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Form **990****Return of Organization Exempt From Income Tax**

OMB No 1545-0047

2012**Open to Public Inspection**Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

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

A For the 2012 calendar year, or tax year beginning January 01, 2012, and ending December 31, 2012	
B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input checked="" type="checkbox"/> Initial return <input type="checkbox"/> Terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization Doing Business As <u>United Stedworkers</u> Number and street (or P.O. box if mail is not delivered to street address) Room/suite <u>232 Route 108</u> City, town or post office, state, and ZIP code <u>Rumford, Maine 04276</u> D Employer identification number <u>01-0243299</u> E Telephone number <u>207-364-8981</u> G Gross receipts \$ <u>236680</u> F Name and address of principal officer <u>Ronald Hemingway, President</u> <u>232 Route 108 Rumford Maine 04276</u> H(a) Is this a group return for affiliates? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No H(b) Are all affiliates included? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list (see instructions) H(c) Group exemption number ▶ <u>0260</u> I Tax-exempt status <input checked="" type="checkbox"/> 501(c)(3) <input checked="" type="checkbox"/> 501(c) (<u>5</u>) ◀ (insert no) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527 J Website: ▶ K Form of organization <input type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input checked="" type="checkbox"/> Other ▶ <u>non-profit</u> L Year of formation M State of legal domicile <u>ME</u>

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: <u>keeping union employees safe and making sure they informed of all activities pertaining to the safety of their jobs</u>		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	<u>751</u>
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	<u>0</u>
	5 Total number of individuals employed in calendar year 2012 (Part V, line 2a)	5	<u>32</u>
	6 Total number of volunteers (estimate if necessary)	6	<u>0</u>
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	<u>0</u>
b Net unrelated business taxable income from Form 990-T, line 34	7b	<u>0</u>	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)		<u>251252</u>
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)		<u>136</u>
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		
	12 Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)		<u>251388</u>
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1–3)		
	14 Benefits paid to or for members (Part IX, column (A), line 4)		
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)		<u>175672</u>
	16a Professional fundraising fees (Part IX, column (A), line 11e)		
	b Total fundraising expenses (Part IX, column (D), line 25) ▶		
	17 Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)		<u>157415</u>
	18 Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)		<u>25416</u>
19 Revenue less expenses. Subtract line 18 from line 12			
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	21 Total liabilities (Part X, line 26)	<u>238290</u>	<u>312219</u>
	22 Net assets or fund balances. Subtract line 21 from line 20	<u>1610</u>	<u>0</u>
		<u>236680</u>	

Part II Signature Block

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	Signature of officer <u>Ronald D Hemingway</u>	Date <u>3/25/2013</u>			
	Type or print name and title <u>Ronald D Hemingway President</u>				
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> 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

For Paperwork Reduction Act Notice, see the separate instructions.

Cat No 11282Y

Form **990** (2012)SCANNED APR 24 2013
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Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response to any question in this Part III ☐**1** Briefly describe the organization's mission:**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.**4a** (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4b** (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4c** (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4d** Other program services (Describe in Schedule O.)
(Expenses \$ including grants of \$) (Revenue \$)**4e** Total program service expenses ►

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	1	✓
2 Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	2	✓
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I	3	✓
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II	4	✓
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III	5	✓
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I	6	✓
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II	7	✓
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III	8	✓
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV	9	✓
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V	10	✓
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	11a	✓
b Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	11b	✓
c Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	11c	✓
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	11d	✓
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	11e	✓
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	11f	✓
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	12a	✓
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	12b	✓
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	13	✓
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a	✓
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV	14b	✓
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? If "Yes," complete Schedule F, Parts II and IV	15	✓
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? If "Yes," complete Schedule F, Parts III and IV	16	✓
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)	17	✓
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	18	✓
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III	19	✓
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H	20a	✓
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	✓

Part IV Checklist of Required Schedules (continued)

	Yes	No
21 Did the organization report more than \$5,000 of grants and other assistance to any government or organization in the United States on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>	21	✓
22 Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>	22	✓
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>	23	✓
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25</i>	24a	✓
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b	
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c	
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d	
25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>	25a	✓
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>	25b	✓
26 Was a loan to or by a current or former officer, director, trustee, key employee, highest compensated employee, or disqualified person outstanding as of the end of the organization's tax year? <i>If "Yes," complete Schedule L, Part II</i>	26	✓
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>	27	✓
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):	28	
a A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>	28a	✓
b A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>	28b	✓
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>	28c	✓
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>	29	✓
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>	30	✓
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>	31	✓
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>	32	✓
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>	33	✓
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>	34	✓
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a	✓
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>	35b	✓
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>	36	✓
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>	37	✓
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O	38	✓

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response to any question in this Part V ☐

		Yes	No
1a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a 0		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b 0		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c		✓
2a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a 32		
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b	✓	
Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)			
3a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a		✓
b If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O	3b		
4a 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)?	4a		✓
b If "Yes," enter the name of the foreign country: ► See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.			
5a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a		✓
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b		
c If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c		
6a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	✓	
b If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b		
7 Organizations that may receive deductible contributions under section 170(c).			
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a		✓
b If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b		
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c		✓
d If "Yes," indicate the number of Forms 8282 filed during the year	7d		
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e		✓
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f		✓
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g		✓
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h		✓
8 Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?	8		✓
9 Sponsoring organizations maintaining donor advised funds.			
a Did the organization make any taxable distributions under section 4966?	9a		✓
b Did the organization make a distribution to a donor, donor advisor, or related person?	9b		✓
10 Section 501(c)(7) organizations. Enter:			
a Initiation fees and capital contributions included on Part VIII, line 12	10a 251388		
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b		
11 Section 501(c)(12) organizations. Enter:			
a Gross income from members or shareholders	11a 251388		
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b		
12a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a		✓
b If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b		
13 Section 501(c)(29) qualified nonprofit health insurance issuers.			
a Is the organization licensed to issue qualified health plans in more than one state?	13a		✓
Note. See the instructions for additional information the organization must report on Schedule O.			
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b		
c Enter the amount of reserves on hand	13c		
14a Did the organization receive any payments for indoor tanning services during the tax year?	14a		✓
b If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b		✓

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions. Check if Schedule O contains a response to any question in this Part VI ☐

Section A. Governing Body and Management

		Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year	1a 751		
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.			
b Enter the number of voting members included in line 1a, above, who are independent	1b		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2	✓	
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?	3		✓
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4		✓
5 Did the organization become aware during the year of a significant diversion of the organization's assets?	5		✓
6 Did the organization have members or stockholders?	6	✓	
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a	✓	
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b	✓	
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:			
a The governing body?	8a	✓	
b Each committee with authority to act on behalf of the governing body?	8b	✓	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O	9		✓

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a Did the organization have local chapters, branches, or affiliates?	10a	✓
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b	
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	✓
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	12a	✓
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	12c	
13 Did the organization have a written whistleblower policy?	13	✓
14 Did the organization have a written document retention and destruction policy?	14	✓
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official	15a	✓
b Other officers or key employees of the organization	15b	✓
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a	✓
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b	

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed ► Maine

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
☐ Own website ☐ Another's website ☐ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how), the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year

20 State the name, physical address, and telephone number of the person who possesses the books and records of the organization: ► President, Ronald Hemingway, 232 Route 108, Rumford, Maine 04276

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response to any question in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Kathy Andrews Office Secretary	20				✓			13870		
(2) Thomas Benedix Chief Steard								1975		
(3) Christopher Dickson Financial Secretary/ Treas				✓				9193		
(4) Gary Warren Shop Steward								880		
(5) Ronald Hemingway President						✓		90250		
(6) Stephen Cote Area Vice President								1795		
(7) Thomas Hines Executive Board								531		
(8) Judilee Whittemore Recording Secretary				✓				7653		
(9) Scot Grassetto Trustee		✓						2797		
(10) Dale Austin Executive Board				✓				580		
(11) Kevin Averill Trustee		✓						2785		
(12) Bruce Bryant Executive Board				✓				692		
(13) Sharon Burgess Area Vice President								3900		
(14) Douglas Lothrop Area Vice President								719		

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15) William Twidwell Area Vice President							✓	225		
(16) Michael Parent Trustee		✓						606		
(17) Maureen Adley Chief Steward								275		
(18) James Irish Shop Steward								610		
(19) Linda Deane Rapid Response								4271		
(20) Gary Hemingway Vice President				✓				14128		
(21) Peter Vance shop steward								1143		
(22) Richard Leavitt shop steward								1191		
(23) Stephen Bronish shop steward								768		
(24) Kelly Martin shop steward								1113		
(25) Cynthia Freeman shop steward								963		
1b Sub-total								25293		
c Total from continuation sheets to Part VII, Section A								137620		
d Total (add lines 1b and 1c)								162913		

