CONSTITUTION

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ARTICLE I - NAME AND JURISDICTION

Section 1. This Association is and shall be known as the Nashville Musicians' Association, Local 257, American Federation of Musicians.

Section 2. The territorial jurisdiction of this Local shall be: **in TENNESSEE,** the following counties: Stewart, Montgomery, Robertson, Sumner, Macon, Clay, Benton, Houston, Dickson, Cheatham, Davidson, Wilson, Trousdale, Smith, Jackson, Overton, Humphreys, Hickman, Williamson, Rutherford, Cannon, DeKalb, Putnam, White, Decatur, Perry, Lewis, Maury, Marshall, Bedford, Coffee, Hardin, Wayne, Lawrence, Giles, Lake, Obion, Weakley, Henry, Dyer, Gibson, Carroll, Crockett, Madison, Henderson, Haywood, Hardeman, Chester, and McNairy; **in KENTUCKY,** the following counties: Fulton, Hickman, Carlisle, Ballard, McCracken, Graves, Livingston, Marshall, Calloway, Crittenden, Lyon, Warren, Simpson, Allen, Barren, Caldwell, Hopkins, Trigg, Christian, Todd, Logan, Butler, Monroe, Metcalfe, Union, Henderson, Daviess, Hancock, Webster, McLean, Ohio, Muhlenberg, and Cumberland; **in ILLINOIS,** the following counties: Alexander, Pulaski, Lawrence, Massac, Pope, Wabash, and Hardin; **in MISSOURI,** the following counties: Jasper, Newton, Greene, Polk, Christian, Stone, Dallas, Laclede, Webster, Wright, Douglas, Taney, Ozark, Texas, Dent, Howell, Shannon, Oregon, Cedar, Dade, Lawrence, Barry and McDonald**; in KANSAS**: Galena in Cherokee County; and any additions, deletions, or changes which might be hereafter mandated by the American Federation of Musicians.

ARTICLE II - OBJECT

Section 1. The object of this Association shall be to unite the musicians in the jurisdiction of Local 257, regardless of race, sex, creed or national origin, for the purpose of general protection and advancement of their interests, regulation of prices and all business pertaining to the musical profession, and the enforcement of good faith and fair dealing, consistent with union principles, in all cases involving, or of interest to members.

Section 2. The Association may from time to time appoint one or more of its members to represent its interests in similar associations of the musical profession, and to that end make bylaws, not inconsistent with the Bylaws of the American Federation of Musicians, to provide for such representation and all necessary expenses thereto.

ARTICLE III - MEMBERSHIP

Section 1. Every person on being admitted to membership in the A.F. of M. for the first time shall pay such initiation fees and assessments and take the oath of obligation as prescribed by the Bylaws.

Section 2. Any member who by improper conduct, in any way becomes a disgrace to this Association, or who imperils its interest and existence, might, upon specific charges in writing and after due notice of opportunity to be heard, proof-hearing and conviction, may be fined and/or suspended or expelled in accordance with the Bylaws.

ARTICLE IV - OFFICERS

Section 1. The officers of this Association shall consist of President, Secretary/Treasurer, Trustees, Executive Board, Hearing Board, Sergeant-at-Arms, and such other officers and committees as might be directed by the Bylaws.

Section 2. The above officers and committees shall be elected in accordance with the election provisions set out elsewhere herein. (See Article XV.)

ARTICLE V - GOVERNMENT

Terms of admission to membership and method of filling any officer vacancy: the rights and duties of members and officers, the method of filling any officer vacancies, the time and place of meeting, and all other matters concerning the government of the Association shall be determined by the Bylaws; provided the Bylaws do not conflict with the Constitution and Bylaws of the American Federation of Musicians, the State of Tennessee and the United States of America.

ARTICLE VI - AMENDMENTS

The Constitution shall not be altered or amended except at a regular or special meeting to be called for the purpose of proposing alterations or amendments at which time their consideration shall be postponed until the next regular meeting, and such alterations and amendments shall be approved by a two-thirds (2/3) vote of the members present and voting. Notice shall be given of the time and place of meeting when such alterations or amendments are to be acted upon, by notice being sent to each member of the Association, stating the object of the meeting, and containing copies of all duly proposed alterations and/or amendments.

BYLAWS

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ARTICLE I
OFFICERS AND COMMITTEES
DUTIES OF OFFICERS

President

Section 1A. The President shall preside at all meetings of the Association and Executive Board and maintain order therein; put all motions to a vote when seconded; be ex-officio member of all committees or boards, and shall only have a vote in the case of a tie.

Section 1B. He/She shall be the judge of order, and his/her decision shall be immediately submitted to, unless appealed from, when it shall be decided without debate. He/She shall give members permission to depart before adjournment, but who shall determine whether a quorum is preserved in order that business may be legally transacted.

Section 2. He/She shall be at the office of the Association daily, Monday through Friday from 9.00 a.m. to 4.00 p.m., except at such times as is necessary for him/her to be out of the office on business that is beneficial to the good and welfare of Local 257. Legal Holidays and vacations are excepted.

Section 3. He/She shall countersign all checks.

Section 4. He/She shall have the power to call special meetings, as may hereafter be provided.

Section 5. He/She shall be empowered to decide all cases of emergency pending action by the Local or Executive Board.

Section 6. He/She shall appoint necessary committees not provided for in the Bylaws.

Section 7. He/She shall be the business representative of the Local and empowered to appoint other Business Agents to act as his/her assistants. (See Article XIV, No. 6.)

Section 8. He/She shall provide himself/herself with a publicly listed telephone during his/her term of office.

Section 9. In case of his/her inability, due to any incapacity, to perform his/her duties as President, the Executive Board shall appoint a temporary President.

Secretary/Treasurer

Section 10. The Secretary/Treasurer shall attend all meetings of the Association and Executive Board; keep accurate records of all reports and resolutions; record the names of the maker and the seconder of any motion; attest all orders on the Treasury and execute any other writings required. He/She shall be the Custodian of the Seal.

Section 11. He/She shall carefully preserve at the office of the Association the books, documents, correspondence and other property pertaining to his/her office, and deliver the same in good condition to his/her successor.

Section 12. He/She shall send written notices as follows: (a) to members of all meetings at least fifteen (15) days in advance; (b) to members concerning any fine or other disciplinary action imposed upon them within one (1) week thereafter; (c) to members concerning any outstanding dues, assessments, fines or other indebtedness; (d) to the Executive Board and Hearing Board members notifying each of their meetings; (e) to the new officials notifying each of their election to office; (f) to committees notifying committee members of their appointment; (g) to members, at least annually, of the language of Article XII Section 5, reminding the member of the Local rule affecting a named beneficiary following a change in marital status. The notice shall be conspicuously placed in the Official Journal of the Association; (h) as required by any other official business of the Association.

Section 13. He/She shall open an account with each member, and debit each member for all dues, work dues, fines, assessments and other monies that may accrue against him/her, and credit him/her with all monies he/she might pay, which account shall be kept in such a manner as to indicate at any time the amount due from and paid by each member.

Section 14. He/She shall make quarterly reports to the Executive Board and a report to the Association at each membership meeting of the financial standing of the Local.

Section 15. He/She shall at the next membership meeting following an election announce the complete list of elected officers and delegates of the Association.

Section 16. He/She shall be at the office of the Association daily, Monday through Friday from 9.00 a.m. to 4.00 p.m., except at such times as is necessary for him/her to be out of the office on business that is beneficial to the good and welfare of Local 257. Legal Holidays and vacations are excepted.

