

# **Fairfax County Government Employees Union**

## **Constitution and Bylaws**

### **Preamble**

**In the belief that in unity there is strength, this union was formed. We are dedicated to providing service to our members by providing a unified voice to ensure that all employees receive fair and equal treatment while performing their jobs.**

### **EEO Policy Statement**

The Fairfax County Government Employees Union (FCGEU) stand unequivocally opposed to discrimination. This includes harassment because of race, gender, sexual orientation, ethnic background, religious beliefs, or handicap.

### **Statement of Compliance**

The FCGEU declares that its purpose is to completely comply with the laws of the Commonwealth of Virginia and the United States, and does not advocate the overthrow or dissolution of the constitutional form of government in the United States or the Commonwealth of Virginia.

### **Article 1**

#### **Name**

**Section 1** The name of this organization shall be Fairfax County Government Employees Union.

**Section 2** The members of this association, officers, representatives, shall recognize, observe and be bound by the provision of the Constitution and By-Laws of the Fairfax County Government Employees Union herein referred to as the FCGEU and the Service Employees International Union herein referred to as the SEIU. In case of conflict, the order of precedence which shall be as hereinafter listed:

1. Service Employees Union Constitution and Bylaws
2. Service Employees Virginia 512 Constitution and Bylaws
3. FCGEU Constitution and Bylaws

Members of FCGEU shall be entitled to full and equal rights, privileges and obligations of membership in SEIU Virginia 512,

including, but not limited to, the right to hold office, serve on committees, vote in Chapter and SEIU Virginia 512 elections and acquire and use existing and future member benefits, in accordance with the SEIU Virginia 512 Constitution and Bylaws and those of the Service Employees International Union.

## **Article 2**

### **Jurisdiction**

Jurisdiction shall be as follows: All persons employed or retired by the County of Fairfax shall be in the following classification:

All employees grades S-32 and below.  
The FCGEU will be responsible for verifying the grade levels of new members

## **Article 3**

### **Membership**

**Section 1** Active: Any person of good moral character, who at the time of giving application is engaged in service, or retired from, within the jurisdiction of this Association, as given in Article 2, will be eligible for active membership.

**Section 2** Honorary: For meritorious service to this Association or for distinguished public service, persons may be elected honorary members by majority vote or no vote. Such membership may be revoked for cause.

**Section 3** Maintenance of Good Standing: Membership in good standing includes any person who has fulfilled the requirements for membership in this association, completed the membership application and acknowledge by FCGEU and who has not voluntarily withdrawn, become ineligible for continued membership or been suspended or expelled for membership in the FCGEU.

**Section 4** Delinquent Members: Members who fail to pay their monthly dues or assessments after being provided 60 (sixty) days notice shall be notified that they are delinquent and will be automatically suspended and lose their good standing if payment is not made within 15 (fifteen) days following the notice. Delinquent members are not entitled to voice or vote in the FCGEU.

**Section 5** Retired Members: Retired members must pay their dues on a monthly basis, shall have equal voice and vote, and are eligible to hold the office of Director on the Executive Board.

**Section 6** A member not in good standing may be expelled only after written charges of conduct prejudicial to the good of the Fairfax County Government Employees Union has been investigated by a special committee appointed by the President. This committee will consist of three members in good standing and are not members of the Executive Board. The member charged shall bear full opportunity for defense and is entitled to due process in presenting his case to the special committee. The special committee shall report its findings and recommendations to the membership, and any punishment enacted, not to exceed expulsion, will be imposed a two- thirds vote at a regular meeting.

## **Article 4**

### **Meetings**

**Section 1** Regular meetings of the FCGEU shall be held on the second Wednesday of each month.

**Section 2** Special meetings may be called by a vote of a majority of the Executive Board. A notice shall state the business to be considered at such meetings and no other business than that shall take place. Notification of special meetings shall be sent out electronically at least seven days in advance. The notice shall state the business to be considered at such meeting and no other business other than stated shall be conducted.

**Section 3** Quorum: The quorum for any meeting of the FCGEU, either regular or special shall be at least ten percent (10%) of the total voting members or ten members, whichever is less.

**Section 4** Right of Members: Every member in good standing shall have the right to attend any meeting and to participate in such meeting in accordance with the recognized rules as set forth in the manual know as Robert's Rules of Order as adopted by the FCGEU.

## **Article 5**

### **Officers**

**Section 1** The officers of the FCGEU shall consist of a President, Vice President, Secretary, and four (4) Directors members, who shall hold office for three (3) years and until the election and installation of their successors take place.

The President, Vice President and Secretary shall be considered the principal officers, and they shall be elected and serve for three (3) year term. The four (4) Directors shall be elected for three (3) year terms.

**Section 2** Eligibility: Any member in good standing shall be eligible to be a candidate for office. Every candidate shall have the right to request distribution of campaign literature, by mail or otherwise, to all members in good standing, at the candidates own expense. "A candidate for office" includes a candidate for membership in the Executive Board. There shall be no discrimination in favor or against any candidate with regard to the use of membership lists.

