and distribute labor literature and aid and encourage a more complete labor press;
- Promote and agitate for the union label, shop card, and services;
- Better prepare ourselves to combat the enemies of organized labor;
- Assist local unions in organization and contract negotiations, whenever asked, and to have information and statistics available for all affiliated bodies to aid them in their problems;
- To encourage workers to register and vote, to exercise their full rights and responsibilities of citizenship, and to perform their rightful part in the political life of the local, state and national communities;
- To encourage and assist in the formation of local central bodies within the state;
- Bring into affiliation with the Washington State Labor Council all who are eligible, to the end that the Council shall become a powerful force to speak and act in defense and promotion of the whole body of laboring people of our state;
- Give recognition to the principle that both craft and industrial unions are appropriate, equal and necessary as methods of union organization.

Declaration of Principle

“The Concern of One is the Concern of All.”

ARTICLE III

Affiliates

Sec. 1. The following organizations, chartered or having membership working in Washington State shall be eligible to affiliate with this organization:

- (a) Local unions chartered by national or international unions affiliated with the AFL-CIO.
- (b) Local unions and organizing committees chartered by the AFL-CIO.
- (c) Central/Area Labor Councils and Area Labor Councils chartered by the AFL-CIO.
- (d) Department councils chartered by the departments of the AFL-CIO.
- (e) Joint boards, district councils, state associations and similar subordinate organizations within the geographical limits of the state duly chartered by an affiliate of the AFL-CIO.
- (f) The AFL-CIO State Retiree Council, affiliate retiree organizations of the State Retiree Council, and union retiree groups.
- (g) Statewide young labor leader organizations and union-affiliated young leader groups.
- (h) State chapters of AFL-CIO constituency groups, as defined in the Rules Governing AFL-CIO State Central Bodies that are chartered by a national AFL-CIO constituency group: If a constituency group has one or more chapters in the state, but no statewide chapter, a local chapter designated by the national constituency group may be admitted as an affiliate.

- (i) A state chapter, or local chapter if no state chapter exists, of an AFL-CIO constituency group shall be entitled to one (1) delegate and one (1) vote. No AFL-CIO constituency group or its delegate may be present for or have a voice or vote in any meeting or proceeding concerning the endorsement of a political candidate if they have a 501C3 tax status. However, a constituency group with 501C3 tax status or its delegate may be present and have voice but no vote in discussions regarding ballot initiatives.

Sec. 2. Any union that has not been previously affiliated may become affiliated by paying one month's full per capita tax for the month in which it makes application. Any central labor council, area labor council, or subordinate council that has not been previously affiliated may become affiliated by paying the annual fee as determined in Article XI, Sec. 1(c). The State Retiree Council affiliated with the AFL-CIO shall be entitled to affiliate by paying the annual fee as determined in Article XI, Sec. 1(b).

ARTICLE IV

Convention

Sec. 1. The Washington State Labor Council shall hold a constitutional convention on or near the middle of July in each even-numbered year at such place as the Executive Board may determine. If any unforeseen emergency arises, the date and place of the convention may be changed by a two-thirds majority of the Executive Board. Additional COPE conventions may be convened at such time as determined appropriate by the Executive Board to consider COPE endorsements for the primary or general elections.

Sec. 2. The Secretary Treasurer shall notify all affiliated organizations at least ninety (90) days prior to the date for the convention of the date and place of the convention, the number of delegates the organization is entitled to and the convention voting strength of the organization. Any affiliated organization which protests the number of delegates to which it is entitled or its voting strength must notify the Secretary Treasurer of the protest at least sixty (60) days prior to the convention. If the protest cannot be adjusted through an informal conference, the Secretary Treasurer shall notify the President who shall appoint a committee of three (3) Vice Presidents who shall hold a hearing and render a decision prior to the convention.

Sec. 3. Special conventions for stated limited purposes may be convened by the convention or by written request of twenty-five percent (25%) of the organizations affiliated with the Washington State Labor Council or a two-thirds majority of the Executive Board. All affiliated organizations shall be given sixty (60) days' notice of a special convention and such notice shall include the subject or subjects to be considered.

Sec. 4. In each odd-numbered year, the Washington State Labor Council shall hold a convention on or near the middle of July. No constitutional changes shall be enacted at this convention.

Sec. 5. The President and the Secretary Treasurer shall prepare a preliminary roll of delegates, where no protests have been filed, from credentials in their possession and such delegates shall have the power to transact the business of the convention until the report of the committee on credentials is received and adopted.

Sec. 6. (a) Approximately ninety (90) calendar days in advance of the conventions required by this article and sixty (60) calendar days in advance of special conventions, affiliated organizations shall be furnished with blank credentials consisting of a master credential on which all delegates and alternates are to be listed and individual credentials for each delegate and alternate. The master credential shall be returned to the headquarters of the Washington

State Labor Council at least thirty (30) days prior to the convention. The individual credentials shall be presented by the delegate or alternate to the committee on credentials at the convention. No individual credential shall be considered valid if it bears the name of more than one delegate or alternate. If an alternate presents a credential, the alternate shall be seated and recognized as the credentialed delegate only in the absence of the regular delegate. Credentials submitted less than thirty (30) days prior to the convention may be approved by a majority vote of the convention.

- (b) The Executive Board shall establish, and may from time to time adjust, a registration fee which shall be paid in advance by the organization sending the delegate(s); the advance registration fee shall accompany the master credential form when it is submitted to the Washington State Labor Council office. Such registration fees shall be used in part to reimburse the host organization for expenses of the convention.

Sec. 7. Any delegate or alternate who is a member of a subversive organization or who advocates the precepts of any subversive organization or organizations hostile to the principles of organized labor shall not be entitled to a seat in the convention.

Sec. 8. All officers of the council who are not elected as delegates shall be ex-officio delegates to the convention with all the rights and privileges of elected delegates and shall have one vote.

Sec. 9. By virtue of their past office, all past Presidents and Secretary Treasurers shall be delegates to the convention with voice but without vote.

Sec. 10. (a) Unless otherwise provided for herein, all questions shall be decided by a majority vote. Each delegate shall have one vote unless a roll call is demanded. A demand for a roll call vote must be supported by not less than twenty-five (25) percent of the delegates in attendance.

- (b) Upon the recognition of support for a roll call vote, the chair shall call a ten (10) minute recess.
- (c) On a roll call vote, delegates present shall be entitled to vote the full voting strength to which their local union is entitled; provided, however, unless the local union casts a unanimous vote, each delegate present shall be entitled to vote a proportionate share of the entire vote to which the local union is entitled.
- (d) The number of votes that a local union is entitled to cast on a roll call vote shall be the average number of members on whom per capita tax was paid during the preceding fiscal year. Local unions re-affiliating or local unions newly affiliated for less than the base period shall have their voting strength computed from the month of affiliation and shall be determined by dividing the total per capita tax paid for all months affiliated by the number of months affiliated or by twelve (12), whichever is greater.

