

**Short Form
Return of Organization Exempt From Income Tax**

2013

**Open to Public
Inspection**

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
 ▶ Do not enter Social Security numbers on this form as it may be made public.
 ▶ Information about Form 990-EZ and its instructions is at www.irs.gov/form990.

A For the 2013 calendar year, or tax year beginning 1/1/2013, and ending 12/31/2013

B Check if applicable:
 Address change
 Name change
 Initial return
 Terminated
 Amended return
 Application pending

C Name of organization
International Association of Machinists & Aerospace Workers Local 2061
 Number and street (or P O box, if mail is not delivered to street address) Room/suite
5235 Florida Palm Ave.
 City or town State ZIP code
Cocoa FL 32927
 Foreign country name Foreign province/state/county Foreign postal code

D Employer identification number
59-6151241

E Telephone number

F Group Exemption Number ▶ 0264

G Accounting Method. Cash Accrual Other (specify) ▶ _____

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: ▶ _____

J Tax-exempt status (check only one) — 501(c)(3) 501(c) (5) ◀ (insert no) 4947(a)(1) or 527

K Form of organization Corporation Trust Association Other _____

L Add lines 5b, 6c, and 7b, to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ ▶ \$ 134,031

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)
 Check if the organization used Schedule O to respond to any question in this Part I

		1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21																				
Revenue	1	Contributions, gifts, grants, and similar amounts received																																															
	2	Program service revenue including government fees and contracts																																															
	3	Membership dues and assessments																																															
	4	Investment income																																															
	5a	Gross amount from sale of assets other than inventory																																															
	5b	Less: cost or other basis and sales expenses																																															
	5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)																																															
	6	Gaming and fundraising events																																															
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)																																															
b	Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)																																																
c	Less: direct expenses from gaming and fundraising events																																																
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)																																																
7a	Gross sales of inventory, less returns and allowances																																																
b	Less: cost of goods sold																																																
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)																																																
8	Other revenue (describe in Schedule O)																																																
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8																																																
Expenses	10	Grants and similar amounts paid (list in Schedule O)																																															
	11	Benefits paid to or for members																																															
	12	Salaries, other compensation, and employee benefits																																															
	13	Professional fees and other payments to independent contractors																																															
	14	Occupancy, rent, utilities, and maintenance																																															
	15	Printing, publications, postage, and shipping																																															
	16	Other expenses (describe in Schedule O)																																															
17	Total expenses. Add lines 10 through 16																																																
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)																																															
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)																																															
	20	Other changes in net assets or fund balances (explain in Schedule O)																																															
	21	Total net assets or fund balances at end of year. Combine lines 18 through 20																																															

For Paperwork Reduction Act Notice, see the separate instructions.

SCANNED APR 14 2014

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Part II Balance Sheets. (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	50,255	58,225
23 Land and buildings		
24 Other assets (describe in Schedule O)		
25 Total assets	50,255	58,225
26 Total liabilities (describe in Schedule O)		
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	50,255	58,225

Part III Statement of Program Service Accomplishments (see the instructions for Part III.)

Check if the organization used Schedule O to respond to any question in this Part III.

Expenses

(Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts, optional for others.)

What is the organization's primary exempt purpose? For the betterment of wages, hours and working conditions

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

28		
(Grants \$)	If this amount includes foreign grants, check here <input type="checkbox"/>	28a
29		
(Grants \$)	If this amount includes foreign grants, check here <input type="checkbox"/>	29a
30		
(Grants \$)	If this amount includes foreign grants, check here <input type="checkbox"/>	30a
31 Other program services (describe in Schedule O)		
(Grants \$)	If this amount includes foreign grants, check here <input type="checkbox"/>	31a
32 Total program service expenses. (add lines 28a through 31a)		32 0

