

Constitution of the Washington State Labor Council

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1 **Preamble**

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

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

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

13 We pledge ourselves to the more effective organization of working people;
14 to securing full recognition and enjoyment of the rights to which they are
15 justly entitled; to the achievement of ever higher standards of living and
16 working conditions; to the attainment of security for all the people; to the
17 enjoyment of the leisure which their skills make possible; and to the

18 strengthening and extension of our way of life and the fundamental
19 freedoms which are the basis of our democratic society.

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

24 We recognize that the fates of all workers, Black, Brown, Indigenous, Asian,
25 or White, are interconnected and that we either rise together or fail. We will
26 win when all workers are recognized and empowered. By acknowledging
27 that economic justice and racial justice are inextricably linked, we commit
28 to sharing the responsibility for racial justice and equity and actively work
29 together to achieve the transformation we aspire in our unions and
30 workplaces and in the community.

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

33 I Name and affiliation

34 This body is known as the Washington State Labor Council, AFL-CIO. It will
35 maintain affiliation with the American Federation of Labor and Congress of
36 Industrial Organizations in accordance with the laws of that organization.
37 As a chartered organization of the AFL-CIO, this body will conform its
38 activities to the policies of the AFL-CIO on national affairs.

39 2 Purposes and declaration of principle

40 2.1 **Purposes.** The purposes of the Washington State Labor Council, AFL-CIO
41 are:

- 42 a) to establish better relations among local unions in the state of
43 Washington;
- 44 b) to encourage harmonious action in matters affecting the welfare of
45 our labor movement;
- 46 c) to propose, support, and promote legislation favorable to and to
47 oppose legislation detrimental to the interest of workers and
48 organized labor;
- 49 d) to promote and distribute labor literature and aid and to encourage a
50 more complete labor press;
- 51 e) to promote and agitate for the union label, shop card, and services;
- 52 f) to better prepare ourselves to combat the enemies of organized
53 labor;
- 54 g) to assist local unions in organization and contract negotiations,
55 whenever asked, and to have information and statistics available for
56 all affiliated bodies to aid them in their problems;

- 57 h) to encourage workers to register and vote, to exercise their full
58 rights and responsibilities of citizenship, and to perform their
59 rightful part in the political life of the local, state, and national
60 communities;
- 61 i) to encourage and assist in the formation of local central bodies
62 within the state;
- 63 j) to bring into affiliation with the Washington State Labor Council all
64 who are eligible, to the end that the council shall become a powerful
65 force to speak and act in defense and promotion of the whole body of
66 laboring people of our state;
- 67 k) to give recognition to the principle that both craft and industrial
68 nations are appropriate, equal, and necessary as methods of union
69 organization; and
- 70 l) to fight to end structural and anti-Black racism as part of our work to
71 build a wider movement that will fight for an economy that works
72 for everyone—including supporting people who are joining together
73 to raise wages and improve workplace standards, fix our broken
74 immigration system, to advance women’s rights, LGBTQ equality,
75 and to ensure that every community has clean air and water.

76 2.2 **Declaration of principle.** “The Concern of One is the Concern of All.”

77 **3 Affiliates**

78 3.1 **Eligibility.** Each of the following organizations is eligible to affiliate with
79 this council if it is chartered or has members working in Washington State:

- 80 a) a local union chartered by a national or international union affiliated
81 with the AFL-CIO
- 82 b) a local union chartered by an organizing committee affiliated with
83 the AFL-CIO
- 84 c) a local union chartered by the AFL-CIO
- 85 d) a central labor council, area labor council, or local labor council
86 chartered by the AFL-CIO
- 87 e) a department council chartered by a department of the AFL-CIO
- 88 f) a joint board, district council, state association, or similar
89 subordinate organization within the geographical limits of
90 Washington State that is duly chartered by an affiliate of the
91 AFL-CIO
- 92 g) the state union retiree council for Washington State, which is
93 composed of more than one local union retiree council
- 94 h) a union retiree group
- 95 i) the Washington State chapter of the Alliance for Retired Americans

- 96 j) the state chapter of each AFL-CIO constituency group, as defined in
- 97 the AFL-CIO Rules Governing State Central Bodies, that is chartered
- 98 by a national AFL-CIO constituency group
- 99 k) if no statewide chapter of an AFL-CIO constituency group exists, one
- 100 local chapter of the constituency group designated by the national
- 101 constituency group
- 102 l) a statewide young labor organization
- 103 m) a union-affiliated young leader group
- 104 n) a worker center in Washington State
- 105 o) a labor organization approved by the AFL-CIO

106 3.2 **No partisan political participation.** A member, delegate, vice president, or
107 board member representing a constituency group, the Alliance for Retired
108 Americans, a young labor organization, a young leader group, or a worker
109 center—as listed in 3.1(i) through 3.1(n)—is subject to the restrictions on
110 political activity described in the AFL-CIO Rules Governing State Central
111 Bodies.

112 3.3 **How to affiliate.** A local union that has not been previously affiliated may
113 become affiliated by submitting an application and paying one month’s full
114 per capita tax for the month in which it makes application. An organization
115 other than a local union that has not been previously affiliated may become
116 affiliated by submitting an application and paying the affiliation fee.

117 4 Convention

118 4.1 **Regular convention.** The council will hold a regular convention each year
119 near the middle of July. The regular convention in even-numbered years is
120 also known as the constitutional convention.

121 4.2 **Special convention.** Special conventions may be called by a regular
122 convention, by written request of 25% of the organizations affiliated with
123 the council, or by a two-thirds vote of the executive board.

124 4.3 **Date and place.** The date and place of each convention will be determined
125 by the executive board. If an emergency arises, the date or place of a
126 convention may be changed by a two-thirds vote of the executive board.

127 4.4 **Electronic convention.** In an emergency, the convention may be held by
128 audio or video teleconference by a two-thirds vote of the executive board.

129 4.5 **Notice.** The secretary-treasurer must notify each affiliate at least 90 days
130 prior to the opening of a regular convention and at least 60 days prior to the
131 opening of a special convention. The notice must contain (a) the date of the
132 convention, (b) the place of the convention, (c) the number of delegates to
133 which the affiliate is entitled, and (d) the voting strength of the affiliate.
134 The notice for a special convention must also include the subjects to be
135 considered at the convention.

