

CONSTITUTION  
NATIONAL ASSOCIATION OF POSTAL SUPERVISORS

SOUTHWEST OREGON BRANCH NO. 276

ARTICLE I

The organization shall be known as Southwest Oregon Branch No. 276, NAPS.

ARTICLE II

The object of this Association shall be to cooperate with the officials of the United States Postal Service to improve the postal service and the welfare of its employees: to raise the standard of efficiency: to establish uniform and equitable compensation: modern, economical business methods: and to widen the field of opportunity for worthy employees who make the business of the Postal Service their career.

ARTICLE III

- Section 1. All supervisory and managerial employees in the Southwest Oregon area eligible for membership.
- Section 2. Retired members of this branch shall be entitled to honorary membership. Honorary members shall have no right to vote: shall not be required to pay dues: and are not eligible for election to office. Any officer of this branch who retires shall be entitled to complete his or her term of office.

ARTICLE IV

- Section 1. Regular meetings of this branch shall be quarterly, on such dates and at such places as may be designated by the president or the Executive Committee.
- Section 2. A special meeting may be called by the Executive Committee or by the written request of not less than ten percent of the members whose dues are paid at the time such special meeting is requested.

ARTICLE V

- Section 1. The Executive Committee shall have full power to act for the Branch at all times: shall carry out all mandates of the Branch as expressed by the vote of the members: and shall at all times follow the policies adopted by the Branch.

Section 2. The Executive Committee shall annually, in March prepare an operating budget for coming year.

#### ARTICLE VI

Section 1. Dues in this Branch shall be established by vote of the membership, payable by payroll deduction or annually, in advance, on January 1<sup>st</sup> of each year, and shall become delinquent if not paid within three calendar months after becoming due.

Section 2. Special assessments may be levied only upon two-thirds vote of the entire membership by referendum.

#### ARTICLE VII

##### Delegates

Section 1. Registration expenses for delegates to conventions must be approved by the membership of this branch by a majority vote at a regular meeting.

Section 2. Any member of this Branch, in good standing, may be certified as a delegate to any convention at which Branch 276 is entitled to vote.

Section 3. Whatever funds which are made available for expenses of delegates to conventions under Section 1 of this article shall be divided equally among all delegates who attend such conventions.

Section 4. The President shall be Chairman of the delegation. In his absence the delegates shall elect a chairman from among themselves.

## BYLAWS

### ARTICLE I Order of Business

Call to order  
Reading of minutes of previous meeting  
Correspondence and bills  
Reports of officers  
Report of committees  
Unfinished business  
New business  
Adjournment

### ARTICLE II

#### Elections

- Section 1. Nominations of Officers shall be made at the regular Fall meeting on odd numbered years.
- Section 2. The election of officers shall be by popular ballot of all members in good standing. Ballots shall be mailed to all members' not later than fifteen days (15) days after the Fall meeting. The deadline for receipt of ballots is December 1<sup>st</sup>. Successful candidates will be determined by a Balloting Committee and will be considered duly elected.
- Section 3. Newly elected officers shall be installed at the annual Christmas Dinner Meeting.

### ARTICLE III Amendments

- Section 1. Amendments to the foregoing Constitution and Bylaws may be made by resolution at any regular meeting and tabled until a subsequent regular meeting. An amendment must receive a two-thirds vote of those present at the meeting, qualified to act, in order to become effective.
- Section 2. At least 20 days notice in writing shall be given the entire membership prior to the final consideration of a proposed change in this Constitution and Bylaws.

ARTICLE IV  
Parliamentary Procedure

- Section 1. Robert's Rules of Order shall govern the proceedings of the meetings of this Branch except where otherwise provided for by the Constitution and Bylaws.
- Section 2. Six members shall constitute a quorum for the transaction of business at any regular or special meeting.
- Section 3. Each member present at any meeting, who is in good standing, is entitled to one vote on all matters coming before a meeting of this Branch.

ARTICLE V

- Section 1. The elective officers of this branch shall be President, Vice President, Secretary/Treasurer and 975-976 Vice President.
- Section 2. The Executive Board will consist of the local officers: President: Vice President: Secretary/Treasurer and 975-976 Vice President.
- Section 3. The president shall preside at all meetings of this branch: shall call special meetings when ordered to do so in accordance with Article IV: shall appoint all committees: fill all vacancies which may occur: decide all questions of order: enforce the Articles of the Constitution and Bylaws of this branch: and shall perform such other duties pertaining to this office. For his/her services the dues of the President shall be remitted.
- Section 4. The Vice President shall serve in the absences of the President. The Vice President shall perform such other duties as may be assigned by the President. Dues will be remitted for services rendered.
- Section 5. The Secretary/Treasurer shall keep an accurate record of the Branch meetings: shall have charge of all correspondence, funds and bank accounts; membership cards and dues collection by ensuring associate members and members not paying via payroll deduction are billed for dues payable on January 1<sup>st</sup>, each year in advance or are retired, reassigned or dropped as delinquents after the third consecutive month of non-payment. Dues will be remitted for services rendered.
- Section 6. The 975-976 Vice President shall serve in the absence of the Vice President and shall perform such duties as may be assigned by the President. Dues will be remitted for services rendered.