

# ATU 1005 TRANSIT PRIDE CAUCUS BYLAWS

## ARTICLE I - NAME, PURPOSE, AND MISSION

- Document Approval Date: 4-23-2025
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### SECTION 1.1 – NAME

ATU 1005 Pride Caucus (1005 Pride)

### SECTION 1.2 – PURPOSE AND MISSION STATEMENT

The Amalgamated Transit Union (ATU) 1005 Pride stands as a safe and welcoming space for members of ATU Local 1005 who identify as LGBTQIA+ and allies to gather and unify. 1005 Pride works to build and maintain relationships with union members and leaders to ensure all are protected from all forms of oppression, including homophobia, transphobia, and queerphobia as well as intersectional discrimination that includes racism and sexism.

Our mission is to ensure that 1005 Pride members are treated with dignity and respect in the workplace by all, including fellow coworkers, the public that they may serve, and management, creating an equitable and safe working environment. 1005 Pride members are encouraged to foster team building through understanding, creating an open forum to address issues, concerns, or ideas relevant to LGBTQIA+ individuals.

1005 Pride shall assist and stand in solidarity with members who are facing discrimination and/or harassment, including lobbying ATU Local 1005 leadership to address relevant issues with the appropriate source. In addition, 1005 Pride stands in partnership with the ATU International PRIDE Caucus.

## ARTICLE II – MEMBERSHIP

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### SECTION 2.1 – ALLOWED MEMBERS

All ATU 1005 members (active and retirees) who are in good standing and self-identify as being LGBTQIA+ or an ally shall be eligible for voluntary membership in 1005 Pride and shall have the right to vote on all things involving 1005 Pride.

## SECTION 2.2 – MEMBERSHIP REQUIREMENTS

Each member must:

- Maintain good standing with ATU Local 1005.
- Pay 1005 Pride dues as set forth by these bylaws (ARTICLE III).
- Participate in a minimum of two (2) 1005 Pride events per year.
- Commit to abide by the following group agreements:
  1. Maintaining a safe space for all to express themselves free from judgment.
  2. Operating in a mindset focused on growth and following a “yes we can” mentality that fosters teamwork.
  3. Treating all ideas respectfully. For example, responding with a “Yes, AND...,” not “but.”
  4. Inviting being checked on our privilege and offering each other grace: “Ouch” and “Oops.”
  5. Recognizing that feedback is a gift that goes both ways.
  6. Reminding ourselves that we are in a vulnerable place, striving to be vulnerable, and being kind in receiving vulnerability.
  7. Engaging others with empathy, love, and compassion as well as acknowledging each other’s brilliance.
  8. Holding one another accountable.
  9. Expecting and accepting nonclosure.
  10. Monitoring your airtime and paying attention to what you’re saying.
  11. Respect group will.

## ARTICLE III – DUES AND FINANCES

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### SECTION 3.1 – DUES

All members of 1005 Pride will be required to pay dues directly to 1005 Pride. The dues amount shall be as follows:

Members are required to pay dues for membership in both 1005 Pride and ATU International PRIDE Caucus. All active members shall submit one payment annually of \$50.00 to 1005 Pride, \$33.00 of which shall be allocated to membership in the ATU International PRIDE Caucus. Due date of dues shall be paid annually at our June meeting for the following year.

All members will pay an enrollment fee of \$5.00 that will be allocated to the ATU International PRIDE Caucus for their first year and if there is a break of one or more years in dues, as required by the ATU International PRIDE Caucus bylaws.

The annual rate for a retiree member of 1005 Pride shall be waived, however, retiree members must maintain active membership in ATU International PRIDE Caucus, which requires an annual membership fee of \$15.00. Retiree members shall pay 1005 Pride directly and those monies shall be distributed by 1005 Pride to the ATU International PRIDE Caucus on the member's behalf.

The annual rate for an active ATU member to include membership in both the 1005 Pride and the ATU International PRIDE Caucus as well as receive an ATU International Convention (IC) registration ticket shall be \$172.00, but to be eligible for the ticket the member must maintain this rate for three (3) years before the IC.

The annual rate for an ATU retiree member to include membership in both the 1005 Pride and the ATU International PRIDE Caucus as well as receive an ATU IC registration ticket shall be \$135.00, but to be eligible for the ticket, the member must maintain this rate for the three (3) years before the IC or a combination of three (3) years of active and retiree member rates.

