



Professional Musicians of Arizona
Local 586, A.F. of M.
American Federation of Musicians of the US & Canada

Effective July 1, 2017

Constitution And Bylaws

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Amended Per June 2017 General Membership Recommendations and Changes Approved by General
Membership
Effective July, 2017

Carl Wiman, Chairman, Constitution & Bylaws Committee
Madelyn Roberts Co-Chairman
Jerry Donato
Doug Robinson
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Professional Musicians of Arizona

Local 586, A.F. of M.

FOREWORD

This book contains all the Laws of Professional Musicians of Arizona, A.F.M. Local 586, Phoenix, Arizona, in force June 10, 2008. All Laws not set forth in this Constitution and Bylaws are hereby repealed and are null and void unless enacted after June 10, 2008.

The Constitution and Bylaws of this Local are subject to and subordinate to the Constitution, Bylaws, and Amendments thereto of the American Federation of Musicians (A.F.M.). Wherever any conflict or discrepancy appears between this Local's Constitution, Bylaws, and Amendments, the Constitution, Bylaws, and Amendments of the American Federation of Musicians shall prevail.

PREAMBLE

Recognizing the fact that organization is absolutely necessary for the good and welfare of the American Musician, and to enable him/her to secure his/her full rights, s/he must unite with his/her fellow musicians so as to accomplish by unification of action that which is impossible by individual effort.

CONSTITUTION

ARTICLE I - NAME

This Association shall be known as Professional Musicians of Arizona, American Federation of Musicians (A.F.M.), Local 586. Its headquarters and principal office shall be located in the greater Phoenix metropolitan area.

ARTICLE II - OBJECTS

The objects and purposes of the Professional Musicians of Arizona shall be:

- (A) To unite into one labor organization all individuals of the music profession eligible for membership, regardless of religion, race, creed, color, national origin, age, gender, or sexual orientation.
- (B) To engage in organizing unorganized musicians and to provide services to those who are eligible.
- (C) To secure improved wages, hours, working conditions, and other economic advantages through organization, negotiations, and collective bargaining, through advancement of our standing in the community and in the labor movement through legal and economic means, and other lawful methods.
- (D) To encourage labor organizations in organizing workers and to engage in such other activities as may be necessary or proper to strengthen the labor movement, and to extend the process of collective bargaining.
- (E) To extend democratic institutions, procedures, civil rights and liberties to its members and others.
- (F) To support the objectives of the A.F.M. as an affiliate thereof.

- (G) To protect and preserve this Association as an institution and to discharge its legal and contractual obligations.
- (H) To receive, manage, invest, expend, or otherwise use the funds and property of this organization to carry out the duties of achieving the objectives set forth in the Constitution and Bylaws of this Association and those of the A.F.M., and for such additional purposes and objectives not inconsistent therewith as will further the interests of this organization and its members, directly and indirectly.
- (I) To encourage all members of this Association to register, vote, and otherwise participate in political activities.

ARTICLE III - JURISDICTION

The following counties in Arizona: Coconino, Navajo, Mohave, Apache, Yvapai, Maricopa, Yuma and La Paz; all of Gila County excepting Hayden and Winkleman and all of Pinal County excepting Oracle Junction , Oracle, Tiger, San Manuel, Mammoth, Picacho, Eloy, Tolleson and Casa Grande.

ARTICLE IV - MEMBERSHIP / DUAL MEMBERSHIP / ALLEGIANCE

All instrumentalists, arrangers, vocalists, orchestrators, copyists, music librarians, music proofreaders, dancers, support crew, composers, conductors or other individuals who render musical services of any kind for pay ("Musicians") sixteen years of age or over (under sixteen with parental approval) who are citizens of the United States of America or Canada (or whom the United States Government has authorized to work) shall be eligible for membership in this Association.

Membership may also include non-professional persons duly appointed by the President to perform specific duties on behalf of the Association. These individuals shall, by virtue of their appointment, enjoy the same rights and privileges afforded Honorary members.

No member shall be permitted to hold membership in any union of musicians not affiliated with the AFM, or in any other organization or association of musicians that has a goal or engages in a pattern of undermining or weakening the legitimate interests of this Association, the AFM or any affiliated Local. Any member violating the provisions of this Article shall be subject to expulsion.

Advocacy of the overthrow of the government of the State of Arizona, or of the United States of America, by force, shall be grounds for expulsion.

ARTICLE V - DISCRIMINATION

Discrimination by any member of this Association against any other member in employment opportunities or in any way whatever because of religion, race, creed, color, national origin, gender, sexual orientation, age or being physically impaired or disabled, shall be deemed, upon proof of same, grounds for disciplinary action by the Board of Directors in accordance with Article VII, Section 1, (A) of the Bylaws.

ARTICLE VI - OFFICERS

The officers of this Association shall consist of a President, Vice-President, Secretary - Treasurer, Sergeant-at-Arms and Six Trustees. All the officers named in this section must be elected by secret ballot every three (3) years to

their respective offices at the General Election of the Association. These officers and Trustees shall together constitute the Board of Directors of the Association.

ARTICLE VII - ELECTIONS

Candidates for office shall be nominated every three (3) years at the regular meeting in September, and voted for by secret ballot at the election to be held on the first Sunday in December. Those receiving the highest number of votes shall be declared elected. All officers so elected shall be obligated and installed by a member appointed by the President at the January Special Board Meeting, following the election, and immediately assume their duties and shall continue for three (3) years thereafter.

ARTICLE VIII - AMENDMENTS

All amendments to the Constitution and Bylaws shall be submitted in writing and presented at a regular or special meeting called for that purpose. No amendment can be acted on until the next regular meeting in January or June, and no repeal or amendment, or any part or provision thereof, can be had unless the required quorum is present.

All amendments to the Minimum Wage Scales shall be submitted in writing and presented at a regular or special meeting called for that purpose. No amendment can be acted on until the next regular meeting in June, and no repeal or amendment, or any part or provision thereof, can be had unless the required quorum is present. If passed by the Association at the June meeting, the Minimum Wage Scales price changes will go into effect on July 1st of the same calendar year, unless the Wage Scale Committee recommends otherwise.

The provisions of the Constitution and Bylaws and/or Minimum Wage Scales cannot be amended by simple resolution. The membership is to be notified by letter, electronic mail, or publication in "Pitch", of all proposed amendments.

On all matters relating to the amendment of the Constitution and Bylaws and/or Minimum Wage Scales, 2% of the total membership of the Association as set forth in the last Per Capita report filed with the Federation prior to the meeting, plus ten (10) additional members, shall constitute a quorum. At any meeting where the required quorum is not present, matters relating to the amendment of the Constitution, Bylaws and/or Minimum Wage Scales shall revert to the Board of Directors of the Association for action. This action shall be approved or disapproved by the membership present at the next regular or special membership meeting.

Any matter that will raise dues, work dues, fees, or any regular or general assessments, cannot be so decided by the Board of Directors and must be held until the above mentioned quorum is present at a regular or special meeting, at which time it shall be decided in the manner set forth in the Constitution and Bylaws.

ARTICLE IX - FUNDS

The funds of this Association shall be raised by admission fees, quarterly dues, fines, assessments, work dues, and by such other means, as the Association shall from time to time determine.

ARTICLE X - AFFILIATIONS / DELEGATES

This Association may become affiliated with such labor bodies or assemblies as may be deemed necessary. Delegates to all labor bodies or assemblies shall be appointed by the President and be under the supervision of the Board of Directors. Delegates to the National Convention of the American Federation of Musicians, or the Western Conference, except the President and Secretary-Treasurer, must be elected as per Article XI, Section 1, Elections, of the Bylaws.

ARTICLE XI - OFFICIAL PUBLICATION

"Pitch" is the official publication of this Association. It shall be published and distributed by mail, email, or posting on the Local 586 website at least four times annually, prior to the next regularly scheduled meeting of the Association. Between publications, any written, printed or electronic notices sent, posted on the Local 586 website, emailed or mailed to members shall be valid, have the same force, and effect as if published in "Pitch".

ARTICLE XII - DISSOLUTION

The Association shall not be dissolved without the written consent of nine-tenths of the then existing membership, nor shall the Association be dissolved, secede, disaffiliate or otherwise cease to exist from the AFM without International Executive Board approval.

In case of Association dissolution having been resolved upon, its Officers shall be required to turn over all records, funds, assets and properties to the International President or his/her representative.

BYLAWS

ARTICLE I - ADMINISTRATION

President

Section 1. The President is chief administrative and executive officer of the Association. S/he shall exercise a general superintendence over the business of the Association and shall direct and oversee the activities of all officers and employees of the Association. S/he shall maintain an office in the Musicians' Hall commensurate with his/her position and have hours similar to those of the Secretary/Treasurer.

Section 2. The President shall:

- (A) Preside at meetings of the Membership and Board of Directors.
- (B) Enforce a due observance of the Constitution and Bylaws.
- (C) Convene special meetings of the Board of Directors.
- (D) Appoint all committees, unless otherwise ordered.
- (E) Engage in public relations activities, counseling and advising the membership.
- (F) Appoint all Committees unless otherwise ordered, and be an ex-officio member of all Committees except the Election Committee.
- (G) Vote, at his/her discretion, on all matters before the Board of Directors and Membership Meetings.
- (H) Call a Special Meeting of the Membership or the Board of Directors whenever s/he shall deem it necessary.
- (I) See that bonds are executed by such officers as are required to give bonds.
- (J) Have the power to fine a member for improper conduct at a meeting in any sum not exceeding \$5.00.
- (K) Be vested with the authority to decide, in the interim between meetings of the Board of Directors, all controversies, questions, or other matters involving the interests of the Association, the rights and duties of members or the interpretation of the Constitution, Bylaws, or Minimum Wage Scales; or s/he may refer same to the Board of Directors.
- (L) Be a Delegate to all of the conventions and conferences of the A.F.M. without being nominated and elected to it.
- (M) Appoint Delegates to Labor bodies or Assemblies (A substitute, when required, may be selected by the Board from alternate elected candidates for the International Convention of A.F.M. or from the membership as delegates to either labor bodies or assemblies.)
- (N) Order through the Secretary - Treasurer's office, payment due members for services rendered to this local.

