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Texas State Legislative Board

By-Laws

# ARTICLE 1

Sec. 1. This organization shall be known as the Texas State Legislative Board (TXSLB) of the Brotherhood of Locomotive Engineers and Trainmen (BLET).

Sec. 2. The Mission Statement of the TXSLB shall be to promote the health, welfare and safety, protect the financial interests and enhance the political education, of Texas Locomotive Engineers and Trainmen.

# ARTICLE 2

The TXSLB shall consist of one delegate from each BLET Division located within the state, in accordance with the National Division (N.D.) Bylaws.

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# ARTICLE 3

Each delegate shall be identified by a credential from his Division printed on a form approved by the N.D.

# ARTICLE 4

Sec. 1. The TXSLB shall convene quadrennially not later than June 1st, for the purpose of electing officers and to conduct any other business that may properly come before the delegates. The date of the convention shall be set by the Chairman, and approved by the Executive Committee. The Chairman shall give at least thirty (30) days notice, of the meeting time and place, to each Division’s Legislative Representative.

Sec. 2. The TXSLB may be convened more frequently by a favorable vote of two-thirds (2/3) of the Divisions within the state.

Sec. 3. At least thirty (30) days prior to the convening of the **TXSLB Quadrennial Convention**, the Chairman shall **appoint, and** notify, the Resolutions andBylaws **Committees,** and **notify the** Auditing Committee to meet with the Chairman and Secretary-Treasurer **of the TXSLB**, one day **prior to the convening** of the convention, for the purpose of auditing the books and preparing their **respective** reports.

# ARTICLE 5

Sec. 1. The officers of the TXSLB shall be Chairman, 1st Vice Chairman, 2nd Vice Chairman, Secretary-Treasurer and an Auditing Committee comprised of three delegates.

Sec. 2. Other officers of The TXSLB shall consist of an Alternate Secretary Treasurer, and Alternate 2nd Vice Chairman. Officers of the Board and Alternate Officers shall be elected at the regular quadrennial convention ~~by the majority vote of the delegates present~~. All officers shall hold office for a period of four years or until the next regular meeting of the TXSLB. In the event of a change in Chairmanship, the in-coming Chairman will be available and compensated for fifteen (15) working days to assist the out-going Chairman. All newly elected officers will assume the duties of the office on June 1st following the election of officers.

Sec. 3. Should a permanent vacancy occur in any office of the TXSLB between regular four year conventions, the Executive Committee shall fill such vacancy as follows: (1) 1st Vice Chairman shall fill the Chairman’s position, (2) 2nd Vice Chairman shall fill the 1st Vice Chairman’s position, (3) Alternate 2nd Vice Chairman shall fill the 2nd Vice Chairman’s position, (4) Alternate Secretary-Treasurer shall fill the Secretary-Treasurer’s position. (5) The Executive Committee shall fill vacancies in alternate positions, and/or on the Audit Committee, by appointment.

# ARTICLE 6

Sec. 1. The Executive Committee of the Texas State Legislative Board shall consist of the following officers: Chairman of the Board, 1st Vice Chairman, 2nd Vice Chairman and Secretary-Treasurer. The Chairman of the Board shall be Chairman of the Executive Committee. The Secretary-Treasurer of the Board shall be Secretary of the Executive Committee.

Sec. 2. The Executive Committee shall meet annually, except in a convention year, with at least thirty (30) days notice given by the Chairman to each member of the date, time and place of holding same. The minutes of each Executive Committee Meeting will be sent to each Division Legislative Representative (L.R.) no later than 45 days after adjournment of each meeting.

Sec. 3. The Executive Committee **of the TXSLB shall be responsible for business placed before the Board between quadrennial conventions in keeping with BLET Bylaws LBR Secion 15(c). The Executive Committee** will give prompt consideration **and supervision** to **all such** matters submitted to them by the Officers **and** Legislative Representatives of the TXSLB **and** as directed by the TXSLB in convention.

# ARTICLE 7

The location of the Office of the Texas State Legislative Board shall be at a point approved by the Executive Committee.

# ARTICLE 8

Sec. 1. It shall be the duty of the Chairman to preside over all sessions of the Board and Executive Committee, to appoint all committees unless otherwise provided for, to interpret these Bylaws and decide all questions of controversy under the jurisdiction of the Board. His decision shall be final unless modified or reversed by the Executive Committee or the ensuing TXSLB convention. He shall devote his time to the interest of the Board and the Brotherhood and strive in every way to advance the purpose for which this Board was organized.

1. The Executive Committee shall be informed, in writing, of all decisions and interpretations made by the Chairman.

Sec. 2. It shall be duty of the Chairman to keep informed on all legislative matters of interest to labor, the work being done by other state and federal labor legislative boards, and in every way possible protect and advance the interests of the Brotherhood of Locomotive Engineers and Trainmen in accordance with the principles and policy of this Board.