- 136 4.6 **Protest of representation.** An affiliate may protest its number of delegates
137 or voting strength by notifying the secretary-treasurer of the protest at least
138 60 days prior to an annual convention and 30 days prior to a special
139 convention. If the protest cannot be resolved through informal discussion,
140 the president will appoint a special committee of three vice presidents. The
141 committee will hold a hearing and make a decision on the protest prior to
142 the convention.
- 143 4.7 **Delegate credentials.** At least 90 days prior to an annual convention and at
144 least 60 days prior to a special convention, the secretary-treasurer will send
145 blank credentials to each affiliate. The credentials will consist of a master
146 credential and an individual credential for each delegate and alternate. The
147 affiliate will list all delegates and alternates on the master credential and
148 return the master credential to council headquarters no later than 30 days
149 prior to the convention. The affiliate will list the name of the delegate or
150 alternate on the individual credential and give the credential to the delegate
151 or alternate. An individual credential is invalid if it bears more than one
152 name. The delegate or alternate will present the individual credential to the
153 credentials committee at the convention. Master credentials submitted less
154 than 30 days prior to the convention may be approved by a majority vote of
155 the convention.
- 156 4.8 **Preliminary roll of delegates.** The president and secretary-treasurer will
157 prepare a preliminary roll of delegates from the credentials in their
158 possession. The delegates listed on this preliminary roll will have the power
159 to transact the business of the convention until the report of the credentials
160 committee is adopted.
- 161 4.9 **Registration fee.** The executive board will establish a registration fee for
162 the convention. An affiliate that is sending delegates will pay the
163 registration fee in advance and submit it to council headquarters with the
164 master credential. Part of the convention registration fee will be used to
165 reimburse the host organization for expenses of the convention.
- 166 4.10 **Subversion.** A delegate or alternate who is a member of an organization
167 that is officered, controlled, or dominated by persons whose policies and
168 activities are consistently directed toward the achievement of the program
169 or purposes of authoritarianism, totalitarianism, terrorism, and other forces
170 that suppress individual liberties and freedom of association may not be a
171 delegate or alternate and may not attend the convention.
- 172 4.11 **Convention body.** The convention of the council is composed of duly
173 credentialed delegates from affiliates, current officers, and past officers, as
174 described in **4.12** through **4.20**.
- 175 4.12 **Minimum period of affiliation.** No organization is entitled to delegates
176 unless it has been affiliated with the council at least 30 days prior to the

177 sending of the notice for the convention and it has paid full per capita tax
178 through the second month prior to the convention.

179 4.13 **Local union delegates.** A delegate from a local union must be a member in
180 good standing of that local union. Each local union affiliated with the
181 council is entitled to the number of delegates shown here:

MEMBERS	DELEGATES
1-175	2
176-375	3
376-750	4
751 or more	5 plus 1 for each additional 500 members above 751

182 4.14 **Membership calculation for locals.** For the purpose of selecting delegates
183 and for roll call votes at the convention, the number of members of each
184 local union is as follows. The base year is the most recently completed fiscal
185 year.

- 186 a) for local unions that are affiliated during the entire base year: the
187 average monthly number on which per capita tax is paid during the
188 base year
- 189 b) for local unions that re-affiliated or are newly affiliated during the
190 base year: the total per capita tax paid for all months while
191 affiliated, divided by the greater of the number of months affiliated
192 or 12
- 193 c) for local unions who affiliate after the base year and at least one
194 month prior to the convention: two delegates and two votes

195 4.15 **Local union delegate votes.** During a roll-call vote, the votes of a local
196 union will be divided among all of its delegates who have registered as
197 being in attendance at the convention.

198 4.16 **Council delegates.** Each affiliated council or subordinate organization listed
199 in **3.1(d)** through **3.1(f)** is entitled to three delegates. Each delegate of these
200 affiliates has one vote during a roll-call vote.

201 4.17 **Delegates from other affiliates.** The state union retire council for
202 Washington State is entitled to three delegates. Constituency groups, the
203 Alliance for Retired Americans, young labor organizations, young leader
204 groups, and worker centers are each entitled to one delegate. Each delegate
205 of these affiliates has one vote during a roll-call vote.

206 4.18 **Officers.** Each officer of the council who is not a credentialed delegate of an
207 affiliate may be a delegate with one vote during a roll-call vote.

208 4.19 **Past officers.** Each past president and past secretary-treasurer who is not a
209 credentialed delegate of an affiliate may be a delegate but may not vote.

210 4.20 **Union membership required.** A delegate from a central, area, or local labor
211 council, department council, or other affiliated organization—listed in
212 **3.1(d)** through **3.1(f)**—must be a member of a local union affiliated with
213 such organization and this council.

214 4.21 **Quorum.** 25% of the credentialed delegates constitutes a quorum.

215 4.22 **Votes.** Each delegate has one vote except during a roll-call vote.

216 4.23 **Ordering a roll-call vote.** A motion to order a roll-call vote requires a 25%
217 vote. When a roll-call vote is ordered, the assembly will recess for 10
218 minutes prior to the vote.

219 4.24 **Local union voting during a roll-call vote.** During a roll-call vote, the chair
220 of the delegation of each local union will cast all of the votes for the local. If
221 any delegate doubts the vote as cast by the delegation chair, the members of
222 the delegation will be polled and will cast their votes individually.

223 4.25 **Proxies prohibited.** Except for local union delegation voting during a roll-
224 call vote as described in **4.24**, proxy voting is prohibited.

225 4.26 **Convention committees.** The following convention committees will be
226 appointed by the president in consultation with the secretary-treasurer:

- 227 a) committee on legislation,
- 228 b) committee on credentials,
- 229 c) committee on rules and order of business,
- 230 d) committee on resolutions,
- 231 e) committee on label and unfair lists (Union Services), and
- 232 f) committee on grievances.

233 Other convention committees may be created by the president or executive
234 board. At least 5 and no more than 21 members will be appointed to each
235 committee.

236 4.27 **Appointed officers.** The president will appoint a sergeant-at-arms and a
237 reading clerk for the convention.

238 4.28 **Notice for committee members and appointed officers.** Members of
239 convention committees, the sergeant-at-arms, and the reading clerk will be
240 notified of their appointments at least 15 days prior to the convention.

241 4.29 **Officers' reports.** The officers will give their reports at each constitutional
242 convention.

243 4.30 **Resolutions.** A resolution may be considered at a convention if it is
244 submitted by an affiliate, the executive board, or a subordinate section.