Section 3. The salary of the President shall be determined by the Board of Directors in accordance with Article I Section 17, (A). S/he shall be allowed a remission of all dues (except any levied assessments). When sitting as a member of the Board of Directors, s/he shall receive the regular fee per meeting per Article I, Section 17, (B) of the Bylaws. S/he shall be allowed a reasonable expense account in connection with the activities enumerated in Section 2 above.

Vice-President

Section 4. The Vice-President shall:

- (A) Perform the duties of the President in his/her absence.
- (B) Attend all meetings of the Board of Directors and perform such other duties as pertain to his/her office.
- (C) Succeed to the office of President in case of death, disqualification, or resignation of the President.
- (D) Hold the office for the remainder of the term. S/he shall receive for his/her services a remission of all dues (except any levied assessments).

Section 5. Whenever the Vice-President assumes and performs the duties of President, s/he shall receive a pro-rata portion of the President's salary. When sitting as a member of the Board, s/he shall receive the regular fee per meeting per Section 17, (B) of this Article.

Secretary - Treasurer

Section 6. The offices of "Secretary" and "Treasurer" are hereby combined and to be known as "Secretary - Treasurer".

Section 7. The Secretary – Treasurer has the authority, after consulting with the President, to decide, in the interim between meetings of the Board of Directors, all controversies, questions, or other matters involving the interests of the Association, the rights and duties of members or the interpretation of the Constitution, Bylaws, or Minimum Wage Scales; or s/he may refer same to the Board of Directors.

Section 8. The accounting system of the Association's books shall be based on a fiscal year, July first (1st) and closing on June thirtieth (30th). All records of the Secretary -Treasurer's office, including all types of contracts, shall be held for a period of not less than five (5) years.

- (A) It shall be the fiscal duty of the Secretary - Treasurer to:
 - (1) Disburse, or order the disbursement of, all moneys necessary to pay the bills, obligations, and indebtedness of the Association, including such amounts which in his/her judgment will further the best interest of the Association, subject to the approval of the Board of Directors.
 - (2) Countersign all checks signed by the President of the Association.
 - (3) Deposit all funds, from whatever source derived, in a bank or banks designated by the Board of Directors, to be drawn out only by an Association check signed by the President and the Secretary –Treasurer.
 - (4) Keep an account of receipts and disbursements in such form as will show the financial condition of this Local at any time.
 - (5) Open at any time all accounts for inspection by the Board of Directors, or any member.
 - (6) Submit his/her books to the auditors of the Association when ordered.
 - (7) Present at every quarterly meeting a complete statement of the financial condition of his/her office.
 - (8) Immediately after the annual audit of the Secretary - Treasurer's books, file and retain the records for the previous seven (7) years such as deposit slips, warrants, canceled checks, and bank statements or until such time as the Board of Directors orders their destruction.
 - (9) Keep a system of accounting of the various funds designated in these Bylaws as Association's Operating Fund, etc., which must be entered in a separate file.
 - (a) Balance these accounts at the end of the fiscal year, showing all transactions, with amounts on hand.
 - (b) At the end of each month, balance and reconcile all entries affecting receipts and disbursements, such as deposits and withdrawals by check.
 - (c) Reconcile monthly bank statements with the stubs of the checkbooks, showing outstanding drafts.
 - (d) A balance sheet must be made at the end of the fiscal year showing current assets, fixed assets, and liabilities.
 - (10) Enter quarterly recapitulations and a final recapitulation for the entire fiscal year, showing all financial transactions, both liquid and fixed, in the Association's Receipt and Disbursement files.

- (11) Reimburse expenses, upon receipt of itemized vouchers, from Representatives or the supplier of such services engaged in activities in the interest of the Association and its members.
 - (12) Keep a true account with the Association and all its members
 - (a) Fill in all certificates of membership.
 - (b) Collect all dues, fines, initiation fees, assessments, admission fees, or moneys from members, or whatever source derived.
 - (c) Make proper receipts for same and deposit same to the credit of the Association.
 - (13) See that all membership receipts are numbered consecutively and in duplicate. These numbered instruments must be accounted for, to the Auditors of the Association.
 - (14) When required to do so by the Board of Directors, produce for inspection all books, papers, documents, or other property belonging to the Association, which s/he may have in her/his possession.
- (B) It shall be the secretarial, documenting and document retention task of the Secretary – Treasurer to:
- (1) Keep a correct record of all meetings of the Association and Board of Directors.
 - (2) Do the necessary writing that may be called for by the Association or the President, and read such bills and necessary correspondence as may be presented.
 - (3) Oversee the writing, editing, publication and distribution of the quarterly newsletter “PITCH”.
 - (4) Notify the President when written complaints or charges against members of the Association are presented.
 - (a) If necessary, call a special meeting of the Board of Directors to take action on the same.
 - (b) Cause to be delivered, electronically transmitted, or mailed, all summons to members to appear for the Board of Directors for trial.
 - (5) At the regular meeting of the Association, make a report of transfers received, list of suspended member, resignations, reinstatements, new members, delinquent members, etc.
 - (6) Notify each candidate for membership of his/her election or rejection.
 - (7) Upon adoption of any amendment to the Constitution, Bylaws, or Minimum Wage Scales, have copies on file in a record kept for that purpose for the convenience of members.
 - (8) Make copies of all correspondence, telegrams, e-mails etc., and memoranda of long distance calls, when necessary.
- (C) It shall be the supervisory duty of the Secretary -Treasurer as Chief Operating Officer of the Association to:
- (1) Oversee and direct such other activities that may be for the benefit of the Association.
 - (2) Supervise the activities of the duly appointed Business Representatives.
 - (3) Have supervision at all times over office personnel, stenographers, typists, accountants, and other office workers, and building maintenance.
 - (4) Assign their duties and set working schedules and hours.
 - (5) In case of temporary absence, designate some other elected officer to perform the specified duties outlined above.

Section 9. The salary of the Secretary - Treasurer shall be determined by the Board of Directors in accordance with Article I, Section 17, (A).

- (A) S/he shall be allowed a remission of all dues, except levied assessments.
- (B) When sitting as a member of the Board of Directors, s/he shall receive the regular fee per meeting per Article I, Section 17, (B) of the Bylaws.
- (C) When acting in the capacity of Business Representative, s/he shall receive mileage at the current rate set in Minimum Wage Scales, plus expense incurred on business calls.

Section 10. By reason of his/her office the Secretary - Treasurer shall be a delegate to all of the conventions and conferences of the A.F.M. without being nominated or elected to it. A substitute, when required, may be selected by the Board from alternate elected candidates.

Sergeant-at-Arms

Section 11. The Sergeant-at-Arms shall:

- (A) Be an elected member of the Board of Directors.
- (B) Have a voice and vote at meetings of the Board of Directors.
- (C) Guard the entrance to the meetings of the Local; admit none but members and their guests in good standing.
- (D) Require all members to show their cards for the current quarter, at his/her discretion.
- (E) Permit no member to retire without permission from the Chair.
- (F) Perform police duties by order of the Presiding Officer.
- (G) Attend all meetings of the Board of Directors and perform such other duties as may be assigned to him/her by the Association.

Section 12. When sitting as a member of the Board of Directors or acting as Sergeant-at-Arms at all meetings, s/he shall receive the stipulated fee per meeting, per Article I, Section 17, (B) of the Bylaws, a remission of all dues, except any levied assessments and insurance assessments.

Trustees' Duties

Section 13. The Trustees shall:

- (A) Meet as part of the Board of Directors and perform such other duties as may be assigned by the President, the Association, and the Board of Directors.
- (B) Have a voice and vote when sitting as members of the Board of Directors.
- (C) Receive for their services a remission of all dues, except levied assessments. When sitting as members of the Board of Directors, they shall receive the regular fee per meeting, per Article I, Section 17, (B) of the Bylaws.

Board of Directors

Section 14. The Board of Directors of this Association shall consist of a President, Vice-President, Secretary - Treasurer, Sergeant-at-Arms, and Six Trustees.

Section 15. The Board of Directors is hereby vested with authority, in addition to such other general powers conferred by these Bylaws, to effectuate the following provisions and shall:

- (A) Make such rules for their own government as are consistent with the Constitution and Bylaws.
- (B) Attend special meetings of the Board, which may be called by the President, the Vice-President, the Secretary – Treasurer, or at the written request of five members-in-good-standing of the Board.
- (C) Hold regular meetings in the months of January, March, June and September, without other notice than this Bylaw.
- (D) Hold other meetings at such a time and place as deemed necessary to protect the interest of the Association and its members.
- (E) Vote by roll call on any matter coming up for decision of the Board.
- (F) Establish the regular office hours of the Association.
- (G) Authorize changes in the accounting system of the Association, in order to protect the interests of the members and the Association by the use of more modern forms and equipment, consistent with good business practices.
- (H) Appoint an outside CPA auditing firm at the first meeting after the installation of officers in January.
- (I) Investigate all charges and complaints of members.
 - (1) At the request of any member of this Association or at any time whenever they shall deem it necessary to:
 - (a) Constitute itself as a court of inquiry for the purpose of investigating any rumors or transgression of any member.
 - (b) Have full power to call for all papers, books, or accounts of any member of this Association. Such member(s) must answer all questions relating to the matter under investigation, testifying under oath.

