



AMALGAMATED TRANSIT UNION INTERNATIONAL BLACK CAUCUS (ATU-IBC) BY-LAWS



ARTICLE I - NAME

This Caucus shall be known as the **AMALGAMATED TRANSIT UNION INTERNATIONAL BLACK CAUCUS (ATU-IBC)**. *(Revised 10/22/23)*

ARTICLE II - OBJECTIVE

The objective of the ATU International Black Caucus is to actively pursue fair and equitable treatment and to establish a positive and active rapport of Blacks and the diverse membership of our Locals at all levels of the Union. *(Revised 05/15/10)*

ARTICLE III - MEMBERSHIP

SECTION I

1. Any member of the Amalgamated Transit Union (ATU) in good standing shall be eligible for ATU International Black Caucus membership. *(Revised 05/05/2024)*
2. A member of the ATU International Black Caucus is a member who is current in their yearly per capita and upon signing the ATU International Black Caucus membership card. *(Added 05/05/2024)*

SECTION II - DELEGATES

A delegate is a member of the ATU International Black Caucus who holds an International Black Caucus (IBC) Membership Card and is currently in their Per Capita. *(Revised 05/04/2024)*

ARTICLE IV - CAUCUS ASSESSMENT

SECTION I

A One Hundred and Twenty-Five Dollar (\$125.00) registration fee will be assessed to each member/delegate who registers before the cut-off date. An additional Twenty-Five Dollar (\$25) late registration fee will be assessed to each member/delegate who registers after the registration cut-off date. *(Revised 05/04/2024)*



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SECTION II

1. The ATU International Black Caucus Yearly Per Capita fee will be Fifty Dollars (\$50.00) for active members/delegates and Twenty-Five Dollars (\$25.00) for retired members/delegates. *(Revised 05/04/2024)*
2. Each member shall forward their Per Capita tax thirty days (30) before the start of each year's International Black Caucus to the Financial Secretary-Treasurer to remain a member in good standing. *(Revised 05/19)*

ARTICLE V - MEETINGS

1. Meetings of the ATU International Black Caucus shall be scheduled at each ATU International Convention whenever and wherever designated by the President of the ATU International Black Caucus.
2. ATU International Black Caucus meetings shall not conflict with the ATU Convention proceedings.
3. Annual International Caucus meetings will convene in May unless unforeseen circumstances occur from Thursday through Sunday. The International Black Caucus registration shall begin Thursday afternoon from 2:00 PM - 6:00 PM and Friday morning from 8:30 AM - 9:00 AM. The Business session will convene on Friday at 9:00 AM and conclude at 12:00 PM on Sunday. *(Revised 10/22/23)*
4. The host local shall submit the name(s) of union-operated hotels to the International Black Caucus Officers for approval. In addition, Caucus Officers and the host local shall be responsible for hosting the Thursday night reception and an event for Friday and Saturday night.

ARTICLE VI - CONDUCT OF MEETINGS AND QUORUMS

SECTION I - MEETINGS

ATU International Black Caucus meetings and all other meetings of the ATU International Black Caucus shall be conducted in compliance with these By-Laws.

Questions and general law as where these By-Laws do not clearly apply, Robert's Rules of Order shall govern.



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SECTION III - EXECUTIVE BOARD MEETINGS

1. The Executive Board should hold a meeting at least every other month; for those Executive Board members who cannot attend physically, the meeting may be held via Zoom, computer access, or telephone conference call. *(Revised 05/04/2024)*
2. The date and time should be established by the President or a majority of IBC Executive Board members, and the recording secretary shall notify all executive board members. *(Revised 05/04/2024)*
3. Complete instructions will be mailed thirty (30) days prior to the meeting date.

Section 7 Special meetings of the Executive Board shall be at the call of the President or a majority of the Executive Board. *(Revised 05/04/2024)*

SECTION III - QUORUMS

Ten (10) delegates at the Interim Caucus meetings shall constitute a quorum.

Decisions shall be made by a simple majority vote except for resolutions to be presented to the International Union, and the change of the By-Law's decision shall be made by two-thirds (2/3) of the majority vote of those present.

ARTICLE VII – ORDER OF BUSINESS

The order of business for all meetings shall be:

1. Call to order
2. Invocation
3. Roll Call - Officers
4. The Host Locals Welcoming Committee
5. Reading and approval of the previous meeting minutes
6. Communications - International President, etc.
7. Officers Report
8. Executive Board Reports
9. Unfinished business
10. New business
11. Good and Welfare
12. Adjournment



AMALGAMATED TRANSIT UNION INTERNATIONAL BLACK CAUCUS (ATU-IBC) BY-LAWS



ARTICLE VIII-OFFICERS

SECTION I

The governing body of the ATU International Black Caucus shall consist of the elected officers and the elected regional representatives. They shall be known as the Executive Board. *(Revised 05/04/2024)*