Section 17. He/She shall provide himself/herself with a publicly listed telephone during his/her term of office.

Section 18. He/She shall conform to Article 6 (Duties of Local Secretaries) of the Bylaws of the American Federation of Musicians.

Section 19. He/She shall receive all monies for annual dues, work dues, fines, assessments, initiation fees, etc.; pay all orders when countersigned by the President; keep an account of all monies received and expended in a set of books belonging to the Association. He/She shall be Chairperson of the Board of Trustees.

Section 20. He/She shall administer all applications for membership in the Association, examine candidates, verify their current standing in other Locals of the Federation with which they might be presently or formerly associated, and forward all applications to the Executive Board for final determination.

Trustees

Section 21. There shall be three (3) Trustees, one (1) of whom shall be the Secretary/Treasurer of the Association, who shall serve as Chairperson. The other two (2) shall be elected by the membership along with other officers. The Trustees shall hold legal title to the real and personal property of the Association subject to the direction of the membership. They shall advise with the officers and the Executive Board of the Association as to the deposit or other disposition of funds available and designated for investment, but not operating or escrow funds. Any Trustee vacancy that might arise between regular elections will be filled by Presidential appointment, with the advice and consent of the Executive Board, which consent shall not be unreasonably withheld, for the remainder of the term from among the members eligible to be nominated for elective positions in Local 257 (See Article XV, Section 3).

Executive Board

Section 22. The Executive Board shall consist of seven (7) members to be elected in addition to the President and Secretary/Treasurer of the Association, each of whom shall hold the same office on the Board, respectively.

Section 23. Five (5) members shall constitute a quorum. Said quorum must include at least four (4) regular (elected) Executive Board members. If all seven (7) regularly elected Board members cannot attend, up to three (3) alternate Board members shall be selected by the President to serve at such meetings. Alternate Board members shall be elected in order of those having received successively the greater number of votes from among the remaining Executive Board nominees at the regularly scheduled election. Executive Board members shall not serve concurrent terms as members of the Hearing Board.

Section 24. They shall make such rules for their own government as are consistent with the Constitution and Bylaws.

Section 25A. The Executive Board shall hold meetings for the purpose of transacting all business matters which might arise between regular Local meetings and order the payment of all bills that might be incurred between regular meetings, and hear requests and considerations involving financial and administrative matters, including final approval of salaries and hiring of personnel.

Section 25B. **Regular** Executive Board meetings shall be held on a quarterly basis to coincide with the business needs of the President and/or the Secretary/Treasurer. **Special** Board meetings may be called by the President, or by the Secretary/Treasurer, or at the request of one member of the Board.

Section 25C. By unanimous consent of all participants prior to the beginning of a meeting, the Executive Board may conduct its meetings via remote electronic technology or as a hybrid format, provided that the conduct of such meeting conforms to the policy of the AFM International Executive Board governing local union electronic

meetings. Unanimous consent for electronic board meetings may be obtained from the board members via email or other means.

Section 26. The Executive Board shall have power to establish minimum wage rates on any engagements that might arise for which there is no provision in the Price List.

Section 27. The seat of any member who neglects to attend two consecutive Board meetings or regularly scheduled membership meetings, for which he/she receives notification shall be declared vacant, if he/she does not have permission of the President, or at the next meeting give a reasonable excuse that is satisfactory to the Executive Board. Any Board vacancy that might arise between regular elections will be filled by presidential appointment with the approval of the Executive Board, for the remainder of the term from among those last Board candidates in order of the greater number of votes received. Upon exhausting the list of the last Board candidates, the President shall appoint a replacement, from among the members eligible, to be nominated at the following Board meeting with said appointee to be installed with the approval of the Board. (See Article XV, Section 3).

Section 28. The Executive Board is granted full power to suspend any rule of the Local when in their judgment they find it necessary to do so for the purpose of complying with the provisions of Article II, Section 1 of the Constitution, and/or governmental Labor Regulations.

Section 29. Should the President or Secretary/Treasurer of Local 257, A.F. of M. suddenly resign, retire, or vacate his/her office for any reason, the Executive Board is hereby empowered to elect a temporary President or Secretary/Treasurer and an immediate election shall be held (in accordance with the election laws) to fill the remainder of the term of the above named office(s).

Hearing Board

Section 30. The Hearing Board shall consist of seven (7) members selected from the rank and ffile membership, excluding the President and Secretary/Treasurer of the Association. Members of the Hearing Board shall not serve concurrent terms as members of the Executive Board. By unanimous consent of all participants prior to the beginning of a meeting, the Hearing Board may conduct its meetings via remote electronic technology or as a hybrid format, provided that the conduct of such meeting conforms to the policy of the AFM International Executive Board governing local union electronic meetings. Unanimous consent for electronic board meetings may be obtained from the board members via email or other means.

Section 31. Five (5) members shall constitute a quorum. Said quorum must include at least four (4) regularly elected Hearing Board members. Alternate Board members shall be elected in order of those having received successively the greater number of votes from among the remaining Hearing Board nominees at the regularly scheduled election. (Vacancies: See Art. I, Sec. 28)

Section 32. The Hearing Board shall elect one (1) of its members as its Chair. The Chair shall vote only in case of a tie. The Chair shall submit quarterly reports on the activities of the Hearing Board to the Secretary/Treasurer for review by the Executive Board.

Section 33. A Hearing Clerk shall be employed by the Local and shall prepare all cases, send out notices or summons to appear, and execute such other writings as may be required. The Hearing Clerk shall be under the direct supervision of the Hearing Board in all matters pertaining to Hearing Board business. The Hearing Clerk will be available at least once a week to meet with those having business before the Hearing Board. The Hearing Clerk shall present all cases to the Hearing Board.

Section 34. The Hearing Board shall investigate all charges and complaints against any member or members, call for witnesses, and hear and decide cases. In instances that are not provided for in the Association Bylaws the Hearing Board shall have the power to act. Their decision shall be reported to the Association and may only be appealed from to the Federation, unless a written request for a re-hearing for reconsideration by the Local Executive Board has been granted. (See Article III, Section 16.)

Section 35. Any member of the Hearing Board who is a witness or is involved in any way in a matter and/or trial being considered by the Hearing Board shall retire for the duration of its consideration. In case such retirement reduces the

number of Board members below a quorum, the Hearing Board Chair shall have the power to appoint an unprejudiced member to sit during consideration of the case.

Section 36. The Hearing Clerk must present all decisions of the Hearing Board to the parties in writing within one week of such decision.

Special Trial Committee

Section 37. The Special Trial Committee shall consist of four (4) members of the Executive Board who received the greatest number of votes during the election and three (3) members of the Hearing Board who received the greatest number of votes during the election. This committee shall be assisted by the Hearing Clerk to prepare and present the case for hearing.

Section 38. The Special Trial Committee shall elect one (1) of its members as its Chair. The Chair shall vote only in case of a tie.

Sergeant-at-Arms

Section 39. It shall be the duty of the Sergeant-at-Arms to take charge of the door and not to admit anyone unless he/she is in good standing and presents his/her card or has permission of the President. He/She shall attend all meetings of the Association.

Section 40. Upon failure to attend any one meeting, his/her office shall be declared vacant if he/she does not have permission of the President or give an excuse that is acceptable to the Executive Board, or to the members present at the next meeting.