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated - see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (If not paid, enter -0-)	(d) Health benefits contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
Murray Caldwell President	Hr/WK 10 00	8,239		
Steve Ching Vice President	Hr/WK 10.00	3,380		
Linda Donahoe S/T	Hr/WK 10 00	9,423		
Menbeth Chewuk R/S	Hr/WK 10.00	4,228		
Jay Shaw Trustee	Hr/WK 5 00	490		
Edward Cox Trustee	Hr/WK 5 00	818		
Glenn Saltsman Trustee	Hr/WK 5 00	16,979		
Carson Yates C/S	Hr/WK 5 00	14,275		
	Hr/WK			
	Hr/WK			
	Hr/WK			
	Hr/WK			

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V

		Yes	No
33	Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		X
34	Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)	X	
35 a	Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		X
35 b	If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
35 c	Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		X
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		X
37 a	Enter amount of political expenditures, direct or indirect, as described in the instructions. <input type="text" value="37a"/>		
37 b	Did the organization file Form 1120-POL for this year?		
38 a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?		X
38 b	If "Yes," complete Schedule L, Part II and enter the total amount involved <input type="text" value="38b"/>		
39	Section 501(c)(7) organizations. Enter		
39 a	Initiation fees and capital contributions included on line 9 <input type="text" value="39a"/>		
39 b	Gross receipts, included on line 9, for public use of club facilities <input type="text" value="39b"/>		
40 a	Section 501(c)(3) organizations Enter amount of tax imposed on the organization during the year under section 4911 <input type="text"/> , section 4912 <input type="text"/> , section 4955 <input type="text"/>		
40 b	Section 501(c)(3) and 501(c)(4) organizations Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		
40 c	Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 <input type="text"/>		
40 d	Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization <input type="text"/>		
40 e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		
41	List the states with which a copy of this return is filed <input type="text"/>		
42 a	The organization's books are in care of <input type="text" value="Linda Donahoe"/> Telephone no <input type="text"/> Located at <input type="text" value="5235 Florida Palm Ave"/> City <input type="text" value="Cocoa"/> ST <input type="text" value="FL"/> ZIP + 4 <input type="text" value="32927"/>		
42 b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: <input type="text"/> See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		X
42 c	At any time during the calendar year, did the organization maintain an office outside the U S ? If "Yes," enter the name of the foreign country: <input type="text"/>		X
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041—Check here <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year <input type="text" value="43"/>		
44 a	Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
44 b	Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ		X
44 c	Did the organization receive any payments for indoor tanning services during the year?		X
44 d	If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		
45 a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
45 b	Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)		X

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I.

Table with columns Yes, No and row 46 with X in No column.

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II.

Table with columns Yes, No and row 47.

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

Table with columns Yes, No and row 48.

49 a Did the organization make any transfers to an exempt non-charitable related organization?

Table with columns Yes, No and row 49a.

b If "Yes," was the related organization a section 527 organization?

Table with columns Yes, No and row 49b.

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None"

Table with 5 columns: (a) Name and title of each employee, (b) Average hours per week devoted to position, (c) Reportable compensation, (d) Health benefits, (e) Estimated amount of other compensation.

f Total number of other employees paid over \$100,000

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 3 columns: (a) Name and business address of each independent contractor, (b) Type of service, (c) Compensation.

d Total number of other independent contractors each receiving over \$100,000

52 Did the organization complete Schedule A? Note. All section 501(c)(3) nonexempt charitable trusts must attach a completed Schedule A

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, this return and all such schedules and statements are true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which he or she has any knowledge.

Sign Here: Signature of officer Linda Donahoe, Type or print name and title

Paid Preparer Use Only: Print/Type preparer's name, Preparer's signature, Firm's name, Firm's address

May the IRS discuss this return with the preparer shown above? See instructions

SCHEDULE O
(Form 990 or 990-EZ)

