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Form **990-EZ**Department of the Treasury
Internal Revenue Service**Short Form**
Return of Organization Exempt From Income TaxUnder section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)

- Sponsoring organizations of donor advised funds, organizations that operate one or more hospital facilities, and certain controlling organizations as defined in section 512(b)(13) must file Form 990 (see instructions). All other organizations with gross receipts less than \$200,000 and total assets less than \$500,000 at the end of the year may use this form.

► The organization may have to use a copy of this return to satisfy state reporting requirements.

OMB No 1545-1150

2010**Open to Public
Inspection**

A For the 2010 calendar year, or tax year beginning January 1, 2010, and ending December 31, 2010

B Check if applicable:

☐ Address change
☐ Name change
☐ Initial return
☐ Terminated
☐ Amended return
☐ Application pending

C Name of organization
National Association Of Letter Carriers Branch 439
 Number and street (or P O box, if mail is not delivered to street address) Room/suite
4003 old Buncombe Rd.
 City or town, state or country, and ZIP + 4
Greenville, SC 29617

D Employer identification number
576023573

E Telephone number
864-238-6226

F Group Exemption Number ► **N/A**

G Accounting Method: ☒ Cash ☐ Accrual Other (specify) ► _____

H Check ☒ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: ► _____

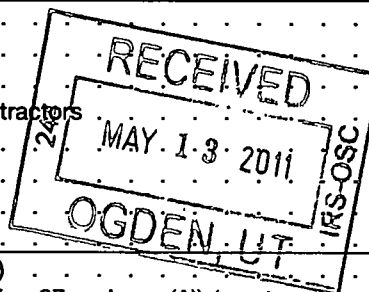
J Tax-exempt status (check only one) — ☐ 501(c)(3) ☐ 501(c) (5) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527

K Check ☐ if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$50,000. A Form 990-EZ or Form 990 return is not required though Form 990-N (e-postcard) may be required (see instructions). But if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6c, and 7b, to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, line 25, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ► \$ _____

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I.)Check if the organization used Schedule O to respond to any question in this Part I. ☒

1	Contributions, gifts, grants, and similar amounts received	1	0
2	Program service revenue including government fees and contracts	2	0
3	Membership dues and assessments	3	81,762
4	Investment income	4	16.00
5a	Gross amount from sale of assets other than inventory	5a	0
b	Less: cost or other basis and sales expenses	5b	0
c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	0
6	Gaming and fundraising events		
a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	0
b	Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	0
c	Less: direct expenses from gaming and fundraising events	6c	0
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d	0
7a	Gross sales of inventory, less returns and allowances	7a	0
b	Less: cost of goods sold	7b	0
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	0
8	Other revenue (describe in Schedule O)	8	5,079
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8. ►	9	86,857
10	Grants and similar amounts paid (list in Schedule O)	10	1,395
11	Benefits paid to or for members	11	0
12	Salaries, other compensation, and employee benefits	12	27,369
13	Professional fees and other payments to independent contractors	13	265
14	Occupancy, rent, utilities, and maintenance	14	3,912
15	Printing, publications, postage, and shipping	15	602
16	Other expenses (describe in Schedule O)	16	54,684
17	Total expenses. Add lines 10 through 16. ►	17	88,227
18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	-1,370
19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	66,188
20	Other changes in net assets or fund balances (explain in Schedule O)	20	-15.00
21	Net assets or fund balances at end of year. Combine lines 18 through 20. ►	21	64,803



SCANNED JUN 14 2011 Revenue

Form 990-EZ (2010)

Part II Balance Sheets. (see the instructions for Part II.)Check if the organization used Schedule O to respond to any question in this Part II ☐

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	14,003	22 18,385
23 Land and buildings	50,390	23 49,040
24 Other assets (describe in Schedule O)	3,526	24 2,449
25 Total assets	67,920	25 69,874
26 Total liabilities (describe in Schedule O)	1,732	26 5,071
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	66,188	27 64,803

Part III Statement of Program Service Accomplishments (see the instructions for Part III.)Check if the organization used Schedule O to respond to any question in this Part III ☐What is the organization's primary exempt purpose? **Enforce the National Contract & protect employees**

Describe what was achieved in carrying out the organization's exempt purposes. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses
 (Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts; optional for others.)