245 4.31 **Resolutions from affiliates.** A resolution submitted by an affiliate must be
246 postmarked, hand-delivered, or sent electronically to the secretary-
247 treasurer at least 30 days prior to the opening of the convention. The

248 resolution must bear the seal of the affiliate if available. The secretary-
249 treasurer will send paper or electronic copies of all timely resolutions 14
250 days prior to the convention to all delegates whose credentials have been
251 received at that time. If approved by previous action of an affiliate, the
252 affiliate may present a resolution that is not timely to the convention before
253 the close of the last meeting on the first day; a two-thirds vote is required to
254 allow consideration of the late resolution.

255 4.32 **Resolutions from subordinate sections.** Subordinate sections may submit
256 resolutions approved by those bodies up to noon of the first day of the
257 convention.

258 4.33 **Resolutions referred to committee.** Each resolution to be considered by
259 the convention will be referred to the proper committee by the secretary-
260 treasurer.

261 5 Regions

262 There are six regions within Washington State.

- 263 a) Region 1 comprises King county.
- 264 b) Region 2 comprises Island, San Juan, Skagit, Snohomish, and
265 Whatcom counties.
- 266 c) Region 3 comprises Clark, Cowlitz, Grays Harbor, Lewis, Mason,
267 Pacific, Skamania, Thurston, and Wahkiakum counties.
- 268 d) Region 4 comprises Adams, Asotin, Benton, Chelan, Columbia,
269 Douglas, Franklin, Garfield, Grant, Kittitas, Klickitat, Okanogan,
270 Walla Walla, and Yakima counties.
- 271 e) Region 5 comprises Ferry, Lincoln, Pend Oreille, Spokane, Stevens,
272 and Whitman counties.
- 273 f) Region 6 comprises Clallam, Kitsap, Jefferson, and Pierce counties.

274 6 Officers

275 6.1 **Officers.** The officers of the council are:

- 276 a) the president;
- 277 b) the secretary-treasurer;
- 278 c) five vice presidents from region 1;
- 279 d) three vice presidents from region 2;
- 280 e) three vice presidents from region 3;
- 281 f) three vice presidents from region 4;
- 282 g) three vice presidents from region 5;
- 283 h) three vice presidents from region 6;
- 284 i) one vice president from each constituency group that is affiliated
285 with both the AFL-CIO and this council;

- 286 j) one vice president from the Washington State chapter of the Alliance
287 for Retired Americans;
288 k) one vice president from Washington Young Emerging Labor Leaders;
289 l) one vice president representing all affiliated worker centers;
290 m) one vice president from each international union that pays per capita
291 tax on 10,000 or more members; and
292 n) one vice president, who is the principal officer or a member of the
293 executive board, from each statewide industry sector council that is
294 affiliated with this council and pays per capita tax on 40,000 or
295 more members.

296 6.2 **Additional vice presidents.** The executive board may appoint additional
297 vice presidents, who will serve for the remainder of the term of office.

298 6.3 **Appointment.** Each affiliate entitled to a vice president listed in **6.1(i)**
299 through **6.1(n)** will appoint its vice president according to its own
300 constitution or rules.

301 6.4 **Term.** Officers will serve a term of four years and until their successors are
302 elected and qualified, and their term of office will begin on January 5
303 following an election.

304 6.5 **Retirement.** Except for members of allied retiree organizations, no retired
305 member of an affiliate may serve as an officer in this council. A vice
306 president who retires must resign at the end of the calendar year. For the
307 purposes of **6.5**, retirement is defined as not being gainfully employed and
308 not actively seeking employment in an occupation whose activities are
309 within the jurisdiction of an AFL-CIO chartered organization.

310 6.6 **Region vice president requirements.** Except as provided in **6.5**, a region
311 vice president is deemed to have resigned from office:

- 312 a) if no longer employed or actively seeking employment within the
313 jurisdiction of the central, area, or local labor councils within the
314 region,
315 b) if no longer affiliated with organized labor in the region, or
316 c) if a member of a local union that ceases to be affiliated with the
317 council.

318 6.7 **Removal.** An officer may be removed from office by filing charges and a
319 hearing, as described in **10**. An affiliate entitled to a vice president listed in
320 **6.1(i)** through **6.1(n)** may also remove its vice president according to its
321 constitution or rules.

322 6.8 **Political office or other interfering activities.** An officer or employee of
323 the council must resign:

- 324 a) within 30 days after assuming full-time political office,

- 325 b) within 30 days after beginning work under a full-time government
326 appointment, or
327 c) within 30 days of engaging in activities that interfere with the
328 performance of the official duties of the council office or
329 employment.

330 6.9 **Local council restrictions.** If there is more than one central or area labor
331 council in a region, only two of the vice presidents representing the region
332 may be from the same central or area labor council. For the purposes of **6.9**,
333 a person is considered to be from a central or area labor council that has the
334 geographical jurisdiction over the place of that person’s actual employment
335 or residence.

336 6.10 **Vacancies.** In the event of a vacancy in any office, the executive board may
337 either call for a special election or fill the vacancy.

338 6.11 **Oath of office.** Before assuming the duties of office, each officer of the
339 council must take the following oath of office:

340 *I, (name), hereby solemnly pledge my word of honor as a*
341 *member of organized labor, that I will perform the duties of the*
342 *office to which I have been elected, as provided for in the*
343 *constitution, and that I will use my best efforts to forward the*
344 *interests of this organization, all branches of the AFL-CIO, all*
345 *workers’ rights, and to stand up against racism, sexism,*
346 *homophobia, and all forms of oppression in our movement, in*
347 *our workplaces, and in our community.*

348 6.12 **Ethical practices code.** Each officer must review and comply with all of the
349 provisions of the AFL-CIO Ethical Practices Code and AFL-CIO Code of
350 Conduct.

351 6.13 **Duties of the president** The president is the chief executive officer of the
352 council and will:

- 353 a) perform the duties described by this constitution and the
354 parliamentary authority;
355 b) actively encourage all eligible organizations to affiliate with the
356 council;
357 c) supervise the activities of the council;
358 d) sign or co-sign all official documents;
359 e) represent the council at the conventions of the AFL-CIO;
360 f) appoint and supervise all staff assistants;
361 g) select and retain legal counsel for the council, when necessary,
362 subject to the approval of the executive board;
363 h) serve as president and a member of the board of directors of any
364 corporation owned directly or indirectly by the council; and

- 365 i) compile the voting records of public officials and distribute them to
366 each affiliate;
367 j) perform other duties as assigned by the executive board.