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No 1545-0047

2013

Open to Public
Inspection

Department of the Treasury
Internal Revenue Service

Name of the organization

International Association of Machinists & Aerospace Workers Local 2061

Employer identification number

59-6151241

Form 990-EZ, Part I, Line 8, Other Revenue: Reimbursements: 608

Form 990-EZ, Part I, Line 8, Other Revenue: Misc Revenue: 649

Form 990-EZ, Part I, Line 8, Other Revenue: Redeposited checks: 233

Form 990-EZ, Part I, Line 16, Other Expenses: PCT: 19,681

Form 990-EZ, Part I, Line 16, Other Expenses: Taxes: 18,484

Form 990-EZ, Part I, Line 16, Other Expenses: Bank Charges: 12

Form 990-EZ, Part I, Line 16, Other Expenses: Donations: 2,480

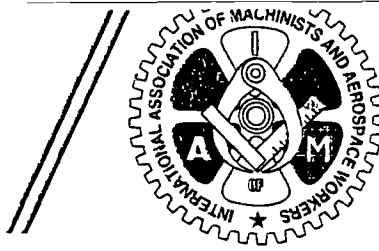
Form 990-EZ, Part I, Line 16, Other Expenses: Refunds: 1,031

Form 990-EZ, Part I, Line 16, Other Expenses: Social: 3,550

Form 990-EZ, Part I, Line 16, Other Expenses: Misc. Disbursements: 5,237

Form 990-EZ, Part III, Line 28: For the betterment of wages, hours and working conditions

Form 990-EZ, Part V, Line 34: Bylaws are enclosed



INSTRUCTIONS FROM THE INTERNATIONAL PRESIDENT

KEEP ATTACHED TO THE MASTER COPY OF THE BYLAWS

All proposed amendments to these bylaws must be approved by the International President prior to adoption. The International President has issued specific instructions which should be followed carefully in submitting proposed bylaws amendments. These include the following:

1. Submit a letter over the seal and signature of the Recording Secretary stating the proposed amendments to these bylaws have been properly enacted by the Lodge in accordance with the amendment procedures.
2. Enclose two (2) copies of the proposals enacted by the Lodge. Send one (1) copy of the proposed amendments to your District Lodge. Include only the changes or redrafts of those articles and sections which the Lodge desires to amend. Do not submit complete redrafts of the bylaws with the amendments incorporated into those redrafts.
3. Return the master copy of the bylaws which bears the headquarters' stamp of approval and the signature of an authorized officer of Grand Lodge with the letter and proposals -- the same copy which was furnished the Lodge by this office (no photostats or facsimiles).

Do not make any notations or other defacements on this master copy; all changes must be made at this office.

4. All requests for approval of changes in the salaries of Business Representatives and General Chairmen, whether under proposed bylaws amendments or under existing bylaws provisions, must be accompanied by a list of the representatives affected, their current monthly salaries, proposed monthly salaries and the effective dates thereof. All requests for approval of changes in salaries which also involve changes in Grand Lodge Contributions must be received at this office prior to the end of the month in which such increases are to be made effective.

Your full cooperation in following the above instructions will enable us to provide a more efficient service in the handling of bylaws at this office.

IMPORTANT - These instructions should be attached to Lodge bylaws

Richard P. Michalski
GENERAL VICE PRESIDENT

BYLAWS OF BANANA RIVER LODGE NO. 2061
INTERNATIONAL ASSOCIATION OF MACHINISTS
AND AEROSPACE WORKERS

AFL-CIO

ARTICLE I

NAME AND PURPOSE

Banana River Lodge 2061 shall be maintained for the purpose of securing and maintaining a high level of wages and working conditions comparable to the high skill and degree of responsibility required of Missile Maintenance and Support Services personnel. It shall also be dedicated to the furthering and advancement of the Union movement and extending its advantages to those who do not yet enjoy them.

ARTICLE II

MEMBERSHIP

Section 1. It shall be composed of members whose duties are the testing, maintenance and flight of missiles, the fabrication and maintenance of ground handling equipment, supply and various other phases.

Section 2. This Lodge shall be made up of various units. A unit shall be defined as those members who are covered by a collective bargaining agreement, separate and apart from all other units.

ARTICLE III

GOVERNMENT OF THE LODGE

Section 1. The government of this Lodge shall be by its members in regular meetings, called meetings and by the Executive Board between meetings in accordance with the IAM Constitution. The regular meeting of this Lodge shall be held on the first Tuesday, commencing at 4:30 p.m., of each month. The Executive Board shall have the authority to change the meeting date if it conflicts with a holiday or other special events and shall give reasonable advance notice to the membership of such a change.