Delegates - Elected

Section 41. The President, and Secretary/Treasurer of this Local shall, by virtue of their office, be delegates to the Conventions of the American Federation of Musicians and the Southern Conference. In addition to their salaries, they shall be allowed all transportation and travel expenses not allowed by the Federation. If, for any reason, they are unable to attend such conventions then the Local may send alternates elected in accordance with Federation laws.

Section 42. A third and fourth delegate must be nominated and elected in accordance with election laws. The third and fourth delegates shall be the delegate nominees receiving the greater number of votes.

Section 43. Alternate delegates shall be elected in order of those having received successively the greater number of votes from among the remaining delegate nominees.

Delegates - Appointed

Section 44. Delegates may from time to time be appointed by the President to represent the interests of the Local in other organizations. They must receive Executive Board approval and attend meetings as directed.

Vic Willis Emergency Relief Fund Committee

Section 45. The Vic Willis Emergency Relief Fund Committee shall consist of five (5) members, to be appointed by the Secretary/Treasurer and President, subject to Executive Board approval, for a term of one (1) year. Of the five (5) members to be appointed by the Secretary/Treasurer and President, three (3) will be voting members, and two (2) shall be named alternate members. One or both of the alternate members are permitted to vote in the absence of any of the three voting members, at the discretion of the chairperson. The chairperson of such committee shall be elected from its members. The five (5) Vic Willis Emergency Relief Fund Committee members be exempt from annual dues and funeral benefit payments during their term of office.

Compensation and Benefits

Section 46. Compensation for the Office of President shall be the salary last determined by the membership. Whenever the interests of the Association demand his/her leaving the immediate jurisdiction (exceeding 90 miles) of the Local, he/she shall receive per diem at the applicable IRS rate and all hotel and travel expenses. Further, he/she shall be reimbursed for all accountable expenses incurred while attending to official business of the Association for which there is no other financial provision. He/She shall be allowed two (2) weeks paid vacation annually. He/She shall be allowed three (3) weeks paid vacation annually after ten (10) years of continuous service.

Section 47. Compensation for the Office of Secretary/Treasurer shall be the salary last determined by the membership. Whenever the interests of the Association demand his/her leaving the immediate jurisdiction (exceeding 90 miles) of the Local, he/she shall receive per diem at the applicable IRS rate and all hotel and travel expenses. Further, he/she shall be reimbursed for all accountable expenses incurred while attending to official business of the Association for which there is no other financial provision. He/She shall be allowed two (2) weeks paid vacation annually. He/She shall be allowed three (3) weeks paid vacation annually after ten (10) years of continuous service.

Section 48. Hearing Board members shall receive compensation of one hundred twenty-five dollars ($125) for attendance at the entire regularly scheduled monthly Hearing Board meeting. Hearing Board members shall receive compensation of fifty dollars ($50) for attendance at a Special Hearing Board meeting. The President, Secretary/Treasurer, Sergeant-at-Arms, Trustees, Executive Board and Hearing Board members shall be exempt from payment of annual dues and Funeral Benefit Fund assessment payments during their term office. Election Committee members shall be entitled to the same benefits during the year immediately following the year in which they conduct a Local election.

Section 49. Special Trial Committee members shall receive compensation of one hundred twenty-five dollars ($125) for each day of attendance during the proceedings.

Section 50. Elected Convention Delegates who are not full-time employees of the Local shall receive a salary of fifty dollars ($50.00) per day. They shall receive per diem at the applicable IRS rate and all travel expenses not allowed by the Federation.

Section 51. The Local will contribute to the A.F.M.-E.P. Fund on behalf of the President and Secretary/Treasurer, and any employee of Local 257, at the percentage negotiated in the current Phonograph Record Labor Agreement.

Section 52. Any person incurring an expense on behalf of the Local shall be entitled to reimbursement of that expense upon an accounting thereof submitted to the Executive Board, and its being approved.

Section 53. All compensation and benefits of elected officers and elected committees shall be determined by the membership after the Secretary/Treasurer has submitted the annual financial report to the membership.

Section 54. The President and Secretary/Treasurer are full-time, salaried officers of the Local and shall not be allowed to accept musical engagements in competition with Local members without first obtaining permission of the membership.

ARTICLE II
MEMBERSHIP

Section 1A. Regular Membership applies to all performers on musical instruments of any kind, and vocalists, dancers, support crew or other individuals who render musical services of any kind, are eligible for membership, subject to applicable laws and jurisdiction of the Association. The Local initiation fee shall be one hundred dollars ($100); the Federation initiation fee shall be sixty-five dollars ($65.00) and must accompany the application in all cases unless otherwise provided for. They shall pay Annual dues and assessments as set by the Local, and work dues, where applicable.

Section 1B. Youth Membership is available to any musician under twenty-one (21) years of age. Youth Members shall have all of the rights and obligations that Regular Members have, and they shall be subject to all Federation and Local rules, regulations and bylaws. Youth Members are exempt from Local and Federation Initiation fees, and shall pay Annual dues at fifty-percent (50%) of the Regular Member rate as set by the Local. Work dues and assessments shall be paid at regular established rates. Applications under the legal age of sixteen (16) must have written consent of approval of their parent or guardian.

Section 1C. Student Membership applies to any musician under the age of twenty-five (25) who is registered as a student in an accredited school, college, or university, and remain in that classification until they are no longer a student or exceed the age of twenty-five (25), at which time they will become a Regular Member. Student Members shall have all the rights and obligations that Regular Members have, and they shall be subject to all Federation and Local rules, regulations and bylaws. They shall pay Annual dues and assessments at the same rate as Regular Members as set by the Local, and work dues where applicable, but they shall not pay LIF or FIF. Applications under the legal age of sixteen (16) must have written consent of approval of their parent or guardian.

Section 1D. Life Membership: Members who have had membership in good standing in the Federation for an accumulated period of no less than thirty-five (35) years and have reached the age of sixty-five (65) years shall automatically become life members. They shall pay the portion of Annual dues known as Federation Per Capita dues currently in effect. They shall also pay no more than fifty-percent (50%) of the Local's regular periodic dues, with the exact amount to be determined annually and proposed by the Local 257 Executive Board and approved by the membership, plus all assessments in excess of said Federation Per Capita dues. Life members shall pay work dues on any engagements they might play and shall be subject to all bylaws of this Local and the Federation.

Section 1E. Disabled Membership: Members in good standing in Local 257 for more than five (5) years who are disabled and no longer able to work as a professional musician, can, with proper documentation of their medical diagnosis and yearly approval by the Local 257 Executive Board, pay Local dues at thirty-three percent (33%) of the Regular member rate. All other yearly assessments and per capita dues remain at the regular rate.

Section 2. Application for membership must be made in writing or via an online application. The candidate and his/her application shall be examined and verified by the Secretary/Treasurer who shall forward all verified applications to the Executive Board; and if a favorable report is received from the Executive Board he/she shall, on receiving a majority vote of Local or Executive Board, be declared elected.

Section 3A. Members must pay their dues annually to the Secretary/Treasurer on or before January 31. Local dues shall be the amount last determined by the membership. If dues are not paid by January 31, such member shall stand suspended. To reinstate after January 31, and no later than March 31, such member shall pay to the Secretary/Treasurer a reinstatement fee of ten dollars ($10.00), together with all dues, fines and assessments. After March 31, such member shall be expelled and shall forfeit all rights and titles to the funds and property of the Association. To reinstate after expulsion, a reinstatement fee of twenty-five dollars ($25), together with all dues, late fees and assessments, as well as a list of musical activities since expulsion must be submitted to the Secretary/Treasurer and upon his/her recommendation such former member might be required to seek approval from the Executive Board for reinstatement.