368 6.14 **Duties of the secretary-treasurer** The secretary-treasurer is the chief
369 financial officer of the council and will:

- 370 a) perform the duties described by this constitution;
371 b) perform the duties described by the parliamentary authority for the
372 office of secretary and the office of treasurer;
373 c) take charge of all books, papers, and property of the council;
374 d) sign or co-sign all official documents;
375 e) receive all money paid to the council;
376 f) deposit all money that is received in one or more banks designated
377 by the executive board;
378 g) invest any excess funds in investments approved by the convention
379 or executive board;
380 h) prepare an annual report of receipts and expenditures, audited by a
381 certified public accountant, and print the report in the proceedings of
382 the convention;
383 i) compile a list of affiliates and the post office and email addresses of
384 each as of March 31 each year and mail the list to each affiliate;
385 j) prepare a report of the proceedings of the convention, the
386 constitution, and rules of order; post the report online; and notify
387 each affiliate that the report is available;
388 k) employ those necessary to perform the duties of the office of
389 secretary-treasurer;
390 l) serve as secretary-treasurer and a member of the board of directors
391 of any corporation owned directly or indirectly by the council; and
392 m) perform other duties as assigned by the executive board.

393 7 Nominations and elections

394 7.1 **General.** The president, secretary-treasurer, and region vice presidents are
395 elected in even-numbered years that are not evenly divisible by four. The
396 president and secretary-treasurer are elected by majority vote except during
397 a run-off vote. The region vice presidents are elected by plurality vote.

398 7.2 **Election board.** An election board of five members and five alternates will
399 be elected by ballot at the regular convention during an election year. There
400 must be at least five candidates and should be at least ten. Delegates must
401 vote for exactly five candidates; ballots that have votes for fewer or more
402 than five candidates are invalid. To be eligible for election to the election
403 board, an individual must be a candidate; write-in votes are not permitted.
404 The five candidates who receive the most votes are elected as members of
405 the election board. The five candidates who receive the next highest number

406 of votes are elected as alternates in the order of the number of votes
407 received, with the alternate receiving the most votes having the highest
408 rank. If more than one candidate receives the same number of votes for
409 either the fifth position on the election board or any position as alternate,
410 balloting will be repeated to break the ties.

411 7.3 **Notice of election for election board.** Notice that an election board is to be
412 elected must be sent to all affiliates prior to the convention.

413 7.4 **Election board qualifications.** No officer or candidate for office may be a
414 member or alternate of the election board.

415 7.5 **Term of election board.** Members and alternates of the election board will
416 serve a term of four years, and their term of office begins at the close of the
417 convention at which they are elected.

418 7.6 **Election board vacancies.** If there is a vacancy in the membership of the
419 election board, the highest-ranking alternate will automatically become a
420 member.

421 7.7 **Qualifications.** A candidate for office must be a member in good standing of
422 an affiliated local union. No one may be a candidate whose affiliated local
423 union pays less than full per capita tax for any reason other than strike
424 dispensation.

425 7.8 **Nominations.** Nominations for president, secretary-treasurer, and the
426 region vice presidents will be by petition of the affiliated local unions that
427 have paid per capita tax for the month of March on or before July 1.

428 7.9 **Nominations for president and secretary-treasurer.** A candidate for the
429 office of president or secretary-treasurer must be nominated by 10 or more
430 local unions.

431 7.10 **Nominations for region vice president.** A candidate for the office of region
432 vice president must be nominated by five or more local unions within that
433 region. A local union may nominate a region vice president only for the
434 regions in which its members are employed.

435 7.11 **Nominating process.** On or before August 1 of each election year, the
436 secretary-treasurer will prepare nomination forms and send them to the
437 affiliated local unions. The appropriate officer of the local union will enter
438 the names of those nominated in the appropriate places. The form must be
439 signed by the appropriate local union officer and returned to the secretary-
440 treasurer on or before September 15 or postmarked on or before September
441 15 if returned by first-class postal mail.

442 7.12 **Notice of nomination.** On or before September 25 of the election year, the
443 secretary-treasurer must notify each nominee for office who has received
444 sufficient nominations.

- 445 7.13 **Candidacy.** A nominee becomes a candidate when the nomination is
446 accepted. The nomination must be accepted in writing and must be
447 delivered to the secretary-treasurer by October 10 or postmarked by
448 October 10 if sent by first-class postal mail.
- 449 7.14 **Uncontested election.** If there are no more qualified candidates than there
450 are officers to elect for any office, the election board will declare the
451 candidates elected.
- 452 7.15 **Election by mail.** The president, secretary-treasurer, and region vice
453 presidents are elected by mail ballot.
- 454 7.16 **Election of region vice presidents.** The region vice presidents are elected
455 by the affiliated local unions within their respective regions. The election
456 ballot used in each region will show only the candidates for that region.
- 457 7.17 **Voting eligibility.** A local union may vote in the officer election if it has
458 paid per capita tax for the month of May on or before September 1. A joint
459 board, district council, state association, or similar subordinate
460 organization may vote in the officer election if it has paid the affiliation fee
461 on or before September 1.
- 462 7.18 **Number of votes for locals.** Each local union is entitled to a number of
463 votes as follows. The base period is the most recently completed two fiscal
464 years.
- 465 a) For local unions that are affiliated during the entire base period: the
466 average monthly number of members for whom per capita tax is paid
467 during the base period.
 - 468 b) For local unions that re-affiliated or are newly affiliated after the
469 beginning of the base period: the total number of members for whom
470 per capita tax is paid since affiliation or re-affiliation divided by the
471 number of months of affiliation.
- 472 7.19 **Locals in multiple regions.** A local union that has members in more than
473 one region may allocate its votes to the several regions. This allocation must
474 be made in writing on or before June 30 of the election year and must be
475 directly proportional to the number of members employed in each region.
- 476 7.20 **Number of votes for other affiliates.** A joint board, district council, state
477 association, or similar subordinate organization has three votes.
- 478 7.21 **Election ballots.** On or before October 20 of the election year, the
479 secretary-treasurer will prepare and mail an official ballot to all affiliates
480 entitled to vote in the election. A return preaddressed envelope must
481 accompany each ballot. The envelope must be marked "*Attention: Election*
482 *Board.*" Each ballot must identify the affiliate to which it is sent and show
483 the number of votes the affiliate is entitled to cast. Each section of the ballot

484 must identify the office and list the names and union membership of each
485 candidate.