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization ►

- 3** Did the organization list any **former** officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual
- 4** For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual
- 5** Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person

	Yes	No
3		✓
4		✓
5		✓

Section B. Independent Contractors

- 1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization ►		

Part VIII Statement of RevenueCheck if Schedule O contains a response to any question in this Part VIII. ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
Contributions, Gifts, Grants and Other Similar Amounts	1a	Federated campaigns . . .	1a 0				
	b	Membership dues	1b 242852				
	c	Fundraising events	1c 0				
	d	Related organizations	1d 8400				
	e	Government grants (contributions)	1e 0				
	f	All other contributions, gifts, grants, and similar amounts not included above	1f 0				
	g	Noncash contributions included in lines 1a-1f \$	0				
	h	Total. Add lines 1a-1f ▶	251252				
Program Service Revenue	Business Code						
	2a						
	b						
	c						
	d						
	e						
	f	All other program service revenue					
g	Total. Add lines 2a-2f ▶		0				
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts) ▶		136			
	4	Income from investment of tax-exempt bond proceeds ▶		0			
	5	Royalties ▶		0			
	6a	(i) Real	(ii) Personal				
	b	Less. rental expenses					
	c	Rental income or (loss)					
	d	Net rental income or (loss) ▶		0			
	7a	(i) Securities	(ii) Other				
	b	Less. cost or other basis and sales expenses					
	c	Gain or (loss)					
	d	Net gain or (loss) ▶		0			
	8a	Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18 a					
	b	Less: direct expenses b					
	c	Net income or (loss) from fundraising events ▶		0			
	9a	Gross income from gaming activities See Part IV, line 19 a					
	b	Less: direct expenses b					
c	Net income or (loss) from gaming activities . ▶		0				
10a	Gross sales of inventory, less returns and allowances a						
b	Less. cost of goods sold b						
c	Net income or (loss) from sales of inventory . . ▶		0				
Miscellaneous Revenue			Business Code				
11a							
b							
c							
d	All other revenue		0				
e	Total. Add lines 11a-11d ▶		0				
12	Total revenue. See instructions. ▶		251388				

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response to any question in this Part IX ☐**Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.**

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the United States. See Part IV, line 21	0			
2 Grants and other assistance to individuals in the United States. See Part IV, line 22	0			
3 Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16	0			
4 Benefits paid to or for members	0			
5 Compensation of current officers, directors, trustees, and key employees	175672			
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)	0			
7 Other salaries and wages	0			
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	0			
9 Other employee benefits	0			
10 Payroll taxes		22313		
11 Fees for services (non-employees)	0			
a Management				
b Legal	5372			
c Accounting	0			
d Lobbying	0			
e Professional fundraising services. See Part IV, line 17	0			
f Investment management fees	0			
g Other (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O)	0			
12 Advertising and promotion	0			
13 Office expenses			14695	
14 Information technology	0			
15 Royalties	0			
16 Occupancy	0			
17 Travel	0			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials	0			
19 Conferences, conventions, and meetings	3082			
20 Interest	0			
21 Payments to affiliates	0			
22 Depreciation, depletion, and amortization	0			
23 Insurance	0			
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O)				
a				
b				
c				
d				
e All other expenses 9777				
25 Total functional expenses. Add lines 1 through 24e	230911			
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance SheetCheck if Schedule O contains a response to any question in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash—non-interest-bearing	104790	1	178719
	2 Savings and temporary cash investments		2	
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	104790	4	178719
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges		9	
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a		
	b Less: accumulated depreciation	10b 133500	10c	133500
	11 Investments—publicly traded securities		11	
	12 Investments—other securities See Part IV, line 11		12	
	13 Investments—program-related See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 Total assets. Add lines 1 through 15 (must equal line 34)	238290	16	312219	
Liabilities	17 Accounts payable and accrued expenses		17	
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	1610	25	0
	26 Total liabilities. Add lines 17 through 25	1610	26	0
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets		27	
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
	33 Total net assets or fund balances	238290	33	312219
	34 Total liabilities and net assets/fund balances	4562	34	0

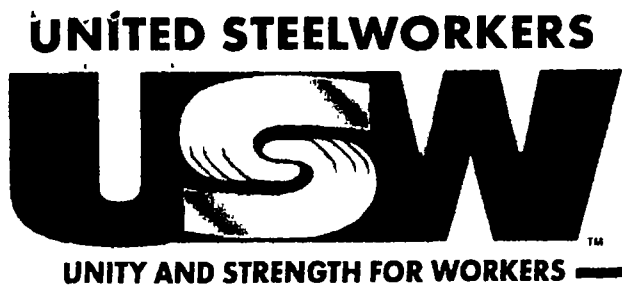
Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response to any question in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	251388
2	Total expenses (must equal Part IX, column (A), line 25)	2	230911
3	Revenue less expenses. Subtract line 2 from line 1	3	20477
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	238290
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	258757

Part XII Financial Statements and ReportingCheck if Schedule O contains a response to any question in this Part XII ☐

- 1** Accounting method used to prepare the Form 990 ☒ Cash ☐ Accrual ☐ Other _____
If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.
- 2a** Were the organization's financial statements compiled or reviewed by an independent accountant? . . .
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:
☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis
- b** Were the organization's financial statements audited by an independent accountant? . . .
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:
☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis
- c** If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?
If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.
- 3a** As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? . . .
- b** If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits

	Yes	No
2a		✓
2b		✓
2c		✓
3a	✓	✓
3b		✓



Local 900

Ron Hemingway
President

Continuation of members from Part VII

Matthew Burnham.
Shop Steward

appropriations 352

Gregory Simmons

844

Peter Warren

122

The actual total is \$164231

New Local 900 USW


Bylaws 2012

Reviewed and
approved by

Bob Rootes

2nd reading done

5/8/12

Passed @ JUNE 12th mmm 

By-Laws for Local Unions 4-0900

July, 2006 – March, 2012

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To Local Union Officers and Members, United Steelworkers:

To assure conformity with the International Constitution, the policies of the International Union, and the Labor-Management Reporting and Disclosure Act of 1959 (Landrum-Griffin Act), it is imperative that Local Union By-Laws and amendments to such By-Laws be approved by the International Union.

In order to make it easier for Local Unions to comply with these various requirements and expedite the process of approval, the International Union has developed standard By-Laws for Local Unions that are contained in this booklet and that have been approved and adopted by the International Executive Board.

The starting point in administering the By-Laws of any Local Union is the International Constitution which provides in Article I that it shall also be the Constitution of each Local Union.

These standard By-Laws include the basic requirements of the International Constitution with respect to the operation of Local Unions. They also include provisions which meet the requirements of the 1959 Landrum-Griffin Act.

The provisions set forth in these standard By-Laws are those which have uniform application to and can be uniformly worded for all Local Unions.

Because of the different structure of Amalgamated Local Unions, the standard By-Laws for Local Unions are not appropriate in their entirety for Amalgamated Local Unions. Therefore, pursuant to Section 5 of Article VII of the International Constitution, a separate booklet of these By-Laws has been developed especially for Amalgamated Local Unions. An "Amalgamated Local Union" is defined as a Local Union whose members are employed by the same or different employers in more than one bargaining unit within a single District of the International Union or, with the approval of the International Executive Board, in more than one District.

Where a Local Union does not have separate By-Laws, Article VII, Section 5, of the International Constitution provides that these standard By-Laws shall be the By-Laws of such Local Union. For those Local Unions which have separate By-Laws, the standard By-Laws in this booklet must be and are deemed to be incorporated in the By-Laws of such Local Unions. Due to agreements that were made during various mergers with other Unions some of the provisions contained in these By-Laws may not apply to Local Unions who came to the USW by way of a merger.

Where necessary, Local Unions may supplement these standard By-Laws by addition of new Subsections, new Sections or new Articles consistent with the International Constitution, International Union Manuals and policies, these standard By-Laws, or applicable law. However, any provisions in a Local Union's By-Laws inconsistent with these standard By-Laws or the Local Union Elections Manual adopted by the International Union, even though previously approved by the International Union, are hereby suspended and may not be enforced.