1. President
2. Vice President
3. Financial Secretary-Treasurer
4. Recording Secretary *(Added 5/15/10)*

SECTION II - DUTIES OF THE OFFICERS

PRESIDENT

- a. The President shall have full authority to execute the policies of the ATU International Black Caucus as is established and/or dictated by the members of the ATU International Black Caucus.
- b. The President shall be a signature on the ATU International Black Caucus bank account. *(Added 05/15/10)*
- c. The President shall preside over all meetings and shall be the chairperson of the Board. The President will vote on board matters to break a tie. *(Revised 05/04/2024)*
- d. Appoint any committee deemed necessary.
- e. Be the official spokesperson for the ATU International Black Caucus.
- f. Be responsible for all correspondence at each Caucus meeting.
- g. When relinquishing office, turn over to the successor all records and properties of the ATU International Black Caucus.
- h. All Executive Board members shall perform the duties as assigned. All actions taken on behalf of the ATU-IBC shall be reported to the President. They take special instructions from the President and follow the duties contained within these bylaws. *(Revised 05/04/2024)*
- i. Serving in this position shall be on a voluntary basis.



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1. VICE PRESIDENT

- a. Assist the president and work under his or her direction.
- b. Assume the office of president in the event the office becomes vacant until an election is held.
- c. When relinquishing office, turn over to the successor all records and properties of the ATU International Black Caucus.
- d. Serving in this position shall be on a voluntary basis.

2. FINANCIAL SECRETARY-TREASURER

- a. Shall be a signature of the ATU International Black Caucus Bank Account.
- b. Have charge of the ATU International Black Caucus records, collect all registration fees and keep an accurate account of the same. Make a report at each Caucus meeting of all income and expenses incurred by the Caucus membership and finalize all expenses. *(Revised 05/15/10)*
- c. Read the financial report and provide copies for each member present at the Caucus meeting.
- d. Maintain all records for a three (3) year period.
- e. When relinquishing office, turn over to the successor all records and properties of the ATU International Black Caucus.
- f. Serving in this position shall be on a voluntary basis.

3. RECORDING SECRETARY *(Revised 05/15/10)*

- a. Read the minutes at each Caucus meeting and provide copies for each member present at the Caucus meeting.
- b. Send out meeting notices.
- c. Responsible for all on-site conference registrations.
- d. Perform roll call at all meetings to determine a quorum.
- e. Keep a correct account of the minutes of each caucus meeting.
- f. Maintain all records for a three (3) year period.
- g. When relinquishing office, turn over to the successor all records and properties of the ATU International Black Caucus.
- h. Serving in this position shall be on a voluntary basis.



AMALGAMATED TRANSIT UNION INTERNATIONAL BLACK CAUCUS (ATU-IBC) BY-LAWS



ARTICLE IX - DUTIES OF EXECUTIVE BOARD MEMBERS *(Added 05/04/2024)*

SECTION I

The Executive Board shall comprise the President, Vice President, Treasurer, Recording Secretary, and elected Regional Representatives. One (1) representative member from the West Coast, one (1) representative member from the Midwest, one (1) representative member from the Southeast, one (1) representative member from the Southwest, one (1) representative member from the Northwest, one (1) representative member from the Northeast, one (1) representative member from Canada. The Member representative shall be a resident of the region they represent.

SECTION II

The Executive Board shall be elected from and by the entire membership body to expand their participation and bring new IBC chapters into the Caucus. They will build and assist in maintaining the Caucuses across the US and Canada and disseminate information to the members approved by the ATU-IBC. *(Revised 05/04/2024)*

SECTION III

The regional representatives shall assist the top officers in carrying out the directives and policies voted into action by the ATU-IBC body. As well as any initiatives taken in between Caucus conference meetings and those actions must be reported to the body at the next meeting. *(Revised 05/04/2024)*

The Regions for each of the Executive Board members are divided as follows:

WEST: CA, NV, AZ, UT, HI, CO

MIDWEST: KS, ND, SD, NE, MN, IL, IO, IN, MI, KY, OH, WI

SOUTHEAST: AL, FL, GA, NC, SC, TN, VA, MD, WV

SOUTHWEST: AR, LA, NM, OK, TX, MS, MO

NORTHWEST: AK, WA, OR, ID, MT, WY

NORTHEAST: ME, NH, MA, CT, NY, PA, DE, RI, DC, NI, VT

CANADA: BC, AB, NF, ON



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ARTICLE X - OFFICERS EXPENSE

The ATU International Black Caucus shall be responsible for all the airfare and hotel expenses incurred by the President, Financial Secretary and Treasurer attending the annual International Black Caucus Meetings and or interim Caucus Meetings at the International Convention who do not receive support from his or her Local Union.