486 7.22 **Affiliate voting.** Each affiliate will determine the time, place, and method
487 of casting its ballot.

488 7.23 **Marking the ballot.** An affiliate may cast all of the votes to which it is
489 entitled by marking “X” or “✓” in the proper space in each section of the
490 ballot. An affiliate wishing to split its votes must enter the number of votes
491 in the proper spaces. If an affiliate wishes to split its votes for region vice
492 president, it may not cast more than the number of votes calculated in **7.18**
493 for a single candidate and it may not cast more than the number of votes
494 calculated in **7.18** multiplied by the number of vice presidents to be elected
495 in that region. The ballot must be signed by an officer of the affiliate.

496 7.24 **Write-ins prohibited.** In any election for officers, only a candidate is
497 eligible to be elected; write-in votes are not permitted.

498 7.25 **Method of returning ballots.** The ballot may be returned by one of the
499 following methods:

500 a) first-class mail via the United States Postal Service
501 b) delivering personally
502 c) facsimile
503 d) scanning and emailing

504 7.26 **Deadline for ballots.** If the ballot is returned by first-class postal mail, it
505 must be postmarked on or before the first Monday in December and must be
506 received at council headquarters no later than noon on the following
507 Thursday. A ballot returned using a different method must be received at
508 council headquarters no later than 5:00 p.m. on the first Monday in
509 December.

510 7.27 **Receipt of ballots.** When a ballot arrives at council headquarters, a record
511 will be made of its receipt. If it was returned by email, it will be printed on
512 paper. It will then be deposited in a locked ballot box, and it becomes the
513 property of the election board in the custody of the secretary-treasurer.

514 7.28 **Ballot counting time and place.** The election board will meet at council
515 headquarters at noon on the Thursday following the first Monday in
516 December. The secretary-treasurer must notify the members of the election
517 board of the specific day they will meet.

518 7.29 **Illegal ballots.** The election board will not tabulate any votes of an affiliate
519 which has not signed the ballot as required by **7.23** or has not met the
520 deadline described in **7.26**. The election board will not tabulate the votes for
521 a particular office if the affiliate has cast more votes than is allowed for that
522 office or an individual candidate for that office, as described in **7.23**.

- 523 7.30 **Protest of voting.** A protest in connection with the votes of any local union
524 must be filed with the election board on or before the first Monday in
525 December by at least two members in good standing from that local union.
526 Representatives of those protesting may be present during the consideration
527 of the protest. The election board is the sole judge of any protest.
- 528 7.31 **Election results.** Within 10 days after the election board completes and
529 attests to the results, the secretary-treasurer will transmit the results to all
530 affiliated organizations. The results will be in tabulated form and will
531 include the vote cast by each affiliate.
- 532 7.32 **Objection to tabulation.** A local union may object to the tabulation of the
533 vote. The objection must be received by the secretary-treasurer within 30
534 days after the tabulation is sent to the affiliates. The executive board must
535 hold a hearing on an objection within 30 days after the objection is received
536 by the secretary-treasurer. A majority vote is necessary for a decision. The
537 decision of the executive board is final, except that it may be appealed to
538 the next regular convention or special convention called for that purpose.
- 539 7.33 **No candidate receives majority.** If no candidate for president or secretary-
540 treasurer receives a majority of the votes cast for that office, a run-off vote
541 will be conducted. If more than one candidate received the highest number
542 of votes, the ballot will list only those candidates. Otherwise, the ballot will
543 list the names of the candidates who received the two highest numbers of
544 votes on the first ballot. Only a candidate listed on the ballot is eligible for
545 election. In the run-off vote, the candidate receiving the highest number of
546 votes is elected.
- 547 7.34 **Tie for vice president.** If more than one candidate receives the same
548 number of votes for the last position for regional vice president, a run-off
549 vote will be conducted. The ballot will list the names of the candidates who
550 received the same number of votes on the first ballot. Only a candidate
551 listed on the ballot is eligible for election.
- 552 7.35 **Run-off ballot deadlines.** An official ballot for the run-off vote must be
553 mailed to each affiliate on or before the third Monday in December. If the
554 run-off ballot is returned by first-class postal mail, it must be postmarked
555 on or before the first Monday in February and must be received at council
556 headquarters no later than noon on the following Thursday. A run-off ballot
557 returned using a different method must be received at council headquarters
558 no later than 5:00 p.m. on the first Monday in February.
- 559 7.36 **Run-off counting time and place.** The election board will meet at council
560 headquarters at noon on the Thursday following the first Monday in
561 February to count the run-off ballots. The secretary-treasurer must notify
562 the members of the election board of the specific day they will meet. The

563 successful candidate will take office immediately after the election board
564 completes and attests to the results.

565 7.37 **Observers.** A candidate for office or the candidate’s designee may observe
566 the counting of the ballots.

567 7.38 **Ballot retention.** The ballots and tally sheets must be retained and available
568 for inspection by representatives of affiliates for six months or until the
569 adjournment of the next regular convention, whichever is later. The
570 secretary-treasurer will destroy the ballots and tally sheets after that time
571 unless otherwise ordered by a convention.

572 7.39 **Special elections.** A special election will be conducted using the same
573 procedures as a regular election, provided that if no more than one
574 candidate qualifies as a nominee that candidate will be declared elected by
575 the secretary-treasurer. The election board will set all dates for the
576 nominating process and the election.

577 **8 Executive board**

578 8.1 **Composition.** The executive board comprises the council officers.

579 8.2 **Authority.** The executive board is the governing body of the council
580 between conventions and is authorized and empowered to take the actions
581 and make decisions that are necessary to fully carry out the decisions and
582 instructions of the convention and take other actions as may be necessary
583 and appropriate to safeguard and promote the best interests of the council
584 and its affiliates.

585 8.3 **Regular meetings.** Regular meetings of the executive board will be held in
586 February, May, July, and November. The regular meeting in July will be held
587 in conjunction with the regular convention. The executive board may change
588 the date of any regular meeting by majority vote.

589 8.4 **Special meetings.** Special meetings of the executive board may be called by
590 the president. The president must call a special meeting upon the written
591 request of a majority of the members of the executive board. The request
592 must state the purposes for the special meeting.

593 8.5 **Electronic meetings.** In an emergency, the executive board may conduct its
594 meetings by audio or video teleconference.

