

Constitution

for

Illinois Public Employee Retiree Chapter #31

Preamble

In the course of political and economic affairs it often becomes necessary for one group of people to organize to enhance their security and promote the dignity of all persons.

We, the public employee retirees and spouses in Illinois, seek to become a potent political force in the affairs of our state and nation; endeavor to protect the benefits we earned while public servants; increase the quality of life of our members not only through political action, but also through training and social events designed to contribute to our members' physical and emotional well-being.

Article I Name and Headquarters

Section 1. Name

The name of this organization shall be Illinois Public Employee Retiree Chapter #31 of the American Federation of State, County and Municipal Employees, AFL-CIO.

Section 2. Headquarters

The headquarters of this chapter shall be located in AFSCME Building, 534 S. Second Street, Springfield, Illinois 62701

Article II Affiliations

This chapter shall be chartered by the American Federation of State, County and Municipal Employees.

Article III Objectives

The objectives of this chapter are:

1. To organize public employees retirees and their spouses in the State of Illinois without prejudicial intent or action based on race, creed, political, or sexual orientation.
2. To protect our present and secure future local, state, and federal benefits, attain their proper and complete funding, and leave them to our posterity as a legacy of what can be done when people organize to demand their just rights.
3. To promote legislation in Illinois and in the federal legislature which increases our benefits and advances the well being of our members.
4. To inform our members of what their benefits are and how to go about applying for and receiving them.
5. To foster cooperation among affiliated subchapters.

6. To develop public employee retiree leaders who can effectively communicate the urgency of our mission and motivate individuals and groups to join together.
7. To inform the non-retired workers of our mission and work together with them for our mutual benefit.
8. To cooperate with other organizations, both retirees and non-retirees, on those issues which are of concern to our members.
9. To carry out within our jurisdiction the objectives of the American Federation of State, County and Municipal Employees retirees organization in coordination with the parent union AFSCME and its affiliates.

Article IV Membership

Section 1. Jurisdiction.

This chapter shall consist of all retired persons who were members of AFSCME or would have been eligible for membership in AFSCME who reside in the State of Illinois or who receive a pension from an AFSCME Illinois employer; and the spouses of such retired persons.

Section 2. Composition.

All subchapters in the State of Illinois shall affiliate with and maintain affiliation with this chapter.

Section 3. Per Capita Tax.

Effective January 1, 2016, dues of each member shall be three dollars (\$3.00) per month. Forty (\$0.40) cents shall be paid to the International in Washington, D.C., twenty (\$0.20) cents shall be paid to Council 31, the chapter per capita shall be one dollar and fifty-two (\$1.52) cents, and the chapter shall remit eighty-eight (\$0.88) cents per member per month to the subchapter. Effective January 1, 2018, fifty (\$0.50) cents shall be paid to the International in Washington, D.C., and the chapter per capita shall be one dollar and forty-two (\$1.42) cents.

Payments shall be made on the same number as are reported in the subchapter's per capita tax report to the International.

Section 4. Pension Check-Off.

In any case where the dues deduction of an individual member's dues is transmitted to the chapter through pension check-off, the chapter shall deduct its per capita tax prior to transmitting the appropriate amounts to the subchapter and to the International Union.

Article V The Convention

Section 1. Authority.

All sovereign power of this chapter shall be vested in the chapter convention when the same is in session

Section 2. Date, Time, and Place

Regular conventions shall be held once every two years, in the odd-numbered years. The time and place for holding of the convention shall be set by the chapter executive board, provided, however, that the convention shall begin within ten (10) days of the opening of the AFSCME Council 31 Biennial Convention.

Section 3. Special Conventions.

Special conventions may be called at any time and upon thirty days' notice by the chapter executive board. One-third of the affiliated subchapters can, by resolution properly adopted and forwarded to the chapter president, compel the calling of a special convention, for the purpose or purposes set forth in the resolution. A special convention can also be called by the International President or by an authorized representative of the International President.

Section 4. Basis of Representation.

