

LABOR COUNCIL FOR LATIN AMERICAN ADVANCEMENT

BYLAWS OF THE DENVER CHAPTER

DECLARATION OF PRINCIPLES

Latin Americans are mostly working people. Therefore, we have a need for jobs with adequate pay, schools to educate our children, decent housing, and fair access to these things in the richest country in the world.

We, Latin Americans, have found the labor movement to be the most effective ally in the achievement of our needs and aspirations as working people.

As Latin American trade unionists, we have found that the organizational and political experiences we have gathered in our Unions, place us in a position to make substantial contributions to both, the Latin American Community and to the Labor Movement in general.

The traditional enemies of the aspirations of workers to a decent life are, also in the main, the enemies of the aspirations of the Latin American People. It is, therefore, our intention to unite for a common goal in repelling the nefarious aims of such negative forces. To achieve these objectives we must first improve communications and cooperation amongst ourselves, then between ourselves and the Latin Community in general and, particularly, between ourselves as trade unionists and the rest of organized labor as a whole.

Accordingly, it is in this spirit that the Labor Council for Latin American Advancement is created in the pursuit of achieving social dignity, economic and political justice and a decent standard of living for every Latin American worker, and as a vehicle to attain the respect and equality to which every citizen of this great nation is rightfully entitled.

ARTICLE I – NAME

This organization shall be known as the Denver Chapter of the Labor Council for Latin American Advancement.

ARTICLE II – AIMS AND OBJECTIVES

1. The aims and objectives of the Denver Chapter of the Labor Council for Latin American Advancement shall be:
 - a. To work within the labor movement and other organizations with compatible goals and ideals to encourage voter registration, voter education and greater participation by workers in the America of Latin descent and their families in the American political process. Further, to empower, mobilize, lead and be a voice for all Latino workers.

- b. To maximize support for economic and social policies and legislation that are essential to advance the mutual interest of trade unions, the poor and Latin Americans.
- c. To work with the labor movement in order to organize the unorganized and thereby improve and strengthen trade unions by ensuring equal benefits and protection of Union Membership for all workers, regardless of national origin, sex, religion, or race.

ARTICLE III – ENDORSEMENTS

1. The Denver Chapter of the Labor Council for Latin American Advancement will not endorse candidates for political office, as we have been incorporated as a non-profit organization for educational purposes (exclusively for non-partisan voter registration, education and get-out-the-vote campaigns).
2. The Denver Chapter of the Labor Council for Latin American Advancement will not endorse, promote, or encourage candidates for positions or offices within the labor movement, nor will it interfere in or with the internal affairs of any Union.

ARTICLE IV – MEMBERSHIP

1. Any member of a bonafide labor organization who is in good standing with his/her union or any union who has retired in good standing and is willing to abide by the By-Laws and Declaration of Principles of this organization may become a member by qualifying under the standards and requirements of this organization at the time of his or her application for membership.
2. Only members in good standing with their Unions and this organization shall be eligible to participate in business meetings or to serve in any of its elected or appointed positions, unless otherwise provided for in these By-Laws .
3. Associate members shall be those persons upon whom membership is granted in accordance with the National By-Laws of the Labor Council for Latin American Advancement. Associate members shall not be eligible to serve in any elected position. However, associate members shall be entitled to attend membership meetings, shall have the right to voice and vote and will be recognized at such meetings by the presiding officer.
4. Honorary memberships shall be bestowed upon those persons for their distinguished or meritorious service to the cause of Hispanic American advancement and the labor movement, upon recommendation by the officers and after ratification by a 2/3 vote of membership.
5. The general membership of this organization shall be known as the supreme body of this organization.