595 8.6 **Notice for board meetings.** The notice for each regular or special meeting
596 of the executive board must be sent at least five days before the meeting.
597 The notice for a special meeting must state the purposes for the meeting.

598 8.7 **Quorum.** A majority of the members of the executive board constitutes a
599 quorum.

600 8.8 **Authority over section funds.** The executive board has final authority to
601 act on requests for organization and defense purposes from the appropriate
602 section funds.

603 8.9 **Compensation for officers.** The executive board will establish the salaries
604 and benefits of the president and secretary-treasurer, subject to the prior
605 approval by the convention.

606 8.10 **Council-owned corporations.** The executive board will be the shareholder
607 of any corporation directly owned by the council. The executive board will
608 elect five vice presidents who will serve as directors of a corporation owned
609 directly by the council. The executive board may remove any of the five
610 directors by a majority vote. The shareholder may review and approve the
611 action of the board of directors of any corporation that is owned directly or
612 indirectly by the council.

613 8.11 **Relations with affiliates.** In cooperation with the president and secretary-
614 treasurer, the executive board will:

- 615 a) represent the council to affiliates within their respective districts;
- 616 b) solicit and urge affiliation on the part of those eligible organizations
617 that are not affiliated; and
- 618 c) make every reasonable effort to secure continued affiliation on the
619 part of delinquent affiliates.

620 9 Subordinate sections and financial aid

621 9.1 **Sections.** There are five sections. The sections are subordinate to this
622 council and are established for purposes of organization and defense. The
623 sections are:

- 624 a) Building Trades,
- 625 b) Food and Beverage Trades,
- 626 c) Miscellaneous Trades,
- 627 d) Maritime and Transportation Trades, and
- 628 e) Industrial Unions.

629 9.2 **Bylaws and activities.** Any bylaws adopted by a section must conform to
630 this constitution. Each section will operate in conformity with this
631 constitution.

632 9.3 **Membership.** Each affiliated local union may be a member of one or more
633 sections. A local union that has members in more than one section must
634 designate to the secretary-treasurer the percentage allocation of its
635 membership to each section. This designation must be in writing.

636 9.4 **Meetings.** Each section will hold a meeting before the third day of each
637 regular convention. The voting body at a section meeting consists of the

638 convention delegates who represent the local unions that are members of
639 the section.

640 9.5 **Trustees and officers.** Each section has three trustees and such other
641 officers as the section determines are necessary. The trustees and officers
642 will be elected at the meeting during the regular convention to serve for a
643 term of one year or until their successors are elected. As much as possible,
644 two trustees in each section must be from west of the Cascade Range and
645 one trustee from east of the Cascade Range. In each section, all trustees
646 must be members of different local unions.

647 9.6 **Vacancies in office.** In the event of a vacancy in any section office, the
648 vacancy may be filled by the remaining officers.

649 9.7 **Financial reports.** The secretary-treasurer will submit a quarterly financial
650 report to the trustees of each section.

651 9.8 **Request for financial aid.** An affiliate may request financial aid from the
652 organization and defense fund. The request must be made through the
653 executive officer or officers of the section from which funds are requested
654 and must comply with 9.9. If the request is proper, the executive officer or
655 officers will submit the request to their respective section trustees for
656 consideration. If the request is approved by the trustees, it will be sent to
657 the secretary-treasurer of the council, who will submit the request to the
658 executive board for final consideration.

659 9.9 **Form of request.** A request for an organizing and defense grant must be
660 made in advance of an organizing drive or commitment of funds, if possible.
661 The request must:

- 662 a) be in writing,
- 663 b) state the specific amount requested,
- 664 c) state how the funds will be used,
- 665 d) list the amount and sources of other funds,
- 666 e) include a proposed budget showing the amounts and timing of both
667 expected receipts and expenditures, and
- 668 f) comply with the constitution and laws of each applicable section, the
669 council, and the AFL-CIO.

670 9.10 **Grant payments.** The executive board may issue a grant in a series of
671 payments.

672 9.11 **Use of grant.** An organizing and defense grant must be used only for the
673 purposes approved by the executive board.

674 9.12 **Reports on use of grant.** If a grant is approved by the section trustees and
675 the executive board, the affiliate receiving the grant must give a monthly
676 report to the executive board and the officers of the section. The report
677 must include an itemized statement of expenditures. If the affiliate fails to

678 file a monthly report, financial aid will be discontinued until the report is
679 filed. The affiliate must give a complete report to the executive board and
680 the officers of the section when the entire grant has been spent.

681 **10 Charges and hearings**

682 **10.1 Charges.** An affiliated local union has the right to file charges when its
683 membership votes to do so. A charge may be filed against:

- 684 a) an officer of the council for violating the constitution or rules of the
685 AFL-CIO or the council, conduct unbecoming an officer,
686 misappropriation of funds, malfeasance in office, or neglect of duty;
687 or
- 688 b) an affiliate for engaging in conduct or a course of action that is
689 hostile or contrary to the best interests of the council or contrary to
690 this constitution.

691 **10.2 Filing charges.** A charge must:

- 692 a) be in writing,
- 693 b) specify the particular act or acts charged,
- 694 c) be signed by at least two officers of the charging local union, and
- 695 d) be filed with the president or secretary-treasurer.

696 If both the president and secretary-treasurer are charged, the charge may
697 be filed with any officer of the council.

698 **10.3 Determination of hearing.** The executive board will have a special meeting
699 no later than 30 days after an officer receives a properly filed charge. At the
700 special meeting, the executive board will determine by a majority vote
701 whether the charge merits a hearing; an officer named in the charge may
702 not vote on this question.

703 **10.4 Hearing.** If a hearing is to be held, notice of the hearing and a copy of the
704 charge must be sent to the accused at least 20 days prior to the hearing. The
705 hearing will be conducted during a special meeting of the executive board.
706 At the hearing, both the accused and the charging party will have full
707 opportunity to be heard and to present evidence. After the hearing, a two-
708 thirds vote is required to find the accused guilty of the charges. If found
709 guilty, the executive board may take any appropriate disciplinary action,
710 including the suspension or removal of any officer or the suspension or
711 expulsion of any affiliate.

712 **10.5 Appeals.** The decision of the executive board in **10.3** or **10.4** is final and
713 binding unless appealed to the AFL-CIO as provided in the AFL-CIO Rules
714 Governing State Central Bodies. The decision of the executive board will
715 remain in effect during the appeal unless otherwise ordered by the
716 AFL-CIO.