LOCAL UNIONS SHOULD SEND TO THE INTERNATIONAL UNION FOR APPROVAL ONLY THOSE SUBSECTIONS, SECTIONS OR ARTICLES OF THEIR BY-LAWS WHICH ARE ADDITIONAL TO THE STANDARD BY-LAWS AND HAVE NOT BEEN PREVIOUSLY APPROVED BY THE INTERNATIONAL UNION. FOR EXAMPLE: LOCAL UNIONS MAY WISH TO ASSIGN DUTIES TO OFFICERS BEYOND THOSE SET FORTH UNDER ARTICLE V OF THE STANDARD BY-LAWS. IN SUCH A CASE, ONLY THE SUBSECTIONS SETTING FORTH THE ADDITIONAL DUTIES SHOULD BE SENT TO THE INTERNATIONAL UNION FOR APPROVAL; THE REMAINDER OF ARTICLE V SHOULD BE AS SET FORTH IN THE STANDARD BY-LAWS AND, THEREFORE, WOULD NOT REQUIRE FURTHER REVIEW OR APPROVAL.

Through this procedure, and with your cooperation in carrying it out, we anticipate that it will be possible to give early review to additional portions of Local Union By-Laws that will require approval by the International Union.

In the event any clause or provision of these By-Laws is declared unlawful or unenforceable by a United States or Canadian Court, such clause or provision shall, in the jurisdiction in which it is unlawful or unenforceable, be considered severable from all other clauses and provisions of these By-Laws, subject to International Executive Board action.

In solidarity,

International President

International Secretary-Treasurer

International Vice President
(Administration)

International Vice President
(Human Affairs)

National Director of Canada

Approved and Adopted by the International Executive Board, United Steelworkers, July, 2006.

BY-LAWS FOR LOCAL UNIONS

ARTICLE I

Name

This organization shall be known as United Steel Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union (to be known in short as the "United Steelworkers" and by the acronym "USW") Local Union 4-0900¹ (hereinafter also referred to as "this Local Union" or "the Local Union").

ARTICLE II

Objects

First. To unite in this Local Union all working men and working women who are members of the United Steelworkers—(hereinafter referred to as the "International Union") and who are within the jurisdiction of this Local Union.

Second. To establish through collective bargaining adequate wage standards, shorter hours of work and improvements in the conditions of employment for workers in industry.

Third. To engage in educational, legislative, political, civic, social, welfare, community and other activities; to advance and safeguard the economic security and social welfare of workers in industry, the International Union, its Local Unions and the free labor movements of the United States, Canada and the world; to seek to eliminate all forms of discrimination, to protect and extend our democratic institutions and civil rights and liberties, and to perpetuate and extend the cherished traditions of democracy and social and economic justice of the United States, Canada and the world community

Fourth. To encourage the organization and affiliation of unorganized workers who, subject to the provisions of Article VII, Section 1 of the International Constitution, may be placed within the jurisdiction of this Local Union.

Fifth. To take all steps and actions consistent with the Constitution and policies of the International Union, and these By-Laws, to implement and carry out the objects, rights, activities and responsibilities of this organization and the International Union.

ARTICLE III

Eligibility

Section 1. All members in good standing of the International Union who are within the jurisdiction of this Local Union shall, by virtue of such membership in the International Union, constitute the membership of this Local Union.

Section 2. Persons having supervisory power shall be eligible for membership subject to the terms established by the International Executive Board.

Section 3. No person shall be eligible for membership, or for nomination or election or

¹ Insert here the number of the Local Union

appointment to, or to hold any office, or position, or to serve on any Committee in the International Union or in this Local Union or to serve as a delegate who is a consistent supporter of, or who actively participates in, the activities of any hate based-racist, terrorist, or other organization which advocates violence to affect government policy or to oppose the democratic principles to which the United States and Canada and our Union are dedicated.

This eligibility requirement shall be in addition to any other eligibility requirement imposed by any other Article or Section of the Constitution.

Section 4. New members must present themselves for initiation not later than the second meeting following their becoming members. If any member has satisfactory reason for not being able to attend a meeting within this two months period, the President shall then have the authority to initiate that member privately. New members shall swear to the oath of *Initiation of New Members* as printed in the *USW Constitution* on page 84.

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ARTICLE IV

Election of Officers

Section 1 (From PACE/USW Merger Agreement) Officers of this Local Union shall be: President, Vice President, Recording Secretary, Financial Secretary, Treasurer (one office), Guide, two (2) Guards, and three (3) Trustees.² Three Trustees at large, Three Divisional Vice-Presidents, ³ Three Divisional Chief Stewards, (inner Guard moved to Art. IV) and Three Executive Board Members (one from each division).

Section 2. No member shall at the same time be a candidate for or hold more than one of the offices named in Section 1 of this Article.²

Section 3. Officers and Grievance Committee Members shall be elected for a term of three years at the last meeting in April ~~2009~~2012, or on such other day and/or at such other hours in April ~~2009~~2012 as the membership shall determine and which will enable all members who so desire to vote. Election shall be by a plurality vote of the members in good standing participating in a secret ballot vote. Those elected in April ~~2009~~2012 shall be installed at the first regular meeting in May ~~2009~~2012 and shall serve until their successors are elected and qualified, at which time all money, official records and documents, and all property belonging to the Local Union shall be turned over to such successors. In any case in which only one eligible member has been nominated for an office, and that member has indicated acceptance of the nomination within the time limits and in the manner prescribed by the approved By-Laws or rules of the Local Union, no election need be held for that office, and the member who has been

² As an alternative to the 11 offices set forth in Article IV, Section 1, Local Unions with a membership of one hundred (100) or less may adopt a By-Law provision providing only for the offices of President, Vice President, Recording Secretary, Financial Secretary and Treasurer, and the By-Laws shall provide how the duties of the offices of Guide, Guard and Trustee are to be allocated among these five (5) offices. In the alternative, a Local Union which has a membership of one hundred (100) or less may adopt a By-Law provision which, in addition to providing for the five (5) offices mentioned above, combines the office of Guide and/or Guard with the office of Trustee.

³ While the International Constitution makes no provision for a Local Union Executive Board, a Local Union may establish an Executive Board so long as such Executive Board is provided for in its By-Laws. The members of such an Executive Board must be persons elected to office or position in the Local Union in accordance with the provisions of the Local Union Elections Manual.

so nominated shall be deemed elected. An Officer who retires from an enterprise serviced by the Local Union shall not be permitted to continue in office.

Section 4. The date of the Local Union elections for Local Union Officers and Grievance Committee Members must be advertised among members at least fifteen (15) days previous to the date of the election by mailing notice of the date, place and hours of the election to each member in good standing at the member's last known home address. The notice must also specify the Local Union offices to be filled.⁴ Nominations shall be made at the immediately preceding meeting. However, where a Local Union holds two meetings in each month, nominations may be made at the last meeting in the month preceding the month in which the election is held. Notice of the nominations meeting shall be given to the membership at least one (1) week in advance of the meeting.

Section 5. No member shall be eligible for election as a Local Union Officer or Grievance Committee Member unless

(a) The member shall have been in continuous good standing for a period of 24 months immediately preceding the month in which the election is held;⁵ and

(b) The member is employed in an enterprise, public or private, or other place within the jurisdiction of the Local Union; and

(c) The member shall have attended at least one-third (1/3) of the regular meetings held by the member's Local Union during the twenty-four (24) month period immediately preceding the month in which the election is to be held.

(d) Nominations must be accepted by March 30, 2012 in order to be on the ballot for that year.

Meetings which a member was prevented from attending because of such member's Union activities, working hours, service in the armed forces of the United States or Canada, sickness which confines, death in the immediate family, or jury duty, shall not be counted as meetings held in determining such member's eligibility under this Section; provided, that the member shall have the burden of proving inability to attend for one of the prescribed reasons, in accordance with procedures specified in the Local Union Elections Manual.⁶

Section 6 Local Union elections shall be conducted in accordance with the provisions of the Local Union Elections Manual adopted by the International Union

Section 7. When a petition for a vote for an alternate work schedule is received by the Local, a vote for work schedule changes cannot be held more often than every 3 months or four times in a year. The petition for an alternate work schedule vote must be signed by at least fifty one (51%) or more of the department that would be affected.