- (2) Call for papers and witnesses.
- (3) Hear and decide the same, and in cases not provided for in the Bylaws, have power to act.
- (4) Report their decisions to the Association, which unless appealed from shall be final and conclusive.
- (5) Send notice of such decision of the Board, through the office of Secretary – Treasurer, to the interested parties within twenty-four (24) hours after the meeting of said Board.
- (6) Have full power to have the plaintiff, defendants, and witnesses testify under oath by one authorized to administer such oath.
 - (a) Remit and release fines.
 - (b) Hear and decide all cases brought before them.
 - (c) Impose fines and penalties as provided for in Article VII in the Bylaws.
- (7) Enforce the fines, penalties, erasures, and expulsions in all cases brought before them. The parties concerned shall have the privilege of retaining their own counsel chosen from members of the Association.
- (8) At their discretion, withhold any charge presented to them until the party or parties presenting the charges shall furnish them with satisfactory evidence to sustain the charge.
- (9) Determine what constitutes a valid excuse causing failure on the part of a member to appear before the Board of Directors when summoned or notified to appear. Assess a \$10.00 fine for non-appearance in the absence of the member providing valid excuse for failure to appear when called before the Board.
- (J) Interpret and decide upon the enforcement of contracts, and may decide controversies between members, and between members and outsiders, in any matter touching the interests of the Association.
- (K) In case of disputes as to the capability of members, the Board shall decide the matter, as it may deem proper.
- (L) Fix and declare the price for any musical service for which provision has not been made in the Minimum Wage Scales, and members must be governed by such declared price until ordered otherwise by the Association.
- (M) Have full power to revise, adjust, or modify any section of the Minimum Wage Scales, provided that in each and every case sufficient evidence shall be submitted to warrant the action of the Board.
- (N) Not be present, nor have a vote on any ruling or decision on any matter in which they, as a member of the Board, may be a party at interest in any investigation, complaint, charge, or other matter, which may be before the Board for a ruling, or decision.

Section 16. Membership on the Board of Directors shall be declared vacant when a member is absent three (3) consecutive meetings without a legitimate excuse, and the Board shall appoint someone to fill the vacancy until the next regular election.

- (A) At least six (6) members shall constitute a quorum.
- (B) In the absence of a quorum at Board meetings, the Board shall have the right to select a member to act at that meeting.

Section 17. The Board of Directors is granted the power to:

- (A) Make adjustments in the salaries of the Officers of this Association.
- (B) Set a fee to be paid members of the Board per meeting, in conformity with the revenue received from dues, fines, assessments, etc.
- (C) Make the necessary adjustments for salaries paid to officers when assuming the temporary duties of President, Secretary - Treasurer, or other officers during an emergency, etc.
- (D) Set any and all increases in salaries or remuneration paid for services performed by members or officers of the Association, for a period of one (1) year from date of such increases. At the end of said year, the pay may be increased, decreased, or remain the same, with the financial status of the treasury being the determining factor.

- (E) Grant any officer of this Association a leave of absence from his/her official duties, should the circumstances reasonably warrant such action or accept his/her resignation. In either case, the Board shall be governed by Article XI, Section 15.
- (F) At the discretion of the Board of Directors, any salaried officials of this Association may be granted the privilege of a two (2) weeks vacation with pay.
- (G) When deemed necessary, authorize changes in the accounting system of the Association, in order to protect the interests of the members and the Association by the use of more modern forms and equipment, consistent with good business practices.
- (H) Determine a proper allowance for mileage provided its representatives when engaged in activities in the interest of the Association and its members.
- (I) Reimburse the Chairperson and/or members of duly appointed Committees for any expenses incurred in the performance of specified duties ordered by the Membership or Board of Directors.
- (J) Cover the insurance policy of any automobile used in connection with any business for the Association whether the automobile is presently owned by an officer or by the Association.
- (K) Authorize and approve any expense connected with any activity on behalf of the Association. No Business representative of the Association shall declare such expense unless an itemized statement has been submitted for the Board's approval for such expenditure.
- (L) Receive for the faithful performance of their duties a fee set by the Board of Directors, per meeting, for a period of one (1) year and the remission of all dues, other than levied assessments.

Section 18. Except as hereby otherwise provided in these Bylaws, this Association's Board of Directors is authorized and empowered to:

- (A) Conduct and manage the affairs of this organization.
- (B) Manage, invest, expend, contribute, use, lend, and acquire Association funds and property in the pursuit and accomplishment of the objectives set forth in the Constitution of the International Union and the Bylaws and resolutions adopted in furtherance thereof.
- (C) Make and change rules and regulations not consistent with these Bylaws or the International Constitution for the management and conduct of the affairs of this Association and to transact all business between membership meetings, except as may be otherwise provided for herein.
- (D) Provide for the salaries, allowances, direct and indirect disbursements, expenses, and reimbursements of expenses for officers, agents and employees.
- (E) With the advice of the Secretary - Treasurer, provide for the employment and payment of attorneys, accountants, and such other special or expert services as may be required for the organization.
- (F) Secure an audit of the books of this organization by a certified public accountant once every two years with yearly recapitulations of Association assets.
- (G) Act on behalf of the Association, its officers, employees, or members, to initiate, defend, compromise, settle, arbitrate or release or to pay the expense and costs of any legal proceedings or actions of any nature if, in its judgment, it shall be necessary or desirable to protect, preserve, or advance the interests of the organization.
- (H) Fill all vacancies in office that occur during the term of such office unless otherwise required by Law.
- (I) Transact all business and to manage and direct the affairs of the Association between membership meetings. It may delegate to any of its officers any of the functions and powers herein set forth, other than the power to fill vacancies in office.

Section 19. On matters requiring action when the Board of Directors is not in formal session, the Board may act by letter and/or any accepted electronic connection. When the President or Secretary - Treasurer requires action by the Board, s/he may obtain it in similar fashion. Such action so taken by the majority of the members of the Board shall constitute action as though the Board were in formal session.

Section 20. The Board of Directors must approve capital improvements and the purchasing of equipment for the building, other than the necessary repairs and maintenance, before disbursements are effected.

Section 21. Any member of the Board of Directors found guilty of divulging any of the private proceedings or unfinished business of the Board shall be subject to a fine of twenty-five dollars (\$25.00).

Section 22. The Board of Directors, or the Membership at large, shall at no time be held responsible, directly or indirectly, for any moneys or salaries, which may be lost through any error of judgment in carrying out the laws of this Association.

Business Representatives

Section 23. The Board of Directors at its first meeting in January shall appoint the Business Representatives of this Association.

- (A) They shall be subject to orders from the Board and be under the direct supervision of the Secretary - Treasurer.
- (B) The Board of Directors and the Secretary - Treasurer shall determine the duties and working schedules of the Business Representatives.
- (C) They shall make oral and written reports covering the activities of their offices, as deemed necessary by the Secretary-Treasurer or the Board of Directors.
- (D) The Board of Directors shall determine their remuneration. They shall be allowed a remission of all dues, except levied assessments, including insurance assessments, and have an allowance for expenses incurred while in the performance of their duties.
- (E) Additional Business Representatives, other than the Secretary-Treasurer or the duly appointed Business Representatives, shall receive a fee and expense set by the Board of Directors.

ARTICLE II - MEMBERSHIP

Eligibility

Section 1. Eligibility for membership shall be as stated in Article IV of the Constitution of this Association.

- (A) An applicant shall be considered a member when s/he shall meet the following requirements for membership in this Local:
 - (1) Written application of the regulation form as furnished by the A.F.M.
 - (2) Tender of the proper admission fees and one quarter's dues in advance as prescribed in Article II, Section 5 of these Bylaws.
 - (3) Acceptance of his/her application by the President and/or Secretary-Treasurer, with such acceptance to be formalized by the membership at the next regular meeting of the Association or by the Board of Directors.
- (B) Application for membership can only be made on the application blank adopted by the A.F.M.
- (C) Any person desiring to become a member must file his/her application with the Secretary - Treasurer, accompanied by his/her initiation fee, and dues for the current quarter. The Secretary - Treasurer will then give him/her a permit until the next regular meeting of the Association, or special meeting of the Board of Directors, then, if his/her application is accepted, s/he shall be declared a member; if rejected, the amount s/he has deposited with the Secretary - Treasurer will then be refunded less ten (10) percent of the amount s/he has earned by playing with Association members during the intervening time from date of application, to date of rejection.
- (D) All new members shall be invited to attend an orientation meeting held prior to the next regular meeting following their application.
- (E) After an applicant for membership has been accepted, s/he shall pledge the following oath, either by signed statement, or verbally if attending a Regular or Special Meeting of the Association:

"I, _____, in the presence of the members here assembled, do solemnly promise and declare that I will support the Constitution and Bylaws of the American Federation of Musicians, and submit to its mandates and obey all laws emanating therefrom, and the Constitution and Bylaws of Local 586, and that of

any other Local of the American Federation of Musicians of which I may hereafter become a member.”