The ATU International Black Caucus shall be responsible for all the airfare and hotel expenses incurred by the Vice President and Recording Secretary attending the annual International Black Caucus Meetings and or Interim Caucus Meetings at the International Convention who do not receive support from his or her Local Union

(Revised 05/15/10)

ARTICLE XI - NOMINATIONS/ELECTION OF OFFICERS

SECTION I

1. The officers are the President, Vice President, Financial Secretary-Treasurer, and Recording Secretary and one (1) Executive Board member from the West Coast, one (1) from the Midwest, one (1) from the South East, one (1) from the Southwest, one (1) Executive Board Member from the North West, one (1) from the North East, and one (1) from Canada.
2. The officer shall be elected separately by secret ballot after nominations from the floor.
3. The term of office shall be three (3) year terms.
4. All elections shall be determined by plurality vote.
5. The ATU International Black Caucus (IBC) officers' election should occur every third year in May at the International Black Caucus Conference leading up to the ATU International Convention. Each local union represented at the ATU International Black Caucus shall have voting rights where the election of officers is held and shall be entitled to one (1) vote per delegate. No proxy vote will be allowed.
(Revised/Added 05/04/2024)
6. When a vacancy occurs in any of the above offices, with more than one year left in the term, an election shall be held at the convening of the next Caucus meeting. If less than one year remains, the President shall appoint a delegate to fill the position.



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SECTION II

The term of office for all Executive Board members shall be three (3) years to coincide with the ATU Convention. *(Revised 05/04/2024)*

Executive Board members must remain in good standing throughout the length of their term. *(Revised 09/2014)*

ARTICLE XII - RECALL OF THE ATU INTERNATIONAL BLACK CAUCUS OFFICER'S VIOLATION OF DUTIES

Elected officers of the ATU International Black Caucus (ATU-IBC) may be removed from office for dereliction of duties, willfully violating the By-Laws, and or bringing the Caucus into disrepute if charges are substantiated. *(Revised 05/15/10)*

ARTICLE XIII - AMENDMENTS AND BY-LAWS CHANGES

1. All By-laws, changes, and amendments must be submitted to the President and Recording Secretary Thirty (30) days prior to the Caucus Meeting. *(Revised 10/22/23)*
2. All new amendments to be acted upon shall be provided to the International Black Caucus members at the time of registration.
3. All new bylaws, changes, or amendments shall be voted on at the caucus meeting at which they were submitted.
4. Changes to bylaws will be sent to all members Ninety (90) days after the conference. *(Revised 05/04/2024)*

ARTICLE XIV- LOCAL UNION CHAPTERS

SECTION I - HOW LOCAL UNION CHAPTERS ARE FORMED

1. Local union chapter may be formed by three (3) or more ATU Local Union Members who are in good standing with their local. *(Revised 05/04/2024)*
2. To successfully establish a Black Caucus Chapter within your local, you must first communicate your intentions to your Local President, Executive Board, and Members. This is an imperative step since it allows you the opportunity to express and educate your Local on what is the purpose of the Black Caucus. *(Revised 05/04/2024)*



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3. Potential Black Caucus Chapters must establish at least three officers and create and submit Local Black Caucus Chapter By-laws to the Local Union President, ATU International Black Caucus President, and IBC Executive Board for approval.

Upon approval of the local chapter, the ATU International Black Caucus will award a certification certificate. The ATU International Black Caucus Regional Representative will notify the Black Caucus Chapter President of its Chapter certification. Local Black Caucus chapters must not conflict with the local by-laws or the International Constitution and General Laws. If so, the chapter shall be revoked.

(Revised 05/04/2024)

SECTION II - BY-LAWS

After being adopted by the Local chapter, the by-laws, rules, or amendments so adopted shall be forwarded to the Board of the ATU International Black Caucus for approval before going into effect. Any provisions of the Local chapter by-laws, or rules that conflict with the ATU International Black Caucus by-laws are void. Local chapters that so desire may adopt these by-laws as the by-laws for the local chapter.

SECTION III - THE OFFICERS OF THE LOCAL CHAPTER

The Officers of the Local chapter(s) must remain members in good standing with their Local Union during the term of their office.

SECTION IV - DUES

Each Local chapter must establish an annual due structure. To be considered a member in good standing of a Local Chapter, members must submit dues to the Treasurer of the Black Caucus Local Chapter.

SECTION V - MINUTES OF MEETINGS

Minutes of Local chapter meetings and meeting sign in and/or attendance records must be maintained and made available to the Board of the ATU International Black Caucus upon request.

ARTICLE XV - OATH OF OFFICE

I, (give name) hereby accept the office of (name office) with full knowledge of the responsibilities and duties of such office. I promise to faithfully discharge my duties according to these By-Laws. I further promise to give my successor in office all books, funds and records in my possession. I shall at all times endeavor to serve the Amalgamated Transit Union International Black Caucus (ATU-IBC) and its members to the best of my ability, so help me, God.