- (e) Affiliated organizations other than local unions shall be entitled to three (3) votes.

Sec. 11. Twenty-five (25) percent of the credentialed delegates to the convention shall constitute a quorum for the transaction of business.

Sec. 12. The convention of this organization shall be composed of duly credentialed delegates from organizations affiliated with the Washington State Labor Council.

Sec. 13. Each local union affiliated with the Washington State Labor Council shall be entitled to representation on the following basis:

175 members or less 2 delegates
176 - 375 members 3 delegates

376 - 750 members	4 delegates
751-1,250 members	5 delegates
1,251-1,750 members	6 delegates
1,751-2,250 members	7 delegates
2,251-2,750 members	8 delegates
2,751-3,250 members	9 delegates
3,251-3,750 members	10 delegates
3,751-4,250 members	11 delegates
4,251-4,750 members	12 delegates
4,751-5,250 members	13 delegates
5,251-5,750 members	14 delegates
5,751-6,250 members	15 delegates

Local unions having more than 6,250 members shall be entitled to one (1) additional delegate for each additional 500 members (or major fraction thereof). Delegates must be members of the local union they represent.

Sec. 14. The number of delegates to which a local union is entitled shall be determined by the average per capita tax paid for the twelve (12) months immediately preceding January 1 of the convention year.

Sec. 15. Local unions re-affiliating or local unions newly affiliated for less than the base period shall have their representation computed from the month of affiliation and shall be determined by dividing the total per capita tax paid for all months affiliated by the number of months affiliated or by twelve (12), whichever yields the greater number.

Sec. 16. No organization shall be entitled to representation unless such organization has been affiliated for at least one month prior to the dispatching of the call to the convention and shall have paid full per capita through the second month prior to the convention.

Sec. 17. Local unions which affiliate with the State Labor Council after the close of the fiscal year and at least one month prior to the convention shall be entitled to two delegates and two votes.

Sec. 18. Each affiliated council shall be entitled to three delegates and three votes.

Sec. 19. All delegates from central or area labor councils, card and label councils and departmental councils, or other affiliated organizations shall be members of a local union affiliated with such organization and the Washington State Labor Council, except auxiliaries and union retiree groups, locals or chapters.

Sec. 20. No proxy shall be allowed.

Sec. 21. (a) The following convention committees, to consist of not less than five (5) or more than twenty-one (21) members each, shall be appointed by the President, in consultation with the Secretary Treasurer. Other committees may be established by the President or the Executive Board as required.

(b) Committee on legislation, committee on credentials, committee on rules and order of business, committee on resolutions, committee on constitution, committee on label and unfair lists (Union Services), and committee on grievances. In addition, a sergeant-at-arms and a reading clerk shall be appointed for the duration of the convention. Committee members shall be notified by the Secretary Treasurer fifteen (15) days in advance of the date the convention is convened.

(c) A scheduled "report of officers" session will be held during constitutional conventions.

Sec. 22. All resolutions shall be forwarded to the Secretary Treasurer of the Washington State Labor Council postmarked no later than thirty (30) calendar days prior to the opening of the convention, and shall be duplicated and forwarded to all delegates, whose credentials have been timely received, fourteen (14) calendar days prior to the convention. Resolutions shall bear the seal of the local union or other affiliate presenting same. Subordinate sections, as defined in Article IX, may submit resolutions approved by those bodies up to twelve noon of the first day of the convention. Resolutions previously adopted by affiliated local unions or other affiliates that were not submitted in compliance with the fourteen-day rule may be presented to the convention before the close of the first day's session and if two-thirds of the convention delegates present vote to accept the resolutions, they may be accepted and routed to committee. Such resolutions must have been previously approved by action of an affiliated organization.

Sec. 23. All resolutions shall be referred to the proper committee by the Secretary Treasurer.

ARTICLE V

Officers and Election

Sec. 1. The officers of this organization shall consist of a President and a Secretary Treasurer, both of whom shall be full-time salaried officers, and twenty-nine (29) Vice Presidents elected on the basis of the schedule found in Section 4 of this article. These officers shall constitute the Executive Board of the Washington State Labor Council, provided that notwithstanding any other provisions of this constitution, the Executive Board shall be empowered to authorize the appointment of additional vice Presidents if circumstances warrant. Any International that pays per capita on 10,000 or more will have a seat on the Board by appointment if they do not have one by election. The WSLC will undertake all reasonable efforts to ensure diversity of representation at every level:

- (a) Constituency Groups affiliated with the National AFL-CIO and the Washington State Labor Council shall have a seat on the board with vote and voice, except as noted in Article III.1.i.
- (b) The Washington Alliance for Retired Americans (ARA) shall have a seat on the board with voice and vote. This representative shall be from a local union affiliated with the Washington State Labor Council. except as noted in Article III.1.i.
- (c) The WA Young Emerging Labor Leaders (WA YELL) shall have a seat on the board with voice and vote. This representative shall be from a local union affiliated with the Washington State Labor Council. except as noted in Article III.1.i.
- (d) Worker Centers affiliated with the WSLC and the AFL-CIO shall have one seat on the board with voice and vote, except as noted in Article III.1.i.

Sec. 2. Term of office for all officers shall be four (4) years or until their successors are elected and qualified. Such term shall begin and end on January 5 of the year following election years. With the exception of members of the ARA, retired members of affiliates may not be nominated for, nor may they be elected to, office in the Washington State Labor Council. Incumbent Vice-Presidents who retire from gainful employment during their term of office may complete the remainder of the calendar year. Retirement shall be defined as not being gainfully employed or not actively seeking employment in an occupation whose activities are within the jurisdiction of an AFL-CIO chartered organization.

Sec. 3. Officers or employees of the Washington State Labor Council elected to full-time political office or accepting a full-time government appointment or engaging in activities which separate them from the official duties of their office in the Washington State Labor Council shall resign.

Sec. 4. The Vice-Presidents of the Washington State Labor Council shall be elected on the following schedule:

District 1: There shall be five (5) Vice Presidents from the First District, which shall constitute all of King County.

District 2: There shall be three (3) Vice Presidents from the Second District, which constitutes Island, San Juan, Skagit, Snohomish and Whatcom counties.

District 3: There shall be three (3) Vice Presidents from the Third District, which constitutes Clark, Cowlitz, Grays Harbor, Lewis, Mason, Pacific, Skamania, Thurston and Wahkiakum counties.

District 4: There shall be three (3) Vice Presidents from the Fourth District, which constitutes Adams, Asotin, Benton, Chelan, Columbia, Douglas, Franklin, Garfield, Grant, Kittitas, Klickitat, Okanogan, Walla Walla and Yakima counties.