- (F) Eminent composers, conductors, or instrumentalists, or any non-professional persons who through an act or deed have distinguished themselves for the benefit of the Association, or the musical profession, shall be eligible to honorary membership in this Association, if recommended by the Board of Directors to the Association at large, and a unanimous vote of the members, then and there present, shall inscribe their names on the roll of honor. Such a member shall be issued an Honorary Membership Card.
- (G) A member on changing his/her residence must notify the Secretary - Treasurer of his/her change of address as soon as possible, so as not to jeopardize his/her membership because of failure to receive and pay notices of dues, assessments or other indebtedness due the Association. A notice directed to a member's address as appearing on the books of the Secretary - Treasurer shall be deemed a legal notice.
- (H) Membership shall in all cases date from the first day of the current quarter. Candidates for membership are equally subject to the laws of the Association.
- (I) When a member tenders his/her resignation from membership in the Association, it shall not be accepted until s/he has paid up all demands to date and is without any charges pending against him/her.
- (J) A member shall be considered to have voluntarily withdrawn from membership upon presentation of a proper letter of resignation. When a member resigns from the Association, s/he must pay all demands to date and be approved by the Board of Directors.

Life Membership

Section 2. Life membership in the American Federation of Musicians shall be available to any member who has been a full member continuously for a period of thirty-five (35) years or more and has attained the age of sixty-five (65) years. It shall be the sole responsibility of the member to provide documentation as to age and continuous membership to the office of the Association.

- (A) Such members who have not had continuous membership in Local 586 for twenty-five (25) years or more shall pay to the Association regular periodic dues in the amount of the Regular Membership Dues, less the difference in Federation Per Capita Dues between Regular and Life Members.
- (B) Such members who have also had continuous membership in Association for twenty-five years or more, shall pay to the Association regular periodic dues in the amount of Federation Per Capita Dues plus twenty-five (25) percent of the amount of the Association's regular periodic dues and assessments in excess of said Federation Per Capita Dues required to be paid by non-Life Members, or the amount of Federation Per Capita Dues, whichever is the greater amount. All amounts (yearly and quarterly) shall be rounded up to the nearest even dollar.
- (B) In addition, a special classification of Inactive Membership, at a reduced rate that the Association may determine, is available to eligible Life Members who sign an agreement that they will not work more than four (4) musical engagements per year in the Association's jurisdiction. Those Life Members who opt for this status shall have all the rights and privileges of active members except that they shall not be allowed to vote or hold office. Breach of the agreement limiting work shall cause forfeiture of such status.
- (C) Life members who enter the competitive music field are not exempt from the payment of the work dues.

Honorary Life Membership

Section 3. Honorary Life Membership on the Board of Directors is hereby created for the purpose of extending Life Membership to such member or members, in recognition of faithful service and outstanding performance as Officers or members of Professional Musicians of Arizona, covering a period of twenty-five years, to Honorary Life Membership on the Executive Board are to be privileged in voice only, but shall have no vote and no remuneration. Members elected to Honorary Life Membership on the Board of Directors shall be exempt from the provisions of Article I, Section 12.

Student Membership

Section 4. An individual who is registered as a student in an accredited school, college or university may join the Local as a Student Member and remain in that classification until s/he is no longer a student, at which time s/he will become a regular member with no additional cost.

- (A) Student Members shall have all of the rights and obligations that Regular Members have, and they shall be subject to all AFM and Local rules, regulations and Bylaws.
- (B) A Student Member shall pay periodic dues at the same rate as Regular Members as set by the Local and Work Dues where applicable, but shall not pay a Local Initiation Fee or Federation Initiation Fee.

Youth Membership

Section 5. An individual under the age of 21 years may be admitted into membership of the Local as a Youth Member. Youth members may remain in this category until their 21st birthday.

- (A) Youth Members shall have all the rights and obligations that Regular Members have, and they shall be subject to all AFM and Local rules, regulations and Bylaws.
- (B) A Youth Member shall be subject to AFM Per Capita at the same rate as Regular Members. A Youth Member shall pay periodic dues at a rate set by the Local, and Work Dues where applicable, but shall not pay a Local Initiation Fee or Federation Initiation Fee.

Musicians Hall Association, Inc., Young Sounds of Arizona, Inc., Hazel Cool Memorial Music Library

Section 6. Officers and members, by virtue of their membership in Professional Musicians of Arizona, Local 586, automatically become members in Musicians Hall Association, Inc., Young Sound of Arizona, Inc. and Hazel Cool Memorial Music Library. Members of the Board of Directors of Local 586 automatically become the Board of Directors of the Musicians Hall Association, Inc., Young Sounds of Arizona, Inc. and Hazel Cool Memorial Music Library.

Dues

Section 7. Every regular member shall pay dues in advance as follows: Each regular member's annual dues shall be \$86.00 plus a per capita and special assessment as mandated by the A.F.M. This total amount shall be published in "Pitch".

- (A) If the membership dues are not paid during the third month of the quarter, the member automatically becomes a suspended member.
- (B) A member suspended for non-payment of dues must pay a reinstatement fee of \$5.00 in addition to all back dues, fines, and assessments and the current quarter's dues.
- (C) Life members as per Article II, Section 2: Such members shall pay to the Association regular periodic dues in the amount of the Federation Per Capita Dues plus twenty-five (25) percent of the amount of the Local's regular periodic dues and assessments in excess of said Federation Per Capita Dues required to be paid by non-Life Members or the amount of Federation Per Capita, whichever is the greater amount. All amounts (yearly and quarterly) shall be rounded up to the nearest even dollar.
- (D) Members who are delinquent in their dues for more than six (6) months (two quarters) shall be expelled from membership. A member expelled for nonpayment of dues must: pay all back dues, fines, and assessments, plus a \$10.00 reinstatement fee, if paid during 1st six months; a \$15.00 reinstatement fee if paid during 2nd six months, plus the current quarter's dues. After one (1) year, a member must rejoin, paying the Federation Initiation Fee, the Association's Initiation Fee and the current quarter's dues.
- (E) Thirty-one days grace shall be deemed legal for the payment of dues.
- (F) The initiation fee for membership in this Association shall be \$35.00 plus the Federation Initiation Fee, plus dues for the current quarter. A transfer member, joining this Association, who is in good standing in his/her home local, will not be required to pay the Federation Initiation Fee.

- (G) Any former member who has resigned in good standing, and has not competed in the field of music or broken any A.F.M. or this Association's Bylaws during the period of resignation, may be reinstated to membership by paying the prescribed reinstatement fee, plus the current quarter's dues.

Section 8. No member shall play for less, or accept less, than the stipulated rates in the Minimum Wage Scales, unless sanctioned by the Board of directors.

- (A) It shall be the duty of every member to report immediately to the Secretary - Treasurer any and all known violations of the Constitution and Bylaws.
- (B) Any member who willfully damages, defaces or destroys any property of the Association, in any manner whatsoever, shall be punished as the Board of Directors may determine.
- (C) Any member who deprives, or threatens to deprive a fellow member of the means to earn a livelihood because of any false or misleading testimony he/she gives before the Board of Directors, shall be subject to fine or expulsion.
 - (1) Any member of this Association who does anything tending to injure the earning capacity of any member or tending to injure the member in regard to any engagement or business in the musical profession shall be disciplined as the Board may determine.
 - (2) A member blacklisting and refusing, because of it, to engage another member shall, if found guilty, be fined not less than \$10.00.
- (D) All members of this Association shall, upon demand, exhibit to the Business Representative, or any officer of this Association, his/her pay checks, envelopes, or any other evidence of the amount received by him/her for musical services. Any member found guilty of refusing to comply with the provisions of this section shall be fined at the discretion of the Board of Directors.

Collective Bargaining Agreements

Section 9. Meetings convened or continued for contract administration matters, contract negotiation matters or other Association matters, may be attended only by Federation members, and only members of the Federation shall be eligible to participate in votes relating thereto. Further, only members of the Federation are eligible to serve on the Orchestra (Players') Committee, or any other players' committee of the collective bargaining unit that is authorized to advise on, implement or in any other way represent Association policy.

Section 10. A member of the Association who is a contractor, personnel manager, or who performs other supervisory duties for an employer who has a collective bargaining agreement with the Association, shall not be eligible to serve on the Negotiation and/or Players' Committee. In addition, s/he shall not be permitted to participate in any membership meeting or portion thereof, in which collective bargaining negotiations or contract administration issues are discussed, notwithstanding the fact that s/he may also perform musical services for the employer and may be a member of the affected bargaining unit. However, the member shall be permitted to participate in any contract ratification vote, as long as s/he is otherwise eligible.

ARTICLE III - EMPLOYMENT

Work Dues

Section 1. In addition to regular dues that may be lawfully assessed, each member, including a traveling member, shall pay work dues equal to 3% of the scale price of each engagement, whether casual or steady. As a condition of membership, each member shall file a work dues authorization with the Secretary - Treasurer of the Association, or pay such work dues himself to the Secretary - Treasurer within 72 hours after such engagement. Upon presentation by the sideman or the Union to the leader-employer of a duly authorized dues deduction authorizing such deduction from his/her wages for such engagement, the leader-employer shall pay the same over to the Secretary - Treasurer

within 72 hours after such engagement. Work dues shall be paid by a leader-employer for any engagement, which s/he has played. A late payment fee of \$5.00 may be added to delinquent work dues payments.

- (A) An optional work dues buyout, at a rate to be determined by the Association, is available to all members who play freelance musical engagements. This buyout option also includes freelance work performed with full-time contracted employees who work under a collective bargaining agreement which does not provide the same benefits to substitutes and extras who perform the same work as the employees. To access this option, the members ~~must~~ shall pay his/her work dues buyout, in the full amount, before the end of the first quarter of each calendar year.
- (B) Life members receiving salaries or wages from engagement are NOT exempt from the provision of, Section 1 above.
- (C) When leaders, stewards, or contractors collect the 3% work dues from members and fail to turn said funds in to the office in accordance with the rules and regulations of the Association, and evidence is produced that said funds have been used for the personal benefit of said leaders, stewards, or contractors, then said action shall constitute fraud. The Secretary - Treasurer is hereby granted power to collect the amount of funds involved, and s/he is further authorized to debit the amount of the Work Dues plus the sum of \$50.00 as liquidated damages to the account of the member or members involved.