28 Monitor violations of the National contract with the post office. The branch protects the rights of the carriers AND TRIES TO PREVENT ABUSE BY MANAGEMENT.	
(Grants \$) If this amount includes foreign grants, check here ☐	28a
29 The branch takes part in state and national conventions. We also send the officers and stewards for training in order to better represent the letter carriers.	
(Grants \$) If this amount includes foreign grants, check here ☐	29a
30 The branch has a Retiree Installation dinner for the members to attend. We also have a yearly Christmas party for the members.	
(Grants \$) If this amount includes foreign grants, check here ☐	30a
31 Other program services (describe in Schedule O)	
(Grants \$) If this amount includes foreign grants, check here ☐	31a
32 Total program service expenses (add lines 28a through 31a) ☐	32

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated. (see the instructions for Part IV.)Check if the organization used Schedule O to respond to any question in this Part IV ☐

(a) Name and address	(b) Title and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-)	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
Larry Arrowood 1325 Old Vinland School Rd. Easley sc 29640	Vice President 2hrs.	2,578	0	0
Rodger Brown 214 Greenbrier Dr. Simpsonville SC 29680	Director of Retirees 1Hr.	1,027	0	0
Gonzalo Alonzo 13 Saddlewood Ln. Greenville Sc. 29615	Trustee 1 Hr.	1,490	0	0
Sylvia Alonzo 13 Saddlewood Ln. Greenville Sc. 29615	Treasurer 5Hrs.	8,031	0	0
Robert Frazier 210 Fairfield Dr. Mauldin 29662	Trustee 1Hr.	680	0	0
Thomas Harlow PO Box 824 Greenville Sc.29602	President 5 Hrs.	7,047	0	0
Mark Harris 112 Davenport RD Apt. 122 Simpsonville SC. 29680	Trustee 1 Hr.	680	0	0
Jimmy Highsmith 16 Carriage Dr. Greenville Sc.29609	Sgt at Arms 1 Hr.	330	0	0
David Kopp 12 Annacoca Ln. Greenville Sc 29611	Health Benefits Dir. 1 Hr.	330	0	0
George Rolle III 101 Linda Ln. Greenville Sc.29617	OWCP officer 2Hrs.	580	0	0
John Monta 9 Fairlane circle Greenville Sc. 29607	Secretary 3Hrs.	1340	0	0

Part V Other Information (Note the statement requirements in the instructions for Part V.)Check if the organization used Schedule O to respond to any question in this Part V. ☐

	Yes	No
33 Did the organization engage in any activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		✓
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)	✓	
35 If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, explain in Schedule O why the organization did not report the income on Form 990-T.		
a Did the organization have unrelated business gross income of \$1,000 or more or was it a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements?		✓
b If "Yes," has it filed a tax return on Form 990-T for this year (see instructions)?		✓
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		✓
37a Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a 0		
b Did the organization file Form 1120-POL for this year?		✓
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		✓
b If "Yes," complete Schedule L, Part II and enter the total amount involved 38b 0		
39 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on line 9 39a 0		
b Gross receipts, included on line 9, for public use of club facilities 39b 0		
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ <u>N/A</u> ; section 4912 ▶ <u>N/A</u> ; section 4955 ▶ <u>N/A</u>		
b Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		✓
c Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ <u>N/A</u>		
d Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶ <u>N/A</u>		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		✓
41 List the states with which a copy of this return is filed. ▶ <u>N/A</u>		
42a The organization's books are in care of ▶ <u>Robert Frazier</u> Telephone no. ▶ <u>864-238-6226</u> Located at ▶ <u>210 FAIRFIELD DR.</u> ZIP + 4 ▶ <u>29662-2234</u>		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	Yes	No
If "Yes," enter the name of the foreign country: ▶ <u></u>		✓
See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts .		
c At any time during the calendar year, did the organization maintain an office outside of the U.S.? If "Yes," enter the name of the foreign country: ▶ <u></u>		✓
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 <u>N/A</u>		
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓
c Did the organization receive any payments for indoor tanning services during the year?		✓
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		

	Yes	No
45 Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)?	45	✓
a Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)	45a	✓
46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I	46	✓

Part VI Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only. All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI ☐

	Yes	No
47 Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II	47	
48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	48	
49a Did the organization make any transfers to an exempt non-charitable related organization?	49a	
b If "Yes," was the related organization a section 527 organization?	49b	
50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."		