District 5: There shall be three (3) Vice Presidents from the Fifth District, which constitutes Ferry, Lincoln, Pend Oreille, Spokane, Stevens and Whitman counties.

District 6: There shall be three (3) Vice Presidents from the Sixth District, which constitutes Clallam, Kitsap, Jefferson and Pierce counties.

(a) Representatives of the eight (8) constituency groups (APRI, APALA, ARA, CBTU, CLUW, LCLAA, PAW and WA YELL) shall be elected on a statewide basis. In order to be eligible, candidates must be active members of the constituency group in their areas, as defined by their bylaws. Candidates are required to be members of an affiliated union, as well as the constituency group, and must have five (5) valid nominations from other affiliated unions. If there is more than one chapter of a constituency group in the state, the combined chapters shall determine their designated nominee. The constituency groups may contact the Secretary Treasurer and have the name of their designated choice to fill the Executive Board position placed on the ballot. Final election of the Constituent Vice Presidents will be based on the total number of ballots cast for each position.

Sec. 5. If there is more than one Central/Area Labor council in an Executive Board district, only two of three or one of two Vice Presidents representing such district shall be from the same Central/Area Labor Council. For purposes of this constitution, a person shall be from the Central/Area Labor Council which has the geographical jurisdiction over the place of that person's actual employment or residence.

Sec. 6. The convention may redistrict the state and establish a new schedule for the election of Executive Board members.

Sec. 7. An election board of five (5) members shall be elected from among at least ten (10) nominees at the convention. The five candidates receiving the greatest number of votes shall be declared elected. Candidates receiving the next highest number of votes shall be declared alternates, in order of the number of votes received. If there are not sufficient alternates, the Executive Board shall have the authority to fill any vacancies. Delegates shall vote for exactly five candidates. Ballots with votes for fewer than, or more than, five candidates shall be invalid.

Sec. 8. The election board and alternates shall serve four-year terms consistent with the election cycle for WSLC officers. Notice that an election board is to be elected shall be sent to all affiliates prior to the convention.

Sec. 9. No officer or candidate for office shall be eligible to serve on the election board.

Sec. 10. No candidate may accept nomination to elective office of the Washington State Labor Council whose affiliate pays less than full per capita for any reason other than strike dispensation.

Sec. 11. The President, Secretary Treasurer, and Vice Presidents shall be elected by a referendum vote of the affiliated local unions, except as provided in Section 25 of this article.

Sec. 12. The Vice Presidents shall be nominated and elected by the local unions within their respective districts. The official election ballot for each district shall show only the nominees for that district.

Sec. 13. (a) Local unions paying per capita tax on or before September 1 for the month of May shall be entitled to vote.

(b) The number of votes to which a local union is entitled shall be determined by the average number of members for which per capita was paid during the preceding two fiscal years.

(c) In the case of new unions which have been organized since the last election and have affiliated, the number of members for which per capita tax is paid shall be averaged over the number of months paid for.

(d) Local unions with membership in more than one Washington State Labor Council district may allocate their per capita voting strength to the several districts. This allocation must be made in writing prior to March 31 of the election year and must be directly proportional to the number of dues-paying members employed in each district.

(e) Joint boards, district councils, state associations and similar subordinate organizations within the geographic limits of the State duly chartered by an affiliate of the AFL-CIO and paying an affiliation fee shall have three (3) votes.

Sec. 14. Not later than August 1 of each election year, the Secretary Treasurer shall prepare nomination forms and send them to the local unions. The names of persons nominated by the local union for all offices shall be entered in the appropriate place or places. The form shall be returned to the Secretary Treasurer, signed by the appropriate local union officer, postmarked no later than the 15th day of September.

Sec. 15. To be eligible to appear on the election ballot for the office of President or Secretary Treasurer, a candidate must be nominated by ten (10) or more local unions. Candidates for Vice President must be nominated by five (5) or more local unions in that district to be eligible to appear on the election ballot.

Sec. 16. All candidates for office must be members in good standing of an affiliated local union.

Sec. 17. Not later than ten (10) days after the close of the nominating period the Secretary Treasurer shall notify all candidates who have received sufficient nominations to appear on the ballot that they have been nominated. Nominees who wish to be candidates must accept nomination in writing by October 10.

Sec. 18. On or before October 20 of the election year, the Secretary Treasurer shall prepare and mail to all affiliated local unions an official ballot with a return addressed envelope marked: Attention: Election Board. The ballot shall list the names and union membership of each nominee, the position for which each nominee is a candidate, and the number of votes the local union is entitled to cast. Each ballot shall identify the local union to which it is sent.

Sec. 19. (a) Each local union shall determine the time and place and method of casting its ballot.

(b) Each local union, voting its entire per-capita, may at its discretion vote an "X" or "✓" in the proper space for each candidate voting its entire per capita. Those locals wishing to split their votes must enter the number of votes in the proper space and the ballot shall be signed by an official of the local union.

- (c) Transportation of ballots will be by:
 1. United States Postal Service;
 2. Transported to the Washington State Labor Council office personally; or
 3. By facsimile, or signed and scanned electronic mail transmission.
- (d) The ballot must be postmarked no later than midnight on the first Monday in December. Those ballots not mailed or postmarked should be returned to the Board at the headquarters office of the Washington State Labor Council no later than 5:00 p.m. on the first Monday in December. The last ballot will be accepted from the post office with a postmark date no later than the first Monday in December until noon on the Thursday following that first Monday.
- (e) When the ballot reaches the headquarters office, a record shall be made of its receipt. It shall be deposited in a locked ballot box and become the property of the election board in the custody of the Secretary Treasurer.

- Sec. 20
- (a) The election board shall meet at the headquarters office at 12 p.m. on the Thursday following the first Monday in December. It shall be the responsibility of the Secretary Treasurer to notify the election board as to the specific day they shall meet.
 - (b) The election board shall not tabulate the votes of any local union which: (1) has cast more than the number of votes to which it is entitled; (2) has not signed the ballot as required by Section 19(b) of this article; (3) whose ballot was not received at the Washington State Labor Council's Seattle office before 5:00 p.m. on the first Monday in December; or (4) whose postmarked-by-Monday ballot was not received by noon on the Thursday following the first Monday in December.
 - (c) Any protest in connection with the votes of any local union must be filed with the election board not later than the first Monday in December by at least two members in good standing of said local union.
 - (d) Representatives of those protesting shall be entitled to be present during the consideration of their protest. The election board shall be the sole judge of any protest.

- Sec. 21.
- (a) When the election board has completed the count and attested to the results, the Secretary Treasurer shall transmit to all affiliated organizations within ten (10) days the results of the election in tabulated form including the vote cast by each local union.
 - (b) Any objection from a local union as to the tabulation of the vote shall be filed with the Secretary Treasurer within thirty (30) days after the tabulation has been mailed.
 - (c) The Executive Board shall hold a hearing on any protest within thirty (30) days after the objection has been received by the Secretary Treasurer. A majority vote shall be necessary for a decision. The decision of the board shall be final, subject to appeal to the next convention.