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II Per capita taxes and fees

11.1 **Revenue.** The revenue of the council comes from per capita tax paid by local unions and an affiliation fee from other affiliates.

11.2 **Per capita tax.** A per capita tax of \$1 per member per month will be paid by each affiliated local union on the membership within the jurisdiction of the council. Per capita tax is payable monthly and is due on the first day each month.

11.3 **Affiliation fee.** An affiliate other than a local union will pay an affiliation fee of \$50 annually, payable in advance.

11.4 **Membership calculation; hardship.** An affiliated local union must pay per capita tax on its full membership as paid to its international or national union. Where a local union can show that payment of full per capita tax will result in unnecessary hardship, it can petition the executive board for exoneration from per capita tax. The local union will send the petition to the secretary-treasurer, who may require evidence of the local union's inability to pay. The executive board may grant relief in an amount sufficient to keep the local union functioning in a proper manner.

11.5 **Nonpayment and suspension.** The secretary-treasurer will notify an affiliate that has not paid its full per capita tax or affiliation fee by the 25th day of the following month. If payment has not been made 90 days after notification, the delinquent affiliate will be suspended from membership unless the executive board has granted exoneration from full per capita tax.

11.6 **Reinstatement.** An affiliate that is suspended for nonpayment of full per capita tax or the affiliation fee may be reinstated under conditions determined by the executive board.

11.7 **Revenue credited to general fund.** All revenue from per capita tax and affiliation fees will be credited to the general fund except revenue credited to the organization and defense fund as described in **11.8** and the label promotion and education fund as described in **11.9**.

11.8 **Revenue credited to organization and defense fund.** The council will maintain an organization and defense fund for the purposes of organizing and defense and for the operating expenses of the sections. If the balance in the organization and defense fund is less than \$100,000, 3% of the revenue from per capita tax will be credited to the fund until the balance reaches \$100,000. The organization and defense fund will be allocated to each section according to the ratio of the membership of each section's affiliates to the total membership of all local unions affiliated with the council. If a section depletes the amount allocated to it, the executive board may replenish the section's allocation. Twenty-five percent of the funds allocated to the various sections will be set aside to defray the costs of operating the

757 sections. The organization and defense fund may be distributed only in
758 compliance with **9.8** or to pay for a section's operating costs. An annual
759 report of the disbursements for a section's operating costs will be submitted
760 to the secretary-treasurer within 60 days after the end of each fiscal year
761 for inclusion in the secretary-treasurer's report to the convention.

762 11.9 **Revenue credited to label promotion and education fund.** Two percent of
763 the revenue from per capita tax paid by local unions and affiliation fees will
764 be credited to the label promotion and education fund. One half of the
765 receipts of this fund will be credited or remitted to the statewide
766 organization charged with conducting or coordinating statewide activities in
767 support of the union label, shop card, and union services. The remainder of
768 the receipts of this fund will be used in union educational programs and to
769 fund scholarships, fellowships, and internships.

770 11.10 **Revenue from other sources.** The secretary-treasurer will account for all
771 funds received by the council from sources other than per capita tax and
772 affiliation fees as directed by the executive board or as required by law.

773 12 Financial practices and audits

774 12.1 **Fiscal year.** The fiscal year is January 1 through December 31.

775 12.2 **Receipts and disbursements.** All funds received by the council will be
776 immediately deposited in one or more federally insured financial
777 institutions. No money will be paid out except by check bearing the
778 signature of the president and secretary-treasurer or by electronic funds
779 transfer in accordance with the AFL-CIO Rules for Electronic Banking and
780 the policies and procedures of the council.

781 12.3 **Audit.** The executive board will appoint an independent certified public
782 accountant to audit the books of the council at least annually and perform
783 other duties assigned by the executive board. The independent certified
784 public accountant will report to the executive board. An audit of the books is
785 required whenever there is a change or vacancy in the office of president or
786 secretary-treasurer.

787 12.4 **Reimbursement.** An officer, member of the election board, or member of
788 staff will be reimbursed for necessary and legitimate expenses, including
789 loss of wages incurred in the performance of authorized activities for the
790 council. Someone other than an officer or staff may be reimbursed for
791 expenses in accordance with guidelines established by the executive board.
792 Reimbursement for travel when transportation is not furnished by the
793 council will be at the rate established for business automobile use by the
794 Internal Revenue Service or actual transportation costs when commercial
795 carriers are used.

- 796 12.5 **Fidelity bond.** The president and secretary-treasurer will be covered by a
797 fidelity bond in an amount to be determined by the executive board and as
798 required by the AFL-CIO Rules Governing State Central Bodies. The
799 premium of the bond will be paid by the council.
- 800 12.6 **Election board.** A member of the election board will receive \$25 for each
801 day spent performing official duties in addition to the reimbursement for
802 expenses described in **12.4**.
- 803 12.7 **Budget.** The president will propose an annual budget to the executive
804 board, listing anticipated receipts and expenditures. The executive board
805 will adopt a budget prior to the beginning of the fiscal year. Major
806 deviations from the budget will be reviewed with the executive board by the
807 secretary-treasurer.
- 808 12.8 **Financial obligations.** No financial obligation will be incurred on behalf of
809 the council without the consent of the executive board.
- 810 12.9 **Leaving office.** When leaving office, each officer will deliver to the
811 successor all money, credit or debit cards, securities, papers, electronic
812 devices, and passwords of the council which are under the outgoing officer's
813 control.
- 814 12.10 **Inspection of records.** All books, papers, and financial records of the
815 council will at all times be open for inspection by the executive board and
816 duly authorized representatives of any affiliate.

817 **13 Committees**

- 818 13.1 **Committee on political education.** The committee on political education
819 will have the structure and duties as specified in **14.2** and in the
820 committee's bylaws.
- 821 13.2 **Constitution and bylaws committee.** The constitution and bylaws
822 committee. The committee is composed of 6 to 12 members who are
823 appointed promptly after the beginning of each term of office and who
824 represent diversity in geography, industry sectors, gender, race, and
825 ethnicity. The constitution and bylaws committee will
- 826 a) solicit amendments to the constitution or bylaws from affiliates,
 - 827 b) review all amendments to the constitution or bylaws,
 - 828 c) submit proposed amendments to the secretary-treasurer no later
829 than 30 days prior to the constitutional convention, and
 - 830 d) present all timely proposed amendments to the constitutional
831 convention with any recommendation.
- 832 The committee must meet 31 to 45 days prior to the opening of the
833 constitutional convention and may also meet at other times.