Section 3B. Members may elect to pay their dues bi-annually. A Bi-Annual Payment Option must be requested, in writing or by email, prior to January 31. One half of the annual dues amount must be paid by January 31. A convenience fee of ten dollars ($10) shall be added to the first payment, and ten dollars ($10) to the second payment. The balance must be paid in full by June 30, or the member shall be expelled. The Bi-Annual Payment Option will be applicable for the current membership period (calendar year) and will require renewal for each subsequent membership period. New members joining after June 30 will not be eligible to pay their dues on the Bi-Annual Payment Option for that year.

Section 4. Members shall pay three percent (3%) Local Work Dues on scale wages on all live engagements, and no less than four percent (4 %) Local Work Dues on scale wages on all Recordings, Electronic Transcriptions (audio and/or video), and other National Contracts. (See American Federation of Musicians Bylaws, Article 9, Sections 32 (a) - (c)). Such Work Dues shall be collected by the Secretary/Treasurer on all engagements paid through the office. On all other engagements, the leader or contractor shall collect the Work Dues weekly, pursuant to a Work Dues Deduction Authorization signed by members performing such engagements, and pay same to the Secretary/Treasurer. All work dues shall be due and payable no later than the fifteenth (15th) day of the month following the month during which the services were performed. Any member violating the provisions of this Section shall be subject to a fine of not less than ten dollars ($10.00) nor more than four hundred fifty dollars ($450.00) and/or expulsion from the Federation.

Section 5. A fifteen percent (15%) surcharge shall be added to base wage rates of the engagement, as printed in the current miscellaneous and steady engagement wage scale and price list, to reimburse the contractor/leader/employer for payroll expenses. A contractor/leader not acting as an employer of musicians, and collecting the fifteen percent (15%) must add this additional fifteen percent (15%) to the base wage rate of each individual musician.

Section 6. Every member must notify the Secretary/Treasurer within thirty (30) days after changing his/her address.

Section 7. Any member found guilty of fraud upon the Association, or as an accessory thereto, or who imperils the interest of any member or members shall, after due trial and conviction by the Hearing Board, be fined an amount to be determined by the Hearing Board, and approved by the Executive Board.

Section 8. Any member who might resign, or be properly expelled, shall forfeit all rights and title to the funds and property of the Association.

Section 9. Any member wishing to resign in good standing must do so in writing, but not until all dues, assessments, and fines have been paid.

Section 10. Eminent composers, conductors, or instrumentalists, or any non-professional person who, through any act or deed, have distinguished themselves for the benefit of the Nashville Musicians' Association, or the musical profession, shall be eligible for honorary membership in this Association. They shall have voice, but are not entitled to vote, hold office, or receive benefits.

Section 11. Ignorance of the Bylaws shall not be an excuse for their violation.

ARTICLE III
RIGHTS AND DUTIES OF MEMBERS

Section 1. An employee member of this Association cannot perform with employees of the same employer who are not members in good standing of the Federation on competitive engagements, unless it is with the consent of the Association or the Federation. Any member who violates the provisions of this Section shall be subject to a fine of not more than five hundred dollars ($500.00) and/or expulsion from the Association.

Section 2. It shall be the duty of every member to report in writing any breach or infringement of the Bylaws that might come to his/her knowledge, to the Association. Failure to do so will subject the member to a fine of not more than twenty-five dollars ($25.00).

Section 3. When a member has money due him/her from a member or members, or parties not connected with the Association, and is not successful in collecting amounts due within reasonable time, he/she shall institute a claim against defaulting party or parties, with a full statement of facts to the Secretary of the Association. In the event such grievance comes to the attention of the President, Secretary/Treasurer, or the Executive Board, involving one (1) or more members who wish to remain anonymous, their confidentiality shall be respected and the Secretary/Treasurer shall be empowered to file charges on their behalf.

Section 4. It shall be the duty of every member to pay to the Secretary/Treasurer annual dues, work dues, assessments and fines, and upon payment shall receive from him/her a proper receipt.

Section 5. Members must pay to the Secretary/Treasurer all money decided by the Executive Board or the Hearing Board to be due to other members and all fines for violation of Bylaws within the time specified by said Board.

Section 6. Every member is expected to conduct himself/herself with propriety at all meetings, conform to the rules, obey the orders of the President and leave the meetings previous to adjournment only by permission of the President.

Section 7. An engagement of three (3) days or more weekly shall be considered a steady or seasonal engagement. Two (2) weeks notice by either party shall be required to cancel a steady or seasonal engagement, unless an alternative agreement can be mutually reached. Six (6) days notice shall be required to cancel a single engagement, unless an alternative agreement can be mutually reached. No member shall be discharged from a seasonal or permanent engagement with or without notice, unless for cause, proof of which must be furnished. Notice to discharge sidemusicians or cancel a contract or engagement can only be given at the start of the engagement or the start of any successive week. Members failing to comply with this section shall be subject to a fine of not more than one hundred dollars ($100.00).

Section 8. Members accepting any engagement must personally fill such engagement, unless permission is given by leader/employer to send a substitute.

Section 9. Leaders employing members for, or members accepting, a New Year's Eve engagement October First (1st), or later, cannot cancel the engagement except by mutual agreement.

Section 10. Contractors claiming to have the same member engaged for the same date will not receive protection unless a contract is on file with the Secretary/Treasurer and the member's name is on same.

Section 11. A member contracting engagements shall be held responsible for the amount due to those employed.

Section 12. Any member who contracts with a traveling company to furnish members for an engagement shall be responsible to the members for their pay, unless he/she can show that he/she was given good and sufficient security for the amount due.

Section 13. No member shall perform or agree to perform an engagement for less than the applicable minimum compensation established for such engagement by the Local or the Federation. Any member violating the provisions of this Section shall be subject to a fine of not more than five hundred dollars ($500.00) and/or expulsion from the Federation.

Section 14. No member of the Association shall make or accept any engagement, furnish music to, or play for or with any person or persons appearing on the Federation Defaulters List.

Section 15. The printed card or certificate of membership, with the correct receipt for dues stamped or written thereon, shall be the only passport to professional business, unless the holder has forfeited his/her membership through resignation or violation of the Constitution and Bylaws.

Section 16. A member may request the reopening of a case decided upon by the Hearing Board upon the ground of prejudicial error, and/or to submit new evidence not available at the prior proceeding. An application for a reopening must be submitted in writing to the office of the Secretary/Treasurer at the Local not later than thirty (30) days after the initial decision of the Local Hearing Board, and shall explicitly set forth the alleged prejudicial error and/or the new evidence relied upon. The Secretary/Treasurer, at his discretion, may grant or deny such application after reviewing the new evidence submitted. (See Article I Section 36.)

Section 17. A member shall have the right of appeal from any Local Hearing Board decision to the International Executive Board as provided for under Article 14 of the Federation Constitution and Bylaws.

Section 18. Any member who presents himself/herself at an engagement under the influence of drugs and/or alcohol or becomes so during the course of such engagement shall be subject to immediate dismissal by the employer/leader/contractor. Further, said offending member shall be subject to disciplinary action, the severity of which shall be determined by the Local Hearing Board.