- Sec. 22.
- (a) In case no candidate for President and/or Secretary Treasurer receives a majority of the votes cast for that position, another referendum election shall be held by submitting the names of the two candidates receiving the highest number of votes.
 - (b) An official ballot for the run-off shall be mailed to all affiliated local unions by the third Monday in December and shall be returned to the headquarters office no later than 5 p.m. on the first Monday in February.

- (c) The election board shall count the vote on the Thursday following the first Monday in February. The successful candidate shall take office immediately after completion of the count.
- (d) The election of the vice Presidents shall be conducted under the plurality system; where two or more members are nominated for office and the members receiving the most votes shall be declared elected.

Sec. 23 (a) All candidates for office or a designee shall be entitled to observe the count.

- (b) The ballots shall be retained and be available for inspection by representatives of affiliated organizations for six (6) months or until after the next convention, whichever is later. The Secretary Treasurer shall destroy all ballots after that time.

Sec. 24. Except as provided in Section 2 of this article, any Vice President who shall no longer be employed or actively seeking employment within the jurisdiction of the central labor bodies within the district he or she was elected to represent, or who shall cease to be affiliated with organized labor in his or her district, or whose local union ceases to be affiliated with the state council, shall be deemed to have resigned from his or her office.

Sec. 25. In the event of a vacancy in any office, the Executive Board shall have the authority to call for a special election or to fill the vacancy until the next regular election.

Sec. 26. Special elections shall be conducted under the same procedures as regular elections, provided that if no more than one candidate qualifies as a nominee that candidate shall be declared elected by the Secretary Treasurer.

Sec. 27. Before assuming the duties of office, each officer of this organization shall subscribe to the following oath of office, which shall be filed with the Secretary Treasurer at the headquarters office:

“I, (NAME), hereby solemnly pledge my word of honor as a member of organized labor, that I will perform the duties of the office to which I have been elected, as provided for in the Constitution, and that I will use my best efforts to forward the interests of this organization and all branches of the AFL-CIO.”

Sec. 28. The officers shall review and comply with all of the provisions of the AFL-CIO Ethical Practices Code.

ARTICLE VI

Duties of President

Sec. 1. The President shall be the chief executive officer of the Washington State Labor Council and shall:

- (a) Preside at all conventions of the State Labor Council and meetings of the Executive Board;
- (b) Actively encourage all eligible organizations to affiliate with the Washington State Labor Council;
- (c) Supervise the activities of the Washington State Labor Council;
- (d) Sign or co-sign all official documents;
- (e) Represent the Washington State Labor Council at the conventions of the AFL-CIO;
- (f) Appoint and supervise all staff assistants, subject to confirmation by the Executive Board;

- (g) Call special meetings of the Executive Board when necessary;
- (h) Appoint and be an ex-officio member of all committees not otherwise provided for herein;
- (i) Select and retain legal counsel for the Washington State Labor Council, when necessary, subject to approval of the Executive Board;
- (j) Perform such other duties as may be determined by the Executive Board;
- (k) Serve as President and member of the board of directors of any corporation owned directly or indirectly by the Washington State Labor Council.

ARTICLE VII

Duties of the Secretary Treasurer

Sec. 1. The Secretary Treasurer shall be the chief financial officer of the Washington State Labor Council and shall:

- (a) Take charge of all books, papers, and property of the Washington State Labor Council;
- (b) Sign or co-sign all official documents;
- (c) Issue the call for and act as secretary of all delegate meetings of the Washington State Labor Council and meetings of the Executive Board;
- (d) Receive all money due the Washington State Labor Council and deposit such money in a bank or banks designated by the Executive Board, investing any excess funds in investments approved by the convention or Executive Board;
- (e) Prepare an annual report of receipts and expenditures, audited by the certified public accountant, to be printed in the proceedings of the convention;
- (f) As of March 31 each year, compile a list of affiliated organizations and the post office address of each and mail to each affiliated organization;
- (g) Prepare a report of the proceedings of the convention, together with the constitution and rules of order. Convention proceedings shall be posted online and notice shall be sent to affiliates that the proceedings are available;
- (h) Employ such persons as may be necessary to conduct the responsibilities of the office of Secretary Treasurer;
- (i) Compile the voting records of public officials and distribute them to all affiliates;
- (j) Serve as Secretary Treasurer and member of the Board of Directors of any corporation owned directly or indirectly by the Washington State Labor Council.

ARTICLE VIII

Executive Board

Sec. 1. The Executive Board shall be composed of all of the officers enumerated in Article V, Section 1.

Sec. 2. The Board shall be the governing body of the Washington State Labor Council between conventions and is authorized and empowered to take such actions and make such decisions as may be necessary to carry out fully the decisions and instructions of the convention and take such other actions as

may be necessary and appropriate to safeguard and promote the best interests of the Washington State Labor Council and its affiliated organizations.

Sec. 3. The Board shall meet quarterly in February, May, during the WSLC convention, and in November. In addition, the Board shall meet at the call of the President or on written request of a majority of the members; provided, the Board may, by majority vote, change the date of any regular meeting.

Sec. 4. A quorum for transaction of the business of the Executive Board shall consist of a majority of its members.

Sec. 5. The Board shall have final authority to act on requests for organization and defense purposes from the appropriate section funds.

Sec. 6. The Board shall establish as compensation for full-time services the salaries and benefits of the President and Secretary Treasurer subject to prior approval by the convention.

Sec. 7. The Board shall be the shareholder of any corporations directly owned by the Washington State Labor Council and shall elect five (5) of its members who, together with the President and Secretary Treasurer, shall serve as directors of any corporation owned directly by the Washington State Labor Council. The actions of the board of directors shall be subject to review and approval of the shareholder, i.e., the Executive Board of the Washington State Labor Council, for all actions taken in respect to any corporations owned by the council, whether directly or indirectly. The Board shall further have the authority, by majority vote of its members, to remove and replace any of the five (5) elected directors by another member of the Executive Board.

Sec. 8. They shall, in cooperation with the President and Secretary Treasurer, represent the State Council to affiliated organizations within their respective districts; solicit and urge affiliation on the part of those eligible organizations not affiliated; make every reasonable effort to secure continued affiliation on the part of delinquent affiliates.

ARTICLE IX

Subordinate Sections and Trustees

Sec. 1. Each affiliated local union shall be entitled to membership in one or more of the following subordinate sections of this council which are hereby established for purposes of organization and defense: (1) Building Trades, (2) Food and Beverage Trades, (3) Miscellaneous Trades, (4) Maritime and Transportation Trades and (5) Industrial Unions. These sections shall operate in conformity with the constitution of this council. Local unions maintaining membership in more than one section shall designate in writing to the Secretary Treasurer the percentage allocation of their membership to each section.