ARTICLE V – EXECUTIVE BOARD

The Executive Board shall consist of the elected officers, namely: President, Vice-President, Secretary-Treasurer, Recording Secretary, Sergeant at Arms, and shall be augmented by three (3) elected Trustees and its duties shall be:

1. The Executive Board shall direct the affairs of the organization and shall be empowered to transact all necessary business in the intervals between general membership meetings and such other business as may be in the best interest of the membership at large.
2. The Executive Board shall meet at least four (4) times a year and such meetings shall not exceed two (2) hours, unless by the approval of the members present.
3. The Executive Board shall have the authority to fill vacancies in the Executive Board or in any other elected office. Such vacancies shall be filled for the unexpired term of office.
4. All possible consideration shall be given to electing women to hold any of these offices of this organization.
5. Quorum for a meeting of the Executive Board shall consist of the members present.

ARTICLE VI – ADVISORY BOARD

There shall be an Advisory Board consisting of not more than five (5) persons which shall be appointed by the Executive Board on the recommendation of the officers.

ARTICLE VII – OFFICERS AND BOARD MEMBERS

1. Officers of this organization shall be elected by the membership at a general membership meeting.
2. The officers shall consist of:
 - a. President
 - b. Vice-President
 - c. Secretary-Treasurer
 - d. Recording Secretary
 - e. Sergeant at Arms
 - f. Three (3) elected Trustees

3. All officers and Trustees shall serve a term of four (4) years, starting of the first day of election and thereafter on the first day of the second month following election at the general membership meeting. Such elections to be held in the month of December.
4. All properties and assets of the organization in possession of each outgoing officer must be relinquished to his appropriate successor, upon his/her installation.

ARTICLE VIII – DUTIES OF OFFICERS

1. The President shall preside at all meetings including Executive Board meetings. The President shall be an ex-officio member of all committees except the Nomination Committee.

The President shall appoint all committees and chairman/chairwomen of said committee and shall delegate all work assignments to the Vice President.

The President shall co-sign all reports and instruments, drafts and checks dealing with the financial operation of this organization along with the Secretary-Treasurer.

2. The Vice-President shall act as aide to the President and in the absence of the President, shall perform the duties and exercise the power of the President.
3. The Secretary-Treasurer shall receive and keep a detailed record of all membership fees and donations and shall stipulate the source of all income; shall record and report all disbursements; shall report to the general membership meetings and to the Executive Board; shall maintain a duplicate receipt ledger for all income and disbursements; shall maintain books covering financial operations, assets and liabilities.

The Secretary-Treasurer shall co-sign with the President such papers, instruments, drafts and checks as are incidental to the office or as directed by the Executive Board.

4. The Recording-Secretary shall be responsible for keeping and reading accurate records of the proceedings of all meetings; maintaining an accurate record of the membership; preparing for the use of the presiding officer a complete “order of business” showing in order what must come before the membership or Executive Board for action.

The Recording-Secretary shall make available to any member in good standing all records for investigation, but all such records are to remain in the custody of this organization.

5. The Trustees shall be members of the Executive Board. The Executive Board shall have general supervision of the affairs of the chapter between business meetings.

The Trustees shall assemble twice (2) yearly with the officers of the chapter for the purpose of examining the books and accounts of the chapter and submit a written report to the general membership.

ARTICLE IX – MEMBERSHIP MEETINGS

1. General membership meetings of the Denver Chapter of the Labor Council for Latin American Advancement shall be held at least six (6) times a year.
2. Special meetings may be called by the President or may be petitioned by the Executive Board. The only business that may be transacted at a special meeting in that for which the meeting was called.
3. Written notice of any meeting of the general membership shall be given at least fifteen (15) days prior to said meeting. But not less than seven (7) days is required.
4. Quorum for general membership meetings shall consist of members present.
5. Time elements for general membership meetings shall not exceed two (2) hours, unless extension is approved by the majority of members in attendance.

ARTICLE X – ELECTION COMMITTEE

1. An Election Committee shall be appointed by the officers (and/or the President) with the approval of the Executive Board, at least sixty (60) days prior to the next general membership meeting where elections will be held.
2. It shall be the duty of the committee, to call for nominations to be made from the floor at the general membership meeting being held at the time of the formulation of this committee, so as to give the committee sufficient time to check the eligibility of all candidates.
3. It shall be the responsibility of the Election Committee to notify all members in good standing of the candidates for office, at least thirty (30) days prior to the general membership meeting. Such notice shall be by mail and shall state the following information:
 - a. Date of general membership meeting.
 - b. Time and place of meeting.
 - c. Number of officers and board members to be elected.