The basis of representation at any convention shall be the average number of members on which per capita tax was actually paid to the chapter by each affiliated subchapter for the twelve-month period ending with the fourth full month prior to the convention. In the case of any subchapter organized or affiliated after the beginning of the twelve-month period, the basis of representation shall be the average number of members on which per capita tax was actually paid to the chapter for the full number of months for which per capita tax has been paid.

Section 5. Number of Delegates.

Subchapters shall be entitled to delegates on the basis of membership as follows:

Up to but not exceeding 25 members	– 1 delegate
Up to but not exceeding 50 members	– 2 delegates
Up to but not exceeding 75 members	– 3 delegates
Up to but not exceeding 100 members	– 4 delegates.

And thereafter one additional delegate for each 250 additional members or fraction thereof.

Subchapters may elect one alternate for every delegate.

Section 6. Subchapter Votes.

Regardless of the numbers of delegates, subchapters shall be entitled to vote on the basis of one vote for each member or fraction thereof. Subchapters entitled to more than one delegate may send fewer than their quota of delegates and the delegates present may cast the entire vote of the subchapter on all recorded votes and elections coming before the convention. The number of votes shall be divided equally among the delegates, with any remaining votes to be cast by the chairperson of the delegation, as designated by the subchapter. No fractional votes shall be permitted.

Section 7. Qualification of Delegates.

Each delegate must be a member in good standing of the subchapter he or she represents. Any member of the chapter executive board who is not elected as a delegate representing his or her own sub-chapter shall nevertheless be entitled to all the rights and privileges of a delegate except the right to vote.

Section 8. Joint Representation of Subchapters.

Two or more subchapters within a chapter may unite in sending to the convention a delegate who meets the above qualifications in one of such subchapters. Before a subchapter may be represented by a delegate who is not a member of the subchapter, the membership of the subchapter shall first vote on the following question: "Shall this subchapter elect as a convention delegate a person who is not a member of this subchapter?" If the majority of those voting on the question vote in the affirmative, the subchapter may then proceed to elect a delegate in accordance with the above requirements. Any delegate so elected may cast the votes to which the subchapters are individually entitled. No delegate may represent more than 2 subchapters.

Section 9. Convention Call.

At least 50 days prior to each convention, the chapter recording secretary shall send to each subchapter a copy of the convention call, accompanied by the appropriate number of credential forms. In the case of a convention at which election of officers is to take place, this shall be indicated in the convention call.

Section 10. Certification of Delegates.

Subchapters shall return the credential forms, properly executed and signed, to the chapter office no later than ten days prior to the opening of the convention.

Article VI
Officers and Elections

Section 1. Titles of Officers.

The officers of this chapter shall be a president, an executive vice-president, a northern vice-president, a southern vice-president, a recording secretary, a secretary-treasurer, and executive board members to be elected by the delegates representing subchapters in each of the regions herein established. In addition, there shall be elected three members who shall serve as trustees.

Section 2. Election of Executive Board Members.

The executive board members shall be elected from the regions geographically dividing Illinois as listed in Appendix 1.

Each of these regions which has at least one chartered subchapter shall be entitled to one representative on the executive board; provided, however, that in any region containing subchapters having a total membership of five percent but less than fifteen percent of the total membership in Chapter 31, two executive board members shall be elected; and provided further, that in any region containing subchapters having a total membership in excess of fifteen percent of the total membership in Chapter 31, three executive board members shall be elected. There shall be one executive board member elected at-large from the membership of each retirement system which is not otherwise represented on the executive board in accordance with this section.

The board member(s) from each region shall be a resident of that region. All executive board members shall be members in good standing of Chapter 31 from a minimum of one year prior to their election to the board.

Delegates from each region will caucus to nominate candidates, to be elected to the executive board from their region. Nominees for the executive board must be elected by a majority vote of the person attending the caucus of that particular region. If there is only one nominee from a particular region or only the same number of nominees at the particular region is eligible for, that nominee (or nominees) shall be declared elected by acclamation by the chair. Any at-large members of retirement systems shall be elected by the full delegation subsequent to the regional caucuses.

Section 3.