Sec. 2. Each section shall hold a meeting before the third day of the convention at which time it shall elect trustees and such other officers as the section shall determine necessary. Each section shall elect three (3) trustees, chosen by the convention delegates representing the local unions participating in the section. Insofar as possible, two (2) trustees of each section shall be from west of the Cascade Mountains and one (1) trustee from east of the Cascade Mountains. No two (2) trustees of any section shall be members of the same local union.

Sec. 3. Requests by affiliated organizations for financial aid from the organization and defense fund shall be made through the executive officer or officers of the section from which funds are requested and shall follow the criteria set forth in Section 4 of this article. All such requests shall thereafter be presented by such executive officer or officers to their respective trustees for consideration and action. If approved by the trustees, the request shall be forwarded to the Secretary Treasurer of the Washington State Labor

council, who shall submit it to the Executive Board for final consideration. The Secretary Treasurer of the Washington State Labor Council shall submit a quarterly financial report to the trustees of each section.

Sec. 4. Requests for organizing and defense grants shall be made in advance of organizing drives or commitment of funds, if at all possible, and shall state in writing the specific amount requested, how the funds will be used, and the amount and source of other funds. Requests shall include a proposed budget showing expected receipts and expenditures and the timing of such receipts and expenditures. Periodic reports shall be made to the State Labor Council and a complete report shall be submitted when the entire grant has been spent. Organizing and defense grants shall be used only for the purposes for which they are made. At the discretion of the Washington State Labor Council Executive Board, grants may be made in a series of payments. All requests for funds shall be in compliance with the constitution and laws of the section or sections involved the Washington State Labor Council and the AFL-CIO.

Sec. 5. Should financial aid be approved by the trustees of a section and the Executive Board of the Washington State Labor Council, the affiliated organization receiving same shall give a complete itemized statement of expenditures monthly to the officers of the section and the Executive Board of the Washington State Labor Council. Upon failure to file such report, financial aid shall be discontinued until the report has been filed.

Sec. 6. In the event of a vacancy in any section office, such vacancy may be filled by the remaining officers.

Sec. 7. Any by-laws adopted by the sections shall be in conformity with the Constitution of the Washington State Labor Council, AFL-CIO.

ARTICLE X

Charges and Hearings

Sec. 1. Any affiliated local union by vote of its membership shall have the right to file charges against (a) any officer of the Washington State Labor Council for violating the constitution or rules of the AFL-CIO or the Washington State Labor Council or for conduct unbecoming an officer, misappropriation of funds, malfeasance in office or neglect of duty, or (b) against any affiliated organization for engaging in conduct or a course of action hostile or contrary to the best interests of the Washington State Labor Council or contrary to this constitution.

Sec. 2. All charges shall be in writing, specifying the particular act or acts charged; shall be signed by at least two officers of the charging local union; and shall be filed with the President or Secretary Treasurer of the council or with any other officer of the council, if both the President and Secretary Treasurer are charged.

Sec. 3. Upon receipt of properly filed charges, the officers receiving the charges shall present them to a special meeting of the Executive Board, which shall be convened within one (1) month of receiving the charges. The Executive Board shall determine by majority vote whether or not the charges merit a hearing; provided, that the officer or officers named in the charge shall not vote.

Sec. 4. The Executive Board may take appropriate disciplinary action, including the suspension or removal of any officer or the suspension or expulsion of any affiliated organization found guilty of the charges by a two-thirds vote, following a hearing, of which the accused shall have been notified and furnished with a copy of the charges not less than twenty (20) days in advance of the hearing. Both the accused and the charging party shall be accorded full opportunity to be heard and to present evidence.

Sec. 5. The decision of the Executive Board under Section 3 or 4 shall be final and binding unless appealed to the AFL-CIO as provided in Rule 26 of the AFL-CIO Rules Governing State Central Bodies.

The decision of the Executive Board shall remain in effect during the appeal unless reversed, modified, or temporarily stayed by the AFL-CIO.

ARTICLE XI
Per Capita Taxes and Fees

Sec. 1. The revenue of the Washington State Labor Council shall be derived as follows:

- (a) Effective September 1, 2016, a per capita tax of one dollar (\$1.00) per member per month payable monthly from all local unions on full membership within the jurisdiction of the Washington State Labor Council, AFL-CIO. Per capita tax shall be due on the first of each month.
- (b) Other affiliated organizations shall pay a fee of fifty (50) dollars annually, payable in advance.

Sec. 2. Local unions affiliated with the Washington State Labor Council shall pay per capita tax on their full membership as paid to their international union or shall be automatically suspended from membership; provided, where it can be shown by a local union that payment of full per capita tax will result in unnecessary hardship, the local union may petition the Executive Board of the Washington State Labor Council through the Secretary Treasurer for exoneration from per capita tax. The Secretary Treasurer may require evidence of the local union's inability to pay. The Executive Board of the Washington State Labor Council may grant relief in an amount sufficient to keep the local union functioning in a proper manner.

Sec. 3. Any affiliated organization not paying its full per capita tax or fees by the twenty-fifth (25) day of the following month shall be notified of that fact by the Secretary Treasurer. If payment has not been made three (3) months after notification, the delinquent organization shall be suspended from membership.

Sec. 4. Any affiliated organization suspended for non-payment of full per capita tax may be reinstated under conditions determined by the Executive Board.

Sec. 5. All revenue from per capita tax and affiliation fees shall be credited to the general fund except as provided herein:

- (a) Three (3) per cent of the revenue from per capita tax and affiliation fees paid by local unions shall be credited to the Organization and Defense Fund to be used for organization and defense work. Beginning September 1, 2012, the three percent (3%) allocation will only be separated from normal per capita income when the funds for the Trade Sections fall below \$100,000 and will be distributed up to the ratio each section bears to the total membership of the Washington State Labor Council, AFL-CIO. In the event a Section's monies become depleted prior to the total balance dropping below \$100,000, the Executive Board is empowered to backfill the deficiency by a majority vote. Twenty-five (25) per cent of the funds allocated to the various sections shall be set aside to defray the costs of operating the sections. Monies from the organization and defense funds shall be disbursed by the Secretary Treasurer of the Washington State Labor Council only in compliance with Section 3, Article IX, of this Constitution. An annual report of the monies disbursed for the operation of the sections shall be submitted to the Secretary Treasurer not later than March 1, covering the period of the council's fiscal year, for inclusion in the Secretary Treasurer's report to the convention.

- (b) Two (2) per cent of the revenue from per capita tax and affiliation fees paid by local unions shall be credited to the label promotion and education fund. One-half of the receipts of this fund shall be credited or remitted to the statewide organization charged with conducting or coordinating statewide activities in support of the union label, shop card, and union services. The balance of the fund shall be used in union educational programs, and the funding of scholarships, fellowships, and internships.