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
N/A	N/A	0	0	0

f Total number of other employees paid over \$100,000 **none**

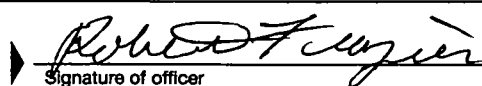
51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
N/A	N/A	0

d Total number of other independent contractors each receiving over \$100,000 **0**

52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A ☐ Yes ☐ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here  **Robert Frazier** **Treasurer** **5-9-11**
Signature of officer Date
Type or print name and title

Paid Preparer Use Only Print/Type preparer's name Preparer's signature Date Check ☐ If self-employed PTIN
Firm's name ▶ Firm's EIN ▶
Firm's address ▶ Phone no. ▶

May the IRS discuss this return with the preparer shown above? See instructions ☐ Yes ☐ No

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

OMB No 1545-0047

2010

**Open to Public
Inspection**

Name of the organization

NALC Branch 439

Employer identification number

57-6023573

Part 1 Line 8 50/50 monthly drawing \$248. Half goes to the winner & half goes to the state NALC scholarship fund. Miscellaneous income

4831 National Convention income baseball tickets, airfare reimbursment,Health plan reimbursment, IRS overpayment refund, Christmas party ticket sales, Membership reimbursment to the Branch.

Line 10 1395 50/50 exp. paid out , memorial for deceased member, scholarship fund, MDA contributions,

Line 16 54,684 Day off calenders for members, cell phone & internet for the union hall, copier maintenance fee, office expense items,

Quick books renewal, meeting night refreshments, taxes payroll, National Convention(lodging ,airfare,ground transportation, Per diem)

State Convention (mileage, lodging, registration fees) Bonding insurance, Building insurance,Christmas Party, Food Drive, MDA Bowl-thon

Retirement- Installation Dinner,Monthly employee mileage,employee training,

Line 24 2449 Furniture & fixtures(Computers , Printer , Lap Top ,Copier, desks, tables,)

Line 26 Credit card balance, payroll tax liabilities

Line 20 Previous Treasurer- voided a \$15.00 check in 2009. later it appears that the previous treasurer discovered the check was cashed.

(ck#7621) The 2009 990EZ was done with the check voided. The 2010 990EZ was done with the ckeck cashed and a corrected balance.

A \$15.00 adjustment was made to, reflect the voided check.

This is a conformed copy of the By-Laws of
NALC branch 439 Greenville S.C.

Robert Frazier Treasurer

Robert Frazier Date 5/9/11

BY-LAWS
BRANCH 439 NATIONAL ASSOCIATION OF LETTER
CARRIERS
GREENVILLE, SOUTH CAROLINA

PREAMBLE

BECAUSE OF A DESIRE TO COME TOGETHER AND WORK OUR PROBLEMS OUT IN HARMONY AND UNISON WITH A MINIMUM OF DISSENSION AND MISUNDERSTANDING, THESE BY-LAWS ARE HEREBY ADOPTED BY BRANCH 439, NALC.

METHOD OF ADOPTION

Amendments to, or alterations of these by-laws, must be submitted at a regular meeting of the Branch, and must be in writing, signed by at least three (3) members in good standing, laid over and voted upon at the next meeting. Suitable notification to the members shall be made at least ten (10) days before the regular meeting at which the vote is to be taken. It shall require a 2/3rds vote (an exception to the 2/3rds vote will occur if there is an amendment to the dues structure which will require a majority vote) of those present at the regular meeting to alter or amend these By-Laws. Should an amendment be defeated at this meeting it shall be considered dead. All amendments will be made in accordance with Article 15 of the National Constitution.

ARTICLE 1 OFFICERS

Officers will be:

President

Vice-President

Secretary *

Treasurer

Sergeant At Arms

Health Benefits and Insurance Representative

Workman's Compensation Representative

Director of Retired Members

Trustees (3)

*Financial Secretary and Recording Secretary combined

ARTICLE II ELECTION OF OFFICERS

Section 1. All officers shall be elected for a term of two (2) years, or until their successors are duly elected and installed.

Section 2. Candidates for office or convention delegates must either be present at the meetings when nominated, or signify in writing prior to the meeting their willingness to serve if elected. If unavoidably detained, candidate must notify election committee by telephone and follow up with written acceptance.