*If a member decides to go to the IC it shall be the responsibility of the member going to the IC to pay for their own airfare, lodging, and other travel expenses, unless otherwise specified.*

*Mid calendar year new member enrollment. If a member wishes and chooses to join 1005 Pride mid calendar year the member must pay the full amount needed to join as any other member would. It will then be the responsibility for the treasurer to keep a list of the parties and their date of payment of dues in order to remind members of their recurring due payment.*

*Any member may ask the treasurer or acting treasurer the date of their full enrollment for use in keeping dues up to date.*

## SECTION 3.2 – FINANCIAL SECURITY

1. All monies received by 1005 Pride immediately become the property of 1005 Pride and shall be dispensed as the members deem necessary by majority vote.
2. All 1005 Pride funds and/or monies raised shall not be used to promote the candidacy of any candidate in any ATU-related election.
3. 1005 Pride members shall set by a vote what the "working capital funds" minimum level shall be.

## ARTICLE IV – MEETINGS

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## SECTION 4.1 – FREQUENCY

1005 Pride shall hold regular meetings monthly. Meeting date and time shall be discussed and voted upon during the meeting the month before.

## SECTION 4.2 – LOCATION

1005 Pride shall hold hybrid style meetings utilizing ~~Discord~~ Zoom for remote attendance.

## SECTION 4.3 – MEETING RULES

1. 1005 Pride shall conduct meetings in compliance with Robert's Rules of Order *of small board if the number of people in attendance of the meeting is less than 12, otherwise it will be under standard Robert's Rules of Order.*
  - a. *In small board rules, the chairperson is allowed to vote.*
  - b. *In standard rules the chairperson is only allowed to vote to break a tie.*
2. A quorum of officers is required to conduct business that. For example, if there are 4 elected officers quorum is at least 3 officers. If there are 3 officers, then 2 are needed. If there are 2 officers then both need to be present. if there are 5 officers, then 3 need to be present, etc.
3. The time allowed for any speaker to occupy the floor shall not exceed three (3) minutes without the consent of the membership.
4. *Members must allow speak in order, and give all other parties the chance to speak before speaking again*
5. Meeting agendas and minutes must be distributed to all Executive Committee members at least 24 hours prior to any scheduled meeting.

## SECTION 4.4 – ORDER OF BUSINESS

Each meeting shall be conducted in the following order unless a motion is made and approved:

- Call to order.
- Introductions with pronouns in place of roll call.
- Approval of previous meeting minutes.
- Approval of agenda.
- Follow agenda.
- Business not on the agenda from membership.
- Adjournment.

## SECTION 4.5 – SPECIAL MEETINGS

Only the 1005 Pride President can call a special meeting, and only the officers of 1005 Pride can request of the President that a special meeting be held.

## ARTICLE V – Leadership Committee

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## SECTION 5.1 – ELECTED LEADERSHIP POSITIONS/DUTIES

### All positions

It shall be the duty of all positions to:

Any officer relinquishing or being removed from their 1005 Pride position shall turn over to their successor any and all relevant books, funds, records, and all other items related to the position prior to the new officer being installed into office.

### A. President

It shall be the duty of the President to:

- Preside at all meetings of 1005 Pride.
- Preserve order and enforce the bylaws.
- Ensure all officers perform their respective duties.
- Appoint all committees not otherwise provided for.
- Be the official spokesperson for 1005 Pride.
- Act as chairperson of all board meetings.
- Perform other duties as the ATU International Constitution and bylaws may require.
- Deposit monies if the Financial Secretary is not available.
- Be a signatory for 1005 Pride checks to issue monies as voted on by the membership.

### B. Vice President

It shall be the duty of the Vice President to:

- Assist other officers as needed.
- In the absence of the President, it shall be the duty of the Vice President to preside and perform all duties pertaining to the office of the President as well as assist the President and work under their direction.
- Additionally, the Vice President will assume and render such assistance as may be required of them in case of vacancy in the President's office. The Vice President shall preside until 1005 Pride members elect a President to fill the vacancy.

- The Vice President shall ensure that meeting discussions remain germane to the agenda.
- Use a stopwatch to maintain the 3 minute rule for discussions.

### C. Financial Secretary/Treasurer

It shall be the duty of the Financial Secretary/Treasurer to:

- Keep a true and proper account between the 1005 Pride and its members.
- Collect all monies due to 1005 Pride and deposit all such monies in a financial institution the 1005 Pride selects in the name of the 1005 Pride. Said monies shall be drawn upon only by checks signed jointly by the President and Financial Secretary/Treasurer, who are authorized officers for the payment of such bills as are authorized by the bylaws of 1005 Pride.
- Deposit monies received. All monies received should be counted and verified in dual custody by the Financial Secretary/Treasurer and another officer. If the Financial Secretary is not available, another officer shall stand in to verify such funds.
- Prepare a report for each 1005 Pride meeting of 1005 Pride membership expenses and finalize such expenses.
- Maintain a correct account of 1005 Pride proceedings and perform other duties as pertains to the office.
- Assist other officers as needed.