⁴ The requirement of a 15-day mail notice of the election need not be applied in Canada provided other suitable notice of the election is given to the membership at least one week previous to the date of the election

⁵ If the member's Local Union has been in existence for a lesser period prior to the election, the member must have been in continuous good standing from the time the member joined such Local Union

⁶ Because of the difficulty many months after the fact of verifying the validity of a claim that an individual missed a meeting because of "sickness which confines" the Local Union may wish to adopt the following additional provision

"Any member who claims inability to attend a Local Union meeting because of a 'sickness which confines' must notify the Recording Secretary of the Local Union within one month of such meeting, otherwise the meeting will be counted as a meeting held in determining such member's eligibility under this section "

Section 8. Shop Stewards may be elected by a petition passed through their department and/or shift, depending on the size of the department, and signed by a majority of those members on that shift or in that department. A smaller department shall be allowed at least one shop steward, while a larger department may warrant at least one per shift or work area. The number per department shall be decided by the Executive Board. Shop stewards must pass a new petition every three (3) years or whenever they permanently transfer or complete the probationary period on a bid to a different department.

Section 9. Whenever practical, the election of officers for Local 900 USW will be held in the mill at a time and place that is beneficial for most members, such as a two day vote not to exceed 30 hours in length (approved by John Perquin 2/8/12) on Thursday and Friday in an effort to include some segment of all four rotating shifts and the day shift. This will begin April 2012 and be scheduled for April 19th between 1pm and 7pm and the 20th between 1pm and 7pm. Ballots will be secured by the Elections Committee between these voting hours.

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Section 10 Any officer or shop steward of Local 900 who takes an upgrade to substitute foreman/planner shall resign his position with the Local.

ARTICLE V

Duties of Officers

Section 1 Duties of President.

(a) The President shall preside at all meetings of the Local Union and preserve order, and shall decide all questions of order, subject to an appeal to the Local Union. The President shall have the right to vote at all elections of Officers, and when the members are equally divided on other questions, shall have the deciding vote.

(b) The President shall call special meetings by request of ten members in good standing of the Local Union. This request shall be in writing, shall state clearly the purpose of the meeting and shall be signed by those making such request. Notice of all special meetings must be given to the members of the Local Union by bulletin board posting or other reasonable means. The business of the special meeting shall be confined to the subject for which that meeting was called, and the meeting shall be conducted in accordance with the same procedures as govern regular meetings. The above provision concerning the holding of a special meeting does not require the Chair at such meeting to entertain a motion to vote on a matter which was acted upon after notice at a previous meeting. In the absence of a provision of the International Constitution or the Local Union By-Laws specifying the method of voting at such meeting the membership in attendance at such meeting shall determine the method of voting.

(c) The President shall enforce the provisions of the International Constitution and of these By-Laws and the policies and Manuals of the International Union, and shall appoint all committees not otherwise provided for and be ex officio member of all committees. The President shall perform such other duties as the Local Union may assign.

(d) (1) In the event that a vacancy occurs in the office of Vice President, Recording Secretary, Financial Secretary, Treasurer, Guide, Guard or Trustee or in the position of Grievance Committee Member at any time during the term of office, the remaining Local Union Officers shall, by majority vote select a successor to serve for the remainder of that term.

(d) (2) The Local Union Officers may, at their discretion, hold an election to seek the guidance of the membership before selecting a successor to fill a vacancy in any of the offices described in d (1). When this option is used, the President shall appoint a member of the Local Union to fill the vacancy until such election can be completed and the successor appointed to fill the vacancy. The President shall

call for a special election as promptly as possible but such election shall not be held later than two (2) months following the occurrence of the vacancy. The date of the special election shall be advertised among the members at least one (1) week prior to that date. Nominations shall be made at the immediately preceding meeting, the date of which shall also be advertised in advance among the members at least one (1) week prior to that date.

(d)(3) Wherever a Local Union Officer (except President) or Grievance Committee Member, because of receipt of an extended vacation benefit or otherwise, will be unable to serve during an extended temporary period, a temporary replacement will be designated as provided in sub-paragraph (d) (5) of this section. The temporary replacement shall carry out all the duties of the office or post during such temporary period.

(d)(4) Where the temporary vacancy is in the office of the Local Union President, the Vice President shall assume the duties of the President including the authority to be one of the signatories to checks, and shall be known as "Temporary Acting President." When the temporary period has ended, the "Temporary Acting President" shall revert to the position of Vice President.

(d)(5) Where the temporary vacancy is in a Local Union Office (other than President) or in a Grievance Committee post, the Local Union Officers shall, by majority vote, select a "Temporary Acting" replacement. Temporary Acting Treasurers and Financial Secretaries shall be authorized, during the temporary period of their service, to be signatories to checks. A replacement shall serve only until the temporary period is ended.

(d)(6) In the event of a vacancy none of the remaining officers either alone or acting together may perform the functions of the vacant office but rather the vacancy must be filled in accordance with the provisions of this section

Section 2. Duties of Vice President. The Vice President shall assist the President in the discharge of the President's duties and during the President's absence shall perform the duties of the President. In the event that a vacancy occurs in the office of President, the Vice President shall act as President for the unexpired term

Section 3. Duties of Recording Secretary.

(a) The Recording Secretary shall record the proceedings of the Local Union in a book kept for that purpose, read all papers and perform such other duties as are required by the International Constitution, these By-Laws, the various Manuals and policies of the International Union, and the Local Union. The Recording Secretary shall also have custody of the Local Union Seal, and shall be responsible for any misuse of same.

(b) The Recording Secretary shall read to the Local Union communications which require attention.

Section 4. Duties of Financial Secretary/Treasurer-

(a) The ~~Financial Secretary/Treasurer~~ ~~Financial Secretary~~ shall receive all money due the Local Union and pay the same to the Treasurer, from whom the Financial Secretary shall take a receipt. The ~~Financial Secretary/Treasurer~~ ~~Financial Secretary~~ shall also keep accurately the accounts of the Local Union with its members, and shall at all times have the books open for examination by the Trustees, and perform such other duties as are required by the International Constitution, these By-Laws, the various Manuals and policies of the International Union, and the Local Union. The ~~Financial Secretary/Treasurer~~ ~~Financial Secretary~~ shall make out the various reports required by the International Secretary-Treasurer and forward such reports to the International Secretary-Treasurer in accordance with instructions.

(b) Should it be proved that the Financial Secretary/Treasurer ~~Financial Secretary~~ has failed to report monthly the full membership of the Local Union as provided for in the report to the International Secretary-Treasurer and transmit the full amount of initiation fees and dues, the Financial Secretary/Treasurer ~~Financial Secretary~~ shall be suspended from all privileges and benefits until the deficiency is made good, and shall be liable to the International Union for the full amount unpaid.

(c) The Financial Secretary/Treasurer shall keep a record of all transfer request forms issued and received.

(d) The Financial Secretary/Treasurer ~~Financial Secretary's~~ accounts shall be subject at all times to audit by the International Secretary-Treasurer.

(e) The Financial Secretary/Treasurer ~~Financial Secretary~~ shall make a detailed financial report at least once each month at the Local Union meeting covering the receipts and expenditures of all funds of the Local Union. If the expenses of the Local Union exceed its current income or impair its reserves, the Financial Secretary is obliged to call this fact to the attention of the membership.

Section 5. Duties of Treasurer

(fa) The Financial Secretary/Treasurer ~~Treasurer~~ shall receive from the Financial Secretary/Treasurer ~~Financial Secretary~~ all money collected by the Financial Secretary/Treasurer ~~Financial Secretary~~ and shall deposit all money belonging to the Local Union in a bank designated by it. All initiation fees and dues shall be deposited in a separate bank account to be designated as a trust fund for the International Union. The Financial Secretary/Treasurer ~~Treasurer~~ shall cause to be issued to the Financial Secretary/Treasurer ~~Financial Secretary~~ a receipt for all money turned over to the Financial Secretary/Treasurer ~~Treasurer~~ or deposited to the Financial Secretary/Treasurer ~~Treasurer's~~ credit in the regular bank account. The Financial Secretary/Treasurer ~~Treasurer~~ shall issue a separate receipt for the amount of money turned over at any time or for such deposit made, and shall sign all checks and have them countersigned by the President and the Financial Secretary.

(gb) The Financial Secretary/Treasurer ~~Treasurer~~ shall keep regular and correct accounts of all money received and paid by the Financial Secretary/Treasurer ~~Treasurer~~, and report at each meeting the balance of cash shown by the last report, the amount received since, the total checks issued and authorized, and the balance remaining. The Financial Secretary/Treasurer ~~Treasurer's~~ accounts shall be open for examination by the Trustees at any time when called upon. The Financial Secretary/Treasurer ~~Treasurer's~~ books shall be subject at all times to audit by the International Secretary-Treasurer of the United Steelworkers of America. The Treasurer shall perform such other duties as are required by the International Constitution, these By-Laws, the various Manuals and policies of the International Union, and the Local Union.