Section 3. All regular members shall be eligible to hold any office in the branch except as provided in Section 2, Article 5, Constitution for the Government of Subordinate and Federal Branches.

Section 4. All regular members are entitled to one vote for each office. Shop stewards are to be elected by the section they will represent.

Section 5. Nominations will be made from the floor in October of the election year. Election will be at the regular branch meeting in November. In case of a vacancy, other than President, the President will select and appoint a qualified person to fill the unexpired term of that office. In the event of a steward vacancy, the President shall appoint an interim steward for a period not exceeding sixty days. A special election shall be held in the section of said vacancy.

Section 6. Notification of election and ballot will show that the President, Vice-president, Secretary, Treasurer, and Director of retirees are automatic delegates to National and State Conventions.

Section 7. The secretary shall submit in June to the Postal Record a "Notification of Branch Elections." This notification must be published no less than forty-five (45) days prior to the election. Ballots will be sent out twenty (20) days prior to election.

Section 8. Every regular member shall have the right to nominate a candidate for any office.

Section 9. After nominations at the October meeting, ballots will be sent, within one week, to the address of record of all members. To be counted ballots must be in the hands of the chairman of the election committee at the November meeting. Election committee will handle the entire process. An election committee of three (3) will be appointed to arrange election procedures and count the ballots.

ARTICLE III ELECTION OF DELEGATES TO A NATIONAL CONVENTION

Section 1. Nominations of delegates to the National Convention will be held in October of the year preceding the convention. Election of delegates shall be in November of the year preceding the convention.

Section 2. Notification of election of delegates and ballot will show that the President, Vice-president, Secretary, Treasurer, and Director of retirees are automatic delegates to National and State Conventions. They shall be the first five- (5) delegates.

Section 3. One delegate shall be allowed for each twenty (20) members or fraction thereof.

Section 4. Delegates must be present for all convention proceedings from opening to closing gavel unless specifically excused by the Branch President or his/her designee.

Section 5. The President or his/her designee may call a caucus at anytime during convention hours.

Section 6. Delegates that have an unexcused absence shall refund a proportionate part of any funds advanced to them by the Branch. Family and Medical emergencies will be an exception to this section as approved by the Executive Board.

ARTICLE IV NUMBER OF PAID DELEGATES TO BE SENT TO A NATIONAL CONVENTION

Section 1. The branch may send up to the number of delegates that National allows. The first five (5) will be those listed in Article III Section 2. The remaining delegates will be elected from the membership.

Section 2. To be a paid delegate, member must have attended 18 regular branch meetings in the two years between elections or if a member is a newly elected officer, shop steward, or a newly accepted member of the branch, 75% of regular meetings since becoming a union member, shop steward or officer. The eligibility year begins on Jan.1 of the convention year and ends on Jan. 1 of the next convention year.

Section 3. Delegates (paid) will be paid the current IRS rate per mile or economy airfare; whichever is lower as determined by the executive board.

Section 4. Delegates (paid) will receive housing expenses for six (6) nights. The Executive Board will determine the maximum amount by using the list of convention Hotels printed in the Postal Record.

Section 5. Meal expenses will be paid as determined by the executive board. It is recognized that a lack of funds could be reason for these expenses not being paid.

ARTICLE V ELECTION OF DELEGATES TO THE SCSALC CONVENTION

Section 1. Nominations for delegates will be held in October of the year preceding the convention. Election of delegates will be held in November of the year preceding the convention.

Section 2. One delegate will be allowed for each five (5) members or fraction thereof. The President, Vice-president, Secretary, Treasurer, and the Director of Retirees shall be automatic delegates by virtue of their office. They shall be the first five (5) delegates. The remainder will be elected from the membership.

Section 3. ~~To be a paid delegate, member must have attended 9 regular meetings in the year between conventions or, if member is a newly elected officer, shop steward, or a newly accepted member of the branch have attended 75% of regular meetings since becoming a union member shop steward or officer. If a December meeting is canceled it shall count as an attended meeting. The eligibility year begins on November 1st and ends October 31st. There is no distinction between paid and unpaid delegates. If an elected delegate does not wish to attend, the first alternate will take his/her place. This procedure will be followed until the delegate list is exhausted.~~

Section 4. The branch may send up to twenty-five (25) paid delegates to the convention. They shall be those officers listed in Section 2 and those nominees, no more than twenty (20) that have the greatest number of ballots cast for them during the election. The branch will refund any registration fee paid for by a paid delegate. NO LATE FEE WILL BE PAID.

