

# Local Unit Bylaws for Montana Nurses Association

## *District 2, Local Unit #35, BITTERROOT HEALTH-DALY HOSPITAL*

### ARTICLE I. NAME:

The name of the Local Unit shall be ***MNA Local #35, BITTERROOT HEALTH-DALY HOSPITAL*** hereinafter referred to as the Unit.

### ARTICLE II. OBJECTIVES

The objectives of the Unit shall be to:

- A. Serve the professional and material employee interests of the registered nurses (RNs) employed at ***BITTERROOT HEALTH-DALY HOSPITAL*** through collective bargaining, education, legislation, and other group activity.
- B. Promote professional and social unity between registered nurses of the ***BITTERROOT HEALTH-DALY HOSPITAL*** and the entire profession.
- C. Serve as advocates for our patients and for the highest quality of care standards at ***BITTERROOT HEALTH-DALY HOSPITAL***.

### ARTICLE III. MEMBERSHIP

Membership eligibility for this unit shall include those RNs employed at ***BITTERROOT HEALTH-DALY HOSPITAL*** who are included in the bargaining unit. Those RNs who have submitted a membership application and remain in good standing shall have the right to vote.

### ARTICLE IV. DUES

The annual local unit dues of this unit will be deducted from the dues each nurse pays via his/her payment method of choice.

### ARTICLE V. OFFICERS

- A. The officers of this unit shall be a president, vice-president, secretary, treasurer, and communications officer all of whom must be members of the MNA.
- B. Duties of Officers
  1. The president shall preside at all meetings of the unit be an ex-officio member, with vote, of all committees, except the Nominating Committee. The president shall appoint special committees as needed and shall have the ability to fill vacancies of other officers.
  2. In the absence of the president, the vice-president shall perform the duties of the president in case of a vacancy of that office.
  3. The duties of the secretary shall be to keep and distribute the all meeting minutes; maintain the membership list including emails and phone numbers; preserve all correspondence and other records of the Unit; furnish

committees with all papers referred to them; supply the MNA with a current copy of the Unit's bylaws and any amendments.

4. The duties of the treasurer shall be to receive dues and all other funds of the Unit; pay such bills only as have been approved by the president; keep an itemized account of all receipts and disbursements; and file all required forms with the Department of Labor.
5. The duties of the communications officer shall be to notify officers and committees of their election and/or appointment; send out notices of all called meetings as necessary; manage all union email and social media accounts.;

#### ARTICLE VI. ELECTIONS AND VOTING PROCEDURES

- A. All officer shall be elected to serve for the duration of a contract cycle. . Election of officers will occur the month following contract ratification.
- B. Officers may succeed themselves.
- C. Election of the officers shall be by secret ballot. The election procedure shall follow Robert's Rules of Order, Newly Revised and the requirements of applicable laws.
- D. Special elections may be held in the case of vacant positions. The officers may also appoint members to fill vacant positions, if necessary.
- E. Majority vote of the members voting shall constitute an election.

#### ARTICLE VII. COMMITTEES

- A. The Negotiating Committee shall consist of the president and up to *five (5)* voluntary members. If more than *five (5)* members volunteer, a secret ballot election shall be conducted. They shall report to the membership when requested.
  1. This committee shall, in the area of negotiations:
    - a. Represent the members of the Unit in negotiating a contract with the Employer. This shall include the right to amend, add to, or delete original proposals. All agreements reached by this committee shall be tentative until ratified by the membership through a secret ballot.
    - b. Be responsible for seeing that the terms of the agreement are enforced.
- B. Collective Bargaining Assembly Delegates
  1. Two (2) Collective Bargaining Members plus two (2) alternates will be elected or appointed to attend MNA Collective Bargaining Assembly and vote on behalf of Local #35 at the MNA Annual Convention (usually held first week in October).
  2. Nominations for these positions will close no less than 14 calendar days before the election date.
  3. Election or appointment for these positions will happen with sufficient time for delegates to request necessary time off, generally between thirty (30) and sixty (60) days from the start of Convention.

#### ARTICLE VIII. MEETINGS

- A. Regular meetings of the Unit shall be held on a day, time, and place decided upon by the group.

- B. Special meetings may be called by the president.
- C. Meetings shall be publicized to allow for maximum participation.
- D. Two officers and two attending members shall constitute a quorum at any meeting of the Unit.

#### ARTICLE IX. PARLIAMENTARY AUTHORITY

Provided they do not conflict with these bylaws, the rules contained in Robert's Rules of Order, Newly Revised shall govern meetings of this Unit in all cases.

#### ARTICLE X. AMENDMENTS

These bylaws may be amended at any regular meeting by a two-thirds (2/3) vote of the members present and voting, provide the proposed amendments have been made known to all members at least two weeks prior to the meeting.

Signed: 4/2/2025 \_\_\_\_\_

Signed by:



089C719DD5A84EC...

DocuSigned by:



D644BD36067A42C...

Signed by:




2AB9959D4B1140C...

Signed by:



2E6C06789C09422...

Signed by:



9F3B09000E8140B...