**Section 3** Method of Nomination and Election: All members in good standing shall be given at least fifteen (15) days advance notice, in writing, of the date, time, and place at which nominations shall be made and the date at which elections will take place. Nominations for officers shall be held at the General Membership Meeting in September and elections shall be handled by the elections Committee, appointed by the President. The Elections Committee will certify all voter-returned ballots, tabulate the votes, report the results to the President, and deliver all returned ballots to the Secretary. The Election Committee will tabulate the ballots within one (1) day of the cutoff date. Each candidate and one (1) representative will be allowed to monitor the tabulations of the ballots as will the Secretary be required to be present. The candidate receiving the highest number of the ballots cast shall be declared elected. Ties shall be resolved by seniority within the FCGEU.

**Section 4** Elections Committee: In the event that a poll of the membership is to be taken, the President shall appoint an Elections Committee, which shall be responsible for the distributing and tabulating of such poll.

**Section 5** The ballots for each election shall be preserved by the Secretary for one (1) year.

**Section 6** Installation and Term of Office: The elected officers shall be installed at the next membership meeting following the tabulation of votes. When an Office becomes vacant, the vacancies shall be appointed by the Executive Board as soon as administratively possible after the date the office is vacated. Vacancy is defined by reason of death, resignation or removal of the incumbent. No appointment is required to fill the vacancy if it occurs within 120 (one hundred and twenty) days before the next regularly scheduled election.

**Section 7** If the slate of candidates nominated for any board election is unopposed, then they will be declared winners by acclamation. No write-in candidates shall be allowed in the balloting.

## **Article 6**

### **Duties of Officers**

**Section 1** It shall be the duty of the President to preside at all meetings of the FCGEU and at meetings of the Executive Board. The President shall be the executive head of the FCGEU. The President shall appoint members to committees and have general supervision of the other officers and chairs of committees. The President shall have the final authority, subject only to internal appeal, to decide questions of parliamentary rules and questions involving interpretations of the Constitution and Bylaws for the FCGEU.

**Section 2** The Vice President shall assist the President in such a manner as the President may determine. The Vice president, in the absence of the President, shall preside at meetings of FCGEU and of the Executive Board.

**Section 3** The Secretary shall have custody of all documents, records, books and papers belonging to the FCGEU, except as may be otherwise provided by this Constitution and By-Laws. The Secretary shall maintain the official list of members in good standing, which shall be kept accurately and on a current basis. The Secretary shall discharge on behalf of FCGEU such duties as may be imposed by applicable law and shall cause to be maintained by FCGEU such records, as the law requires to be kept of reports filed by it.

**Section 4** The Executive Board shall consist of the President, Vice-Presidents, Secretary and four members of the Board of Directors. It shall be the duty of the Executive Board to exercise general supervision and control of the invested funds and property of the FCGEU. It shall have the authority to act in the name of the FCGEU during intervals between meetings, such acts being subject to confirmation by the membership at the next regular meeting of the FCGEU. It shall meet at the call of the President or on call signed by a majority of its members. A majority shall constitute a quorum. If any Executive Board member or officer of this FCGEU misses three (3) Executive Board meetings in any fiscal year, unless excused at the time of the meeting, he/she shall automatically be relieved of that position. That position shall be filled in accordance with the By-Laws.

## **ARTICLE 7**

### **Initiation Fees, Dues and Assessments**

**Section 1** There is no initiation fee required.

**Section 2** Monthly membership dues shall be that certified by the Secretary of the FCGEU. Monthly membership dues for an active member shall be \$10.00 (ten) dollars per pay period for a total of 26 (twenty-six) pay periods per year. Retiree member dues will be \$10.00 (ten) dollars a month.

**Section 3** Assessments may be made only in the following manner: Each member in good standing shall be notified in writing at least thirty (30) days in advance of the date on which the vote for an assessment is to occur. The proposed assessment shall become effective upon a majority vote of the members in good standing, by secret ballot, at a regular or special meeting.

**Section 4** Increases in rates of initiation fees, reinstatement fees, dues or assessments shall require notice of such proposed increase to be given to the members in good standing at least thirty (30) days in advance of the date on which the vote for such increase is to occur. The proposed increase shall become effective upon a majority vote of the members in good standing, by secret ballot, at a regular or special meeting.

**Section 5** Reinstatement of membership will require completion of a new membership card.

**Section 6** Officers and members responsible for the collection of dues shall disburse or use these funds only for lawful purposes and to the benefit of the organization. Dues collected by the FCGEU will not be used for political purposes. All political activities will be coordinated through a separate political action committee.

**Section 7** The FCGEU shall not dissolve, disband, disaffiliate or secede while there are seven members thereof desiring to continue its existence. In the event the FCGEU dissolve, disband, disaffiliate or secedes; the funds, assets, properties, books and records of the FCGEU shall be donated to a charity voted and approved by the remaining members. No net earnings will inure to the benefit of any individual member.

## **ARTICLE 8**

### **Amendments**

**Section 1** This Constitution and By-Laws made under its provisions, may be amended by a two-thirds vote, at a regular meeting, provided that each member in good standing is notified in writing of the proposed amendment at least fifteen (15) days in advance of the meeting at which the vote will be taken.