ATU

Local Union Duties & Responsibilities

Presidents and Executive Board Members
Duties of a local president
Duties of an executive board member
Responsibilities to the Union
Duties of a Local President

General supervision *over all affairs* between E-board and membership meetings including:

- Presiding over all meetings of the L.U.
- Preserving order and enforcing the CGL and local bylaws
- Ensuring L.U. officers and members perform their L.U. duties
- Enforce all fines and penalties
Lost Time

- As P/BA, you authorize lost time for Executive Board members and L.U. members to carry out L.U. duties.

- **Lost time v. Actual time**
  - **Lost time** - forgone duties and responsibilities for one’s employer as a result of working for the L.U.
  - **Actual time worked** - time assigned independently to work for the L.U. For example, working for the L.U. on your day off is not considered an opportunity cost and therefore not lost time.
Committees & Special Meetings

As P/BA you may:

- Appoint health and safety committees and all other committees not otherwise provided for.
- Authority to appoint negotiation committees. Unless in bylaws
- Call a special meeting *if* requested by 1/3 or more members in writing.
Voting Rights

- **The P/BA:**
  - Decides all questions of order subject to appeal to mburs
  - Votes during secret ballots
  - Casts the deciding vote in a tie
  - Announces the results of all votes
Pres./BA Financial Responsibilities

- Sign all authorized checks from the treasury in accordance with the CGL and L.U. bylaws.
- Have a designated cosigner for all authorized checks from the treasury by an executive officer who is designated by the P/BA and approved by the E.B.
- Empowered to cover routine or regular expenses
Duties of the Executive Board

- Supervise and direct the management of the Local Union.
- May constitute a grievance committee and investigate all disputes between members and companies.
  - Report findings during the regular meetings.
- Empowered to call special meetings.
Duties of the Executive Board

- Submit results of negotiations on agreements or matters of importance to entire membership for a referendum vote.
  - Authority over conditions and time in which the referendum vote will take place.

- Appoints time for meetings of the board at least once a month.
  - Majority of E-Board constitutes a quorum
Over-the-road Local E-Board

- Appoint time for meetings of the board at least once a month.
- Conduct semi-annual E-Board meetings if authorized by bylaws.
- Conduct business in between meeting by mail, wire or telephone if bylaws authorize.
Responsibilities to the UnionE

- Direct and handle union affairs in conformity with the laws and rules of the L.U.
- Ensure the funds and property of the L.U. are preserved, managed, invested and expended in accordance to the CGL and L.U. bylaws.
- Conduct interest arbitration with an employing company in accordance with CGL and L.U. bylaws.
- At all times report all acts and doings to the meetings of the L.U., carry out all instructions of the L.U.
Responsibility to ATU International Office

- Upon seeking I.U. assistance or advice regarding local disputes, officers and E-board shall write full particulars of the case.

- Address all local disputes before an international officer is sent to the L.U.

- Immediately notify the I.P. if made aware of any member or officer that has been subpoenaed by any government or law enforcement agency.

- Immediately notify the I.P. of any investigations or proceedings involving union financial practices, mishandling of union funds, or engaging in corruption, racketeering, etc.
Communicating with ATU International

- Local Union calls
- Local Union correspondence
- Member correspondence
- Interpret Bylaws
- Assistance in contract negotiations
Common Concerns

- Creating unity within a local
- Dealing with difficult members
- Improving communication- internal and external
- Expanding community involvement