Approved: 12-17-12

Effective: 1-1-13

ARTICLE IV

CANDIDATES FOR OFFICE

Section 1. Nomination of the officers for this Local Lodge shall be held at the regular meeting in the month of November, commencing with the year 2000 and then every three (3) years thereafter. No member shall be nominated for any office, unless he/she is present to accept or decline the nomination or appointment or has a letter of acceptance in at the time of the nomination or appointment.

Section 2. Candidates for the position of Local Lodge Officer, must have been a member in continuous good standing of this Local Lodge for the previous twelve (12) month period at the time of nominations and must have attended at least fifty per cent (50%) of the regular Lodge meetings held during the twelve (12) month period ending the date of the close of nominations.

Section 3. The Recording Secretary shall have the ballots prepared and ready for use during the regular meeting in the month of December. The ballots shall contain the names of all candidates accepting nominations and printed in order of nomination.

Section 4. All candidates selected to attend IAM and AFL-CIO Schools, must meet the following qualifications:

(a) Must be a member in continuous good standing the previous twelve (12) months at the time of nomination.

(b) Must have attended at least six (6) meetings in the previous twelve (12) month period prior to being nominated.

Section 5. Candidates for delegates to the Florida State Council, AFL-CIO, COPE, BCLU and District 166, must meet the following qualifications:

(a) Must be a member in good standing for the previous twelve (12) month period at the time of nomination.

(b) Must have attended at least six (6) meetings in the previous twelve (12) month period prior to being nominated.

ARTICLE V

ELECTION OF OFFICERS & DELEGATES

Section 1. The term of office for President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor Sentinel, Trustees, Auditors, District 166 Delegates and Central Labor Council Delegates shall be for a period of three (3) years.

Section 2. At the regular meeting in the month of December of the nomination year, the election of the following officers, District and C.L.C. Delegates shall take place in accordance with the IAM Constitution: President, Vice President, Recording Secretary, Secretary-Treasurer, Conductor-Sentinel, Trustees, Auditors, District 166 Delegates (number of Delegates as determined by the District 166 Bylaws) and C L.C. Delegates (number of Delegates as determined by C.L.C. Bylaws).

(a) The regular monthly meeting sign in roster will be the official and only means in determining the eligibility of members that are nominated for any Local Lodge office, delegate, or representative of this Lodge.

Section 3. The election of officers/delegates shall be by secret ballot. All officers so elected shall be installed during the regular meeting in the month of January following the election.

Section 4. The polls will be open from 8:00 a.m. until 6:00 P.M. during the election days for the following: Lodge Officers, Business Representative Nominees, District Lodge Delegates and C.L.C. Delegates.

Section 5. The election of Delegates to the Florida State Council of Machinists and the AFL-CIO State meetings shall be held in the month preceding those meetings, unless contrary to the bylaws or Constitution of the affiliate body issuing such call.

Section 6. The Recording Secretary of the Local shall cast one vote for a lone nominee(s) running unopposed for any office or delegate as follows: Grand Lodge Delegate, Local Lodge Office, Delegate to the District, Delegate to the C.L.C. or Steward.

Section 7. The candidate(s) receiving the highest number of votes shall be declared the winner(s) of the election for Grand Lodge Delegate, Local Lodge Office, Delegate to the District, Delegate to the C.L.C. or Steward in any and all cases where the number of candidates running for office or delegate exceed the number of open positions.

ARTICLE VI

DUTIES OF LODGE OFFICERS

Section 1 The duties of the officers and delegates shall be as set forth in the IAM Constitution.

Section 2. In the event any Officers and Delegates of this Lodge absent themselves from two (2) consecutive, regular meetings without being excused therefor, and if there is no controversy as to the refusal to excuse being proper, such Officer or Delegate shall be deemed to have resigned his office. Should any Officer or Delegate office become

vacant, the vacancy shall be filled by appointment by the presiding officer on a pro tem basis for that period reasonably required to bring about the nomination and election of a successor. This time period should not exceed three months from time vacancies occurred.