(he) All money paid out by the Local Union from its treasury must be approved by the members at a Local Union meeting. Under no circumstances shall Officers or members pay bills without authorization by a Local Union meeting, nor shall the members authorize payment of any bill or incur any obligation for which funds are unavailable, nor shall the members authorize the payment of or incur a debt for any activity not in accordance with the Constitution and policies of the International Union and these By-Laws. Bills charged to the Local Union shall be submitted to the Recording Secretary, who in turn shall submit them to the Local Union meeting for approval.

(id) Recurring standard bills (fixed salaries which have been previously authorized, taxes – local, state, and federal – rent, light, heat, etc.) may be paid by the Financial Secretary/Treasurer ~~Treasurer~~ on a single authorization by the Local Union to pay such bills when due.

(je) Under no circumstances shall any of the dues collected by the Local Union be spent before being sent to the International Secretary-Treasurer.

~~Section 6. Duties of Guide. It shall be the duty of the Guide to see that all present are entitled to remain.~~

~~Section 67 Duties of Inner Guards. It shall be the duty of the Inner Guards to take charge of the door and see that no one enters who is not entitled to do so and to see that all present are entitled to remain.~~

Section 78 Duties of Trustees It shall be the duty of the Trustees to have charge of the hall and all property of the Local Union, subject to the direction of the Local Union. They shall audit the books and financial records of the Local Union every three months and give a report of such audit at the next regular Local Union meeting⁷ They shall perform such other duties as the Local Union may require.

Section 89 This Local Union shall enforce the International Constitution, the various International Manuals and policies, and these By-Laws, as affecting its membership

The funds and property of the Local Union shall be managed, invested, expended or otherwise used to implement and carry out the objects, rights, activities, and responsibilities of the Local Union or the International Union, and to administer the affairs of the Local Union, in accordance with the Constitution, Manuals and policies of the International Union and these By-Laws.

Section 940. It shall be the duty of the President, Financial Secretary and/ Treasurer to insure that the funds and property of the Local Union are preserved, managed, invested and expended in accordance with the International Constitution, Manuals and policies and these By-Laws.

Section 10 The Executive Board shall be the highest governing authority of the Local Union between meetings and shall exercise general supervision over its property and affairs. The Executive Board shall be the concurring vote of the majority of the members present. Decisions by the Executive Board shall be presented for the approval of the next membership meeting following such decisions

Section 11 The Grievance Board shall consist of the President, Vice-President, 3 Divisional Vice-Presidents and 3 Chief Stewards. The Executive Board shall consist of the President, Vice-President, Recording Secretary, Financial Secretary/Treasurer, 3 Area Vice Presidents, 3 Executive Board Officers and 3 Trustees. The Executive Board shall appoint the Health/Welfare Officer after the regular officer elections. The Inner Guard will be appointed by the President (or Chair) at each Membership Meeting from those in attendance

Section 12. For the purpose of negotiating a new collective bargaining agreement with the Company, the Negotiating Committee shall consist of the President, Vice-President, Recording Secretary, and the three (3) Divisional Vice-Presidents and up to three (3) additional Local 900 members, officers preferred, if deemed necessary and approved by the membership. The additional three (3) members will be selected by the President and approved by the Executive Board. If at all possible, the Recording Secretary will be present at all negotiating meetings, caucuses, and preparations for

⁷ The Trustees should give special attention when checking disbursements recorded by the Financial Secretary and Treasurer that proper authorizations for such payments have been entered by the Recording Secretary in the Minutes of the Local Union

negotiations for the purpose of taking minutes, and a qualified substitute to replace the Recording Secretary if necessary

Section 13 The three (3) divisions of the mill shall be divided as recommended by the Divisions of the Mill Committee and the Executive Board, subject to change by the Executive Board with the approval of the membership if the areas of the mill should change drastically due to department shutdowns, and listed as follows:

DIVISION I

Paper Machines Color Plant
Beater Room N.E. and R15 Finishing+ Roll Wrap

DIVISION II

C Recovery, Lime Kiln + Co-Gen
GWD+ Long Log, Kraft Mill + Bleach + Pulp Dryer
Wood Yard Shipping Effluent Treatment Plant

DIVISION III

Mechanical Maintenance USW E/I Dept.
Salvage, Unloading Store Room
Mobile Garage Quality, Process and Environmental Labs,

ARTICLE VI
Compensation for Services

Section 1. Salaries and expenses for Officers and employees of this Local Union shall be as follows.⁸

A. The weekly salary of the President, while full time at the Union Office, will equal his/her average weekly pay by using the previous year's earnings from the Company (and Local Union or USW International, if appropriate) as reported on the W-2 form divided by 52, through a formula of his/her regular hourly rate times his regular work schedule including up to a maximum of (4) hours overtime pay (time and one-half rate) plus any mill increases or decreases, whichever is less.

B. Monthly stipend salaries of officers and executives on the Local shall be as follows President - \$145; Vice- President, Recording Secretary and the Financial Secretary/Treasurer - \$110.

⁸ Insert in this section the amount of salaries and expenses. Each Local Union is permitted to reimburse for expenses in accordance with its approved By-Laws but in no event in excess of the standards utilized by the International Union for reimbursement of its employees.

Any Local Union By-Law which has been approved by the International Union but which reimburses in amounts in excess of those allowed by the International for its employees will be permitted to continue provided that such payments are lawful and provided further that no changes increasing such amounts will be approved while the By-Laws are in excess of the International reimbursement policy.

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Divisional Vice-Presidents - \$80; Divisional Chief Stewards - \$65, Trustees - \$55, Executive Board Officer - \$40, Health and Welfare Officer \$40. All Shop Stewards and officers will be awarded a \$100 bonus at the end of December if they have attended at least 2 and have been excused for at least 5 Membership Meetings for that year. If they resign or are elected or appointed during the year their bonus will be prorated for the time the job is held. There will be a daily four dollar (\$4.00) gas allowance for the person staffing the office and the office secretary.

- C. Shop Stewards shall receive a monthly stipend of \$20. Whenever pay raises are scheduled for the membership in our Collective Bargaining Agreement, that raise shall also apply to the monthly stipend for Shop Stewards and for officers in Section 1 (B).
- D. The Per Diem and travel reimbursement for mileage for officers and members traveling for the Local or attending meetings, conferences, training and conventions shall be according to the guidelines that the USW International allows.
- E. The Local shall have the authority to spend up to the equivalent of two (2) months worth of the average dues at the Local for the purpose of flowers, fruit basket, or other appropriate donation in the event of death of a current union member of the Local.
- F. An officer or member may, at the discretion of the President, be paid a stipend or committee expense of \$10/hour when necessary. The intent of this bylaw is to staff the Local's polls, take notes at a special meeting, to perform work at the Local Union Hall, or to perform other work as required, including when the office secretary is not available. Officers are expected to donate a reasonable amount of time to the Local and perform regular duties without this special provision as covered by their monthly stipend.
- G. All officers shall be reimbursed for actual wages and time lost due to union business, but only for the time spent on union business.
- H. Absentee Policy: In the event an officer is absent (examples: illness, FMLA, Injury, laid off, etc.) for more than 90 days, their stipend will stop until they return to work.

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Section 2 All tax requirements in connection with the above payments shall be complied with.

Section 3. Pursuant to voluntary authorization of dues deductions, the Financial Secretary shall be responsible for establishing a procedure to deduct from the Union pay of Local Union Officers and/or representatives monthly dues which are not deducted by the company in any given month.

ARTICLE VII Meetings

Section 1 The Local Union shall hold a general membership meeting at least once every month,

except that a Local Union may, with the approval of the membership and the District Director, hold meetings, less often, but in no event less than quarterly

Section 2 ⁹ The Grievance Board shall meet the first (1st) Tuesday of each month at the Local Union Office at a time to be posted to conduct business at hand and to adjourn before the set time for the Executive Board.

The Executive Board shall meet the first (1st) Tuesday of each month at the Local Union Office at a time to be posted and following the Grievance Board meeting. The Chairman and the Vice-Chairman shall be authorized to call special meetings when necessary.