Section 19. Members accepting single and/or seasonal engagements must report on time, and with good appearance as to proper dress (specified at the time of hiring by the employer/leader/contractor) and cleanliness. Such members must not be guilty of insubordination; unless said employer/leader/contractor shall be in violation of Federation or Local Constitution and/or Bylaws.

Section 20. Contractors or leaders must not persecute, ridicule, coerce or otherwise intimidate any member under their supervision. They shall, however, have the right to correct or admonish a member in accordance with Federation or Local Bylaws as to appearance and general behavior. Contractors or leaders guilty of violating this Section shall be subject to a fine of not less than twenty-five dollars ($25.00).

Section 21. Members are required to report fifteen (15) minutes prior to the start of an engagement. Their pay shall begin not later than fifteen (15) minutes after the time the members are ordered to report.

Section 22. A notice to a member of this Association concerning business of the Local, served either personally or left at the usual place of business, or forwarded to the address as appearing on the books of the Secretary/Treasurer, shall constitute an official notice.

Section 23. Any member or members threatening or interfering with an official of the Association in the performance of his/her duties shall be subject to a fine, and/or suspension to be determined by the Hearing Board, subject to approval by the Local Executive Board.

Section 24. A member receiving pay for an engagement performed by a substitute shall be responsible for his/her pay.

Section 25. It shall be the duty of the members who sign a call for a special meeting to be present at such meeting. Fine for non-compliance, twenty-five dollars ($25.00).

Section 26. Members shall carry their cards on all engagements and must allow any other member the privilege of examining their cards if requested.

Section 27. No member is allowed to play or sit in with a band or orchestra playing a paid engagement whereby the number of musicians would be increased for an unreasonable length of time during the engagement.

Section 28. No member can be required to buy a uniform or any part thereof unless he/she is engaged for a season of ten (10) or more weeks, and then the price of such uniform must not exceed eighty-five ($85.00) dollars. Leaders or contractors may require members to wear tuxedos on engagements.

Section 29. No member shall appeal to an employer over the local contractor, and any member in so doing is endangering the contract system and shall be subject to charges.

Section 30. No member is permitted to solicit any steady engagement unless the orchestra, orchestra member, or member working alone on said engagement has received proper notice of termination.

Section 31. It shall be unlawful for any member of this Association to make a recording, transcription or other mechanical reproduction unless the proper contract form is filed with the Local. The Bylaws and the applicable agreement of the Local or the A.F. of M must govern all agreements.

Section 32. Remote control broadcasting will not be allowed by either local or travelling members except by permission of the Local Executive Board, or in case of emergency, the President of this Local.

Section 33. All contracts for single or seasonal engagements, both verbal and written, must be filed by the Leader/Contractor or individual working alone with the office of the Secretary/Treasurer prior to the engagement. In case a verbal or written statement is submitted, it should contain all the terms and conditions called for on the current A.F. of M. miscellaneous job contract. Every cooperative group shall designate one member of the said group, who is a member of the Federation to act as Leader/Contractor for the purpose of complying with this Section. Should no one assume these duties, then each member of said group shall be individually responsible for fulfilling the requirements of this Section. In case the Leader/Employer is a non-member, the individual member(s)/employee(s) shall be responsible for providing the Secretary/Treasurer with the terms and conditions of his/her individual employment as it pertains to the said engagement. Failure to comply with this Section might subject the offending member to a fine that shall not exceed one hundred dollars ($100.00).

Section 34. Members engaged for one or more radio or television broadcasts per week must personally fill same or furnish a substitute acceptable to the leader or contractor. Members accepting such engagement cannot, after two (2) weeks, be discharged unless there is a change in instrumentation affecting such instrument or for cause or reason, and in case of dispute proof must be furnished to the Executive Board of this Local who shall decide the case.

Section 35. Members are not allowed to solicit or play auditions for commercial television and radio programs that are being played by other members unless those members have received notice of termination of contract for said programs.

Section 36. No member of the Federation shall take engagements or employment or become engaged or employed in the rendering of musical services of any kind (e.g., the making of sound tracks, "sidelining," etc.) for any type of recorded product (audio and/or visual) unless the person, firm or corporation providing such engagement or employment shall have previously entered into a written agreement with or approved in writing by the Federation relating thereto.

ARTICLE IV
FINES AND PENALTIES

Section 1A. For violation of the Constitution, the Executive Board shall have power to impose a fine, suspend, or expel a member found in violation thereof.

Section 1B. For violation of the Bylaws or Price List, the Hearing Board shall have power to impose a fine, suspend, or expel a member found in violation thereof.

Section 2.

Step 1: Any officer, on being charged with malfeasance of office, misappropriation of funds, willful misconduct or any act that would tend to discredit himself/herself, his/her office or the Association, shall be subject to hearing before a Special Trial Committee (See Article 1 Section 40).

Step 2: The Special Trial Committee shall report its verdict and recommendation to the membership at the next membership meeting to convene following its determination, after giving the accused written notification of

said verdict and recommendation. In the even of a verdict of acquittal, it shall become final upon being reported at said membership meeting and no further action may be taken. In case of a verdict of guilty, such verdict shall become effective only upon approval by a two-thirds (2/3) vote of the members voting by secret ballot at the membership meeting. If such verdict is not approved by a two-thirds (2/3) vote, the accused shall stand acquitted. If the verdict of guilty is approved by such two-thirds (2/3) vote, the membership shall then vote on the penalty recommended by the Special Trial Committee. If a two-thirds (2/3) vote supports the recommended penalty, it shall be considered approved. If a two-thirds (2/3) vote fails to approve the recommended penalty, the membership shall then decide upon an appropriate penalty, including no penalty, by a two-thirds (2/3) vote. In the absence of a quorum at the membership meeting, the matter shall be referred to the next general membership meeting until a quorum is achieved. The Hearing Clerk shall notify the accused member in writing of the verdict and judgement resulting from the meeting.

Step 3: If conviction is sustained, such officer shall have the right to appeal to the International Executive Board in accordance with the Bylaws of the Federation.

Section 3. For failure of any member of a Committee to attend to duties, the President shall discharge the member and appoint another member to serve on the Committee.

Section 4. Any member making a charge or being charged with a violation of the Bylaws and not appearing before the Hearing Board when summoned, to sustain or answer to such charge, shall be subject to a fine of not less than twenty-five dollars ($25.00) unless a reasonable excuse is given or sent in writing.

Section 5. Any member who has been fined a Local fine must pay such fine within thirty (30) days of date of notice unless the Hearing Board should decide to extend the time limit. Notice of appeal to the International Executive Board (IEB) must be made on or before the expiration of thirty (30) days from the date of notice. (Appeals: See Article III, Section 17.)

Section 6. When a member has not received payment for his/her professional services within thirty (30) days of same, he/she may enter a claim with the Local Secretary/Treasurer against the member or employer for whom the services were rendered. The claim shall initiate a case for determination by the Hearing Board in accordance with the Bylaws.

Section 7. Should a member for whom professional services were rendered be found to have received and held a musician's pay for a period longer than one (1) week, he/she shall be subject to disciplinary action by the Hearing Board.

Section 8. All charges of violations of the Local Constitution and Bylaws against any member(s) of this Association must be instituted within one (1) year after date of the occurrence of said violation or claim shall not be considered.