Section 5. The branch will pay the actual cost of lodging per day up to the convention rate, not to exceed two (2) days and mileage will be paid at the prevailing IRS rate to each paid delegate that drives. If the Convention is more than 125 miles from Branch 439, the branch will pay an extra nights lodging for travel time. The branch will pay per/diem at the IRS rate up to \$30/ day for meals. The amount will be determined by a branch vote. When the convention is held in Greenville, paid delegates shall receive \$15.00 per day, not to exceed two days. Unless otherwise authorized by the branch.

Section 6. Delegates must be present for all convention proceedings from opening to closing gavel unless specifically excused by the Branch President or his/her designee.

Section 7. The President or his/her designee may call a caucus at anytime during convention hours.

Section 8. Delegates that have an unexcused absence shall refund a proportionate part of any funds advanced to them by the Branch. Family and Medical emergencies will be an exception to this section if approved by the Executive Board.

ARTICLE VI ELIMINATION OF DUES PAYMENT

Section 1. Elected officers and stewards will be refunded \$26 for each regular monthly meeting attended. Excused absences will be paid.

ARTICLE VII NOTIFICATION OF MEMBERS CONCERNING BY-LAWS

Section 1. Upon request any member will be furnished with a copy of the BY-LAWS. The Secretary shall keep a permanent copy with all additions or amendments.

Section 2. The responsibility for this shall rest with the Secretary and the President.

ARTICLE VIII PAYMENT OF DUES

Section 1. All applicants seeking a membership in the Branch and the National Association of Letter Carriers must sign form 1187.

Section 2. All regular members, upon retirement, will receive from the Branch a wristwatch with the NALC logo on the face.

Section 2. All regular members, upon retirement, will receive from the Branch a wristwatch with the NALC logo on the face.

Section 3. Any member failing to pay any fine, assessment or monthly dues within thirty (30) days after notification shall forfeit his/her membership.

Section 4. Monthly dues shall be equal to the minimum dues structure as outlined in the National Constitution plus \$2.88 per pay period. Amended August 2001

Section 5. Retired members must sign form 1189 to remain a member of the NALC. Retirees who retired before form 1189 came into effect will pay by June 1 of each year. Retiree dues are \$8.00 per year.

Section 6. There are no provisions for Associate Members in the NALC constitution. Other craft members will pay the same dues as a regular letter carrier.

Section 7. Notification for dues payment will be by First Class mail.

ARTICLE IX DEMONSTRATIONS OR PICKETS

Section 1. Demonstrations or pickets will not be permitted unless voted upon at a regular or called meeting of the branch.

Section 2. All elected officers and stewards are required to participate in demonstrations and pickets as directed by the Branch. Under exceptional circumstances, the branch may excuse a member. (Exceptional circumstances are defined as illness, family illness, work schedule, schedule leave, jury or court appearances, and must be approved by the president or his/her designee.)

Section 3. The branch must approve signs, literature, or other material used.

Section 4. Any violation of law caused by members will result in suspension and fine according to damage done. Anyone found guilty of violation will forfeit membership. The procedures outlined in Article 10 of the "Constitution for the Government of Subordinate and Federal Branches" governing charges will be adhered to when administering this section.

ARTICLE X CALLED MEETINGS

Section 1. Branch members may request a called meeting of the branch by written petition. The petition must have the names of at least fifty (50) members of the branch membership.

Section 2. The reason for the called meetings will be clearly stated on the advertisements of same and no other business will be discussed or acted upon.

Section 3. Called meetings shall not begin at an hour earlier than regular meetings.

ARTICLE XI MONTHLY MEETING

Section 1. Branch 439 NALC will hold a meeting once each Month on the First Thursday night at 7:00 pm.

Section 2. The executive board meeting will be held on the last Thursday of the month at 6:00pm at the branch 439 offices unless otherwise notified.

Section 3. At the November meeting, the Branch will decide whether or not to hold a meeting in December.

ARTICLE XII QUORUM

Section 1. Quorum for all branch meetings shall be a number equal to ten (10) members of the branch.