Section 2. Postponement of one entire day's rest each week for featured bands is not permitted.

Auditions

Section 3. Engagements may be played as unpaid auditions only with the permission of the Secretary - Treasurer.

Withholding and Social Security Taxes

Section 4. In case the purchaser of the music refuses to withhold Federal Income and Social Security taxes and assume the unemployment taxes, it becomes the responsibility of the leader or contractor to do so. In such cases the leader or contractor is advised to establish the required records and comply with the various tax laws since in all likelihood, s/he will be held responsible for employer's taxes. In case the purchaser, leader or contractor is held to be the employer on any particular engagement, then no less than the current Base Rate as established in the current Wage Scales, shall be paid to the employee.

AFM – Employers' Pension Fund

Section 5. American Federation of Musicians' and Employers' Pension Fund (AFMEP Fund) payments, when applicable, shall be made by check payable to the AFM-EP Fund and remitted to the Fund no later than two (2) weeks after any single engagement or after each week's services on a steady engagement. All such checks shall be accompanied by a remittance form identifying each employee for whom a contribution is made, the musician's name, social security number, date(s) of engagement for which pension is paid, scale wages on which pension is being paid, and the amount of pension. Copies of the check and contribution information as stipulated above shall be forwarded to this Association within the same two-week time period, as stipulated. If the Employer is unincorporated, no contribution will be made on behalf of any owner or part owner of the Employer.

- (A) **Steady Engagements:** On all musical services rendered on steady engagements within the jurisdiction of the Association, pension contributions shall be made by the Employer at the rate specified in the Collective Bargaining Agreement (if such exists) which governs said employment. Said contributions shall be made by the Employer, to the "AFM-EP Fund" unless an alternative pension plan contribution has been agreed upon by all parties to the Collective Bargaining Agreement.
- (B) **Casual Engagements:** On all musical services rendered on casual engagements within the jurisdiction of this Association, the leader shall indicate, on the face of the contract. In addition to the wage agreed upon, a sum of money sufficient to provide for payment of Pension contributions, in the amount currently provided for by the Minimum Wage Scales. The leader shall make said contributions to this Association within seven (7) days of having provided musical services. Said leader shall provide copies of the pension contribution check and other data as stipulated in Section 7 above.

- (C) **Leaders:** Leaders who wish to have AFM-EP Fund contributions made in their own names can do so, either by incorporation as a Personal Service Corporation which can make contributions for them as their Employer, or by the use of a Payroll Company which assumes the role of Employer for Tax, Social Security, Medicare, Work Dues and Pension purposes.
- (D) **Casual Engagements (Controlled by A.F.M. Agreements):** On all casual engagements wherein pension contributions are controlled by provisions of Collective Bargaining Agreements between the Employer and the American Federation of Musicians (such as recordings, television, motion pictures, etc.), pension contributions shall be made by the Employer at the rate so provided.
- (E) **Music Preparation Services (Pension):** Unless otherwise provided for herein, all contracts and/or agreements for the rendering of music preparation services entered into by members of the Association (local, transfer or traveling) shall contain a provision whereby the Employer agrees to pay, in addition to the wage agreed upon, the applicable percentage of the gross pay, at scale, as a pension contribution. Said pension contribution shall be paid to the member who renders the service; and, said member shall submit to the AFM-EP Fund a check or money order made out to the AFM-EP Fund for the amount of said contribution. At the same time, said member shall submit to this Association, within seven (7) days of having provided music preparation services, copies of the pension contribution check and other data stipulated in Section 7 above.

ARTICLE IV – CHARGES AND TRIALS

Charges and Trials

Section 1. No member of this Association shall be put upon trial for an offense alleged to have been committed until charges have been preferred in the regular manner.

Section 2. Any officer of the Association may be impeached upon the presentation of charges involving his/her official or moral conduct by a two-thirds vote of this Association, sitting as a body in a special meeting, provided that ten (10) days notice, in writing, of such meeting and of the special purpose for which it is called, shall be given by mail to every member of this Association.

Section 3. All charges shall be in writing, signed by the party or parties preferring said charges, and shall show with reasonable certainty:

- (A) The nature of the offense charged.
- (B) The time and place of the alleged occurrences.
- (C) A further recital of facts as will be sufficient to enable the accused to know whereof s/he is charged, that he/she may properly prepare his/her defense.

Section 4. The Secretary - Treasurer, shall immediately serve a full and true copy of all charges upon the defendant and s/he shall have ten (10) days from the date of such service to answer same.

- (A) A notice directed to a member's address, as appearing on the books of the Secretary - Treasurer, shall be deemed a legal notice.
- (B) Charges may be preferred against any individual member of this Association by any member in good standing or through the Sergeant-at-Arms.

Section 5. Any member bringing a charge against another member shall be required to appear personally to substantiate the charge. The Secretary - Treasurer shall notify the parties and witnesses, and if they be within the jurisdiction of the Association at the time the notice to appear was served, and if either party fails to appear, his/her case shall lose by default, unless postponed by order of the Board of Directors upon the written request of either party fully stating the reasons therein.

- (A) If a member charged with the violation of any law of this Association has left the jurisdiction, s/he must be given an opportunity to forward his/her testimony in writing. A summons to send his/her testimony forwarded by registered mail to such a member at his/her address as appearing on the books of this

Association, or at such other place as s/he may be at the time residing, shall be considered a legal notice. If the member fails to answer within two weeks from the date of said notice, his/her case shall lose by default. If the address of such member is not known, the service of summons shall be valid if mailed to his/her last known address, and in either case if no reply is received within two weeks of the date of mailing said summons, the Board shall have full power to proceed and decide the case.

- (B) It shall be considered an offense against the Association and its representative officers if any member called before the Board, either as a complainant, defendant, or witness, refuses to answer questions in relation to the matter under consideration put by the presiding officer. Penalty for violation of this section shall be a fine of not more than \$100.00.
- (C) After the charges have been investigated, the Board shall immediately go into executive session to decide the guilt or innocence of the defendant, and determine the penalty or amount of judgment. In all cases of violation of the Constitution, Bylaws, Minimum Wage Scales, or any other laws of the Federation, the finding of the Board shall be final, unless an appeal is taken under the provisions of Article VI, Section 1.
- (D) Any charge preferred against a member cannot be withdrawn without the consent of the Board.
- (E) Members may be admitted to all trials at the discretion of the Board. They shall take no part in the proceedings unless summoned as complainants, defendants, or witnesses. They shall retire immediately after the hearing of the evidence, but may be present when the decision is announced.

Section 6. Ignorance of these bylaws shall not be an excuse for any violation, or grounds for appeal.

ARTICLE V - APPEALS

Section 1. Any member wishing to appeal to the International Executive Board of the A.F.M. from a decision of the Board of Directors of this Association, arising out of charges for violation of these Bylaws, must do so in writing, stating his/her grounds for such appeal, within thirty (30) days after receiving notice of such decision, after which time no appeal will be admitted.

- (A) In all cases where an appeal is made from a verdict rendered by the Board of Directors for violation of the laws of the Federation, before the appeal can be entertained, the appellant must deposit the amount of the fine or sufficient security in lieu thereof, with the Secretary-Treasurer of the Association.
- (B) After the appeal has been perfected and the appellant has complied with the stipulations of the above sections, the Secretary-Treasurer of the Association shall forward the appeal to the International Secretary of the A.F.M., no later than ten (10) days from the date of perfecting the appeal.

ARTICLE VI - PENALTIES

Section 1. A violation of ANY of the Laws provided for in this Constitution and Bylaws shall be considered a breach of good faith and fair dealing.

- (A) Any member found guilty of a violation of any of the Bylaws of this Association shall be punished by a fine not less than \$1.00 nor more than \$500.00 or by expulsion from membership at the discretion of the Board of Directors, unless otherwise stated in these Bylaws.
- (B) Any member who, by falsehood, obtains the remission of a fine shall, upon detection, be fined double the amount of the original fine.
- (C) Any fine imposed by this Association against any member for violation of a resolution or law of any organization with which this Association is affiliated, shall be legal.
- (D) Any member found guilty of misappropriating property of this Association shall be subject to appropriate penalties as covered in Section (A), above.

- (E) A member, having been fined for a violation, and having his/her fine held in abeyance pending his/her future good behavior, after two (2) years of such good behavior, will have the fine removed from his/her record.
- (F) Before sending out of the jurisdiction for musicians, leaders must apply to the Board of Directors to see if competent musicians cannot be procured at home. Any violation of this provision shall subject the offender to a fine of not less than \$50.00 nor more than \$200.00.
- (G) Failure on the part of a member to appear before the Board of Directors when summoned or notified to appear shall be subject to a fine of \$10.00, unless a valid excuse is presented. The Board of Directors shall determine what constitutes a valid excuse.
- (H) Any member who leaves, or has left, the Association to accept employment in establishments under boycott, or to assist in any way to injure the interests of this Association, shall not be admitted to membership again except on payment of a penalty of \$100.00. This penalty shall be paid in addition to the admission fee and compliance with all necessary obligations required under the laws of this Association governing applications for membership.
- (I) Any member of this Association who traduces or vilifies the capability of any member of this Association shall be fined \$100.00 for the first offense and expelled for the second offense.
- (J) Any member who makes false representation as to his/her standing in this Association shall be fined not less than \$10.00 for each offense.