Section 9. A member of the Local must obtain the consent of the Local President before engaging any member not affiliated with this Local for any engagement in the jurisdiction of Local 257. It is further provided that the imported musician be allowed to affiliate as a member of Local 257 after having qualified as a candidate for Local membership. Penalty for violation of this Section shall be not less than one hundred dollars ($100.00).

Section 10. In all cases where the ability of a member or members is held in dispute by the engaging party, the Executive Board, President or Secretary/Treasurer shall be empowered to appoint a committee of three (3) members to examine the member(s) and judge their qualifications to fill said engagement.

Section 11A. Any member charged with violation of the Constitution must be notified in writing of such charges at least fifteen (15) days in advance of his/her case before the Executive Board so that he/she may prepare his/her defense and notify any witnesses.

Section 11B. Any member charged with violation of the Bylaws must be notified in writing of such charges at least fifteen (15) days in advance of his/her case before the Hearing Board so that he/she may prepare his/her defense and notify any witnesses.

ARTICLE V
REINSTATEMENTS

Section 1. Any member having been suspended or expelled for violation of any bylaw of this Association can only be reinstated by a two-thirds (2/3) vote of the members present and voting at a regular meeting, or by approval of the

Executive Board, after paying all dues, fines and reinstatement fee as determined by the Executive Board or the membership.

Section 2. For reinstatement fee of members who have been suspended for non-payment of dues see Article II, Section 3A.

Section 3. Any member who resigns his/her membership in this Association shall forfeit all rights and titles to the funds and property of this Association. To reinstate after such resignation, the written application along with a list of musical activities since resigning must be submitted to the Secretary/Treasurer, and upon his/her recommendation such former member may be required to seek approval by a two-thirds (2/3) vote of the members present and voting at a regular membership meeting or by approval of the Local Executive Board.

If a former member files an application for re-affiliation with this Association and during his/her lapse of membership performed professionally, or committed any act contrary to the Bylaws of the Local or orders of the Federation, the Secretary/Treasurer or the Local Executive Board may refer the application and list of musical activities to the Federation for action.

ARTICLE VI
EXPENDITURES AND FUNDS

Section 1. The current annual expenses of this Association, including appropriations and donations, should not exceed the annual income. If the current expenses through any extraordinary or unforeseen cause during any annual period exceed the annual income, the deficiency may be raised by a pro-rata assessment on the members by a majority vote of the members present and voting at a regular or special meeting, with the membership receiving the proper notification as set-out elsewhere herein.

Section 2. The Executive Board is hereby empowered to make contributions to worthy charities or functions, not to exceed five hundred dollars ($500.00). No other money shall be donated for any purpose except at regular or special meetings and by a two-thirds (2/3) vote of the members present and voting.

Section 3. No loans shall be made to any member of this Association except that a Local member, in financial distress, traveling outside the jurisdiction of Local 257, may request assistance from another Local in an amount sufficient to return said member to this jurisdiction provided that this amount is guaranteed to the assisting Local by an officer of Local 257 and that said member is instructed to repay the full amount advanced in thirty (30) days or less.

ARTICLE VII
LOCAL MEETINGS

Section 1A. Regular meetings shall be held at least four (4) times per year with the time and date being determined by the Executive Board. Membership meetings may be held in person at one location, or via remote technology, or as a hybrid format, at the discretion of the Executive Board or President.

Section 1B. Meetings conducted via electronic technology must conform to the policy of the AFM International Executive Board governing local union electronic meetings. Every member shall be so advised in the meeting notice, and reasonable provisions shall be made to accommodate those members who may have difficulty with the technology utilized (e.g. alternative means of access or participation, accommodations such as clear instructions, resource-sharing with other members, community access points).

Section 1C. The Board shall create special Standing Rules, subject to adoption by the membership, to govern how the remote meetings will be run. This includes how to be recognized, how to make motions, how to moderate discussion, and how voting, whether by voice, show of hands, or secret ballot — live or electronically — will be conducted. These Standing Rules shall have the same force as these bylaws, and shall be in effect at each remote electronic meeting unless amended later by the membership.

Section 2. Special meetings shall be called by the President upon written request of twenty-five (25) members, or upon the order of the Executive Board and only such business for which the meeting has been called can be transacted.

Section 3. A Special meeting for reconsideration of a motion passed at a previous meeting can only be called by the President upon the written request of two-thirds (2/3) of the members attending such meeting. Only such business for which the meeting was called can be transacted.

Section 4. Twenty-five (25) members shall constitute a quorum and have power to transact all business.

Section 5. Should a quorum not appear within thirty (30) minutes of the time specified for any Local meeting, said meeting shall be canceled by the President. Resolutions, motions, and proposed Bylaw amendments scheduled for consideration at regular meetings, having failed to receive a quorum for two (2) consecutive meetings shall be referred by the President to the Executive Board for consideration and action.

Should a quorum not appear for called special meetings, the business scheduled for consideration shall then be referred by the President to the Executive Board immediately after such scheduled meeting for consideration and action.

Section 6. Members shall conduct themselves in an orderly fashion and shall refrain from any unruly interference with the business of the meeting. Violation of this Bylaw shall subject a member to removal from the meeting at the discretion of the Chairperson, at the direction of the Sergeant-At-Arms; or upon a majority vote of the members present and voting. (See Article I, Section 1B.)

ARTICLE VIII
RULES AND ORDER OF BUSINESS

Section 1. Any member speaking shall stand and address the President and confine himself/herself to the topic of discussion.

Section 2. When a question is under consideration, no motion shall be in order, except to adjourn or lay on the table.

Section 3. All rules of order not herein provided for shall be in accordance with **Robert's Rules of Order Revised**.

Section 4. Any member may call for a secret ballot on any question.

Section 5. The President, or his/her designee shall preside at all electronic meetings of the Association and Executive Board and maintain order therein; put all motions to a vote when seconded; be ex-officio member of all committees or boards, and shall only have a vote in the case of a tie. During electronic meetings the President shall act as moderator and mute all attendees to maintain order. Attendees may be recognized to make a motion, second a motion, or speak on a matter by raising a hand. After attendee is recognized, they will be unmuted, identify themself by full name, and

1) If making a motion, state the motion in full.
2) If seconding a motion, shall identify themselves by name and specify the motion being seconded.
3) If speaking on a matter, make their statement. Following the statement, the speaker shall yield the floor to the chair.
4) Voting shall also be conducted by a show of hands or by voice. Secret ballots shall be submitted anonymously via a third-party platform with a link attendees may click to vote. All actions during electronic meetings will be recorded by the Secretary-Treasurer. All electronic meetings may be recorded by the Local for archival purposes.

Section 6. The Order of Business shall be as follows:

Order of Business

1. Roll Call of Officers
2. Reading of Minutes
3. Correspondence
4. Treasurer's Report
5. Reports of Boards and Committees
6. Special Orders and Reports
7. Report of Special Delegates
8. Unfinished Business
9. New Business

ARTICLE IX
Obligations

Section 1. Obligation for Officers

I, _____, do hereby solemnly pledge my most sacred honor as a man/woman that I will faithfully discharge the duties of my office as _____ of this Local during the term for which I have been elected, or until my successor is duly elected and installed; that I will support the Constitution and Bylaws of the American Federation of Musicians, and the Constitution, Bylaws, Rules and Regulations of Local 257, and that I will enforce the laws thereof to the best of my ability, without prejudice or partiality.