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Section 3. The Monthly Membership meeting shall be held the 2nd Tuesday of each month at the Local Union hall at 4:30pm

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ARTICLE VIII

Membership

Section 1. No applicant for membership shall be regarded as being a member in good standing until the full amount of initiation fee has been paid.¹⁰

Section 2. A member shall pay dues promptly commencing with the month during which the member shall have been admitted, and shall continue to pay all dues, assessments and fines or other obligations promptly when due in order to be and remain in good standing.¹⁰

Section 3. A member who has not lost good standing under other provisions of the International Constitution shall be in good standing if not more than three (3) months in arrears in any constitutional obligations, except in respect to assessments on which the member shall be not more than one (1) month in arrears

Section 4. Members who lose good standing shall stand automatically expelled and devoid of all membership rights,¹¹ and shall not be reinstated in good standing except upon such terms as the Local Union and the International Executive Board may decide.

Section 5 Any member who retains employee status in a bargaining unit represented by the International Union but who because of layoff has not, for twenty-four (24) continuous months,

⁹ Insert in this Section the time of the regular monthly meeting (or meetings) of the Local Union

¹⁰ Please note the provision in the Local Union Elections Manual which specifies that a recently hired employee who has signed and delivered to the company and/or Local Union a dues check-off and membership application card is considered to have satisfied the dues payment requirement for membership even though the member's first dues payment has not yet been deducted by the Company

¹¹ Automatic expulsion for loss of good standing must be construed as being confined to situations wherein members have not paid their dues fixed in accordance with the International Constitution, and all their assessments or other financial obligations which have been imposed by the International Union. Failure to meet financial obligations which have not been imposed by the International Union may not result in automatic expulsion but must be treated on the same basis as a commission of any other type of an offense by a member of the Union as provided in Articles XII and XIII of the International Constitution and Articles IX and X of these By-Laws

performed at least (5) days' work in any month in such bargaining unit shall be deemed not in good standing (but not expelled) and devoid of all membership rights until such time as the member is recalled or obtains employment in a bargaining unit represented by the International Union and resumes payment of current dues, at which time the member shall automatically be restored to good standing. No Local Union Officer or Grievance Committee Member shall lose good standing under this Section for the remainder of the term in office.

Section 6. A member not in good standing shall not be permitted to vote, nominate for office, hold office, or be a candidate for office.

Section 7. A member whose membership is terminated shall have no right or interest in any property of the Local Union or of the International Union, including any dues, assessments or other financial obligations paid by such member in advance of the effective date of such termination.

ARTICLE IX

Discipline

Section 1 Any member may be penalized for committing any one or more of the following offenses (a) violation of any of the provisions of the International Constitution or of these By-Laws, any collective bargaining agreement, or rule of the Local Union; (b) obtaining membership through fraudulent means or by misrepresentation; (c) instituting, or urging, or advocating that a member of any Local Union institute action outside the Union against the International Union, Local Union or any of their Officers without first exhausting all remedies through the forms of appeal of the International Union, (d) advocating or attempting to bring about the withdrawal from the International Union of any Local Union or any member or group of members, (e) publishing or circulating among the membership false reports or misrepresentations;¹² (f) working in the interest of or accepting membership in any organization dual to the International Union; (g) slandering or willfully wronging a member of the International Union, ¹² (h) using abusive language or disturbing the peace or harmony of any meeting in or around any office or meeting place of the International Union; (i) fraudulently receiving any money due the organization or misappropriating the monies of the organization; (j) using the name of the Local Union or the International Union for soliciting funds, advertising, etc., of any kind without the consent of the appropriate body or Officer of the International Union; (k) furnishing a complete or partial list of the membership of the International Union or of any Local Union to any person or persons other than those whose official position entitles them to have such a list; (l) deliberately interfering with any official of the International Union in the discharge of that official's duties; (m) deliberately engaging in conduct in violation of the responsibility of members toward the organization as an institution; and (n) deliberately interfering with the performance of the organization's legal or contractual obligations.

Section 2. It is an offense under this Constitution to harass a member at a union or workplace - related location or activity on the basis of race, creed, color, sex, sexual orientation, age, disability, nationality, or other legally protected status.

¹² A resolution of the International Executive Board adopted on February 11, 1976, in accordance with applicable law restricts enforcement of this provision in the United States

Section 3. Any member convicted of any one or more of the above offenses may be denied the right to be a candidate for or hold office or position in the Union, declared a member not in good standing, fined or otherwise appropriately disciplined.

Section 4. If any Officer of the Local Union, or delegate to an International Convention, is convicted of any one or more of the aforementioned offenses, such person may be penalized as herein before described, and removed from office or position.

ARTICLE X Trials of Members and Local Union Officers¹³

Section 1 Any charges against a member or Officer of the Local Union must be made in writing, signed by the member making the charges, and must be submitted to the Local Union. Upon submission of the charges, the Recording Secretary shall send a copy by certified or registered mail to the accused member at the member's last known address.

The charges shall be sufficiently specific so as to enable the accused to prepare a defense. This means that the charges should indicate both the provision(s) of the Constitution or the Union's other rules allegedly violated and also a brief statement of the facts (names, dates, places) constituting that violation. If there is more than one charging party, they must designate a person to be responsible for receiving and filing documents related to the charges. Where the charges fail to designate such person, then the first charging member named in the charge shall be considered the representative of the others.

Section 2 Charges must be submitted within sixty (60) days of the time the complainant becomes aware of the alleged offense.

Section 3. A separate Trial Committee composed of 5¹⁴ members shall be appointed, subject to the approval of the Local Union membership¹⁵ for each individual trial, and shall be given the responsibility of conducting such trial provided that in the case of multiple related charges the same Trial Committee may be appointed to try all such charges and may consolidate them into one hearing. Neither the accuser nor the accused shall be eligible for membership on the Trial Committee.¹⁶ No one shall be eligible to serve as a member of the Trial Committee who is a witness to the facts alleged to constitute a violation or who has a personal interest in the outcome of the Trial.

The Local Union action appointing¹⁷ the Trial Committee shall take place at the first

¹³ An August 11, 1999 resolution of the International Executive Board prohibits the processing of charges instituted as a means of retaliating against a member for asserting rights under Civil Rights legislation in the United States and Human Rights legislation in Canada, regardless of whether such rights are asserted using the Union's internal procedures, contractual provisions or external statutory procedures

¹⁴ The number of members of the Trial Committee should be 3 or 5

¹⁵ Insert here "elected" or "appointed, subject to the approval of the Local Union membership," depending on which method the Local Union prefers for designating the Trial Committee

¹⁶ If the Local Union decides to have members of the Trial Committee appointed, the following sentence should be added to this Section: "If the accused member or the accuser is an Officer of the Local Union, such person shall not participate in the designation of the membership of the Trial Committee."

¹⁷ Insert here "electing" or "approving the appointment of" depending on which method the Local Union prefers for

meeting after the Local Union receives the charges unless the charges are received by the Local Union within five (5) days before the meeting in which event the Local Union action shall take place at the meeting following the first meeting after the Local Union receives the charges.

Section 4 Immediately after the Trial Committee has been selected by the Local Union pursuant to Section 3 of this Article, the Recording Secretary of the Local Union shall send by certified mail or registered mail to the accused member at the member's last known address written notice of the time and place when the hearing will be held before the Trial Committee, a copy of such written notification of time and place shall also be sent to the member preferring the charges, and the accused member shall appear before the Trial Committee on said charges. A copy of the charge and notice of hearing shall also be sent to the International Secretary-Treasurer of the International Union by the Recording Secretary.

Section 5. The hearing shall be held no sooner than two (2) weeks and no later than four (4) weeks from the date of the mailing of the notice and the charges to the accused member

Section 6. Every effort shall be made to schedule the Trial so that it does not conflict with the working schedules of the parties. The hearing shall be conducted by the Trial Committee in an orderly manner and shall assure the full presentation to the Committee of all the facts. The accused shall be entitled to be present at all times during the hearing, investigation or argument of the case and shall be entitled to question all witnesses appearing in the matter so long as the questioning does not become insulting, unduly argumentative or repetitious. In the event that the accused fails to appear at the hearing at the time and place provided in the notice and presents no reasonable excuse for absence, the hearing shall proceed with the same force and effect as if the accused were present

Section 7. At any time during the processing of charges alleging a serious violation by a Local Union Official of Section 2 of Article IX, the International President may, upon written request (sent by certified mail, overnight courier or other means providing proof of receipt), and where supported by preliminary investigation conducted on behalf of the International President, summarily remove such Local Union Official from office during all or a portion of the time necessary to process the charge.