Should such officer contend the refusal to excuse him for such absence is improper, the presiding officer shall prefer charges against him, charging conduct unbecoming an officer on the basis of his absence without excuse found acceptable to the Lodge, and he shall be tried in accordance with applicable provisions of the IAM Constitution.

Section 3. President to appoint one trustee the duties of keeping and administering Bibles for membership. The inventory on hand will be not less than 10 and orders of 36 will be made through the Secretary-Treasurer when needed.

Bibles to be presented to members who suffer a loss of an immediate family member.

Trustee will give a report to the membership at the monthly meeting, under Good and Welfare on the members who received bibles. A moment of silence will be observed.

Section 4. President to appoint one trustee the duties of keeping and administering watches and pins for retiring members. Trustee to keep in inventory up to 10 watches and pins and once inventory is depleted to 5 or less the Secretary-Treasurer will restock inventory to 10.

In order for a retiring member to receive a watch the IAM application form has to be filled out and returned to the Secretary-Treasurer and once the member has been verified to be in good standing a watch will be issued to the Officer or Steward representing said member.

Trustee will give a report to the membership at the monthly meeting, under Good and Welfare on the members who receive watches.

ARTICLE VII

THE EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the President, who shall be Chairman, Vice President, Recording Secretary, Secretary-Treasurer, Conductor, Sentinel and three (3) Trustees.

Section 2. The Executive Board shall hold one (1) regular meeting each month two hours preceding the monthly general membership meeting not to exceed one and one half (1 ½) hours in length. Lost time shall be reimbursed affected officers. The Recording Secretary shall notify all Board members of the time and place of the meeting and of any special meetings, as specified by the IAM Constitution.

Section 3. Each unit shall be entitled to at least one member to attend all "E" Board meetings and shall have a voice but no vote. These members shall be elected by their respective units.

ARTICLE VIII

CHIEF STEWARDS AND SHOP STEWARDS

Section 1. There shall be at least one Chief Steward for each bargaining unit. The Chief Steward(s) shall be elected by the Steward Body by secret ballot, annually, at the March Stewards meeting. Vacancies will be filled by special election to fill unexpired term of office at the next Stewards meeting, provided adequate notification has been given to all Stewards involved.

Section 2. The duties of the Chief Steward(s) shall be:

- A. Maintain records of all grievances from his or her area.
- B. Make full reports on all, open and recently settled, grievances at each stewards meeting.
- C. Monitor and assist all Shop Stewards in his or her jurisdiction.
- D. Insure all grievants have been notified as to the outcome of their grievance.

Section 3. There shall be Shop Stewards in accordance with the IAM and Company Agreements. The Shop Steward shall be elected by the employees in the shops or shifts they represent, during the month of February each year. Candidates for Shop Steward must submit their nomination and acceptance in writing during the month of January, to the Recording Secretary. Vacancies will be filled by special election to fill the unexpired term of such vacancy occurring in any of the shops or shifts.

Candidates for the position(s) of Shop Steward(s) must have been employed within the bargaining unit for a period of at least two (2) years, and a member in good standing of Local Lodge 2061 for the previous year, at the close of nominations. Also, a candidate must have attended at least fifty percent (50%) of the regular Lodge meetings held during the 12 month period ending the date of the close of nominations.

Candidates for the position(s) of Chief Steward(s) must have held the position of Shop Steward or have been involved with the grievance process for at least two (2) years within Local Lodge 2061. Also, a candidate must have attended at least fifty percent (50%) of the regular Lodge meetings held during the 12 month period ending the date of the close of nominations.

In the event no candidate is available for any position, that possesses the above qualifications, those qualifications may be waived by the action of the Lodge.

When circumstances such as layoffs or contract change require a reduction in the number of Stewards within a given bargaining unit, the President shall promptly convene a committee to evaluate those requirements. The committee will consider the number of bargaining unit members in a Stewards jurisdiction and the areas of representation. The Committee shall present their recommendations to the President who will have the final determination. If it is determined an adjustment in the number of stewards is warranted, a special election between the affected incumbent Stewards will be held if necessary to accommodate any changes. Such elections will be effective until the end of any unexpired term. Election notices will be sent out to the affected areas and elections will be held within ten working days.

