



NAPS BRANCH 32 CONSTITUTION AND BYLAWS

ESTABLISHED NOVEMBER 19, 1908

THE CONSTITUTION AND
BYLAWS OF THE MIDDLE
TN BRANCH 32 OF THE
NATIONAL ASSOCIATION
OF POSTAL SUPERVISORS

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REVISED October 5, 2024

ARTICLE I – TITLE

This body shall be known as MIDDLE TENNESSE BRANCH 32, NATIONAL ASSOCIATION OF POSTAL SUPERVISORS.

ARTICLE II – OBJECT

Section 1. The object of this Branch shall be to unite postal supervisors and all other EAS employees to improve the Postal Service and to widen the field of opportunity for all EAS employees who make the Postal Service their life's work.

Section 2. Dissolution of Branch: Upon dissolution of Middle TN Branch 32, assets shall be distributed to one or more 501 (c) (3) organizations in the Nashville area, as deemed by the branch Executive Board. The branch executive board, by majority vote, will review a list of local 501(c)3 non-profit organizations to receive the dissolved branches assets. The assets will be audited and the members from the organization will be transferred to a local or state branch of the National Association of Postal Supervisors within the same geographic area.

Section 3. Upon dissolution, no part of the net earnings of the branch shall inure to the benefit of or be distributable to its members, trustees, officers or other private persons, except that the branch shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose in Article II.

ARTICLE III – MEMBERSHIP

Section 1. NAPS shall have three classes of members. These classes of members shall be (1) active, (2) associate, and (3) honorary.

Section 2. Active Members

All supervisors and other EAS personnel (including postmasters) who are not subject to collective bargaining agreements under Chapter 12 of Title 39, US Code, may be considered active members.

Section 3. Associate Members

- (a) Former active members of this association who were in good standing at the time of their retirement may be associate members.
- (b) Associate members may attend meetings and conventions. They may be appointed by appropriate authority to service on committees in an advisory or consultative capacity. They shall be recognized to speak on any and all matters being considered at any meeting or convention and shall be eligible to hold office.
- (c) Association members shall pay dues at the national or branch level no less than an amount one-half the national per capita tax, which will include a subscription to *The Postal Supervisor*.

Section 4. Honorary Members

- (a) Members of this association who are in good standing at the time of retirement or promotion shall be entitled to honorary membership.
- (b) Honorary members shall not be required to pay dues, and except for attending meetings, shall not be eligible for any of the benefits described in Section 3.

ARTICLE IV – MEETINGS AND EXPENSES

Section 1. This Branch shall convene monthly on the fourth Tuesday, or some other date named, at such place as shall be determined by the majority of the Executive Board. The meeting shall go into session at such time as designated by the body and stay in session until all business brought before it shall be completed or until adjournment is taken.

Section 2. Money spent by this Branch must be limited to the necessary expenses of conducting the business of the Branch, for defraying the budgeted expenses of its delegates to State Conventions, National Convention and LTS. A majority of Executive Board members must agree to any deviation.

ARTICLE V – REPRESENTATION

Section 1. Representation to the State and National Conventions shall be based upon one vote for each ten members or major fraction thereof.

Section 2. A delegate must be a member in good standing. In Good Standing means a member must have attended five (5) regular Branch meetings during the year preceding ALL conventions. All Associate members must be current in annual dues and be in Good Standing. Any conflict in the qualifications of delegates will be resolved by the Executive Board, using monthly meeting minutes if possible

Section 3. Credentials shall be furnished by the officers of Branch 32 to all qualified delegates.

Section 4. The President and Vice-President shall be delegates to state and national conventions. Actual expenses shall be paid by the Branch. The number of delegates to state or national conventions, will be provided to the convention expense committee, appointed four months prior to the convention, to determine expenses allowed.

ARTICLE VI – OFFICERS, COMMITTEES, AND ELECTIONS

Section 1. Officers of the Branch shall consist of a President, Vice President, Secretary, Treasurer, Sergeant-at-Arms, and a Parliamentarian, and are to be elected, on even-numbered years to a two-year term of office.

Section 2. A committee on nominations consisting of **three** (3) members in good standing shall be appointed by the President, at the September meeting of the **even numbered years**. This committee shall prepare a slate of candidates for election as officers of the Branch and shall secure the consent of its nominees prior to presenting their names to the membership. This shall not preclude other nominations from the floor at the time of the election. Officers will take office January 1.

Section 3. There shall be an Executive Committee composed of the President, Vice-President, Secretary, Treasurer, Sergeant-at-Arms, and Parliamentarian.

Section 4. The President shall appoint a Finance Committee and such other committees as are determined to be appropriate to the needs and welfare of the Branch.

Section 5. No member shall be eligible to any office or to membership on any committee unless he or she is a member in good standing.

Section 6. If an officer of this Branch fails to attend three (3) consecutive meetings in any calendar year, the President shall declare that incumbent's office to be vacant; except for excused absences as defined below shall not be counted. An *excused absence* is any absence because of personal illness or any absence which the Executive Committee shall declare excusable. Any office declared vacant under the provisions of this section shall be filled by election at the monthly meeting at which the vacancy is announced. Election shall be by a majority of the membership present at the meeting.