Sec. 6. All other funds received by the council shall be accounted for by the Secretary Treasurer as directed by the Executive Board or as required by law.

ARTICLE XII

Financial Practices and Audits

Sec. 1. All funds received by the Washington State Labor Council shall be immediately deposited in federally insured financial institutions. No money shall be paid out except by check bearing the signature of the President and Secretary Treasurer or by electronic fund transfer in accordance with the AFL-CIO Rules for Electronic Banking and the policies and procedures of the Washington State Labor Council, AFL-CIO.

Sec. 2. The Executive Board shall appoint an independent certified public accountant to audit the books of the council at least annually and perform such other duties as the board deems necessary. The independent certified public accountant shall report to the Executive Board. The board shall require an audit of the council books in the event of a change or vacancy in any full-time council office.

Sec. 3. Officers and staff shall be reimbursed for necessary and legitimate expenses, including loss of wages incurred in the performance of authorized activities for the council; however, other authorized persons may be reimbursed for expenses in accordance with guidelines established by the Executive Board. Reimbursement for travel when transportation is not furnished by the council shall be at the rate established for business automobile use by the Internal Revenue Service or actual transportation costs when commercial carriers are used and when no automobile is furnished by the council.

Sec. 4. The President and Secretary Treasurer shall be covered by a fidelity bond in an amount to be determined by the Executive Board or as may be required by the Secretary Treasurer of the AFL-CIO. The premium of such bond shall be paid by the Washington State Labor Council.

Sec. 5. Election board members shall receive twenty-five dollars (\$25.00), in addition to reimbursement for lost wages and necessary expenses, for each day spent in the performance of official duties.

Sec. 6. The President shall submit an annual budget to the Executive Board setting forth anticipated receipts and expenditures. The Executive Board shall adopt the budget before the beginning of the fiscal year after adopting such changes as they deem necessary. Major deviations from the budget shall be reviewed with the Executive Board by the Secretary Treasurer. No financial obligations will be incurred on behalf of the council without the consent of the Executive Board.

Sec. 7. Officers shall at the expiration of their terms of office deliver to their successors all monies, securities, papers, electronic devices and passwords of the council which may be under their control.

Sec. 8. All books, papers, and financial records of the council shall at all times be open for inspection by the Executive Board and duly authorized representatives of any affiliated organization.

ARTICLE XIII

Committees

Sec. 1. In addition to the committees established by Article IV, Section 21, additional special committees and standing committees may be established as needed and shall be appointed by the President unless otherwise directed by the convention or the Executive Board.

Sec. 2. All committees shall report to the Executive Board except that standing committees of more than two years' duration shall also report to the convention. The Executive Board shall adopt rules governing all committees except those established by Article IV, Section 21.

ARTICLE XIV

Legislative and Political Action

Sec. 1. The legislative activities of the Washington State Labor Council shall be under the direction of the President and shall conform to the policies of the AFL-CIO on national affairs and to policies adopted by the convention and the decisions of the Executive Board on state matters.

Sec. 2. The political activities of the State Labor Council shall be under the direction of the Committee on Political Education which shall operate in conformity with the policies of the AFL-CIO and national COPE.

Sec. 3. The Executive Board shall constitute the Washington State Labor Council's Committee on Political Education. Additional members may be added to the committee as determined by the COPE bylaws.

ARTICLE XV

Boycotts and Unfair Lists

Sec. 1. The Washington State Labor Council shall have authority to establish a statewide boycott or to place a statewide or regional employer on an "Unfair" or "Do Not Patronize" list only upon written request of an aggrieved affiliate or in response to an action of the AFL-CIO.

Sec. 2. All requests to place a statewide employer on the "Unfair" or "Do Not Patronize" list shall be referred to the Executive Board. Referral may be to a special committee of the Executive Board appointed by the President for that purpose. Such special committee shall have the power to act.

Sec. 3. Before any boycott action by an affiliated organization is endorsed by the Washington State Labor Council, a written statement shall be submitted by the aggrieved affiliate stating what efforts have been made to effect a settlement of the issues in dispute and requesting that the offending employer be placed on the "Unfair" or "Do Not Patronize" list and describing what actions will be taken to make the boycott effective.

Sec. 4. If the requested action is directed against a statewide employer which has a contract or working agreement with any union or unions affiliated with the AFL-CIO, other than the aggrieved union, the written consent of such other union or unions shall be required. If such consent is not given, no further action shall be taken by the Washington State Labor Council, except as authorized by the AFL-CIO.

Sec. 5. An employer identified by a request for placement on the "Unfair" or "Do Not Patronize" list shall be invited to meet with the Executive Board or a special committee of the Executive Board with the objective of securing an amicable settlement of the dispute in a spirit of conciliation. The affiliate which initiated the request shall also have representation in attendance and other affiliates which might be directly affected by any action taken on the request shall be notified of the meeting and may have representation in attendance if they desire.

Sec. 6. If, after investigation and conciliation efforts, the Executive Board is unable to effect a settlement, any action taken in concurrence with the original request shall be in accordance with AFL-CIO Rules Governing State Central Bodies.

Sec. 7. Organizations placed on the “Unfair” or “Do Not Patronize” list shall remain there for one year unless taken off sooner by the Executive Board. Before an “Unfair” or “Do Not Patronize” listing is continued for subsequent years, the aggrieved affiliate shall be notified by the Washington State Labor Council in order to show what actions were taken to make the boycott effective and how the boycott will be continued.

ARTICLE XVI

Rules and Parliamentary Authority

Sec. 1. In case of conflict between the provisions of this constitution or other laws or actions of the Washington State Labor Council and the Constitution of the AFL-CIO or the Rules Governing State Central Bodies issued by the Executive Council of the AFL-CIO, the latter shall prevail and appropriate steps shall be taken by the Executive Board to initiate such amendment to this constitution or to change or modify the laws or actions of this council as necessary to bring them into conformity with the Constitution and Rules of the AFL-CIO.

Sec. 2. Robert’s Rules of Order shall be the authority of the Washington State Labor Council unless otherwise provided for in this constitution and bylaws or any rules for the conduct of conventions.

ARTICLE XVII

Amendments

Sec. 1. Amendments to this constitution shall be submitted in writing to the Secretary Treasurer in accordance with the provisions of Section 21, Article IV, of this Constitution.

Sec. 2. The convention committee on constitution shall study all proposed constitutional amendments and present them to the convention with a recommendation to concur or not concur.

Sec. 3. Two-thirds of the votes cast shall be required to adopt any amendment to this constitution.