The trustees shall be elected to two-year terms along with all other officers beginning in 1987. The trustees shall not sit on the executive board.

Section 4. Nominations and Elections.

Nominations and elections shall take place at the convention and the pre-convention incumbents shall remain in office until the election is completed and the results reported to the convention. At that time, the newly elected officers shall be installed with this oath:

I, _____, promise and pledge that I will perform faithfully and with honor the duties of the office which I now assume in the American Federation of State, County and Municipal Employees, and I will deliver to my successor in office all books, papers and other property of this union which are in my possession at the close of my official term.

Section 5. Retiree Election Code.

All matters concerning nominations and election in this chapter shall be subject to the provisions of the AFSCME Retirees Election Code as adopted by the International Executive Board.

Section 6. Vacancies

Vacancies in office shall be filled by vote by the executive board for the remainder of the unexpired term; except, where such vacancy was created as a result of a change in membership certified annually (in April) to the chapter executive board. Where (a) new sub-chapter(s) has/have been chartered in a region previously unrepresented on the executive board then the region is entitled to the number of executive board members corresponding to their regional membership as a percentage of the total chapter membership as outlined in Article VI, Section 2, and where the total membership of a given region has increased as a percentage of the total membership of Chapter 31 to 5% and over but less than 15% then the region shall be entitled to increase its representation to two executive board members; and where the regional membership has increased as a percentage of that total chapter membership to in excess of 15% then the region shall be entitled to increase its representation to three executive board members.

To fill these newly created vacancies, the chapter secretary-treasurer shall notify all subchapters in the region of the vacancy/vacancies. Any subchapter may nominate candidates to fill such vacancy and submit nominations to the chapter president and secretary-treasurer not later than 60 days after notification. In any case where there is only one eligible nominee to fill a vacancy, that nominee shall be declared elected. If there is more than one eligible nominee, a special regional convention of delegates from the subchapters in that region shall be called, and held within the geographic boundaries of that region. The date, time and place shall be established by the chapter president; provided, however, that such special regional convention shall be held no later than 150 days after their vacancy occurs. Requirements established in Article V of this constitution, for chapter conventions concerning convention call, basis of representation, delegate and voting strength formula, qualification, election and certification of delegates, shall be applied, except no nomination shall be permitted from the floor. If the vacancy occurs within 180 days of the opening of any regular biennial convention, no special regional convention shall be called and the delegates to the regular biennial convention shall elect their new executive board members.

Section 7. Removal from Office.

Should any officer be absent from three consecutive executive board meetings without excuse acceptable to the majority of the board, that office shall be declared vacant and filled in accordance with this constitution.

Article VII
Duties of Officers

Section 1. The president shall:

- A. Preside at conventions and at all meetings of the executive and governing boards.
- B. Subject to approval by the executive board, appoint all standing and special committees of the chapter.
- C. Be a member ex-officio of all committees except election committees.
- D. Countersign all checks drawn on the funds of the chapter. The president may, with the approval of the executive board, designate a deputy to sign in the absence of the president.

- E. Report regularly to the executive board and to the convention regarding the president's official activities and on progress of the chapter.
- F. By virtue of election to that office, serve as automatic delegate to the AFSCME International Convention.

Section 2. The executive vice-president shall:

- A. Assist the president in the work of the president's office.
- B. In the absence of the president or in the president's temporary inability to serve, preside at all meetings and perform all duties normally performed by the president.
- C. By virtue of election to that office, serve as automatic first alternate to the AFSCME International Convention.

Section 3. The northern vice-president shall:

- A. Represent and be elected from regions one, two, three, four, and five.
- B. Assist the president in the work of the president's office.

Section 4. The southern vice-president shall:

- A. Represent and be elected from regions six, seven, eight, nine, and ten.
- B. Assist the president in the work of the president's office.

Section 5. The recording secretary shall:

- A. Keep or cause to be kept a record of the proceedings of the convention and of meetings of the executive and governing boards, recording faithfully each motion that is made and the disposition of such motion.
- B. Perform such other duties as are required by this constitution or the executive or governing board.
- C. By virtue of election to that office, serve as the automatic second automatic alternate to the AFSCME International Convention.