ARTICLE VII - MEETINGS

Section 1. The regular meetings of this Association shall be held the second Tuesday of January, March, June and September. The time and location of such meetings will be set by the Board of Directors, and members of this Association notified. In the absence of the President and Vice-President, the Secretary - Treasurer shall call the meeting to order, and the members shall elect one of the other officers present to preside.

- (A) Fourteen (14) members shall constitute a quorum at general meetings to transact the business of the Association.
- (B) On all matters relating to the amendment of the Constitution and Bylaws, 2% of the total membership of the Local as set forth in the last Per Capita report filed with the Federation prior to the meeting, plus ten (10) additional members, shall constitute a quorum. At any meeting where the required quorum is not present, matters relating to the amendment of the Constitution, Bylaws and/or Minimum Wage Scales shall revert to the Board of Directors of Local 586 for action. This action shall be approved or disapproved by the membership present at the next regular or special membership meeting. However, any matter that will raise dues, work dues, fees, or any regular or general assessments, cannot be so decided by the Board of Directors and must be held until the above mentioned quorum is present at a regular or special meeting, at which time it shall be decided in the manner set forth in the Constitution and Bylaws.
- (C) Every member on entering the meeting shall, on demand, show his/her card of membership, properly stamped, to the Sergeant-at-Arms. Expelled or nonmembers can be admitted only by permission of the President.
- (D) Special meetings of the Association may be called by the President, Vice-President, or Secretary – Treasurer, or at the written request of fifty (50) members in good standing. The purpose of the meeting must be stated in the call. Members at whose request a special meeting is called must be present at said meeting or pay a fine of \$1.00.

Section 2. The Board of Directors shall hold regular meetings in the months of January, March, June and September, the day, time and location to be set by the Board without any other notice than these Bylaws. The Board of Directors shall hold other meetings at such time and place as deemed necessary to protect the interests of the Local and its members.

Section 3. Special meetings of the Board of Directors may be called by the President at his/her discretion. In the absence of the President, the Vice-President, or Secretary - Treasurer may call a meeting, or a special meeting may be called at the written request of five (5) Board members in good standing.

Order of Business

Section 4. The Presiding Officer having taken the chair and called the meeting to order, the business shall be conducted as follows:

- (A) Calling the roll of Officers.
- (B) Reading the minutes of last regular and special meetings.
- (C) Applications for membership and obligation of new members.
- (D) (when applicable) Committee report and recommendation, debate, and voting on Constitution, Bylaws, and Wage Scales.
- (E) Report of Board of Directors.
- (F) Communications.
- (G) Reports of Officers and Business Representatives.
- (H) Reports of Special Committees.
- (I) (when applicable) Nomination or installation of Officers.
- (J) Unfinished business. (Motions that were on the table from this meeting or the preceding meeting, or motions that were postponed to this meeting.)
- (K) New business. (All new business to be introduced to the membership at this time, including amendments to Constitution, Bylaws, and Minimum Wage Scale Lists.)
- (L) For the benefit of the Association. (No motions are in order or records kept.)
- (M) Adjournment.

Section 5. The Order of Business in Section 4 may be temporarily (that is, for that meeting only) suspended by a two-thirds majority of the votes cast.

Section 6. The Order of Business in Section 4 may be permanently added to, altered, repealed or suspended, as specified in Article VIII, Amendments, of the Constitution.

Rules of Order (Robert's Rules)

Section 7. INTRODUCTION OF BUSINESS: Business is brought before the membership by a motion of a member, its being seconded, and its being accepted as in order by the Presiding Officer. These three steps must be followed before the motion is open for discussion or debate.

Section 8. When the Presiding Officer has opened a motion for discussion or debate, no other main motions shall be received. Subsidiary motions are in order such as:

- (A) Postpone Indefinitely (kills the main motion)
- (B) Amend (modifies the motion)
- (C) Commit (sends the motion to a committee for further investigation)
- (D) Previous Question (ends the debate and brings the motion to a vote 2/3 vote required to cease debate)
- (E) Table (the main motion to be taken upon later at the same meeting or under unfinished business at the next meeting)
- (F) Adjourn (ends the meeting)

The above subsidiary motions shall have precedence in the reverse order in which they are named, the last three to be decided without debate.

Section 9. Before the vote is taken on a compound motion, it may be divided and voted on separately at the call of two members. Before the vote is taken on a motion that contains many parts, each part or any part may be voted on separately at the call of two members.

Section 10. Before a motion has been open for debate the maker of the motion may withdraw his/her motion by consent of the Presiding Officer. Before the vote is taken the maker of the motion may withdraw his/her action by consent of the membership.

Section 11. An amendment to a motion under consideration must be accepted by the meeting before it is embodied in the original (it must be voted on before the main motion). An amendment to an amendment is in order, but no further.

Section 12. Brief motions may usually be given verbally; however, every motion shall be reduced to writing should the Presiding Officer or Recording Officer so desire.

Section 13. DEBATE: When a member intends to speak on a question, s/he shall rise, address the chair, identify himself, confine himself to the question and avoid personalities. Should more than one person rise at the same time, the Presiding Officer shall decide who is entitled to the floor. The maker of the main motion is entitled to the floor first for debate.

Section 14. No member shall speak more than twice on the same question, or more than once until all others have had an opportunity, or more than five minutes, unless by special permission of the Presiding Officer.

Section 15. A member may be called to order while speaking, the debate must be suspended, and the member must take his/her seat until the question of order is decided.

Section 16. No question shall be put or a vote taken while a member is speaking.

Section 17. VOTING: Main motions may be decided by voice vote, a majority of the votes cast ruling. At the call of two members a recount may be taken with the members rising. In case of a tie vote the motion fails because it does not demonstrate a majority of the votes cast. In case of a tie vote the Presiding Officer can (but is not obliged to) vote either to break or to cause the tie.

Section 18. On the call of two members, a secret ballot shall be had.

Section 19. BY GENERAL CONSENT: (or silent consent) The meeting can do business with little regard for rules or procedure, as they are made for the protection of the minority, and when there is no minority to protect, there is little use for restraint of the rules, except such as protect the rights of absent members, or the right to a secret vote. General Consent cannot be used for amending Constitution, Bylaws, or Minimum Wage Scales.

Section 20. RECONSIDERATION: After a motion has been approved, two members who voted with the majority may, at the same or next meeting, move for reconsideration. No discussion of the main motion shall be allowed unless the vote to reconsider was favorable. A motion to reconsider the second time shall not be entertained.

Section 21. AMENDING CONSTITUTION, BYLAWS, and MINIMUM WAGE SCALES: These amendments will be handled as main motions, may be introduced at any meeting during the time for New Business, and must be seconded at the meeting in which they were introduced. Without debate, they are then given to the Legislative or Minimum Wage Scales Committee. At the next meeting specified for amending the Constitution, Bylaws or Minimum Wage Scales, the proper Committee will present the amendments to the membership with their recommendations. After debate, the vote will be on the Committee's recommendations and by secret ballot.

Section 22. No further business can be transacted at a special meeting except that set forth in the call.

Section 23. All reports of special or standing committees must be made in writing to the meeting unless otherwise ordered.

Section 24. Robert's Rules of Order, latest edition, shall govern all rules or order not herein provided.

Section 25. Any of these rules may be added to, altered, repealed, or suspended, as specified in Article VIII Amendments, of the Constitution.

ARTICLE VIII - COMMITTEES

Section 1. President, unless otherwise ordered or provided for, shall appoint Special Committees.

- (A) The Minimum Wage Scales Committee shall consist of five (5) or more members of the Association appointed by the President or the presiding officer at the June Board meeting. This committee shall make revisions of the Minimum Wage Scales and submit the same to the Association at the regular meeting in March, to be voted on at the regular meeting in June. All contemplated changes in the Minimum Wage Scales made by the Committee must be made in writing. Unless the Committee recommends otherwise, the price changes will go into effect on July 1st of the following month, if passed by the Association at the June meeting, with the following exception: unless the Committee recommends otherwise, the price changes for Section 4 – Class (A) Theatrical Productions will go into effect on July 1st of the following year, if passed by the Association at the June meeting. All contracts with starting dates of July 1 or later shall reflect the Minimum Wage Scales passed at the June meeting, unless the Committee has recommended a different effective date.
- (B) The Legislative Committee shall consist of three (3) or more members appointed by the President or presiding officer at the first meeting in June. The Legislative Committee shall examine all proposed legislation, put it in proper order and language, ascertain its proper place and effect, and render an opinion thereon at the next meeting of the Association. Members of the Legislative Committee shall be appointed for a term of one (1) year.
- (C) The Printing Committee shall consist of the Secretary - Treasurer and the President of this Association. They shall supervise and be in charge of the printing of all forms used by the Association.
- (D) At or during the week following the Regular Meeting of the Local in September of a regular election year, an Election Board of not less than seven (7), nor more than fifteen (15) members in good standing shall be appointed by the President to conduct the election of officers of this Association and delegates to the conventions of the American Federation of Musicians and Western Conference.
- (E) The Orientation Committee shall consist of three (3) members, including the Secretary - Treasurer, or an elected official, appointed by the President or presiding officer at the first meeting after the installation of officers in January. It shall be their duty to inform and enlighten members of this Association's objectives, history, and general operational procedures.

Section 2. Chairpersons and/or members of duly appointed committee must be recompensed for all expenses incurred in the performances of specified duties ordered by the membership or Board of Directors in accordance with the provisions of Article I, Section 17, (I).