Sec. 4. Amendments to this constitution shall become effective after review and approval by the President of the AFL-CIO. The Washington State Labor Council must give the National AFL-CIO a ninety-day notice before implementing a per capita change. Any change in per capita shall be effective on the first day of the month after receiving approval from the President of the AFL-CIO.

RULES GOVERNING AFL-CIO STATE CENTRAL BODIES

Issued by the AFL-CIO Executive Council

Rule 8 – Constitution and Bylaws

Each state central body shall adopt a constitution and/or bylaws consistent with the Constitution of the AFL-CIO and with these rules. Such constitutions and bylaws, and any amendments thereto, shall be subject to approval by the President, and two copies thereof shall be submitted to the President upon their adoption.

Amendments to the constitution and bylaws of a state central body duly proposed in accordance with the provisions of the constitution or bylaws of the central body may be submitted to the President for approval in advance of the convention at which they are to be acted on and such amendments, if approved, may be put into effect at such convention if adopted in the form submitted or without substantive change. If any substantive changes are made in amendments which have received prior approval, such amendments shall be resubmitted for approval by the President and shall not become effective until approved.

The President may, at any time, require any state central body to formally amend its constitution or bylaws in order to bring them into conformity with the provisions of these rules and of the constitution of the AFL-CIO.

Rule 27 – Appeals

Any final decision of a state central body in a matter requiring a hearing within the central body under these rules may be appealed to the President within 30 days after the decision appealed from. The decision of the President may thereafter be appealed to the executive council. Any such appeal shall be filed in writing with the Secretary Treasurer within 30 days after notice of the action being appealed. Appellants shall have the right to appear before the executive council in support of their appeal. The decision of the executive council may be further appealed to the next succeeding convention of the AFL-CIO. Such further appeal shall be filed in writing with the Secretary Treasurer at least 30 days prior to the opening of the convention. The appellant shall have the right to appear before any appeals committee of the convention, and except in the case of an individual appellant, shall have the right to appear before the convention itself. An individual appellant shall have the right to appear personally before the convention itself only with the consent of the convention. During any such appeal the original decision of the state central body, or the President, or of the executive council, as the case may be, shall remain in effect unless reversed, modified or temporarily stayed.

COPE By-Laws

Pursuant to the Constitution and Rules of the AFL-CIO, the following COPE Bylaws are established.

I. Name

This organization shall be known as the Washington State Committee on Political Education of the Washington State Labor Council (Statewide COPE).

II. Purposes

This committee is vested with the duty and responsibility to assist the Washington State Labor Council to meet the need for sound political education on state and national issues. It shall encourage workers to register and vote, to exercise their full rights and responsibilities of citizenship and to perform their rightful part in the political life of the local, state and national communities.

III. Composition

Statewide COPE is a permanent committee of the Washington State Labor Council and shall be composed of the following members:

1. The Executive Board of the Washington State Labor Council, AFL-CIO, except constituency groups with 501C3 tax status.
2. A representative from each county, city or congressional district COPE within the state, for such terms as COPE may decide. In the event that the Central/Area Labor Council does not have a formally recognized and organized COPE, the Central/Area Labor Council shall be entitled to a representative on the committee.
3. The Political Director of the Washington State Labor Council. In the event there is no Political Director but a Field Director is employed, then that individual shall be entitled to a position on the committee.
4. A representative from each affiliate with 10,000 or more full per-capita members.
5. Such additional representation as the Executive Board of the Washington State Labor Council may decide.
6. Statewide COPE deliberations on recommended endorsement of candidates may be attended by accredited delegates. Decisions by the committee concerning recommendations to the convention shall be considered privileged information until submitted to the convention.

IV. Powers

1. Statewide COPE derives its power and authority from the Washington State Labor Council. It shall also operate in conformity with the policies of the national AFL-CIO and the national committee on political education.
2. The committee shall have the responsibility of encouraging affiliate participation in WSLC political campaigns:
 - (a) For the registration of AFL-CIO members and their families.
 - (b) To identify (ID), persuade, and Get Out the Vote (GOTV) of members and their families on pro-worker candidates and ballot measure positions.
 - (c) To encourage qualified candidates to seek public office.

- (d) To educate members and their families on the political issues of the day and to encourage study and discussion of such issues and related candidates.
 - (e) To indicate approval or disapproval of candidates and proposals pursuant to the procedure set forth hereafter.
 - (f) To assist within geographical jurisdiction in the effective solicitation of individual contributions to the political education program of the AFL-CIO.
3. Statewide COPE shall have the power to establish subcommittees or departments as it deems desirable.
 4. Central/Area Labor Council principal officers of the Washington State Labor Council, AFL-CIO, shall serve as the chairpersons of the political education and COPE activities in their respective counties and shall work with WSLC Vice Presidents and affiliates in their respective counties to carry out COPE activities.
 5. Statewide COPE, in cooperation with the Central/Area Labor Council principal officers and WSLC Vice Presidents in their counties, shall assist county, city and congressional COPEs to become established and, if necessary, shall form such COPEs and provide assistance, direction and coordination to the political education work of such councils and COPEs within the state.

V. City/County Congressional COPEs

1. City and county AFL-CIO COPEs shall be established pursuant to the bylaws and rules recommended for this purpose by national COPE.
2. The state committee may establish a congressional district committee in each such district where there is more than one city or county AFL-CIO council for the purpose of coordinating the political education activities of all within the district.
3. County, city and congressional district COPEs shall not take positive final action on matters of statewide legislative policy, but instead shall, acting through their Central/Area Labor Councils, refer all recommendations on legislation to the Washington State Labor Council for its consideration and action at convention or by executive board between conventions.
4. County and city COPE shall not take independent final action on endorsements for appointive political or public positions of a statewide nature, but instead shall refer their recommendations through the Central/Area Labor Council to Statewide COPE for its consideration and action, or by the WSLC Executive Board between conventions.

VI. Officers and Committees

1. The President and Secretary Treasurer of the State Council, AFL-CIO, shall be the chair and secretary treasurer, respectively, of the state COPE.
2. The President shall preside and preserve order at all meetings of the State COPE and shall transact any such business as may rightly pertain to the office. He or she shall be ex-officio member of all committees.
3. The Secretary Treasurer shall keep a correct record of the proceedings of the state COPE, carry on all correspondence in connection with the business of the state COPE, pay all bills duly authorized, and deposit all funds in the bank in the name of the state COPE. He or she shall submit a report on the condition of the treasury at each meeting of the state COPE and shall give at least a semi-annual report to the local unions and COPE units and shall submit the books and records for audit to a public accountant and to the state AFL-CIO audit committee annually, or when requested to do so, and shall perform such other duties as are usual to the

office or which may be assigned. The Secretary Treasurer shall give a bond, in the name of the Washington State Labor Council, to insure the faithful discharge of his or her duties. The chair of the state COPE shall act as trustee of, and hold, the bond. The Secretary Treasurer shall be ex-officio member of all subcommittees.

