

**CONSTITUTION AND BY LAWS
CONNECTICUT BRANCH NO. 5
NATIONAL ASSOCIATION OF POSTAL
SUPERVISORS
HARTFORD, CONNECTICUT REVISED: JUNE 14, 2015**

1) NAME –

This Association shall be known as Hartford Connecticut Branch #5 of the National Association of Postal Supervisors.

2) OBJECT –

The object of this association shall be to cooperate with the U.S. Postal Service to improve the Postal Service and the welfare of its employees; to raise the standard of efficiency; to establish uniform; modern; economical business methods and widen the field of opportunity for worthy employees who make the business of the Postal Service their life's work.

3) MEMBERSHIP -

All EAS employees of the U.S. Postal Service who exercise supervisory duties or who perform an administrative, professional or technical duty shall be eligible for full membership. Postmaster are also eligible to join. Membership dues for employed members are \$10.00 per pay period, \$260.00 per year.

Retired members of the association may become association members and shall be entitled to the same rights as an employed member. The dues for an associate member is \$50.00 per year and is payable in January for current year.

Upon retirement, members will receive a watch and a check for \$100.00. He/she must be a member in good standing for five (5) years or the period during which he/she has been a supervisor, if less than five (5) years.

4) MEETINGS –

All branch meetings will coincide with the Postal fiscal year. Branch 5 meetings will be held on the first Saturday of the months:

October

December – (Brunch Meeting and Delegates selected)

February

April – (Nominations for officers in odd numbered years)

June – (Annual Meeting and nominations and elections of officers in odd numbered years.)

If a change in meeting locations or date, the membership will be notified of such changes.

5) OFFICERS –

The Officers shall consist of the following:

President

1st Vice- President

2nd Vice- President

Secretary

Treasurer

Three (3) Trustees

These officers shall also be the executive committee of the association. All officers will be elected. The officers will serve for a period of two (2) years.

The President shall call and preside at all meetings; shall name the place for the holding of said meetings and shall give at least thirty (30) day notice of said meetings. Special meetings may be called by the president at any time or must be called by the president upon the written request of seven members in good standing. They shall specify in such request the purpose of the meeting and no other business shall be transacted except that stated in the request. He/She shall appoint the standing committees. All members will be notified of special meetings and topics to be covered. For his/her services, he/she will receive free dues.

The 1st vice-president shall assume the duties of the president in his/her absence and inability to serve for any reason.

The secretary shall keep a record of the proceedings of all meetings and shall attend to all correspondence. He/she shall receive free dues.

The treasurer shall receive and disburse all funds of the association. He/she shall render a report of all receipts and disbursements at the Annual Meeting. For his/her services, he/she shall receive free dues. The treasurer shall be bonded in the amount of \$10,000.

The duties of the trustees shall consist of making a yearly audit of the association's books and a report is presented at the yearly meeting.

6) DUES -

The dues of the association shall be:

Employed Member \$10.00 a pay period (\$260 yearly)

Associate Member \$50.00 year payable in January

The treasurer shall notify members who are three months in arrears for dues of their arrearage. Upon failure to pay all arrearages within thirty days after dues, they shall be dropped from membership unless the Executive Committee extends time for payment. Former members, dropped for failure to pay dues shall, on seeking re-admittance, be assessed the amount owed at separation.

7) Delegates

A member must attend at least (3) out of (5) five prior meetings to become eligible as a delegate to any state or national convention or legislative conference. Delegates are selected at the December meeting this meeting does not count as one of the prior five (5) meetings for this selection.

8) Scholarships

Each October Two (2) scholarships of \$500 each shall be given on a one-time basis to dependent children or grandchildren of Branch 5 members (active or associate) in good standing. Scholarships will be awarded to college freshmen and to eligible high school seniors who have received a letter of acceptance from an accredited college or whose high school transcript indicates the ability to succeed in college or university. If a recipient elects not to attend an institution of higher learning, the award is forfeited

9) Rulers of Order

Proposed changes brought up at a meeting and approved by members. The Secretary publishes them in the call to meeting, thirty (30) day prior to the next meeting.

At the next meeting the vote for approval or disapproval is taken. Two thirds (2/3) of the members present have to approve the change.

10) Order of Business:

Meeting called to order

A sergeant of arms is appointed by the President at each meeting.

Roll call of officers

Reading of minutes of the previous meeting

Treasurer's Report

Report of Committees

Reading of Communications

Unfinished business

New Business

Good & Welfare of the Service

Election of Officers (Annual Meeting)

Adjournment