



CONSTITUTION AND BYLAWS OF THE IRON COUNTY MEDICAL CARE  
ASSOCIATION AS REPRESENTED BY THE  
TECHNICAL, PROFESSIONAL AND OFFICEWORKERS ASSOCIATION OF MICHIGAN

ARTICLE 1  
NAME AND HEADQUARTERS

Section 1. This Association shall be known as the Iron County Medical Care Association.

Section 2. The headquarters of this Association shall be located at 1523 US Hwy 2, Crystal Falls Michigan 49920, County of Iron, State of Michigan.

ARTICLE 2  
PURPOSES

The purpose of this Association shall be:

- (1) To exist as a voluntary unincorporated association.
- (2) To work for the establishment of fair wages, hours, working conditions, adequate retirement and disability pensions and social and economic advancement through collective bargaining and other means available to public employees by assisting the certified representative, TPOAM.
- (3) To promote a better understanding of, and the professionalism of, the Iron County Medical Care Association.

ARTICLE 3  
MEMBERSHIP

Section 1. Any dues paying employee covered by the terms of the Collective Bargaining Agreement shall be entitled to active membership in this Association.

Section 2. All applicants for membership shall fill out an application and/or a dues authorization form provided by the Association.

ARTICLE 4  
LOCAL ASSOCIATION INITIATION FEES,  
ASSESSMENTS AND SPECIAL ASSESSMENTS

Section 1. The initiation fee shall be \$0.00, and the monthly dues amount set forth by the certified representative, TPOAM, shall be payable through payroll deduction on the first day of each calendar month or as established by the Association and the Employer. Any other amount may be decided upon by a majority of the membership present at any regular membership meeting or any special meeting called for such purpose, PROVIDED, however, that any proposed increase in assessment shall remain posted on the Association bulletin board for at least fifteen (15) calendar days prior to any such meeting that an assessment increase is to be voted upon. Any assessment above and beyond dues deduction is an option that will be discussed by the Membership at some future point.

Section 2. The membership, by a majority vote of the members present at any regular or special meeting, may levy a special assessment, PROVIDED, that notice of any proposed special assessment shall be posted at least fifteen (15) calendar days prior to any such meeting.

ARTICLE 5  
OFFICERS/EXECUTIVE BOARD

Section 1. The officers of this Association shall be elected from and by the membership of this Association by secret ballot at the general membership meeting held following the ratification of a successor contract. The duly elected Executive Board in December of 2017 shall remain in place through the upcoming contract and following contract. They shall take office immediately at the close of the meeting at which they are elected and shall serve for a term of the newly ratified contract and remain as the bargaining team for the successor agreement. The Executive Board shall serve as the Unit's Bargaining Team. Additional Bargaining team members may be appointed at the discretion of the Executive Board.

Section 2. Officers of this Association shall be as follows:

- (A) President
- (B) Vice President
- (C) Secretary/Treasurer
- (D) Executive Board (2 positions)



Section 3. Duties of the President. The President shall preside at all membership meetings of the Association and of the Executive Board, enforce the rules, appoint all committees not otherwise provided for, and transact the other duties that are usual to the office of the President or as may be required by the membership.

Section 4. Duties of the Vice President. The Vice President shall assist the President in the discharge of his duties and, in his absence, the Vice President shall perform the duties of the President.

Section 5. Duties of the Secretary/Treasurer. The Secretary/Treasurer shall keep a correct record of the meetings of the general membership and of the local Executive Board meetings. He/she shall handle all correspondence in the name of the Association and transact all other duties usual to the office of the Secretary/Treasurer. The Secretary/Treasurer shall be responsible for all financial records, assessment records, and shall make a financial report at every meeting of the membership. He/she shall sign all checks drawn on the treasury of this Association and deposit all assessments and other funds received in the name of this Association in the bank, PROVIDED, however, that all checks drawn on treasury shall be countersigned by the President. Most of these responsibilities would only be applicable in the event the Association requires a special assessment and opens a bank account.

Section 6. Duties of the General Board Position(s). Specifically, but not limited to, will be responsible for investigating potential grievances based on contractual guidelines and serve as general liaison's to the general membership. General Board members shall attend all Executive Board meetings and report any employee concerns to the President.

Section 7. The Executive Board shall be responsible for the affairs of the Association between the meetings of the general membership. It shall execute the orders of the membership and recommend action to the membership. It shall meet regularly at a time and place to be called by the President.

Section 8. In the event of a vacancy in any office, including the Executive Board, the Executive Board shall have the right to appoint a person(s) from the membership to fill said vacancy until an election is held. Nominations will be held open for at least thirty (30) days unless all members are contacted sooner.

Section 4. Quorum. At least three (3) members of the Executive Board must be present to constitute a quorum. No member of the Executive Board may vote by proxy.