Sec. 3. The Chairman shall represent the TXSLB at the Texas State Capitol during sessions of the State Legislature, in hearings before any state or federal tribunal where BLET interests are affected and when no other provision is made for representation by the Brotherhood of Locomotive Engineers and Trainmen. He may attend Precinct, County, State and national political conventions. When funds are available, he may attend the N.D. convention for a reasonable length of time upon approval of the Executive Committee. He shall attend meetings of the National Association of State Legislative Board Chairman. When time and other duties will permit, he may attend union meetings and meetings of other labor groups when in his judgment it would be helpful and would be in interest of this Board.

Sec. 4. The Chairman may, in accordance with provisions of the Bylaws of the Brotherhood of Locomotive Engineers and Trainmen, with the approval of the Executive Committee, join with representatives of other recognized railroad labor organizations in the formation of a Joint Legislative Board.

Sec. 5. The Chairman shall discuss questions of interest to this Board with our officers and members on various properties in the state**.** The Chairman is authorized to call any member, active or retired, of our Brotherhood in the state as a witness, or for other authorized TXSLB business, or other expert witness, to assist him when he deems it necessary. For their service the member or witness will be paid their time lost, but not to exceed the daily rate set for delegates at the TXSLB convention, plus expenses which will be reimbursed in accordance with these bylaws.

Sec. 6. The Chairman may interview candidates seeking a Texas State wide office, Texas candidates to the U.S. Senate and House of Representatives, and candidates to the Texas Senate and House of Representatives and evaluate the results. He shall make recommendations of Texas candidates for the U.S. Senate and House of Representatives to the BLET National Legislative board. He shall make recommendations of candidates for Texas State-wide office, Texas Senate, and House of Representatives to the Executive Committee of the Texas State Legislative Board. The Executive Committee by a majority vote will determine which candidate is to be recommended to the membership of the BLET. The Texas State Legislative Board is committed to support honest, sincere, and qualified candidates for public office who by their records or pledges have demonstrated their support of the objectives to which the Texas State Legislative Board is dedicated. In making recommendations the capability and past voting record of the candidate shall be employed as criteria.

Sec. 7. He shall be paid a salary to be fixed by the TXSLB in convention, except his salary shall increase in the same increments as the governing agreement for engineers on the railroad of his seniority. Between regular conventions his salary may be increased or decreased by two-thirds (2/3) vote of the Executive Committee in the event the adjustment is justifiable in accordance with the financial condition of the Board.

 Sec. 8. He shall be allowed a vacation with pay each year when the same can be arranged without interfering with the interests of the Board. It shall correspond with the governing agreement on the railroad of his seniority. If all due vacation cannot be taken during a calendar year, one week may be carried over, but must be taken during the ensuing year. Should the Chairman retire, or otherwise voluntarily leave office during a calendar year, he will, if the financial condition of the board will allow, receive compensation for any unused vacation time due for that calendar year only.

Sec. 9. He shall be required to furnish **to** the **TXSLB, in addition to reports required under BLET Bylaw LBR Section 11(a),** a complete report in writing of all work done **by the Chairman on a yearly basis, unless otherwise requested.**

Sec. 10. The Chairman shall participate as a voting member in the convention if he is the duly elected delegate from his home Division. It shall be the duty of the Chairman to cast the deciding vote in case of a tie. He shall participate as a voting member in the meetings of the Executive Committee. He shall be authorized to convene the Executive Committee when it is deemed necessary and/or upon request of a majority of the Executive Committee.

Sec. 11. Should the Chairman be absent from, or unable to attend to the duties specified within these bylaws, a temporary vacancy shall exist. The Chairman shall at once notify the 1st Vice Chairman who shall fill such temporary vacancy, assume the position and perform the duties herein specified, until the Chairman returns. Should the Chairman be incapacitated, or otherwise unable to make the notification specified within this section, this section shall apply without such notification.

Sec. 12. The Vice Chairmen shall be informed of the duties of the office and assist the Chairman, when called upon to do so.

Sec. 13. Nepotism in the office of Chairman will not be allowed.

Sec 14. Subsequent to the approval of the Executive Committee,the Chairman may hire, and set the salary and benefits of,a secretary or office assistant as needed**.**

# ARTICLE 9

No transaction of the Board while in session shall be made known to anyone except with the consent of the Chairman or Presiding Officer.

# ARTICLE 10

Sec. 1. Any expenditure of funds for a purpose not authorized by these bylaws shall be preapproved by the Chairman and by the Executive Committee. Approval for such expenditures shall be in writing.

Sec. 2. Between conventions, expenses incurred while on authorizedTXSLB business will be reimbursed in accordance with the Travel and Business Related Policies and Procedures**,** as adopted by the ND, and as amended by the TXSLB. Before payment is issued, the expense reimbursement must be approved by the Chairman.

# ARTICLE 11

 Sec. 1. The Salary of the Chairman and State Legislative Representative shall prevail when attending the full Board Convention and the Executive Committee meetings. Members of the Executive Committee when convened shall be paid delegates rate of pay per day as fixed by the full Board in convention.

 Sec. 2. The salary of the Secretary Treasurer shall be fixed by the Board.

 Sec. 3. The pay and expense reimbursement for the delegates, while attending the convention, shall be fixed at each convention.