Section 4. Meeting of the Shop Stewards shall be held immediately after the monthly general membership meeting.

Section 5. The President shall chair all Stewards meetings.

Section 6. Chief Stewards and Shop Stewards shall not be absent for two (2) consecutive meetings without valid reasons. Chief Stewards and Shop Stewards shall faithfully perform their duties as prescribed in Article VIII. If they fail to do so, they should resign. Should a Chief Steward or Shop Steward fail to resign, he shall be relieved of his or her duties and replaced by election. He or she may protest this action to the Lodge and the protest shall be handled in accordance with the Trial Procedure as outlined in the IAM Constitution.

Section 7 The duties of the Shop Steward shall be:

- A. Contact new employees immediately upon entering the employment of the company so they may be converted to membership in the union with minimum delay.
- B. Check and report infractions of the contract agreement in writing to the respective Business Representative Designee.
- C. Maintain a line of communications with each grievant as to the disposition of their grievance.

Section 7.

The duties of the Shop Steward shall be:

- A. Contact new employees immediately upon entering the employment of the company so they may be converted to membership in the union with minimum delay.
- B. Check and report infractions of the contract agreement in writing to the respective Business Representative Designee.
- C. Maintain a line of communications with each grievant as to the disposition of their grievance.
- D. Report sickness, death and disabilities to the Recording Secretary so proper action may be taken in the name of the Lodge.
- E. Encourage all members to register and to vote in all union and public elections.
- F. Immediately determine the previous classification and work area of any and all employees moved into their area.

Section 6.

The Business Agent of District 166 may designate Business Agent Designees to act in his behalf in the grievance procedure.

ARTICLE IX

FUNDS OF THE LODGE

Section 1.

The funds of the Lodge shall be held intact as hereinafter provided.

Section 2.

Any authorized representative of the Local Lodge, while on business for the Lodge, shall receive the following allowances: (unless otherwise funded)

A. Hotel, cab/bus fare. Per diem allowances as outlined by the Internal Revenue Service, except while attending schools conducted at Placid Harbor, \$20.00 per day incidental expenses.

B. The allowance for travel (cents per mile) shall be tied to the National Average published by the Federal Government, for income taxes deduction.

C. Automobile mileage shall not be incurred for distances in excess of 250 miles one way, except to such locations where use of personal transportation for business is necessary in order to properly serve the membership and where recommended by the Executive Board.

D. Delegates to District Lodge 166 shall be paid an incidental expense allowance of \$20.00 plus mileage to attend District Lodge meetings held in a location other than the regular meeting place at 271 Taylor Avenue Cape Canaveral FL.

Section 3. Payment for actual wages lost from work will be made to officers, delegates and representatives when required by Lodge business at the regular rate of pay, provided payment for actual wages lost is not received from any other source. In addition tellers assigned by the President to work on Local 2061 elections shall be paid \$20.00 per day as an incidental expense allowance.

Section 4. The President and Recording Secretary shall receive \$300.00 per month for services rendered. The Secretary-Treasurer shall receive \$0.75 per month per regular dues paying member.

Section 5. All requests or motions for donations of fifty (\$50.00) dollars or more shall be presented to the Executive Board for review before presentation to the membership.

Section 6. All bills of this Lodge, after being read, must be approved by the Lodge before payment can be effected, except in case of routine expenses which may be paid upon presentation.

Section 7. In accordance with the IAM Constitution, this Lodge shall set aside 254 per member each month to be incorporated in an Emergency Fund, which is to be invested in savings bonds or deposited in an interest bearing account at the discretion of the Trustees.

Section 8. The News-Letter Editor shall be paid \$150.00 each month the news letter is published.

Section 9. The Secretary-Treasurer shall deposit an amount equal to \$0.50 (50 cents) per dues paying member each month into an account for the Local Lodge 2061 Machinists Activists Committee, herein referred to as the Committee, as authorized by the membership on January 7, 2003 in regular session. A copy of the Committee charter having been authorized and approved shall be retained by the Recording Secretary and the Committee executive board.