ARTICLE 6  
ELECTION OF EXECUTIVE OFFICERS

Section 1. Candidates for election shall be nominated at a general membership meeting held following the ratification of a successor agreement.

Section 2. Candidates for election to an office must be present at the membership meeting wherein the election shall take place.

Section 5. Election of officers shall be by secret ballot by a majority vote of the members in attendance at the duly scheduled general membership meeting.

ARTICLE 7  
GRIEVANCES AND CONTRACT RATIFICATION

Section 1. Grievances shall be processed in accordance with the applicable contract or regulations between the Employer and the Technical, Professional and Officeworkers Association of Michigan.

Section 2. Ratification of Contracts. Contracts negotiated by TPOAM with assistance of the bargaining committee must be voted upon at a meeting called for the purpose of considering ratification. Ratification must be by a simple majority vote of the membership present at the meeting who have signed in on attendance sheet.

At the discretion of the Executive Board, details of a tentative agreement will be presented to members in good standing on a pre-determined day after reaching the tentative agreement. Members in good standing may have the option of voting on the terms of the tentative agreement upon receipt of the information or within 48 hours following receipt of the information. Votes cast immediately will be privately secured until all votes are received and all votes will be counted together. An additional meeting will be scheduled within 48 hours of first receipt of the information if deemed necessary by the Executive Board. Members in good standing (dues paying members) are expected to understand how and why the tentative agreement was reached and be responsible to the entire membership when casting their vote.

ARTICLE 8  
LOSS OF MEMBERSHIP

Section 1. Any employee who is no longer a member in good standing (discontinued dues deduction under applicable law) shall not be eligible for Association Membership.

Section 2. This Association shall have the power to remove from office by a two-thirds (2/3) vote of the ENTIRE MEMBERSHIP listed in good standing any officer found guilty of a breach of trust, incompetency or other causes detrimental to the best interest of



this Association, if first found guilty by a trial committee established by the TPOAM.

#### ARTICLE 9 ASSOCIATION MEETINGS

Section 1. Regular meetings of the membership shall be held at a time and place to be set by the Executive Board.

Section 2. Special membership meetings shall be called when deemed necessary by the Executive Board. The President shall call a special meeting upon a written request of any specific department comprised of members in good standing.

Section 3. Fifty-one percent (51%) of the membership present at any regular or special meeting shall constitute a quorum for transaction of business.

#### ARTICLE 10 BARGAINING COMMITTEE

Section 1. The five (5) Executive Board Members shall act as the Association bargaining committee. The Executive Board may appoint unit representatives (in good standing) as requested by any individual department. Unit representatives shall represent the interests and concerns of their unit to the Executive Board.

Section 2. The duties of the Association bargaining committee shall be to assist the certified representative from TPOAM in matters of contract negotiation, administration and enforcement as directed by TPOAM, including:

- (A) Presentation of grievances to the Employer;
- (B) Coordinating Association activities among the members;
- (C) Participating in negotiations with the Employer and reporting the results of those negotiations to the membership; and
- (D) Making recommendations to the membership for improvement of the economic position of the membership.

Section 3. The bargaining committee shall designate the number of additional employee representatives as may be necessary to assist in the performance of its duties.

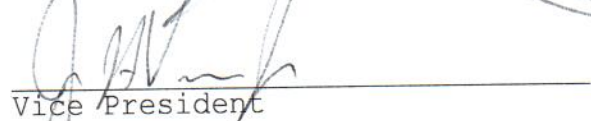
#### ARTICLE 11

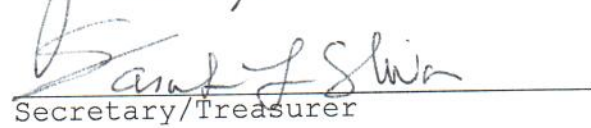
Section 1. The Bylaws may be amended, altered or revised by an affirmative vote of two-thirds (2/3) of the total members of the

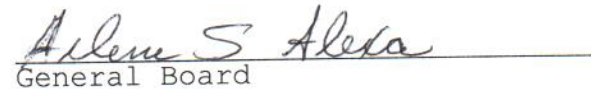
Association in good standing and present at the designated meeting.

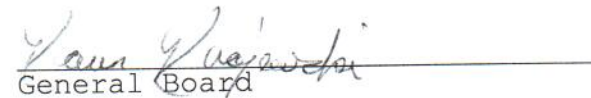
These Bylaws were approved and adopted by the duly elected Executive Board on 12/13/2017. Future amendments to these bylaws will be in accordance with the terms of these bylaws.

  
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President

  
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Vice President

  
\_\_\_\_\_  
Secretary/Treasurer

  
\_\_\_\_\_  
General Board

  
\_\_\_\_\_  
General Board