4. No member of this committee shall be a candidate for office.
5. In the event that any member of the Election Committee shall become a candidate for office he/she shall immediately resign from this committee.
6. No member shall be eligible for election as an officer for this organization unless he/she has been in continuous good standing with the Labor Council for Latin American Advancement and his/her union for a period of twelve (12) months immediately preceding the election except in cases of newly organized, reorganized or merged chapters.
7. These rules shall take effect after the election of the first set of officers of this organization and after they have been installed.

ARTICLE XI – STANDING COMMITTEES

1. All members of standing committees shall be appointed by the President. Each standing committee shall consist of at least three (3) members who are in good standing with this organization. Complete records and reports of each committee shall be made and kept by the committee chair person and made available to the Executive Board upon reasonable request. (Not less than thirty (30) day notice.)
2. There shall be six (6) Standing Committees, as follows:
 - a. Fund Raising Committee
 - b. Political Educational Committee
 - c. Membership Committee
 - d. Education Committee
 - e. Public Relations Committee
 - f. By-Laws Committee

ARTICLE XII – OBLIGATION OF MEMBERS

1. GOOD STANDING – Requisites to Run for Office

Members will remain in good standing with this organization in order to be able to run for office of the Denver Chapter of the Labor Council for Latin American Advancement by:

- a. Having attended at least 50% of all regularly scheduled meetings for the last twelve (12) months (except for the first set of Officers).
- b. Dues must be paid and up to date; dues \$_____ per annum.
- c. No member shall act individually on behalf of this organization.
- d. No member shall make known the internal affairs of this organization.
- e. If any member or group of members wish to direct any matter of the attention of the Executive Board, they shall submit their request to the

Recording Secretary who shall submit such request to the Executive Board, at its new regular meeting.

ARTICLE XIII – RECALL OR REMOVAL OF OFFICER OR MEMBER

1. In the event that 2/3 or more of the members of this organization sign and file with the Recording Secretary a petition requesting to recall of any or all the officers or any member of this organization, the President shall, within thirty (30) days after receipt of such petition, call and, either in person or by a duly designated representative, preside over a special meeting of the membership for the sole purpose of the meeting, the date of the meeting and the place of the meeting.
2. Any officer or member who is recalled may be removed from office or membership only by a majority vote of the membership after hearing on specific charges of misfeasance or malfeasance in office. The accused shall be served with written notice of the specific charge or charges at least twenty (20) days before the hearing thereon and he/she shall be allowed representation at such hearing by any member (of his/her choice) of this organization.

ARTICLE XIV – HISTORIAN

1. There shall be a Historian and his or her duties shall be to keep a historical account of Chapter activities and functions and matters pertaining to the Chapter.

ARTICLE XV – AMENDING PROCEDURES

These By-Laws may be amended upon two-thirds vote of the members of the Denver Chapter of the Labor Council for Latin American Advancement, present and voting at a special By-Laws Committee meeting to be held at least once every two (2) years. All proposed amendments must be filed in writing with the By-Laws Committee at least sixty (60) days but no more than ninety (90) days before a special By-Laws meeting.

ORDER OF BUSINESS

1. Call to order by President.
2. Appoint parliamentarian.
3. Roll call for officers.
4. Reading of minutes of previous meetings.
5. Reading of Communications by Recording Secretary
6. Treasurer's Report.
7. Executive Board Report.
8. Report of Standing Committee.
9. Old Business.
10. New Business.

11. Good and Welfare.
12. Adjournment.

ARTICLE XVI – RULES OF ORDER

All proceedings of this organization, not specifically covered by the Constitution and By-Laws, shall be governed by the Roberts Rule of Order.