Section 2. Obligation for Members

I, _____, in the presence of the members here assembled, do solemnly promise and declare that I will support the Constitution and Bylaws of the American Federation of Musicians, and submit to its mandates and obey all laws emanating therefrom, and the Constitution, Bylaws, Rules and Regulations of Local 257, and that of any other Local of the American Federation of Musicians of which I might hereafter become a member. To all this I pledge my sacred word of honor.

ARTICLE X
AMENDMENTS AND RESOLUTIONS

Section 1. Resolutions, motions, or proposed amendments to the Bylaws must be submitted in writing to the Executive Board for its recommendation to the membership prior to the regular meeting. At the next regular meeting, or at a special meeting called for such purpose, the resolution(s), motion(s), or proposed amendment(s) shall be read and the Executive Board's recommendation announced and then action may be taken on the proposal(s). The membership shall be notified in writing, or via e-mail, at least fifteen (15) days prior to any meeting at which resolutions, motions, or proposed amendments are to be acted upon. The notice shall contain the date, time and place of the meeting and the written proposal(s). Any proposal calling for an assessment or for a change in dues or fees must be voted upon by secret ballot. It is the responsibility for those members who wish to be notified via e-mail, that they provide the Local with their current e-mail address.

Section 2. Any resolution, substitute motion, or measure to amend the provisions of a resolution, motion, or proposed Bylaw amendment, presented from the floor at a regular meeting at which said proposal is being considered shall, upon being seconded, be immediately discussed and acted upon, provided that such resolution or measure to amend does not increase the provisions of the resolution(s), or motion(s), or the proposed modification of the Bylaw to be amended. If passed by a simple majority vote of those present and voting, the proposal, in its amended form, will be immediately discussed and acted upon.

Section 3. Proposed amendments to the Bylaws shall be adopted upon receiving a two-thirds (2/3) vote of those present and voting. Other proposals, unless otherwise provided for in the Bylaws, shall be adopted upon receiving a simple majority vote of those present and voting. All adopted amendments, resolutions, or motions shall become effective forty-five (45) days from the date of approval (unless stated otherwise in the proposal) during which time members must be notified of all changes in writing.

Section 4. Resolutions or motions originating from the floor pertaining to matters other than those published in the agenda for a regular meeting may be discussed, but no action may be taken. Said resolution(s) or motion(s) must be subsequently submitted in accordance with the provisions of Article X, Section 1.

Section 5. Resolutions or motions other than proposed Bylaw amendments or additions, presented from the floor, which pertain to an announced topic of consideration for a Special Meeting, or to a special order of business for a Regular Meeting, shall be acted upon. The membership shall be notified in writing, or via e-mail, at least fifteen (15) days prior to any meeting at which such topics will be considered for action. It is the responsibility for those members who wish to be notified via e-mail, that they provide the Local with their current e-mail address.

ARTICLE XI
DISSOLUTION

Section 1. This Association shall not be dissolved without the written consent of nine-tenths (9/10) of the then existing members.

Section 2. In case of dissolution having been agreed upon, then the provisions for dissolution set forth in the A.F. of M. Bylaws shall be adhered to.

ARTICLE XII
FUNERAL BENEFIT

Section 1. All applicants for membership in this Association shall pay to the Secretary/Treasurer the current Funeral Benefit Fund fee and the fee set for each succeeding year, along with their annual membership dues. (See Article XII Section 7)

Section 2A. Members' benefits, upon death, will be determined by length of active continuous membership in Local 257, and, beginning January 1, 2017, shall be in the following minimum amounts:

0 - 4 years	$500.00
5 - 9 years	$1,000.00
10 - 14 years	$1,500.00
15 - 19 years	$2,500.00
20 – 49 years	$4,000.00
50 years and up	$5,000.00

Section 2B. Members joining after July 1, 2015, will be vested in the Funeral Benefit Fund after a period of five (5) years of continuous membership, and their benefit, beginning January 1, 2017, will increase as follows:

0 - 4 years	vesting period
5 - 9 years	$500.00
10 - 14 years	$1,000.00
15 - 19 years	$1,500.00
20 years and up	$2,000.00

Section 2C. Subsequent changes to the amounts in Sections 2A. and 2B. may be proposed by the Fiduciary Trustees of the Fund, but are subject to approval by the membership.

Section 3. Continuous membership shall be defined as being current in dues or having been reinstated by payment of delinquent dues and reinstatement penalties. Such reinstatement period shall not extend beyond one (1) year's delinquency. After one year's delinquency, full initiation fee and current dues shall be paid and the person shall be considered a new member, regardless of the length of membership prior to re-joining. Members considering resigning their membership shall be advised by Local 257 in writing, that they are waiving their Funeral Benefits, and other Rights.

Section 4. Funeral Benefit Fund assessment payments shall be deposited in a separate account to be known as the Funeral Benefit Fund. This fund cannot be used for any other purpose and shall be available upon the death of a member in good standing in the American Federation of Musicians, Local 257, who may qualify for participation in the Funeral Benefit Fund. Should the beneficiary(ies) last designated by a member entitled to participate in the Funeral Benefit Fund pre-decease said member, the benefit shall be payable to the estate of the member.

Section 5. Should a member entitled to participate in the Funeral Benefit Fund have previously designated his (her) wife (husband) as beneficiary, and be divorced from her (him) at the time of his (her) death, the former wife (husband) shall not be recognized as the beneficiary unless the member had re-designated her (him) as the beneficiary succeeding the divorce.

Section 6. The Funeral Benefit Fund shall be administered by the President, the Secretary/Treasurer, and one other member appointed by the Executive Board, who shall be designated as Fiduciary Trustees of the Fund. They are empowered to take whatever steps may be necessary to assure the proper administration of the Fund.

Section 7. The minimum Funeral Benefit Fund fee in any calendar year shall be set by the Fiduciary Trustees of the Fund, based on the total payout in the previous full calendar year divided by the number of members in the 4th quarter of the current year. If in any calendar year the local Fiduciary Trustees shall determine that a change in Funeral Benefit Fund fee should be made, the amount shall be determined by the Fiduciary Trustees, with the approval of the Local 257 Executive Board.

Section 8. Any outstanding work dues owed by a deceased member will be deducted from the Funeral Benefit payout or any outstanding work dues must be settled before the funeral benefit is paid.

ARTICLE XIII
VIC WILLIS EMERGENCY RELIEF FUND

Section 1. Members shall pay to the Secretary/Treasurer's office three-dollars ($3.00) each year, to be paid along with their annual membership dues, to be placed in the Vic Willis Emergency Relief Fund for the benefit of those members who are in need of financial assistance. In addition, the Local shall match this amount ($3.00), with such matching amounts to be placed in the Vic Willis Emergency Relief Fund. All applications for relief from this Fund must be submitted to the office of the Secretary/Treasurer for consideration and approval by the Vic Willis Emergency Relief Fund Committee according to the guidelines established by the committee. To be eligible for assistance from this Fund, a member must be in good standing and have held full membership in the Association for not less than twelve (12) months immediately prior to the date of application for said assistance.

ARTICLE XIV
STANDING RESOLUTIONS

No. 1. Resolved: That the membership of the Nashville Musicians' Association, Local 257 of the American Federation of Musicians, affirm their allegiance to and support of the Constitution of the United States of America and the democratic principles for which it stands.

No. 2. Resolved: That the current Miscellaneous and Steady Engagement Wage and Price List, including all conditions of and provisions for employment contained therein, shall be a part of the Bylaws and Rules of this Association.