ARTICLE IX – NOMINATIONS / ELECTION AND INSTALLATION OF OFFICERS

Section 1. Time for Election. The election of officers of this Association, and delegates to the conventions of the American Federation of Musicians and Western Conference except the President and Secretary – Treasurer, shall be held by secret ballot every three (3) years in the headquarters of this Association, or such other convenient and proper place as the Board of Directors may deem necessary, on the first (1st) Sunday in December. The hours from 10:00 a.m. to 2:00 p.m. shall be set aside for voting purposes.

Section 2. Nomination at Meetings. At the regular meeting in September next preceding a triennial election, nominations for office of this Association and delegates to the conventions of the American Federation of Musicians and Western Conference may be made orally from the floor.

Section 3. Eligibility for Office.

- (A) No member shall hold office in this Association unless s/he is a citizen of the United States or Canada.
- (B) No expelled member of this Association, readmitted to membership, shall be eligible to hold office in this Local Union, or represent this Association in any labor organization, or other bodies, with which said Local Union may be affiliated, for a period of two (2) years from the time of such readmission.
- (C) No member of this Association who has not been a full member in good standing for at least two (2) years, prior to nomination, shall be eligible to hold an elective office in this organization.
- (D) No member who has been convicted of a felony shall be eligible to hold office in this Local.
- (E) A member nominated for any office must be present at the nomination meeting; with the exception of an emergency, the nominator shall present a notarized affidavit of acceptance and of such emergency, furnished and signed by nominee, to the Chairperson of the meeting for approval or disapproval by the members present.
- (F) In addition to meeting all other requirements, a member nominated for any office must have attended a minimum of one (1) regularly scheduled General Membership Meetings during the twelve (12) months preceding such nomination.
- (G) A member shall be nominated for one office only.

Section 4. Regulations Governing Voting.

- (A) Any member whose dues are paid in the quarter in which the nominations take place will be eligible to vote in the election taking place following the nominations.
- (B) Any member who tries to vote more than once and succeeds in having more than one ballot in the hands of the Election Board will automatically void all of his/her voting rights for the election, and all of his/her ballots will be automatically canceled, and said member will be subject to a \$100.00 fine, payable within ten days.
- (C) There shall be no proxy vote by any member. There shall be no write-in vote. A write-in vote on any office or delegate will cancel that portion of the ballot.

Section 5. Election Board.

- (A) At or during the week following the regular meeting of this Association in September of an election year, an Election Board of not less than three (3) and not more than seven (7) members in good standing shall be appointed by the President to conduct the election of officers of this Association, Delegates and Alternate Delegate of the convention of the American Federation of Musicians and the AFM Western Conference. In the event additional personnel is necessary to conduct said election, the Chairperson of the Election Board may appoint, from the membership, such additional personnel as may be necessary to act as assistants to the Election Board. The members of the Election Board and their assistants shall receive such compensations as the Board of Directors may determine.
- (B) Candidates for offices of this Association or for delegates to the conventions of the American Federation of Musicians and Western Conference shall not be eligible to serve as members of the Election Board.
- (C) The Election Board shall meet within seven days after its appointment for the purpose of electing a Chairperson and two Assistant Chairpersons. The Chairperson and the two Assistant Chairpersons shall constitute the Election Board Appeals Committee.
- (D) For each election, the Election Chairperson shall, at the Local's expense, purchase two new and different locks for each ballot box.
- (E) The Election Board shall meet again at least thirty-five (35) days prior to the election for the purpose of certifying eligible members to vote, and inserting the proper election materials in mailing envelopes.

Upon completion, all outgoing ballots shall be taken to the Post Office by the Election Chairperson, Assistant Chairpersons and President of this Association or his/her designee. Said Election Board shall meet again the day before the election for the purpose of picking up ballots from the Post Office. Ballots shall remain in bags provided by the Post Office and taken back to the offices of the Association. After the Election Board ascertains that the ballot boxes are empty, ballots will then be placed in the ballot boxes and locked into each ballot box with two different locks. All keys for one lock on each ballot box shall remain with the Election Chairperson and all keys for the other lock on each box shall remain with one Assistant Chairperson. Members appointed to serve on the Election Board must perform the duties required of them, and they shall not be allowed to send substitutes. If a member is unable to serve for any reason, s/he shall notify the Secretary – Treasurer, and the Chairperson of the Election Board shall appoint a member in good standing to fill said vacancy.

Section 6. Form of Ballot. On or before the 1st day of October of an election year, the Secretary - Treasurer shall prepare a form of ballot with the names of the nominees of each office and for delegates thereon.

Section 7. Sequence of Names on Ballot. The order in which the names shall be placed on the ballot as to each respective office shall be determined by the drawing of lots by the candidates, under the supervision of the President and/or Secretary - Treasurer immediately after the regular meeting in September. Lots shall be drawn in the order of nomination.

Section 8. Official Ballot.

- (A) An official ballot shall be mailed to every member in good standing. Official ballots shall be printed in a convenient size, be numbered consecutively and attached to perforated stubs at the top, so the ballot may be readily detached from the stub. Each stub and ballot shall be numbered identically with a perforation for the number of the ballot to be removed therefrom.
- (B) A member may mail in the ballot or come in to the polling place and vote the numbered ballot in person.
- (C) The Secretary-Treasurer shall keep a list of the members to whom ballots have been mailed and the addresses to which the same are forwarded.
- (D) Voting procedure by mail. Each member in good standing will receive in the mail, at his/her last known address, as shown on the office files, an envelope containing the following: an official ballot and three numbered envelopes. To assure secrecy of the ballot, the member will then proceed as follows:
 - (1) Vote on the ballot, and then tear off the two numbered strips from the top of the ballot. Place only the ballot in envelope No. 1 and seal it.
 - (2) Place the two numbered strips and envelope No. 1 in envelope No.2 and seal it.
 - (3) Enclose envelope No. 2 in envelope No. 3, seal and mail. Mailed ballots must be received in Phoenix on or before the Saturday preceding the election.
 - (4) When the above instructions are complied with and the ballot is received by the Election Board, the following procedure shall be had: The Election Board shall open envelopes Nos. 3 and 2 and place envelope No. 1, unopened, in the ballot box. The Election Board shall then check the name and number of the member, on the poll register, as having voted. The voting number of the ballot next to the member's name must correspond to the numbered strips in envelope No. 2 or the ballot is void. The numbered strips from envelope No. 2 shall be spindled on the spindle next to the ballot box.

Section 9. Balloting Procedure.

- (A) At least one hour before the opening of the polls on the day of election, the Secretary – Treasurer shall deliver to the Election Board all unused materials and all necessary supplies, as determined by the Election Board.
- (B) Prior to the opening of the polls, the ballot boxes shall be opened by the Election Board, Post Office bags removed and, upon ascertaining that the boxes are empty, they shall be locked with two different locks for each box. The Chairperson shall retain the keys to one set of locks and an Assistant

Chairperson shall retain the keys to the other lock on each ballot box. The ballot boxes shall remain locked until the polls are closed. During balloting and until the voting count is complete, the ballots and ballot boxes, together with all other equipment pertaining to the election, shall be in the custody of the Election Board.

- (C) To facilitate casting of ballots, the Election Board may establish by alphabetical or other division as many poll lists as may be necessary to expedite the voting.
- (1) A member desiring to vote shall identify himself to the Election Board Chairperson or Assistant Chairperson, who shall then determine his/her eligibility from the poll list. Upon determination of his/her eligibility, the voter shall then sign the poll register and receive his/her ballot. The Election Board Chairperson or Assistant Chairperson, before handing the voter his/her ballot, shall detach the top numbered stub and place it in the stub box. The Voter shall then proceed to the voting booth and privately mark his/her ballot, without any identifying mark, after which he/she shall fold the ballot so that the Voter's selections cannot be seen and so that the perforated number at the top shall remain showing. The Voter shall then deliver the ballot to the Election Board Chairperson who shall, after detaching the perforated number on the top of the ballot and putting the stub in the stub box, give the ballot back to the Voter, who shall then put the ballot in the ballot box.
 - (2) Any voter who shall spoil a ballot may return same to the Chairperson of the Election Board and receive another one in its place. No more than three such substitutes shall be allowed. All ballots returned as stipulated shall be immediately canceled by the appropriate marking on the face thereof and shall be accounted for thereafter.
 - (3) If, for any reason of physical disability, a member is unable to personally mark his/her ballot, at least two members of the Election Board shall retire with the member to the voting booth and mark the ballot as directed by the voter. Members of the Election Board who perform this service shall not disclose to anyone the name of any candidate for whom the voter voted, or for whom s/he failed to vote.
 - (4) When more than one officer of the same category is to be elected, such as Trustees, Directors, and Delegates, the voter may vote from one to the full number to be elected, but no more than the number required.
- (D) At the time provided for the closing of the polls, any members then in line and eligible to vote shall be permitted to vote.

Section 10. Tally Procedure.

- (A) Immediately after the close of the polls, every unused ballot shall be canceled by marking an appropriate mark across the face thereof with ink or other indelible material. All canceled as well as spoiled ballots, as provided above, shall be placed in a receptacle by themselves and preserved for final counting.
- (B) The Election Board shall open the ballot boxes, remove ballots, remove all ballots from the voters' envelopes, and the count shall proceed. When the tally of the election is completed, all election materials shall be placed in the ballot boxes and locked with one set of keys for one lock for each ballot box retained by the Chairperson and the other set of keys for the other lock on each ballot box retained by an Assistant Chairperson. Ballot boxes shall then be placed in the safe of Local 586. If, after five (5) days there are no objections, the Assistant Chairperson will deliver his/her keys to the Secretary - Treasurer of the Local. The other set of keys shall remain with the Election Chairperson for one (1) year.