4. The Executive Board shall consist of the officers and such additional members as are selected by state COPE.
5. The state COPE shall meet at least once a year. Special meetings shall be called by the state chair or at the request of 30 percent (30%) of the committee membership.
6. Statewide COPE shall establish a Political Committee pursuant to bylaws and rules recommended for this purpose by national COPE.

VII. Political Committee

1. This subcommittee shall be known as the Political Committee of the Washington State Committee on Political Education, AFL-CIO.
2. The purpose of this department is to achieve full participation of trade union members, families and retirees in the development activities of the Washington State Committee on Political Education, governed by COPE's constitution and bylaws and under its full jurisdiction.
3. The Executive Board of the Washington State Labor Council shall select one or more persons who will become a member of the state committee, with the title of Political Director of the Political Committee. They will be responsible for calling on area councils and local COPEs to implement the Political program as established by state and national COPE policies.
4. The Political Committee shall be comprised of Central/Area Labor Council Principal officers or their designees, and a designee from each affiliated local union.
5. The chairperson and secretary treasurer of Statewide COPE shall be ex-officio members of the Political Committee. The chair shall have the final responsibility of determining whether or not any policy or activity proposed is contrary to the program and policy of the state and national COPE.
6. Members of the Political Committee shall have voice and vote when they are regularly credentialed delegates to conventions.
7. No person shall hold more than one office on the Political Committee. No person who is an officer of a political club or a candidate of a political party shall hold office on the Political Committee.
8. Files and lists of membership made available to the Political Committee by the properly constituted authorities shall not be inspected nor given to anyone except by order of the officers of the Political Committee, with authorization in writing from the state or area chairperson.

VIII. Endorsements

The Washington State COPE is committed to the support of honest, sincere, qualified, progressive candidates for public office, who by their records have demonstrated their support of the objectives to which the AFL-CIO is dedicated. In the making of endorsements, the capability, intelligence, unqualified integrity, viability and the past record of the individual shall be used as criteria for endorsement.

Any AFL-CIO member has the same right as any other American citizen to run for public office. However, any AFL-CIO member running for public office who desires COPE endorsement shall

meet with the proper committee of COPE and discuss the advisability of running, and any other matters connected with the campaign. Membership in an AFL-CIO union does not, in and by itself, assure any candidate of an endorsement.

No county, city, congressional district or state COPE officer or Executive Board member shall act in any official capacity whatsoever, on behalf of any political candidate, unless instructed to do so by the appropriate COPE. Any COPE officer becoming a candidate for a paid partisan political office should automatically be considered to have resigned COPE office.

Endorsements, if any, shall be made pursuant to the following rules:

1. The Washington State COPE shall support the action of the national COPE on candidates for President and vice-President of the United States.
2. Endorsements of candidates for state legislative office shall be made by regular or special statewide conference or convention to which all affiliated organizations are entitled to send delegates on the same basis as the regular state convention following consideration of recommendations from the appropriate area COPE and all information available from Statewide COPE.
3. Endorsement of candidates for U.S. Senate, U.S. House of Representatives and statewide offices shall be made by the above-mentioned regular or special state convention or conferences. Statewide COPE or the WSLC executive board shall submit its recommendations for endorsement of candidates for these offices to such a convention or conference. Such recommendations will take into consideration all information available from national COPE and, in the case of candidates for congressional office, the recommendations of the appropriate city, county and congressional district COPEs.
4. On those occasions when information about candidates for a political office cannot be measured by the criteria of capability, intelligence, integrity, and a past record in the support of the objectives of the AFL-CIO, a motion for "Neutrality" may be offered and, if passed by a majority vote, shall be construed to mean affiliated organizations may support the candidates of their choice for that office in any manner they deem appropriate but that the Washington State Labor Council and its officers and members of Statewide COPE shall remain neutral. In the event a candidate for a particular office is found to be severely lacking when measured against the foregoing criteria, a motion to "Oppose" may be offered, and, if passed, shall be construed to give direction to the activities of the Washington State Labor Council and in addition to admonish affiliated organizations to refrain from supporting such candidates. If support is nevertheless given by an affiliate to such a candidate, it may result in a public disclaimer by the Washington State Labor Council on behalf of organized labor. All final actions to support or oppose candidates or ballot issues, whether by regular or special convention or by the state COPE when acting for the Washington State Labor Council, shall require a two-thirds majority of the votes cast. In the absence of a two-thirds majority, either to support or oppose, the Washington State Labor Council and its officers shall be neutral.
5. No local area COPE or county central body shall make any endorsements for state legislative positions, congressional races or other statewide races prior to, or contrary to, the state COPE endorsement. Their recommendations shall be made in a closed meeting and submitted to the state COPE convention without prior publicity.
6. No COPE officer or committee member shall act in any official capacity whatsoever on behalf of any political candidates who have been refused COPE endorsement or who are candidates in opposition to COPE endorsed candidates.

7. The above procedures shall govern endorsements for both primary and general election.

However, an endorsement of a candidate or an issue shall not be reversed or withdrawn by any convention except by a two-thirds vote of delegates present or a two-thirds majority in case of a roll call vote. In case no endorsement of an issue or a candidate was made before the primary, or, in case the candidate endorsed before the primary was not nominated, it shall require a two-thirds vote by delegate or roll call to make an endorsement of an issue or a candidate in the special COPE convention after the primary.

8. Endorsements of candidates, made pursuant to the above procedures, are for that particular election and shall not constitute any endorsement of that individual for succeeding elections.

The executive board of the Washington State Labor Council, AFL-CIO, shall have authority, by a two-thirds vote of the members present, to withdraw any endorsement previously made, if, after being elected, the candidate's conduct and voting record does not merit continued support. Such withdrawal shall be communicated to the public officeholder in writing by the chairperson.

9. Endorsement of candidates for municipal or county offices may be made by the respective city and county Central/Area Labor Councils.
10. A screening subcommittee may be appointed to check on voting records or other records, to interview candidates and to make recommendations to each COPE concerning candidate endorsements.

IX. Finances

1. Each AFL-CIO member shall be asked to contribute voluntarily to the national COPE drive. Any monies allocated by national COPE to the state COPEs shall be used only in campaigns of candidates for the United States President, vice-President, senate and house of representatives, but the apportionment among the several federal campaigns may be made at the discretion of the state COPE. Monies from this source will be kept in an account separate from treasury donations.
2. The COPE and its subdivisions are authorized to raise additional finances for their work by any legal means, as long as such activity does not interfere with the national COPE drive for individual contributions.
3. A finance committee consisting of the Secretary Treasurer and at least two additional members appointed from the state COPE by its chairperson may audit and make recommendations on the financial operations of the county, city and congressional district COPEs, within the state, whenever authorized by Statewide COPE.