

ATU 758 TTPC BYLAWS

ARTICLE I - NAME, PURPOSE, AND MISSION

- Document Approval Date: 2024-6-23

SECTION 1.1 – NAME

ATU 758 Transit Togetherness Pride Caucus (TTPC)

SECTION 1.2 – PURPOSE AND MISSION STATEMENT

The Amalgamated Transit Union (ATU) 758 Transit Togetherness Pride Caucus (TTPC) stands as a safe and welcoming space for members of ATU Local 758 who identify as LGBTQIA+ and allies to gather and unify. TTPC 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 TTPC 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. TTPC members are encouraged to foster team building through understanding, creating an open forum to address issues, concerns, or ideas relevant to LGBTQIA+ individuals.

TTPC shall assist and stand in solidarity with members who are facing discrimination and/or harassment, including lobbying ATU Local 758 leadership to address relevant issues with the appropriate source. In addition, TTPC stands in partnership with the ATU International PRIDE Caucus.

ARTICLE II – MEMBERSHIP

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SECTION 2.1 – ALLOWED MEMBERS

All ATU 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 TTPC and shall have the right to vote on all things involving TTPC.

SECTION 2.2 – MEMBERSHIP REQUIREMENTS

Each member must:

- Maintain good standing with ATU Local 758.
- Pay TTPC dues as set forth by these bylaws (ARTICLE III).
- Participate in a minimum of two (2) TTPC 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 TTPC will be required to pay dues directly to TTPC. The dues amount shall be as follows:

Members are required to pay dues for membership in both TTPC and ATU International PRIDE Caucus. All active members shall submit one payment annually of \$50.00 to TTPC, \$33.00 of which shall be allocated to membership in the ATU International PRIDE Caucus. Due date of dues shall be paid annually on May 15th 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 TTPC 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 TTPC directly and those monies shall be distributed by TTPC 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 TTPC 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 TTPC 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.

SECTION 3.2 – FINANCIAL SECURITY

1. All monies received by TTPC immediately become the property of TTPC and shall be dispensed as the members deem necessary by majority vote.
2. All TTPC funds and/or monies raised shall not be used to promote the candidacy of any candidate in any ATU-related election.
3. TTPC 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

TTPC 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

TTPC shall hold hybrid style meetings utilizing Discord for remote attendance.

SECTION 4.3 – MEETING RULES

1. TTPC shall conduct meetings in compliance with Robert’s Rules of Order.
2. A majority vote shall make all decisions. In the event of a tie, the chairperson shall cast the tie-breaking vote.
3. The time allowed for any speaker to occupy the floor shall not exceed three (3) minutes without the consent of the membership.
4. Any meeting must have a quorum of the officers to make any decisions that could affect the membership. A quorum of the officers is three (3).

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

ARTICLE V – OFFICERS

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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 TTPC 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.

President

It shall be the duty of the President to:

- Preside at all meetings of TTPC.
- 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 TTPC.
- 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 TTPC checks to issue monies as voted on by the membership.

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 TTPC members elect a President to fill the vacancy.

Financial Secretary/Treasurer

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

- Keep a true and proper account between the TTPC and its members.
- Collect all monies due to TTPC and deposit all such monies in a financial institution the TTPC selects in the name of the TTPC. 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 TTPC.
- 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 TTPC meeting of TTPC membership expenses and finalize such expenses.
- Maintain a correct account of TTPC proceedings and perform other duties as pertains to the office.
- Assist other officers as needed.

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 TTPC 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.

SECTION 5.2 – LEADERSHIP POSITION COMMITMENTS

1. Commit to TTPC 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 758, ATU International, ATU International PRIDE Caucus, and TTPC.

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

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, TTPC must maintain active membership of at least two (2) in good standing with ATU Local 758.

SECTION 6.2 – BYLAW ADOPTION

TTPC must adopt bylaws that do not conflict with ATU International PRIDE Caucus bylaws. TTPC 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

TTPC must provide the ATU International PRIDE Caucus with a list of all TTPC 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.