Section 11. Voting Machine.

At such time as voting machines shall be available for the use of this Association, the Board of Directors may at its discretion provide for the use of said voting machines for the conduct of the election and the procedure to be used in regard to the same.

Section 12. General Rules.

- (A) Copies of the election procedure, as provided in Section 8 and 11 of this Article, shall be prominently displayed in the polling area.
- (B) Persons other than voters engaged in receiving, preparing, or casting their ballots shall not be permitted within the enclosure where the voting booths and ballot boxes are located, except by the authority of the Chairperson of the Election Board.
- (C) Electioneering or solicitation of votes shall not be permitted within the polling place or within such reasonable distance therefrom as the Election Board Chairperson may prescribe.
- (D) Only members of the Election Board shall have access to or be permitted to handle the ballots at any time during balloting, or during the check-up and count thereafter, except by authority of the Chairperson of the Election Board.
- (E) Each candidate may have one observer to witness the registration procedure. Spectators may be permitted to witness the count, within the parameters set by the Election Board, and provided they maintain order and do not interfere with the work of the Election Board.
- (F) Any candidate for election, who announces, in any manner, the existence of a committee in favor of his/her election must, in fact, have a constituted committee and all members of which will be identified and held accountable for all actions of the candidate and committee.

Section 13. Report of Tally of Ballots; Objections; Certification.

- (A) Within twenty-four hours after the closing of the polls, the Election Board Appeals Committee shall deliver to the Board of Directors the official tally of ballots and shall certify the results thereof. Within five days after the closing of the polls, any candidate in said election may file with the Election Board Appeals Committee objections to the tally of ballots, the conduct of the election or conduct affecting the results of the election, which shall contain a short statement of the reasons therefore.
- (B) If no objections are filed within the time set forth above, the Board of Directors shall declare elected those persons previously certified by the Election Board Appeals Committee as having received the highest number of votes cast for each respective office.
- (C) If objections are filed to the tally of ballots, to the conduct of the election, or to conduct affecting the results of the election, the Election Board Appeals Committee shall investigate said objections, make a determination thereon and, within fifteen days following the date of the election, file an original and three copies of its Report on Objections with the Secretary - Treasurer. A copy of such Report shall immediately be given to the party who filed the objections.
- (D) If the Election Board Appeals Committee finds that the objections do not raise any substantial or material question affecting the validity of the election, or the results thereof, as to any particular office, it shall so advise the Board of Directors, and the Board of Directors shall proceed under the provisions of Article XI, Section 13, as though no objections had been filed.
- (E) If the Election Board Appeals Committee finds that the validity of the election or the result thereof as to any particular office has been adversely affected (or that a question exists with respect to the tally of ballots) and a new election or a run-off election is necessary with respect to any such office or offices, it shall so advise the Board of Directors. The Board of Directors shall then order a new election or a run-off election to be held within a reasonable time. Only those on the original ballot who were candidates for a particular position or office in question may be on the ballot in the event of a new election. The candidates in a run-off election shall be limited to those specified by the Election Board Appeals Committee. In all other respects the election procedures set out in these Bylaws shall govern.
- (F) All rulings and decisions of the Election Board Appeals Committee shall be final and binding. When the final reports and certification have been filed with the Secretary - Treasurer, the duties of the Election Board and the Election Board Appeals Committee are completed, and said Board and said Committee shall be discharged.
- (G) The office of the Secretary-Treasurer shall retain the poll lists, register, and all ballots for at least one (1) year from the date of the election.

Section 14. Vacancies. A vacancy of any office of this Association shall be declared to exist only upon:

- (A) The death of an incumbent.

- (B) The resignation of an incumbent.
- (C) The removal from office of an incumbent.
- (D) An incumbent ceasing to be a member of the Association.

Section 15. When a vacancy occurs in any elected office of this Association including delegates to the conventions of the American Federation of Musicians, except the office of President or Secretary-Treasurer, the Board of Directors shall appoint a member to fill the remaining term of said office. In the event that the Board at its next regular meeting following such vacancy fails to appoint such member to fill the remaining term of said office, a special election shall be held as provided in Section 16 of this Article.

Section 16. Should any officer be temporarily absent from the duties of his/her office, it must be considered as a temporary leave of absence and must not be filled during such officer's temporary leave of absence. Salaries may be adjusted as specified under Article I, Section 17, (C).

Section 17. Elections To Fill Vacancies. When a vacancy occurs in the office of Secretary-Treasurer, the Board of Directors shall appoint a member to fill said vacancy until such time as this Association shall hold an election and elect a member to fill the remaining term of said office. Nomination of candidates for this election shall be held at the next regular or special meeting of this Association, and the elections shall be held as soon as possible thereafter. The election shall be guided by the voting procedure as outlined in Article XI, Sections 3, 6, 7, 8, 9, 11, and 12.

Section 18. Induction of Newly Elected Officers. The candidates having the highest number of votes cast for each respective office shall be declared elected to said office, and shall be inducted into said office at the special board meeting held in January following the election.

Section 19. Installation. Every officer and delegate elected shall, before entering upon the duties of his/her elective office or exercising any authority in connection therewith, have administered to him/her the following oath:

"I, do hereby solemnly pledge and declare that I will discharge the duties of my office, and I will support the Constitution and Bylaws of the American Federation of Musicians, and the Constitution of Local 586, and that I will enforce the laws thereof to the best of my ability, without prejudice or partiality."

ARTICLE X – FUNDS / ASSESSMENTS / DONATIONS AND DISBURSEMENTS

Section 1. All funds received shall be deposited by the Secretary - Treasurer in the name of the Association in one or more banks which are members of the FDIC, to be designated by the Board of Directors, and can only be withdrawn by a check, signed by the Secretary - Treasurer and President.

Section 2. Prior to permanent investment, the checking account(s) or operating fund must be used to pay any indebtedness or operating expense incurred by the Association.

Section 3. No donation or appropriation shall be made from the funds of this Association in excess of \$25.00 for any purpose whatsoever at any one time, or in the aggregate, except for the current expenses of the Association.

Section 4. No funds whatsoever shall be expended from the Treasury of this Association to defer any expense in the matter of food, lodging, transportation, internet, telegraphic or telephone bills for any musician or musicians or organized bands, incurred while traveling through, or in case of becoming stranded, in this jurisdiction. In case where their home Locals will guarantee payment for any funds advanced, then any funds expended in communication with officers of their home Locals shall not be borne by this Association.

Section 5. Should current expenses, through any unforeseen cause during any one year, exceed the annual income of the Association plus the surplus of the previous year, the deficiency shall be made up by a pro rata assessment upon the members to be levied at the next regular meeting of the Association, by approval of the membership.

Section 6. The sum of three hundred dollars (\$300.00) shall be established and designated as petty cash, to be used in transactions by the Secretary - Treasurer, said sum to be increased or decreased as conditions warrant.

Section 7. The Board of Directors of this Association must approve all requests for donations, purchase of tickets, advertising, etc., before payment is effected.

Section 8. No funds of this Association shall be expended at any time for any political activity affecting the candidacy of any political candidate or candidates for any office, Municipal, County, State, or National Offices. No donation shall be granted to any so-called Political Action Groups, Committees, Women's Clubs, or any Club, Association, Committee, Religious, or otherwise, whose activities are in any sense of the word political.

Section 9. Further, the Officers of this Association and Delegates to Labor Organizations, Labor Councils, Trade Councils, etc., are to be guided by the above provisions. This Association shall pay no assessment for political purposes.

Contract Fee Assessment (Guaranteed Wage)

Section 10. For the purpose of guaranteeing payment of wages based upon scale or legally filed and applicable Association Contracts under dispute, a Contract Fee will prevail. Association leaders will be assessed one dollar (\$1.00) per single engagement contract and one dollar (\$1.00) per week per steady engagement contract. This dollar will be added to the purchaser's contract price. All moneys collected from the Contract Fee Assessment will be placed in a special fund for the purpose of paying wages based on scale to musicians directly affected by the disputed contract, and to cover the cost of collection of same. All musicians involved (leaders, sidemen, etc.) must be listed on all contracts. Payments will be made only after approval from the Board of Directors. If the minimum amount in the Assessment account falls below \$1,000.00, the Board is not obligated to make payments on any disputed contract until the account reaches \$1,000.00. When the account reaches \$5,000.00, collection of assessment will cease until such time as the account should fall below \$1,000.00. At this time the assessment will be reinstated. On steady engagements, the fund will pay one week's scale only. One-dollar assessment to be charged to leader's account. Leader and sidemen be required to sign agreement that in the event of payment by contractor (purchaser), that leader and sidemen reimburse "Contract Fee Fund" up to the amount received originally from fund. To qualify for guaranteed wage from the Contract Fee Account, leaders and/or contractors must get a deposit of at least 50% of the gross contract price when this price exceeds the sum of \$500.00. Contracts must be on file in the Union office at least 48 hours before date of performance. All musicians, performing and listed on the contract, must be members in good standing in this Association. The Contract Fee Account and assessments do not cover any contracts with promoters or employers from outside the jurisdiction of this Association.

ARTICLE XI - FUNERALS

Section 1. The Secretary - Treasurer shall have full charge of funerals.

Section 2. Whenever a member dies, the Secretary-Treasurer of the Association may confer with the relatives or friends of the deceased and ascertain whether they would desire to have any of the officials or members of the Association to act as pall-bearers.

