

IAM Lodge 66 at Milwaukee Art Museum

(For unit certified in 2020)

Representation Policy

ARTICLE I

SHOP COMMITTEE

- A. The Representatives of this group shall be one (1) Shop (Unit) Chair and three (3) Committee persons elected to represent this group of Lodge 66, IAMAW, otherwise known as the Shop Committee.
- B. The Shop (Unit) Chair and Committee persons shall serve a term of 1 year, which commences on November 1st of each year.
- C. Any candidate for Shop (Unit) Chair and Committee Representatives must be actively working IAM members.
- D. The duties of the Shop Chair include: participate in negotiation preparation and active bargaining, serve as Chairperson for the Shop Committee, attend Local Lodge meetings, attend step 3 grievance meetings, participate in labor management meetings, communicate with the Bargaining Unit, communicate with the District Representative, update the Union's bulletin board(s), and other duties outlined in these articles.
- E. The duties of the Shop Committee include: participate in negotiation preparation and active bargaining, attend Local Lodge meetings, attend step 3 grievance meetings, participate in labor management meetings, communicate with the bargaining unit, and other duties outlined in these articles.
- F. The Election Committee shall post a notice of the date, time, and place (or means) for nominations and elections to be held at least one (1) month prior to their occurrence. Nominations for the Shop (Unit) Chair and Shop Committee representatives will be taken in the month of September. The election of the Shop Chair and Shop Committee persons will be held in the month of October.
- G. All election dates may vary to accommodate enough time for runoff elections, if needed. All elections shall be done by secret ballot, whether on a printed form, a blank write-in form, or electronic means.

- H. Nominations of the Shop (Unit) Chair and Shop Committee shall be held as follows: Following the nominations, the Election Committee will confirm the nominations with each nominee. Members who are nominated must notify the Election Committee of their intent to accept or reject within 4 days after the nomination is made. A list of all nominees who have accepted their nomination to any office will be posted within 5 days after the nominations were made.
- I. Election of the Shop (Unit) Chair shall be held as follows:
- a. All candidates shall be listed in random order on the ballot.
 - b. Members in good standing shall vote for one (1) candidate on the ballot.
 - c. Blank ballots or ballots with write-in names shall be considered void and not counted in the election results.
 - d. Any member who establishes 50% plus one (1) vote of the valid ballots cast on the first ballot shall be automatically elected Shop (Unit) Chair. In the case of a tie, a second election is required.
 - e. An additional election(s) shall be conducted until a candidate has clearly established a majority of the valid ballots cast.
 - f. In the re-balloting procedure, the candidate receiving the least amount of votes shall be dropped from the list of candidates in each situation.
 - i. Should a tie result for the two (2) lowest, both candidates' names shall be dropped.
- J. Election of the Shop Committee shall be held as follows:
- a. All candidates shall be listed in random order on the ballot.
 - b. Members in good standing shall vote for up to three (3) candidates on the ballot.
 - c. Blank ballots or ballots with write-in names shall be considered void and not counted in the election results. Any member who establishes 50% plus one (1) vote of the valid ballots cast on the first ballot shall be automatically elected Shop Committee person.
 - d. When the election for Shop Committee has six (6) or more accepted nominees it will be followed by a runoff election with the five (5) nominees with the highest vote totals.
 - e. The three (3) candidates receiving the highest vote counts shall be the Shop Committee.
- K. If a temporary vacancy should occur on the Shop Committee, the remaining Committee persons shall assign an appointment from a list of active department stewards.
- L. Any permanent vacancy shall be filled by holding a special election no later than thirty (30) days after the known vacancy. The elected representative shall serve the remainder of the term of office.

*****Special Note: The current 2021 First Contract Bargaining Committee and Advisory

Committee shall serve until the first contract is ratified, and be dissolved once the above process has been completed to identify the new Bargaining Committee. *****

ARTICLE II

STEWARDS

- A. The Shop Stewards shall serve a term of one (1) year, which commences on November 1st of each year.
- B. Any candidate for Steward must be an actively working IAM member.
- C. There shall be one (1) steward for each of the following department groups:
 - a. Food & Beverage/Events
 - b. Education/Curatorial
 - c. Development/Finance
 - d. Marketing/Audio Visual/Design/Information Systems/Digital Experience/Library
 - e. Visitor Services/Museum Store
 - f. Facilities/Art Preparators/MCP/Conservation/Registration
- D. Nominations and election of the stewards shall be held as follows: At least one (1) month prior to their occurrence, the Election Committee shall post a notice of the date, time, and place (or means) for nominations and elections. Nominations will be taken in the month of September and elections will be held in the month of October.

*****Special Note: For elections held in 2021, nominations will be posted in the month of July, elections will be held in August, and the Steward term will begin the first Monday immediately following the completion of the elections. *****

- E. Nominations of the Shop Stewards shall be held as follows: Following the nominations, the Election Committee will confirm the nominations with each nominee. Members who are nominated must notify the Election Committee of their intent to accept or reject within 4 days after the nomination is made. A list of all nominees who have accepted their nomination to any office will be posted within 5 days after the nominations were made.
- F. In the case of singular nominations in any one department group, election balloting shall not be necessary. In the case of no nominations in any one department group, the Shop Committee shall appoint a steward from the unit at large.
- G. All department steward elections shall be done by secret ballot, whether on a printed form, a blank write-in form, or electronic means.
- H. Election of the department groups' Steward shall be held as follows:

- a. All candidates shall be listed in random order on the ballot.
- b. Members in good standing shall vote for one (1) candidate in their respective department group on the ballot.
- c. Blank ballots or ballots with write-in names shall be considered void and not counted in the election results.
- d. Any member who establishes 50% plus one (1) vote of the valid ballots cast on the first ballot shall be automatically elected Steward. In the case of a tie, a second election is required.
- e. An additional election(s) shall be conducted until a candidate has clearly established a majority of the valid ballots cast.
- f. In the re-balloting procedure, the candidate receiving the least amount of votes shall be dropped from the list of candidates in each situation.
 - i. Should a tie result for the two (2) lowest, both candidates' names shall be dropped.
- I. If a temporary vacancy should occur among the stewards, the Shop (Unit) Chair shall assign an appointment from a list of members in good standing.
- J. Permanent vacancies in any department group Steward position shall be filled by holding a special election no later than thirty (30) days after the known vacancy.
- K. Stewards must be actively working IAM members.
- L. The duties of the Steward include: receive, investigate, and attend first and second step grievances, make sure management follows the contract, greet and help new employees, attend Local Lodge meetings, and communicate news from the Local Lodge to the membership.

ARTICLE III

ELECTIONS COMMITTEE

A. Elections Committee

The Elections Committee shall consist of one volunteer from each department group. Their duty shall be to appoint tellers, as they so desire, to help with an election. The Election Committee members shall call a regular or special election, supervise nominations and elections, and count the ballots. Election Committee members or tellers must disqualify themselves or resign from their Election Committee roles if they accept nomination for an office which shall be filled by an election, so as they shall not be involved in the balloting of their own election. In the case that no one volunteers from a single department group, the Shop Committee shall appoint someone from the unit at large to run the nominations and election for that department group.

ARTICLE IV
REPRESENTATION POLICY AMENDMENTS

A. Amendments

Members may propose amendments to these articles providing such proposals are submitted in writing to the Elections Committee. The proposed amendment(s) must be made available to all Members for review at least four (4) weeks before the vote is scheduled to occur. All amendments must be passed by a simple majority of the votes cast, with a minimum of 15% of all Members in good standing in the bargaining unit casting a ballot. Amendments brought under this article can be proposed at any time.