ARTICLE XIII DUTIES OF OFFICERS

Section 1. Duties of the President. The duties of the president shall be those listed in Article 6, Section 1, of the constitution for Governing of Subordinate and Federal branches. The President will preside over all meetings of the branch, will head every delegation of the branch, called, or sent to the National or State Conventions, or any other meeting called by the National or State, unless excused by the Branch because of conflicts or sickness. The President will be chief steward by virtue of his office. The President may appoint the Vice-President or another steward to be Chief Steward, Pro Tem. The President will be the chief delegate to all meetings to which delegates are elected by the branch. He/she shall be responsible for attendance at State and National Conventions.

Section 2. Duties of the Vice-President

The duties of the Vice-President shall be those listed In Article 6, Section 2, of the constitution for Governing of Subordinate and Federal branches and any other duties assigned to him by the President. The Vice-President shall serve on the Labor management committee. He/she shall be at all meetings of the branch; he/she shall be on every delegation sent from the branch unless excused by the branch because of conflicts or sickness. The Vice-President will be the second delegate to all meetings to which delegates are elected by the branch.

Section 3. Duties of the Secretary will include the following: The Duties of the Recording Secretary, and the Financial Secretary.

(1) The recording secretary shall keep a correct record of the proceedings of the branch in a book to be kept for that purpose. He/she shall draw all warrants on the treasurer ordered by the branch. He/she shall notify applicants for membership in writing of their election or rejection, and members of their suspension, expulsion or acceptance of resignation. He/she shall report to the National Secretary-Treasurer immediately the suspension, expulsion, or reinstatement of a member. He/she shall attend to all correspondence of the branch, and properly mark and file all papers ready for inspection at any time, and notify all members of special meetings when ordered by the president. He/she shall make Semi-Annually a report to the branch showing the number of members elected, rejected, initialed, suspended, reinstated, withdrawn, and the number of deaths, giving the date of death; also, the receipts, benefits paid, amount expended, and amount on hand. Within one week after his/her term expires, or upon an earlier termination thereof, he/she shall deliver to his/her successor all books and papers together with all other property of the Branch in his/her possession.

(2) The financial secretary shall keep a record book showing the names of members, when admitted and place of residence, collect dues and all other money due the branch, keep a regular account thereof, and at each meeting (or prior thereto whenever the prompt payment of the National per capita tax or other necessity may require same) pay the same to the treasurer, take his/her receipts and retain them as vouchers in settlement. He/she shall personally, or through duly-authorized deputies appointed when necessary for each station, and who shall whenever practicable be the station delegate or representative selected or appointed to represent the station, solicit payment from all members in arrears, and on the day of an election and before a ballot taken, furnish the President with a list of members not entitled to vote. He/she shall semi-annually furnish the National Secretary-Treasurer with a list of names of all the members of the Branch in good standing and shall notify the National Secretary-Treasure monthly of the election of new members, also those suspended, expelled, deceased or resigned. He/she shall keep an account of all properties, investments, and funds of the Branch which at all times shall be open for inspection, and at the end of his/her term make a report, and deliver to his/her successor in office, when qualified, all the books, papers and property in his/her-possession belonging to the branch. To insure the faithful performance of their duties, the Financial Secretary and his/her deputies shall be bonded in such amount and in such manner as the Branch may direct. The secretary shall be the third delegate to all meetings to which delegates are elected by the branch. The secretary will attend all meetings of the branch; he/she shall be on every delegation sent from the branch, unless excused by the branch except for conflicts or sickness.

Section 4. The Treasurer shall receive, receipt for and disburse all money of the Branch, and keep a regular account thereof. He/she shall pay all warrants drawn on him/her by the recording secretary, voted by the branch and signed by the president, and have all accounts receipted upon payment of the same. Duties of the treasurer will include the following: Give a sequenced numbered receipt for all duplicate receipts turned over to him/her by the Secretary, listing the numbers so that all receipts may be accounted for. Use standard accounting systems for records. He/she shall be the fourth delegate to all meetings to which delegates are elected by the branch. The treasurer will attend all meetings of the branch, and delegations sent from the branch unless excused by the branch because of conflicts or sickness.

Section 5. Duties of the Director of Retired Members. He/she will coordinate all activities of retirees. He/she will be the Legislative advocate and congressional liaison for the retirees. He/she will be the local organizer for the retirees. He/she will perform such other duties as may be assisted by the branch President. He/she shall be the fifth delegate to all meetings to which delegates are elected by the branch.