ARTICLE VII – DUTIES OF OFFICERS AND COMMITTEES

Section 1. It shall be the duty of the **President** to preside at all regular or called meetings of this Branch and of its Executive Committee. The President shall be a member of all committees. The President shall temporarily fill all vacancies in the offices of the Branch for any cause whatsoever, until such vacancy can be filled by election.

Section 2. The **Vice-President** shall perform the duties of the President in case of his absence, his inability to attend to the duties of his office, or because of his refusal to act. The Vice-President will be the Legislative Representative for the Branch and will attend the annual Legislative Training Seminar sponsored by NAPS headquarters. The Vice President will be reimbursed for allowable expenses according to Article IV, Section 2. The Vice-President will give a monthly report to the Branch concerning activities in Congress.

Section 3. The **Secretary** shall keep a record of all proceedings of this Branch, including a record of membership, the roll call of officers, and a copy of the monthly treasurer's report will be a part of the branch minutes.

Section 4. The **Treasurer** shall collect all membership dues and assessments and deposit all moneys received in a designated depository in the name of the Middle Tennessee Branch 32, National Association of Postal Supervisors. The treasurer shall be the official custodian of all money of the Branch and shall disburse all funds by check, and shall furnish a monthly treasurer report of all funds collected and disbursed. The Treasurer shall be bonded for current balance in bank from the previous year, with the cost to be paid by the Branch.

Section 5. The **Sergeant-at-Arms** shall maintain order at all business sessions.

Section 6. The **Parliamentarian** shall be well versed in parliamentary procedures and shall assist the presiding officer in governing of this body.

Section 7. The Executive Committee shall supervise all the Branch's business not otherwise provided for.

Section 8. The Finance Committee shall audit the accounts of the Treasurer and make a written report to the Branch at the January meeting of each year.

ARTICLE VIII – REVENUE, ASSESSMENT AND CHARTERS

Section 1. The dues of each member shall be **fifteen dollars and no cents (\$15.00)** per pay period beginning January 1. Any member more than six months in arrears with the payment of dues shall be dropped from the membership rolls.

Section 2. This Branch is organized under and subordinate to the National Association of Postal Supervisors and shall have the right to make a Constitution and By-Laws, provided that such Constitution and By-Laws do not conflict with those of the parent body.

Section 3. Special assessments may be recommended by the Executive Committee when it becomes absolutely necessary to carry on the organization work. Such assessments must be approved by the majority of the members present at a regular or called meeting.

Section 4. Any dues increase by the National Office will automatically increase NAPS Branch 32 dues by the same amount.

ARTICLE IX – PETITIONS

Section 1. Petitions may be prepared and circulated by any member in good standing for the purpose of causing a question of importance or amendments to the Constitution to be brought to a vote.

Section 2. If fifteen percent (15%) of the membership so indicates their desire by affixing their signature to a petition, the question, resolution, or amendment involved must be presented at the next regularly scheduled monthly meeting of the Branch.

Section 3. It shall require a majority of votes cast to decide all questions, other than amendments to the Constitution, which shall require two-thirds (2/3) affirmative vote to carry and decide.

ARTICLE X – AMENDMENTS

This Constitution shall not be amended except by a two-thirds (2/3) vote of all members present at a regular meeting, and the proposed change shall have been read at the previous meeting.

BY-LAWS

ARTICLE I – ORDER OF BUSINESS

Section 1. Business of this Branch shall be considered in the following order:

1. Pledge of Allegiance
2. Sick and Welfare of members
3. Invocation
4. Legislative Report
5. Roll Call of Officers
6. Reading of minutes of previous meeting
7. Treasurer's Report
8. Report of standing committees
9. Report of special committees
10. Unfinished business
11. New business
12. Adjournment

Section 2. The order of business may be transposed at any time by a majority of the members present.

ARTICLE II – QUORUM

Section 1. Eight (8) members shall constitute a quorum.

Section 2. On written petition signed by fifteen (15) members, the President shall call a special meeting, due notice of which must be given.

ARTICLE III – RULES OF ORDER

In the absence of other authority, the deliberations of this Branch shall be governed by Robert's Rule of Order.

ARTICLE IV – AMENDMENT TO BY-LAWS

Amendment to the By-Laws may be made in the same manner as prescribed for amendments to the Constitution.

ARTICLE V – FLORAL ARRANGEMENTS

In the event of the death of a member, as associate member, an honorary member, or the mother, father, wife, husband, or child of any member, a floral design shall be sent in the name of Branch 32. Such floral designs shall be paid with regular funds of the branch, or those acquired by special assessments.

AMENDED: April 24, 1951
May, 1960
January, 1969
January, 1971
January 28, 1976
February 24, 1976
May 24, 1976
October 25, 1977
May 23, 1978
January 1, 1984
April 24, 1988
May 26, 1988
October 25, 1988
November 22, 1988
February, 1989
September 24, 1991
March 24, 1993
June 28, 1994
October 24, 1995
October 23, 2001
May 23, 2013
March 22, 2022
June 28, 2022
January 24, 2023
March 28, 2023
May 23, 2023
August 22, 2023
March 27, 2024
October 5, 2024