### D. Recording Secretary

It shall be the duty of the Recording Secretary to:

- Record minutes and keep a true and proper account of all minutes.
- Document all members in attendance at each 1005 Pride meeting.
- Send out notices, correspondence, new member welcome kits, etc.
- Facilitate members-at-large.
- Serve as the election committee chairperson.
- Assist other officers as needed.

### E. Members-at-Large

Members-at-Large serve in a leadership capacity as part of the Executive Committee but are not considered Executive Officers. They act as liaisons between the general membership and the Executive Committee, contributing to the committee's direction and decision-making.

- Members-at-Large are not required to attend every meeting but must maintain regular communication with the Executive Committee and remain informed about committee matters. They may serve on subcommittees, participate in discussions, and represent the interests of the broader membership

Eligibility for Members-at-Large:

- Any active member in good standing is eligible to serve as a Member-at-Large.

## SECTION 5.2 – LEADERSHIP POSITION COMMITMENTS

1. Commit to 1005 Pride development for an average of six hours/month.
2. Provide leadership to network and ensure performance of all officer duties.
3. Foster relationships with other networks and caucus groups.
4. Engage with leadership team and group members to share updates, relevant successes, barriers, etc.
5. Develop meeting agendas with group input.
6. Work on logistics and “call the meeting.”
7. Ensure that meeting minutes are captured.
8. Maintain membership and group email lists with desired levels of confidentiality.
9. Celebrate successes with the group.
10. Be available for the onboarding process for new members.
11. Increase member engagement.

## SECTION 5.3 – REQUIREMENT TO BE NOMINATED/ELECTED

All nominees to be elected shall maintain active membership in good standing with ATU 1005, ATU International, ATU International PRIDE Caucus, and 1005 Pride.

## SECTION 5.4 – RECALL OF OFFICERS/MEMBERS

All officers and members may be recalled for willfully violating any of the following if the charges are substantiated.

- Violating bylaws (ATU International, ATU International PRIDE Caucus, or 1005 Pride).
- Misappropriating funds.
- Bringing the organization under disrepute.
- Engaging in malicious disrespect of a fellow member.

## SECTION 5.5 – OATH OF OFFICE

I (full name) hereby accept the office of (name of office) and willfully acknowledge the responsibilities and duties of such office. I promise to ethically discharge my duties according to the bylaws. I further promise to give my successor to this office all books, funds, records, and all other items in my possession. I shall at all times endeavor to serve 1005 Pride and its members to the best of my ability and to carry out the mission of said organization.

## SECTION 5.6 – ELECTIONS

Elections shall be held every two (2) years. The regular election of officers of 1005 Pride shall be held in the month of October and every two (2) years thereafter in the primary system. Nominations shall be held during the first meeting of the month in September of the election year. The primary election shall be held in the month of October of the election year. The final or runoff election shall be held in the month of November of the election year.

Elections shall be conducted by a roll call vote of all members in attendance of the hybrid meeting in which nominations are made.

No member of 1005 Pride shall hold or accept nomination for more than one office per term.

If after the election a position becomes vacant, the open position will be announced for a minimum of fourteen (14) days prior to the next regularly scheduled 1005 Pride meeting.

Members interested in running for the vacant position will nominate themselves during the next scheduled 1005 Pride meeting. The primary special election shall be held at the following 1005 Pride meeting. The runoff special election shall be held the following month after the primary special election.

### *Section 5.7 Vacancies*

*An elected position may remain vacant until voted on by membership. For example, if the position of financial secretary is vacant, it can remain vacant until someone is nominated and elected by membership.*

## ARTICLE VI – RELATIONSHIP WITH ATU INTERNATIONAL PRIDE CAUCUS

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### SECTION 6.1 – NUMBER OF MEMBERS REQUIREMENT

To remain in good standing with the ATU International PRIDE Caucus, 1005 Pride must maintain active membership of at least two (2) members in good standing with ATU Local 1005.

### SECTION 6.2 – BYLAW ADOPTION

1005 Pride must adopt bylaws that do not conflict with ATU International PRIDE Caucus bylaws. 1005 Pride shall send bylaws and any bylaw changes to the Recording Secretary of the ATU International PRIDE Caucus for approval.

## SECTION 6.3 – MEMBERSHIP NOTIFICATION REQUIREMENT

1005 Pride must provide the ATU International PRIDE Caucus with a list of all 1005 Pride members at least once a year in the month of June when submitting the per capita tax for each member. The list must contain the following information:

- First and last name.
- Pronouns.
- Country.
- Complete mailing address.
- Phone number.
- Email address with an indication of Yes/No for ATU International PRIDE Caucus newsletter/notifications.

## ARTICLE VII – BYLAW CHANGES

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All bylaw amendments must be submitted in writing to the President and Recording Secretary/Treasurer. Amendments shall have a first reading at a regular meeting and will be voted on at the next meeting.