Section 8. The Trial Committee shall record minutes of its meetings and proceedings, and these minutes, together with any documents submitted, shall constitute the official record of the Trial Committee.

Section 9. A member placed on trial shall be permitted representation by a representative of the member's own choice, who shall be a member of the International Union; such representative, however, shall be required to abide by the trial procedure as established by the Trial Committee and as provided in these By-Laws. The same procedure shall be available to the person filing the charges.

Section 10. The Trial Committee, upon completion of the hearing upon the evidence and argument, shall go into closed session to determine the verdict and penalty. The Trial Committee shall

designating the Trial Committee. In the event the Local Union uses the "appointment subject to approval" method and the appointments to the Trial Committee are not approved, the Local Union members at the meeting shall approve alternate appointments or elect the Trial Committee

prepare a report in writing, stating the facts briefly as it found them, and its conclusions and recommendations. A majority vote of the members of the Trial Committee shall be required to find the accused guilty.

Section 11. In case the accused is found guilty, the Trial Committee may recommend that the accused be reprimanded; assessed a fine; assessed a fine with automatic suspension and removal from office or position or expulsion in the event of the failure of the accused to pay the fine within a specified time; suspended or removed from office or position in the Local Union; or suspended or expelled from membership in the International Union; or otherwise appropriately disciplined.

Section 12. The Trial Committee shall submit its written report to the Local Union within two (2) weeks following completion of the hearing. At the same time a copy of the report shall be mailed to the International Secretary-Treasurer of the International Union and to the accuser and the accused by the Trial Committee.

Section 13. The Local Union Officers may convene a special meeting of the membership to consider the report of the Trial Committee. In such event the notice of the membership meeting shall inform the members that the report of the Trial Committee will be presented at such special meeting. Notice of such special meeting must also be given to the accused member(s) and accuser(s).

Section 14. In the event the report of the Trial Committee is to be presented to the next regular meeting of the Local Union, the membership must be advised by special notice that the report of the Trial Committee will be considered at such regular meeting.

Section 15. The meeting at which the report of the Trial Committee shall be considered shall not be held earlier than one week or later than four weeks following the submission of the report of the Trial Committee to the Local Union.

Section 16. At the meeting of the Local Union, the Trial Committee shall present its written report. The report of the Trial Committee shall become effective only upon approval by a majority vote of the members present at the Local Union meeting. The Local Union meeting may approve or reject the report of the Trial Committee, modify the report in any respect, or order a new trial.

Section 17. The accused member shall be afforded full opportunity to present to the Local Union meeting the accused member's position on all matters bearing upon the trial and the report of the Trial Committee.

Section 18. A report of the Local Union's decision shall be forwarded immediately to the International Secretary-Treasurer of the International Union by the Recording Secretary.

The accused or the accuser may appeal from the decision of the Local Union to the International Executive Board and thereafter to the next regular International Convention, provided that such person files notice of appeal with the International Secretary-Treasurer within thirty days after the mailing of the notice of the decision of the Local Union or the International Executive Board from which the appeal is taken. On appeals, the International Executive Board or such body as it

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designates - either itself or through a Commission or other mechanism - affords all parties the opportunity to present all arguments and facts whether or not presented in the proceedings at the Local Union level. Decisions on such appeals are based on the evidence presented in the appeal. The International Executive Board shall not, in making its decision, be limited to the arguments or testimony presented at the earlier stages in the proceedings and shall be permitted to cure by its appeal proceedings procedural defects which may have occurred at earlier stages in the proceedings.

Section 20. The decisions of the Local Union and of the International Executive Board shall be given full force and effect unless a stay thereof is obtained from the International Executive Board.

Section 21. It shall be the duty of a member to exhaust all internal remedies and appeals provided under the Constitution and policies of the International Union and these By-Laws

Section 22. Any Shop Steward failing to perform the duties of shop steward may be removed from office by the President subject to the approval of the Executive Board if between membership meetings or at the Membership meeting if timing permits.

ARTICLE XI

Notification to Employers Regarding Status of Members

Section 1 Whenever a member has lost good standing by virtue of having become in arrears in the payment of dues or initiation fees, and the Local Union desires to have such person discharged from employment in accordance with the provisions of the outstanding collective bargaining agreement with the employer, the Local Union shall communicate with the International Secretary-Treasurer, setting forth the facts.

Section 2. The International Secretary-Treasurer will determine whether the employer should be notified that in accordance with the provisions of the contract the particular person must be discharged. The Local Union shall refrain from communicating with the employer until advised by the International Secretary-Treasurer as to the procedure to be followed on requesting the discharge.

ARTICLE XII

Finances

Section 1. Except for newly organized units, where initiation fees are waived pursuant to Article XIV Section 2, of the International Constitution, the initiation fees shall be Fifty ~~thirty~~ ten dollars \$50 (\$10.00)¹⁸

Section 2 ~~Monthly dues for a member shall be an amount equal to 1.3% of said member's total~~

¹⁸ Local Unions that had a higher level of initiation fees at the time of the adoption of the International Constitution should insert the appropriate figures in this Section

~~earnings during the month provided that monthly dues shall not be less than five dollars (\$5.00) and provided further that monthly dues shall not be more than 2.5 times the member's average hourly earnings. For lump sum payments, dues shall be calculated separately by applying the 1.3% to such payments. The International Executive Board shall issue appropriate interpretive rulings.¹⁹~~

"Monthly dues for a member shall be set in accordance with Article XIV of the International Constitution" (Note - this is the standard language for local bylaws.)

Section 3. The full amount of all dues and initiation fees and assessments collected by the Local Union shall be deposited by the appropriate Officers of the Local Union in a bank account designated as a trust fund held for the International Union. The Officers of the Local Union shall forward to the International Secretary-Treasurer, within fifteen days after the close of any month, the full amount of the dues and initiation fees and assessments collected by the Local Union.

Section 4. Compulsory assessments may not be imposed by the Local Union unless approval has first been secured from the International Union and unless agreed to by a two-thirds (2/3) majority vote of the membership of the Local Union, voting by secret ballot after prior notice to the membership. At no time shall the Local Union assessment exceed two dollars (\$2.00) per member in any one year.

In addition, a Local Union which has removed the cap of 2.5 times the member's average hourly earnings referred to in Section 2 of this Article may, with the approval of the International Secretary-Treasurer, establish a supplemental local strike and defense fund to be financed by an increase in dues adopted by the Local Union by secret ballot vote, which increase shall not exceed \$3.50 per member per month. Distributions from the local supplemental strike and defense fund shall be in accordance with the rules of the International Strike and Defense Fund and such additional rules as may be established by the International Secretary-Treasurer.

Section 5. An individual member shall be entitled to exoneration from the payment of dues for any month for which the member has not become entitled to five (5) days' pay or its equivalent in wages and benefits in lieu of wages. The International Executive Board shall adopt rules and regulations governing the implementation, application and administration of this Section.

Section 6. In all cases, other than the one provided in Section 5 of this Article, where the Local Union desires exoneration from the payment of dues or initiation fees for certain of its members, the request for exoneration must be signed by the Local Union President, the Local Union Financial Secretary and the Local Union Recording Secretary, and approved by the District Director and the International Secretary-Treasurer.

Section 7. When exoneration is granted, the request on the required report must be renewed each month.

¹⁹ ~~Local Unions whose dues at the time of the adoption of the International Constitution exceeded the amount provided for in Article XIV, Section 3 of the International Constitution, may maintain such differential. In such cases, the dues shall be computed by adding such differential to the amount required by the applicable provisions of Article XIV of the International Constitution. The amount of this differential should be listed in this Section.~~

Section 8. The Local Union President, Financial Secretary, and Treasurer shall be bonded in amounts to be determined by the International Executive Board. Such bonds shall be obtained by the International Secretary-Treasurer. Clerks employed by the Local Union and handling finances in any way must be bonded by the Local Union through arrangement with the International Secretary-Treasurer.

Section 9. Effective January 1, 1999, an Organizing Fund has been created that will be funded and administered as outlined in Article XIV, Section 16 of the International Constitution.