No. 3. Resolved: That any member who might be asked by the officers of this Local to play at the funeral service of a deceased member, shall, if possible, do so. Such services are to be considered a donation of time and ability out of respect for the deceased.

No. 4. Resolved: That when any person or place of business of any description is placed on the Local or Federation Unfair or Defaulters List, members should not patronize, frequent or have any business dealing pertaining to music with anyone connected with said place of business or persons, unless they have permission of the President or Local.

No. 5. Resolved: That the Executive Board of this Local is hereby authorized and empowered to employ the services of an attorney or attorneys, either to act in an advisory capacity to the Executive Officers of this Local or to represent the Local in case of lawsuit. The fee for such services is to be agreed upon by the Executive Board.

No. 6. Resolved: That the President and Secretary/Treasurer are hereby authorized and empowered to employ and/or terminate such office personnel and assistants that might be necessary for the efficient transacting of the Local's business. Salaries for such office personnel and assistants shall be determined by the President and Secretary/Treasurer. All salaries and hiring of personnel must be given final approval by the Executive Board before being enacted.

No. 7. Resolved: That the Local shall employ the services of a competent auditor to audit the books of the Local.

No. 8. Resolved: That the Bylaws Committee is fully empowered to review all Bylaws, amendments and changes to Bylaws passed at regular or special meetings and to correct any errors or inconsistencies that might exist, provided that the intent shall not be disturbed.

No. 9. Resolved: That the President shall appoint a Parliamentarian, whose principal duty shall be to advise the President concerning parliamentary procedure during or pertaining to Local meetings. The Parliamentarian shall have in his/her possession, during the course of all meetings, a copy of **Robert's Rules of Order Revised**, and shall be familiar with its contents. Seven (7) days prior to any meeting, the Parliamentarian shall be advised of the issues to be discussed and/or proposed.

No. 10 Resolved: That this Association shall not act in any fashion, either through Executive Board action or by action of the membership, to obligate this Association in a financial way to the support of any member, non-member, employee or former employee beyond wages for salaried employees and officers; the Funeral Benefit (Art. XII, Sec. 2); the Vic Willis Emergency Relief Fund (Art. XIII, Sec. 1); & the AFM-EP Fund on behalf of officers & employees (Art. I, Sec. 54) of Local #257.

No. 11 Resolved: That when Local 257 is engaged in specific discussions and negotiations that involve Electronic Media Agreements or Local Scale Agreements, including but not limited to recording, television, radio, film and symphony work, that a representative chosen by the Local Chapter of the Player Conference(s) representing members working under that Agreement, shall be notified of these meetings and be present and involved in said discussions and negotiations.

No. 12 Resolved, That all meetings of the Executive Board, Hearing Board and Emergency Relief Board shall be considered private business of the Association and shall remain confidential, except for any necessary public records such as minutes of said meetings. Regarding General Membership Meetings, all members attending agree that the private business of the Association shall remain confidential.

ARTICLE XV
ELECTIONS

Section 1. Nomination of candidates for the various offices prescribed by the Constitution and Bylaws shall be made at a special meeting called for such purpose not later than thirty (30) days prior to the election. (See Article XV Section 6) The special nominations meeting shall proceed with nominations even if the quorum of thirty (30) members is not present.

Section 2. The term of office for all elected officials shall be three (3) years.

Section 3. To be eligible for nomination, a member must be in good standing and have held full membership in the Association for not less than twelve (12) months prior to the election, and during that said period shall not have been found guilty of the violation of any of the Bylaws.

Section 4. To nominate a member who is not present, the member nominating such member must present a signed statement from the nominee stating his/her willingness to accept the nomination.

Section 5. An Election Committee of five (5) members and two (2) alternate members shall be elected by the membership after nominations are complete. No nominee shall serve on the Election Committee. The Election Committee shall meet at the earliest convenient time after their election, and shall elect a Chairperson and Secretary. By prior authorization of the Executive Board, the election committee may conduct its meetings via remote electronic technology or as a hybrid format, provided that the conduct of such meetings conforms to the policy of the AFM International Executive Board governing local union electronic meetings. Unanimous consent for electronic or hybrid committee meetings may be obtained from the committee members via email or other means. The Election Committee shall have charge of the election and shall have general supervision over the same; and, said committee is hereby authorized and empowered to decide all questions and to make all rules and regulations for said election for which no provision is hereby expressly made. The committee shall use the United States Department of Labor Booklet, ***Electing Union Officers***, as a guide to ensure compliance with United States Labor Laws.

Section 6. The Executive Board shall set the date for the election in early December, or, in the case of a special election held to fill a vacancy in the post of President or Secretary-Treasurer, a date not later than thirty (30) days from the nominating meeting (See Article XV Section 1).

Section 7. The Secretary of the Election Committee shall have official ballots printed bearing the names of the candidates and offices they seek. The printer shall certify the number of ballots printed. The Election shall be by secret ballot by mail. A double envelope method of balloting shall be used. Fifteen (15) days prior to the election the Secretary of the Election Committee shall mail to each member:

(a) Notice of election and instructions for voting

(b) One official unmarked ballot

(c) One ballot envelope

(d) One return addressed envelope with space for the voter's name, address and signature in the upper left corner

He/She shall keep a membership roster of the Association containing the names of those members who are in good standing and eligible to vote. The Secretary of the Election Committee shall record the number of ballots mailed to members. The Election Committee Chairperson shall keep all blank ballot forms not mailed out for the election under lock and key with limited access. The Secretary of the Election Committee shall place a locked ballot box at the office of the Local with a known number of ballots kept in a secure place under control of the Office Manager to be available to members of the Local. The name of any member receiving a ballot at the Local shall be checked against a list of eligible members and the name of that member recorded by the Office Manager. The Secretary of the Election Committee shall secure a post office box at the Post Office for returned ballots. The Post Office shall be notified in writing at the time the box is rented that the post office box is to be used for an election, with the time and date of the ballot pick-up specified, and the name of the person authorized to pick up the ballots identified. At least one committee member shall accompany the Secretary of the Election Committee to said Post Office box on the election date at 4:00 P.M. After conducting procedures necessary to reconcile the ballot count with Post Office charges, Election Committee representatives shall immediately return all ballots to the offices of Local 257 where the Election Committee shall commence tallying the votes. Election Committee alternates may be present to replace absent Committee members or aid in the counting of votes. Nominees and/or their designated observers shall be permitted to observe the preparation, mailing, receipt and counting of ballots. In the event a mailing service is employed for the preparation and mailing of ballots, the Election Committee Chairperson shall notify nominees of the identity and location of said service and dates of ballot preparation and mailing. The mailing service shall be required to certify the number of ballots prepared and mailed, and return any spoilage to the Election Committee Chairperson. All unused ballots shall be kept by the Election Committee for reconciliation.

Section 8. If no candidate receives a majority of the votes cast for a single office, the President shall call for a run-off election between the two (2) candidates receiving the greater number of votes for such office, to be held at the earliest possible date.

Section 9. In the case of the Executive Board, the Hearing Board, and the Board of Trustees, the seven (7) candidates for the Executive Board, the seven (7) candidates for the Hearing Board, and the two (2) candidates for Trustees receiving the greatest number of votes shall be declared elected. Delegates to the convention of the A.F. of M. and the Southern Conference shall be elected in accordance with the provisions of Article I, Section 42.

Section 10. Write-in votes on ballots shall not be counted by the Election Committee.