GRANT COUNCIL

A COUNCIL OF THE
LAKE COUNTY FEDERATION OF
TEACHERS LOCAL 504, IFT-AFT/AFL-CIO

BY-LAWS

Amended: December 7, 1989
Amended March 6, 2015

ARTICLE I - NAME

This organization shall be known as the Grant Council, a Council of the Lake County Federation of Teachers (LCFT), Local 504, IFT-AFT/AFL-CIO, hereinafter referred to as the “Union.”

ARTICLE II - MEMBERSHIP

Eligibility for membership shall conform to the Lake County Federation of Teachers, Local 504, Constitution.

ARTICLE III - MEETINGS

Section 1

The general membership of the Union shall meet monthly/bimonthly, on a set date (and as occasion arises) at the call of the President or Executive Board at a time and place designated by the President or Executive Board.

Section 2

A quorum for conducting business of the Union or committee thereof shall consist of the Chairperson and thirty percent (30%) of the Union or committee.

Section 3

Voting by the general membership on matters other than issues that require a secret ballot, such as the election of voting members of the Executive Board, may be conducted by any or all of the manners listed below, singly or in combination: secret ballot, voice vote, and email voting by a designated time and place.
Section 4

The Executive Board will meet regularly (monthly) and/or as the occasion arises and designated by the President.

ARTICLE IV - OFFICERS

Section 1

The officers of this organization shall be the President, Vice-President, Secretary, Treasurer, and a number of LCFT Executive Board Delegates and alternate delegates equal to the allotted number as prescribed for in the Local 504 Constitution. The officers shall collectively be known as the Executive Board.

Section 2

Should the President be unable to complete the full term of office, his/her duties and responsibilities shall be assumed by the Vice-President.

Section 3

The President shall preside over all union related meetings of the general membership or Executive Board. He/she shall be a member of all union related committees or assign a designee, function as a representative during all contract negotiations, and perform such other duties as devolve upon the President.

Section 4

The duties of the Vice-President shall be designated by the President. One of these duties shall be to preside at the call of the President or, in the absence of the President, to discharge all duties of the office of President.

Section 5

The Secretary shall attend to all correspondence of the Union and maintain on file a record of said correspondence including but not limited to negotiations, committee minutes, elections, and executive board minutes. He/she shall record and publish minutes of the meetings of the general membership.

Section 6

The Treasurer shall pay such financial obligations of the Union as directed by the membership. He/she shall prepare an annual report to be read at a time and place set by the membership. He/she shall keep the financial books of the Union, which shall be audited annually at the end of the fiscal year (see Article IX, Section 2) by an Audit Committee comprised of Council membership, appointed by the President.
Section 7

The LCFT Executive Board Delegates shall perform such duties as outlined in the Local 504 Constitution and make timely reports of their activities to the membership.

Section 8

Should a vacancy occur in the office of Vice-President, Secretary, or Treasurer, the President shall appoint a member to fill such vacancy, upon approval by a majority of the membership.

Section 9

Union Officers should not receive any compensation or benefit financially from their position.

ARTICLE V - ELECTIONS

Section 1

The Executive Board shall appoint an Election Committee of two (2) members in April. It shall be the duty of this committee to solicit nominations from the membership for candidates for all offices listed in Article IV, Section 1 and to report the names of all nominations solicited to the membership. Additional nominations will be accepted from the floor of a general membership meeting. The Election Committee will coordinate and organize elections.

Section 2

Elections shall be held in the spring (at least three weeks before the end of the school year) by secret ballot during lunch periods in the Teacher’s Resource Room. The Election Committee will count the ballots and the results will be given to the Secretary. The ballots will be kept for one year after the election. All officers shall be elected by a majority vote (50% + 1) of the voting members of the bargaining unit. If no candidate receives a majority of the votes cast, there shall be a run-off between the first and second place candidates.

Section 3

The officers shall serve for two year. The term shall begin immediately following an election.
ARTICLE VI - COMMITTEES

Section 1

All union related committees shall be appointed by the President with the approval of the Executive Board.

Section 2

The following shall be considered as Standing Committees: Grievance, P E R A, P E R A R I F, Ins u r a n c e, Professional Development, and Negotiations.

Section 3

Any other committees shall be considered Special Committees.

Section 4

The Negotiations Committee shall serve for the duration of the contract that they negotiated.

ARTICLE VII - RULES OF ORDER

The rule of parliamentary practice comprised in Robert's Rules of Order shall govern the proceedings of this organization, subject to the specific and special rules which have been or may be adopted.

ARTICLE VIII - AFFILIATIONS

Section 1

This Union shall maintain affiliation with the American Federation of Teachers, American Federation of Labor and Congress of Industrial Organizations, Illinois Federation of Teachers, Illinois Federation of Labor and Congress of Industrial Organizations, the Lake County Central Trades and Labor Council, the Lake County Federation of Teachers, Local 504, and any Council of IFT Locals within Lake County which may be formed to better the status of teachers and education through the resolution of mutual problems.

Section 2

Any member sent as a Union Delegate to an affiliate meeting or convention shall submit a written report on such meeting attended to the Secretary. In addition, such Union member may be called upon to give an oral report at a Union meeting. An expense report itemizing expenses for reimbursement shall be submitted to the Treasurer.
ARTICLE IX - DUES

Section 1

Each member of the Union shall pay dues as determined in Section 4 of this Article. The dues are to maintain affiliations of this organization, under the conditions that these affiliations are acceptable to the general membership, and to support various activities in support of the purposes of the Union.

Section 2

The fiscal year of this organization shall begin June 1 and end May 31 of following year.

Section 3

Dues shall be collected and forwarded to the Treasurer of the LCFT to be maintained in one (1) treasury. Said funds shall be disbursed by the LCFT Treasurer in a manner which best serves the needs of all members of the Union.

Section 4

Council dues shall be fixed at one-tenth of one percent (.1%) of the base salary (bachelor’s degree, step 1, NOT including fringe benefit compensation) in addition to the then current LCFT Local 504 dues.

Section 5

Total dues paid to AFT/IFT/LCFT/Grant Council shall be adjusted plus or minus eight cents ($.08) so that the same dues deduction shall be made in every paycheck from October to May of each school year. The amount of adjustment will accrue to or be deducted from the Grant Council dues.

Section 6

Dues monies shall be used to reimburse Union members for expenses (transportation, parking, lodging, food) incurred while attending workshops or conventions as representatives of this Union. Application for reimbursement shall be made prior to the event. The officers shall then, upon submission of a list of expenses, approve reimbursement for reasonable expenditures if monies are available.

ARTICLE X - AMENDMENTS

These By-Laws may be amended by a majority vote cast by members of the general membership present at a meeting of the Union.
ARTICLE XI - AVAILABILITY OF BY-LAWS

Section 1

Three (3) copies of these By-Laws and all future amendments shall be submitted to the LCFT office.

Section 2

A copy of these By-Laws shall be made available to each active member of the Union.