ARTICLE XIII

Delegates to International Convention

Section 1. No member shall be eligible to be a delegate to an International Convention unless the member

(a) is employed in an enterprise, public or private, or any other place within the jurisdiction of the International Union or is one of the staff representatives of the International Union,

(b) shall have been in continuous good standing for a period of twenty-four (24) months immediately preceding the International Convention;²⁰ and

(c) has attended at least one-third (1/3) of the regular meetings held by the member's Local Union during the twenty-four (24) month period immediately preceding the month in which the delegate election is to be held. Meetings which a member was prevented from attending because of such member's Union activities, working hours, service in the armed forces of the United States or Canada, sickness which confines, death in the immediate family, or jury duty, shall not be counted as meetings held in determining such member's eligibility under this Section; provided, that the member shall have the burden of proving inability to attend for one of the prescribed reasons, in accordance with procedures specified in the Local Union Elections Manual.²¹

Section 2. Delegates to the International Convention must be elected at an official meeting of the Local Union or by referendum ballot election, after the Call for the International Convention is received and has been read to the Local Union. The Recording Secretary shall issue a Notice, signed by both the Recording Secretary and the Local Union President, at least one week prior to such meeting or election, stating that delegates are to be elected on a certain day.

Section 3. The President of this Local shall be an automatic delegate from the Local Union to Conventions of USW Int., the Maine AFL-CIO, and the Maine Labor Council. (From previous PACE Local 900 bylaws)

~~The Local Union may choose to have the Local Union President, if nominated at the official meeting,~~

²⁰ If the Local Union has been in existence for less than 24 months prior to the International Convention, the member must have been in continuous good standing from the time that the member joined such Local Union.

²¹ Because of the difficulty many months after the fact of verifying the validity of a claim that an individual missed a meeting because of "sickness which confines", the Local Union may wish to adopt the following additional provision: "Any member who claims inability to attend a Local Union meeting because of a 'sickness which confines', must notify the Recording Secretary of the Local Union within one month of such meeting, otherwise the meeting will be counted as a meeting held in determining such member's eligibility under this section."

~~electd separately as a delegate by acclamation. In such event, the President shall be a delegate if approved by a majority of the members voting. Otherwise, the delegates to be selected from among the nominees must receive a plurality vote of the members voting.~~

ARTICLE XIV
Workers' Compensation Committee,
Safety & Health Committee,
Civil Rights Committee, Women's Committee
and Organizing Committee

Section 1 A Workers' Compensation Committee and a Safety & Health Committee, under the direction of the International Union or its designated representative, shall be established in the Local Union.

Section 2. A Civil Rights Committee, (which may also be known as a Human Rights Committee), under the direction of the International Union or its designated representative, shall be established in the Local Union to implement our Union's commitment to the protection and extension of civil and human rights and liberties

Section 3. To further our commitment to encourage activism, leadership development and greater understanding of gender issues in our Local Unions with female membership, a Women's Committee, under the direction of the International Union or its designated representative, shall be established by such Local Unions

Section 4. An Organizing Committee under the direction of the International Union or its designated representative shall be established in the Local Union to assist in organizing unorganized workers in the geographic area in which the Local Union is situated.²²

ARTICLE XV
Transfer Certificates

Section 1. The Local Union may issue to a member in good standing a "transfer request" transferring membership to another Local Union. All transfer request forms must be obtained from the International Secretary-Treasurer by the Local Union Financial Secretary.

Section 2. All members must immediately transfer to the Local Union having jurisdiction over the enterprise, public or private, at which they are employed.

Section 3. Transfer requests issued in violation of this Article shall be invalid.

²² Broad participation by members from all segments of the Local Union should be sought for the committees established pursuant to Article XIV. The Resolution on Organizing Committees in Canada on Page 46 of these By-Laws shall continue in effect where applicable

ARTICLE XVI

Strikes

No strike shall be called without the approval of the International President.

ARTICLE XVII

Order of Business for Local Union Meetings

1. Call meeting to order
2. Roll call of Officers - by Recording Secretary
3. Reading of the minutes of the previous meeting.²³
4. Reading of Communications.²⁴
5. Report of Officers
6. Report of Organizer or International Representative.
7. Initiation of New Members.
8. Report of Special Committees.
9. Reports of Standing (or Permanent) Committees.
- 10 Unfinished Business.²⁵
11. New Business.²⁶
12. Good and Welfare.²⁷
- 13 Adjournment.

ARTICLE XVIII

Effective Date

Section 1. The provisions of these By-Laws which conform, as required, with the provisions of the standard By-Laws approved by the International Union are automatically in full force and effect.

²³ After the minutes have been read by the Recording Secretary a motion must be made and seconded that the minutes be "approved" (or adopted) as read. Such a motion means that in the opinion of the members, the Secretary has recorded the minutes of the previous meeting correctly. Should the reading reveal any errors, or omissions, a member may move to correct the minutes. If this motion is carried, another motion should follow that the minutes "as corrected" now be approved.

It is very important that brief, comprehensive minutes of each meeting be kept by the Recording Secretary. These minutes are the official record of the business transacted by the Local Union meeting. A regular book is provided by the International Union for this purpose and should always be kept up to date.

²⁴ The Recording Secretary reads the letters which require attention. Those that do not require much discussion may be dealt with immediately, others may be laid over to "New Business" or referred to a standing committee. If no action is required or desired, the communications may be read and, upon a motion, filed.

²⁵ These matters are those remaining over from previous meetings. They are usually recorded in the minutes of the previous meeting. The Recording Secretary should inform the President of any unfinished business so it may be included in the order of business in this Section.

²⁶ These are matters which have been laid aside earlier in the meeting or which have come up since the last meeting.

²⁷ All miscellaneous matters for the good of the Union which should be brought to the attention of the meeting should come to the floor at this time. These matters usually do not require any action by the meeting. They are simply matters of information and education.

Any additions or amendments to additions to such standard By-Laws shall be in full force and effect after their adoption by vote at a regular meeting of the Local Union in accordance with the form and procedure provided for in Article XIX, and approval by the International Union.

Section 2. Notwithstanding anything to the contrary herein, these By-Laws and any additions or amendments to additions thereto shall be subject to, and shall not in any way be construed to supersede any of the provisions of the International Constitution or the Manuals and policies of the International Union

ARTICLE XIX

Additions and Amendments to Additions

Additions and Amendments to additions may be made in the following manner.

1. Any addition or any amendment to an addition to the standard By-Laws approved by the International Union must be in the form of either a new Subsection under the proper Section, a new Section under the proper Article, or a new Article.

2. All additions and amendments to additions to the standard By-Laws must not conflict with such standard By-Laws and must be submitted to the International Union for approval. Such additions shall become effective only after approval by the International Union.

3. Proposed additions or amendments to additions must be submitted in writing and read at two (2) consecutive Local Union meetings, and passed by a two-thirds (2/3) majority vote of the membership present at the next regular meeting. The subject matter of such additions or amendments to additions must be advertised to the membership through bulletin board or other medium prior to the meeting at which the vote thereon is to be taken. Such additions or amendments to additions shall become effective only after approval by the International Union.

APPENDIX

RESOLUTION BY INTERNATIONAL EXECUTIVE BOARD

In order to further organizing activities in Canada, the following language is added to the "By-Laws for Local Unions" and shall be considered a part of the By-Laws of all Local Unions in Canada where provincial or federal law requires the Local Union to be the applicant for certification:

Organizing Committee -- In order to facilitate the recruiting and unionizing of workers in the Canadian provinces and in the federal jurisdiction, each Local Union, where provincial or federal law or the practice of any provincial labour board or court or of the federal labour board requires the Local Union to be the applicant for certification, shall have an organizing committee consisting of the President, the Vice President and a staff representative assigned to organizing. This committee may authorize the filing of an application for certification with the applicable labour board or court on behalf of the Local Union, may appoint the persons who are authorized to file and sign the application on behalf of the Local Union and may take any steps deemed appropriate to insure that the certification

proceedings are successfully completed. If necessary, the organizing committee may hold a meeting by conference call

- A. All donations requested of Local 900 Union shall be handled by the Executive Board. The standard donation shall be Twenty-five ~~ten~~ dollars (\$25) (~~\$10~~). Any donation in excess of Twenty-five ~~ten~~ dollars (\$25) (~~\$10~~) must be recommended by a majority of the Executive Board and approved by a two-thirds (2/3s) vote of the members at a regular membership meeting. Five (~~4~~) ¹⁰ Door prizes at membership meetings shall be four (4) ten dollar (\$10) door prizes and the 5th prize will be a Local 900 shirt.

1st reading 8/14/2012 ^{A Tee}
2nd reading 9/11/12
3rd reading 10/9/12