Section 6. Duties of Trustees. To actively follow the affairs of the branch. They will audit the books from June through December and January through August and report to the branch the condition of the books in May and October. Compare vouchers and records to see if they correspond with collections and disbursements according to the by-laws. They shall have custody of all branch property. Trustees will attend each meeting of the branch unless excused by the membership for conflicts or sickness.

Section 7. Shop stewards will attend each branch meeting unless excused because of conflicts or sickness. All stewards will attend at least one training course at the State Level each year if offered. Shop stewards will do other duties as directed by the President. To be eligible for the position of shop steward, applicant must be a faithful union member, and must be aware of Union Ideals. Stewards must be willing to learn the contract, and must be able to present his/her case clearly in writing and be persuasive in oratory.

Section 8 The Executive Board will consist of all the elected officers.

Section 9 In addition to the duties assigned to each Officer, he / she shall perform such other duties as the Branch may from time to time direct.

ARTICLE XIV BILLS

Section. 1 All bills will have a completed voucher and proper documentation in order to be presented to the Branch for approval.

ARTICLE XV MONIES

Section 1. All funds shall be deposited in financial institutions decided on by the branch. All checks must be signed by the treasurer, or in his/her absence, the secretary, and countersigned by the President or in his/her absence, the Vice-President, before they can become a draft on this account. All checks must be headed, "Branch 439, NATIONAL ASSOCIATION OF LETTER CARRIERS" and the emblem printed thereon.

Section 2. a. For services rendered the President will be paid **\$520.00 per month**. The Vice President **\$150.00 per month**, the Secretary **\$130.00 per month**, The Treasurer **\$416.00 pr month**, The Director of Retirees **\$75.00 per month**, the Trustees **\$50.00 (each) per month**, The Workman's Compensation Representative **\$30.00 per month** provided that they are at the regular monthly meeting or are excused from the meeting. **Additional pay to an officer over these amounts will require Branch approval.**

b. An exception to this will be made for any officer who is involved in processing of Grievances. In a case where it is necessary to maintain time limits and the officer is not be able to get branch approval for additional pay until after the work has been done on a grievance, the officer will be required to present the proper documentation to receive compensation. The documentation will include but not be limited to a log to include date or dates the extra expense occurred, time spent type of grievance, and the official designated branch case number.

c. These amounts do not include expenses such as mileage or cell phone usage. These will require proper documentation and branch approval.

d. Shop Stewards will be paid monthly based on the number of Routes that they represent plus 25%. The number will be those Routes each steward represents as of Jan. 1st of every year. The breakdown will be as follows (1-15=\$25 16-39=\$50 40 or more=\$75). Any Formal A representative appointed by the President shall receive the same pay and benefits as a Shop Steward. No Installation will have more than 1(one) Formal A representative. No appointment will last longer than the term of the President. If the President is a regular retired member, salary may be determined by the branch instead of Section 2 and 4, of this Article.

Section 3. The President or his/her designee, usually the Vice-President shall be compensated for up to fifty-two (52) days at their regular pay scale when leave must be used for branch affairs. This compensation is payable in hourly increments, and cannot be used for State and National conventions. PS Form 3971, properly completed or a copy of the Daily Hours Report must be submitted in order to receive payment.

Section 4. The branch will pay officers and stewards who are directed to attend training sessions or special meetings called by the State or National Presidents, outside of Greenville, Mileage at the prevailing IRS rate plus \$15.00 per day for meals, and prevailing room rate negotiated by the host branch. If a training session or a special meeting is located more than 125 miles from Greenville Branch 439, the Branch will pay an extra nights lodging for travel time.

Section 5. In the event any member is eligible for compensation for duties performed outside of Branch 439, the branch will pay no compensation. However, if Compensation is less than the branch provides the branch will pay the difference.

Section 6. If the membership approves, such payments, elected officers and stewards will be compensated at their regular pay for LWOP or AL used to attend training schools and seminars. This training must be such that the branch will directly benefit from the knowledge gained. No officer, or steward under this section, will be paid for more than two (2) days per annum, unless otherwise approved by the branch, nor will they be permitted to use this section for state, or national conventions. USPS Form 3971, properly completed, must be submitted in order to receive payment

Section 7. Upon notification of a members death, the branch will send a floral wreath or charitable contribution in memory of the deceased member. The memorial will cost up to \$50.00, and the type of remembrance will be determined by at least two members of the executive board.