Section 6. The secretary-treasurer shall:

- A. Receive and take charge of all money and property of the chapter.
- B. Deposit all money in a bank which is insured by the Federal Deposit Insurance Corporation in the name of the chapter. Money so deposited shall be withdrawn only by check signed in accordance with this constitution.
- C. Draw and sign checks for such purposes as are required by this constitution or are authorized by the convention or the executive or governing board. The secretary-treasurer may, with the approval of the executive board, authorize a deputy to sign checks in the absence of the secretary-treasurer.
- D. Keep or cause to be kept an accurate record of receipts and disbursements and render thereon at each meeting of the chapter executive board.
- E. Report fully on the financial standing of the chapter to each affiliated subchapter not less than quarterly.

- F. By virtue of election to that office, serve as third automatic alternate to the AFSCME International Convention.

Section 7. Executive Board.

The executive board of the chapter shall be the policy making and the governing body of the chapter between conventions. All matters affecting the policies, aims and means of accomplishing the purposes of the chapter not specifically provided for in this constitution or by action of the convention shall be decided by the executive board.

The executive board shall make whatever provision it deems necessary to carry out its duties.

The executive board shall not meet less than quarterly at the call of the president, or at the call of a majority of the members of the board. A report on all actions of the board shall be made at each convention. A majority of the members of the executive board shall be required for a quorum.

Section 8. Standing Committees of the Executive Board.

The president, with the approval of the executive board, shall appoint the following committees: Finance, Convention, Legislative, PEOPLE, and Membership Development.

The chairperson of each of these committees shall be elected by a majority of the committee's members and serve at the pleasure of the president with the approval of the executive board.

Section 9. Trustees.

The trustees shall make or cause to be made at least annually an audit of the finances of the chapter, and shall report to each convention and to each affiliated subchapter the results of such audit.

**Article VIII
Miscellaneous Provisions**

Section 1. International Constitution.

This chapter shall at all times be subject to the provisions of the constitution of the American Federation of State, County and Municipal Employees.

Section 2. Authorization Necessary to Represent Chapter

Except to the extent specified in this constitution, no officer of this chapter shall have the power to act as agent for or otherwise bind the chapter in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the chapter except to the extent specifically authorized in writing by the president of the chapter or by the executive board of the chapter.

Section 3. Rules of Order.

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this chapter in all cases to which they are applicable and in which they are not inconsistent with this constitution and special rules of this chapter or of the American Federation of State, County and Municipal Employees.

Section 4. Fraternal Member.

The director, or his/her designee, of AFSCME Illinois Chapter 31 shall be a fraternal member of the executive board and a fraternal delegate to all conventions.

**Article IX
Amendments**

Section 1. Proposed Constitutional Amendments.

This constitution may be amended by proposals properly introduced at the convention and approved by a two-thirds vote of the convention. Such proposals shall be submitted, in writing, to the recording secretary of the chapter at the chapter office, not later than ten days prior to the opening of the convention. No proposal to amend the constitution can thereafter be introduced except by permission of two-thirds of the convention.

Section 2. Approval of Constitutional Amendments.

Any proposed amendment which is submitted to the chapter recording secretary at least ninety days prior to the opening of the convention shall be reported in full and mailed to each affiliated subchapter not later than sixty days prior to the opening of the convention, and any proposed amendment which is so introduced and distributed may be approved by a majority vote of the convention.

Section 3. Proposal to Amend Constitution.

The chapter executive board shall review and make recommendation to the convention on any proposal to amend the constitution. The power to make a recommendation of a proposed amendment is the prerogative of the executive board alone and cannot be delegated to a lesser body.

Section 4. Effective Date.

Any amendment approved by the convention shall be immediately submitted to the International President and such amendment shall take effect only upon written approval of the International President.

Approved by:

A handwritten signature in black ink that reads "Lee Saunders". The signature is written in a cursive, flowing style.

LEE SAUNDERS
President

Approval date: November 6, 2017