ARTICLE XI

BONDING OF OFFICERS

Section 1. All Officers, employees or other individuals in this Local Lodge who are responsible for, or handle funds of or for the Local Lodge, shall be bonded in accordance with the IAM Constitution and the IAM Policy relating thereto.

ARTICLE XII

Section 1. Audits of this Lodge's finances shall be performed semiannually in the manner set forth in the IAM Constitution.

Section 2. All bonds for officers shall be deposited with the Recording Secretary.

ARTICLE XIII

COMMITTEES

Section 1. There shall be four (4) committees within this Lodge:

- A. Teller Committee
- B. Safety Committee
- C. Law and Legislative Committee
- D. Community Service Committee
- E. Audit Committee

Section 2. Teller Committee: The Teller Committee shall be composed of a minimum of three (3) members appointed by the President. Its duties shall be to determine the procedures for conducting elections of Local Lodge Officers and Stewards. The major features of these procedures and any changes or revisions thereto shall be subject to the approval of the membership and then, furnished the Local over the seal of the Lodge. The Teller Committee shall act as Tellers of District and Local Lodge elections and referendums as required. The Committee may utilize and require the assistance of the Recording Secretary and Secretary-Treasurer in connection with notification bulletins, receipt of request for and mailing of absentee ballots and membership standing determination connected with election and/or referendum voting.

Section 3. Safety Committee shall be comprised of three (3) members appointed by the President.

Section 4. Law and Legislative Committee shall be comprised of three (3) members appointed by the President.

Section 5. A. The Community Service Committee shall be comprised of the Lodge Executive Board. The Committee's duties shall be to administer the Community Service Fund. The Committee shall consider requests from social, public service, athletic and educational organizations and other requests as deemed eligible by the Committee. The Fund's maximum annual budget amount will be thirty six hundred dollars (\$3,600.00) per calendar year. The maximum single contribution shall not exceed two hundred dollars (\$200.00). All proposed contributions must be approved by the International President.

B. Requests for contributions from the Fund shall be made to the Committee by members in good standing. Requests shall state the organization's name, mailing address, purpose and amount requested. Organizations may submit one request per calendar year.

C. The Community Service Committee may assume other related duties as directed by the Lodge President.

Section 6. A Finance committee comprised of the Trustees and Auditors of Local Lodge 2061 shall audit and assess, in real value, all properties of the Lodge in January each year and report to the membership in February. A copy of the inventory shall be retained by the Trustees and the Recording Secretary for the Lodge records.

ARTICLE XIV

AMENDMENTS

Section 1. Any increase in the amount of initiation and reinstatement fees, Emergency Funds, and Local Lodge dues must be handled on the basis of the procedures specified in the IAM Constitution.

Any other amendments to these bylaws must be handled on the basis of the following procedures:

(a) All proposals must be in writing, signed by not less than five (5) members, and referred to a Bylaws Committee appointed by the President.

(b) Must be read as proposed at two (2) consecutive meetings. Immediately following the second reading, the Bylaws Committee shall submit their recommendations.

(c) Reasonable advance notice must be given to the membership of the time, date and place of the second reading, and vote to be taken on the Bylaws Committee's recommendations.

(d) Each proposal must be considered and voted upon separately. A majority affirmative vote by those present and voting is needed for adoption.

(e) Triplicate copies of approved proposals, together with the master copy of bylaws shall be referred to the International President for approval and designation of an effective date.

Section 2. Nothing in these bylaws shall be construed or applied in a manner that will conflict with the provisions of the IAM Constitution. All matters arising and not specifically covered by these bylaws shall be governed by the IAM Constitution.

ARTICLE XV

ORDER OF BUSINESS

Section 1. The Order of Business shall be as outlined by the IAM Constitution.

Section 2. The Rules of Order as set forth in the IAM Constitution shall be the law of meetings and matters not covered therein shall be covered by the Robert's Standard Rules of Order.

Approved for and in behalf of
International President