- 834 13.3 **Convention committees.** The convention committees are described in 4.26.
- 835 13.4 **Additional committees.** Additional standing or special committees may be
836 created by the convention, the executive board, or the president.
- 837 13.5 **Committee membership.** The president will appoint the chair and members
838 of each committee unless otherwise directed by the convention or the
839 executive board.
- 840 13.6 **President’s ex-officio committee membership.** The president is a member
841 of all committees.
- 842 13.7 **Reports and rules.** Each committee will report to the executive board. A
843 standing committee whose duration is more than two years will also report
844 to each regular convention. The executive board will adopt rules governing
845 all committees except the convention committees, the constitution and
846 bylaws committee, and the committee on political education, which is
847 governed by its bylaws.
- 848 13.8 **Electronic meetings.** A committee may hold its meetings by audio or video
849 teleconference, subject to any rules adopted by the executive board.

850 14 Legislative and political action

- 851 14.1 **Legislative activities.** The legislative activities of the council are directed
852 by the president and will conform to the policies of the AFL-CIO on national
853 affairs and to the policies adopted by the convention and the decisions of
854 the executive board on state matters.
- 855 14.2 **Political activities.** The political activities of the council are directed by the
856 committee on political education and will conform to the policies of the
857 AFL-CIO and the national committee on political education.
- 858 14.3 **Endorsements.** The council may make endorsements for or against
859 candidates for political office, initiatives, or referenda in accordance with
860 the bylaws for the committee on political education.

861 15 Boycotts and unfair lists

- 862 15.1 **Authority.** The council has the authority to establish a statewide boycott or
863 to place a statewide or regional employer on an “Unfair” or “Do Not
864 Patronize” list only upon written request of an aggrieved affiliate or in
865 response to an action of the AFL-CIO.
- 866 15.2 **Form of request.** Before any boycott action by an affiliate is endorsed by
867 the council, a written statement must be submitted by the aggrieved
868 affiliate:
- 869 a) stating the efforts that have been made to effect a settlement of the
870 issues in dispute,

- 871 b) requesting that the offending employer be placed on the “Unfair” or
872 “Do Not Patronize” list, and
873 c) describing the actions that will be taken to make the boycott
874 effective.

875 15.3 **Referral to board or committee.** A request to place an employer on the
876 “Unfair” or “Do Not Patronize” list will be referred to the executive board.
877 Referral may be to a special committee of the executive board appointed by
878 the president for the purpose of carrying out the duties described in **15.4**
879 through **15.6** with the power to act.

880 15.4 **Other affected unions.** If the requested action is directed against an
881 employer that has a contract or working agreement with any union or
882 unions affiliated with the AFL-CIO other than the aggrieved union, the
883 written consent of the other affected unions is required. If this consent is
884 not given, the council must take no further action except as authorized by
885 the AFL-CIO.

886 15.5 **Attempt at settlement.** An employer identified by a request for placement
887 on the “Unfair” or “Do Not Patronize” list will be invited to meet with the
888 executive board or the special committee described in **15.3** with the
889 objective of securing an amicable settlement of the dispute in the spirit of
890 conciliation. The affiliate that initiated the request will also have
891 representation in attendance. Other affiliates that might be directly affected
892 by any action taken on the request must be notified of the meeting and may
893 have representation in attendance.

894 15.6 **Action.** After investigation and conciliation efforts, if the executive board or
895 the special committee is unable to effect a settlement, any action taken in
896 support of the original request must be in accordance with the AFL-CIO
897 Rules Governing State Central Bodies.

898 15.7 **Time period and removal.** An employer placed on the “Unfair” or “Do Not
899 Patronize” list will remain there for one year unless removed sooner by the
900 executive board. The aggrieved affiliate will be notified near the end of the
901 year-long period. Before the executive board extends the “Unfair” or “Do
902 Not Patronize” listing for each subsequent year, the aggrieved affiliate must
903 show what actions were taken to make the boycott effective and how the
904 boycott will be continued.

905 **16 Rules and parliamentary authority**

906 16.1 **Conflicts.** In case of conflict between (1) the provisions of this constitution
907 or other laws or actions of the council and (2) the constitution of the
908 AFL-CIO or the AFL-CIO Rules Governing State Central Bodies, the
909 constitution or rules of the AFL-CIO prevail. If there is a conflict, the

910 executive board will ensure conformance with the AFL-CIO constitution and
911 rules by:

- 912 a) proposing amendments to this constitution,
- 913 b) proposing amendments to a resolution or motion that was adopted
914 by a convention, or
- 915 c) modifying the laws or actions of the council that were not adopted by
916 a convention.

917 16.2 **Parliamentary authority.** The rules contained in the current edition of
918 *Robert's Rules of Order Newly Revised* (the parliamentary authority) will
919 govern this council in all cases to which they are applicable and in which
920 they are not inconsistent with this constitution, any special rules of order
921 the council may adopt, and any statutes or rules of the AFL-CIO applicable
922 to this council that do not authorize the provisions of this constitution to
923 take precedence.

924 17 Amendments

925 17.1 **Constitutional convention only.** Amendments to this constitution may be
926 considered and adopted only at the regular convention in even-numbered
927 years.

928 17.2 **Proposals.** Amendments to this constitution may be proposed by an
929 affiliate, the executive board, a subordinate section, or the constitution and
930 bylaws committee and must be in resolution form.

931 17.3 **Submission deadline.** A constitutional amendment must be submitted to
932 the constitution and bylaws committee no later than March 31 to be
933 considered at the constitutional convention, except that:

- 934 a) The executive board may submit a constitutional amendment to the
935 constitution and bylaws committee no later than 45 days prior to the
936 constitutional convention, and
- 937 b) The constitution and bylaws committee may propose a constitutional
938 amendment at any time prior to the deadline for submission to the
939 secretary-treasurer.

940 17.4 **Notice to delegates.** The secretary-treasurer will send each constitutional
941 amendment received from the constitution and bylaws committee to the
942 delegates as described in **4.31**.

943 17.5 **Adoption.** A two-thirds vote is required to amend this constitution if the
944 proposed amendment complies with **17.1** through **17.4**.

945 17.6 **AFL-CIO approval.** Amendments to this constitution will become effective
946 when approved by the president of the AFL-CIO. Any change in per capita
947 tax will become effective on the first day of the month after receiving
948 approval from the president of the AFL-CIO.