ARTICLE 12

 A copy of all business, originating with the Chairman, a Division Legislative Representative, or Secretary-Treasurer, relating to matters between them and other Divisions in the state, shall be sent to the delegate and Secretary-Treasurer of each Division, and it shall be the duty of each delegate to bring such matter before his Division and see that it is given proper attention.

# ARTICLE 13

 **Sec. 1.** **The Division Delegate will request from their respective Division Secretary-Treasurers credentials in the prescribed form and in the manner outlined in Section 7 – Legislative Board Rules (“LBR”) of the BLET Bylaws, and have said credentials ready for validation upon arrival at quadrennial convention. The TXSLB Secretary-Treasurer shall, at the quadrennial convention, verify that each division is square on the books, and the credentials provided by the delegates, pursuant to BLET Bylaws LBR Section 7, are accurate, complete and in compliance with Brotherhood Law.**

Sec. 2. The Secretary-Treasurer shall receive all monies paid to the Legislative Board. He shall keep a true account of the same. He will make timely deposit of all monies of the Legislative Board in the name of the Texas State Legislative Board in a bank designated by the Executive Committee.

Sec. 3.The Secretary Treasurer will disbursethe funds in his possession only upon receipt of a request for disbursement issued by the Chairman. All disbursements shall be properly documented and made onlyfor TLSBpurposes and with the authority given by the Executive Committee.

Sec. 4. Once properly authorized, recurring expenditures such as, but not limited to, payroll, office rent and tax payments may be made without further authorization.

Sec. 5. Unless otherwise authorized by the Executive Committee, disbursements will be by check, signed by the **TXSLB Chairman and** Secretary-Treasurer.

**Note**: **The Executive Committee may authorize the** Vice-Chairmen, and**/or the** Alternate Secretary-Treasurer **to sign checks provided they are bonded in accordance with Article X Section 7(a) of the IBT Constitution**.

Direct deposit of payroll and expense reimbursement, ACH transactions, and intra-bank transfer of funds between TXSLB accounts may be authorized by the Executive Committee. The use of a credit or debit card to withdraw cash is strictly prohibited.

Sec. 6. He shall have charge of the books and papers pertaining to the duties of his office and they shall be kept in a convenient place where he can have access to them at all times.

Sec. 7. The TXSLB Secretary/Treasurer shall prepare, quarterly, a detailed financial report which shall be provided to eachDivision under the jurisdiction of the Board.

# ARTICLE 14

 Sec. 1. All assessments of this Board shall be levied and collected as provided for in the Bylaws of the N.D.

Sec. 2. Except as otherwise provided in subsection (a) of this section, the assessment for the TXSLB shall be thirteen dollars per month for each active member.

1. The assessment for members who meet the guidelines set forth in BLET Bylaws, National Division rules, Section 29 (d) shall be one dollar per month.

 Sec. 3. One dollar of the assessment shall be used exclusively to pay for expenses related to the TXSLB QuadrennialConvention**.**

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# ARTICLE 15

 Sec. 1. Divisions requesting amendments to these Bylaws or submitting any proposals relating to the political or legislative activities of the Texas State Legislative Board shall present same in writing to the Chairman not less than twenty days prior to the regular session of the Board; however, any proposals in writing offered from the floor of the convention may be considered by a two-thirds (2/3) vote.

 Sec. 2. These Bylaws may be amended by a majority vote of delegates present at any regular or special session of the Board.

 Sec. 3. These Bylaws may be amended by a majority vote of all Division Legislative Representatives when ordered by the Executive Committee to be polled for that purpose.

Sec. 4. A copy of the Bylaws as amended shall be furnished each Division L.R. not later than 45 days after amendment or the close of the convention.

# ARTICLE 16

 These Bylaws shall not conflict in any manner with the Constitution of the **IBT** or Bylaws **of the BLET.** **They** shall **also** comply with any **applicable** State and Federal law**s**.

# ARTICLE 17

 This body shall be governed by the Rules of Order governing Divisions, General Committees of Adjustment and Legislative Boards of the N.D. Bylaws.

# ARTICLE 18

 Sec. 1. The Chairman and Secretary-Treasurer shall be bonded in accordance with BLET N.D. rules Section 8 Article 10.

 Sec. 2. The Audit Committee shall **review and verify** the books **per BLET Bylaws LBR Section 11.** In the event it becomes necessary, the **TXSLB** Executive Committee may **authorize the books to be reviewed and verified** by a**n independent** Certified Public Accountant.

ARTICLE 19

 The Texas State Legislative Board shall have the power to acquire and hold real estate and to operate an office building, or buildings, or any other property for the benefit of the Texas State Legislative Board after being authorized by a 2/3 majority vote of the Delegates at the quadrennial convention.

Article 20

 In accordance with Article 15Section 3, the Bylaws of the Texas State Legislative Board are amended on **July 31, 2014** and become effective upon approval in accordance with IBT Constitution Article 4 Section 4(a).

 BYLAWS COMMITTEE

 Catarino Garcia

 Gary Pedigo

 Benjamin Wright