

CONSTITUTION AND BYLAWS

MNIT Local Association
Middle Management Association

Article I NAME

This Local Association shall be known as the Minnesota Department of MNIT Supervisors, Local Association of Middle Management Association (MMA).

Article II Purpose

Section 1: The purpose of this Local Association shall be to carry out all policies and objectives of MMA and its Board of Directors.

Article III Membership

Section 1: Any person who is a full dues paying member in good standing of MMA and who is employed by the Department of MNIT Supervisors shall be eligible for membership in this Local Association and shall remain eligible for continued membership if he/she maintains their full dues paying membership in good standing in MMA.

Section 2: Membership in, and fulfillment of MMA requirements is essential for Local Association affiliation. All Local Association members are subject to the requirements and Bylaws of MMA, as set forth in its constitution.

Section 3: Monthly dues will be established by MMA.

Section 4: Members on leave of absence or in a layoff status shall not be subject to dues assessment until returned to a work status.

Section 5: To be a voting member, a member must be a full share dues paying member in good standing in MMA.

Article IV Meetings

Section 1: Regular meetings of this Local Association will be held at least two times in each calendar year, at a time and place fixed by the membership or the Officers.

Section 2: Special meetings may be called by the Local Association President or by petition filed with a Local Association Officer and signed by 10% of the Local Association members. Special Meetings may also be called by the MMA President or MMA Executive Director, or its Board of Directors.

Section 3: A quorum at any meeting shall consist of two (2) Officers and 10% of the members.

Article V Officers

Section 1: The Officers of the Local Association shall be: President, Vice-President, Secretary, and Treasurer. Officers shall serve a two (2) year term.

Section 2: Vacancies in an office shall be filled for the remainder of the unexpired term by a vote of the membership at a regularly scheduled meeting.

Section 3: A vacancy in the office of President shall be filled by the Vice President.

Section 4: Officers shall assume duties as defined by these Bylaws or by the MMA Board and shall conduct and manage the affairs of this Local Association.

Article VI Duties of Officers

Section 1: The Local Association President will preside over all Local Association meetings. He/She shall be a member of all committees except the nominating committee. He/She may appoint standing and special committees. He/She shall make regular periodical reports to the membership. He/She will attend local meet and confer meetings and shall report to the membership the results of the meetings. He/She will promote the policies of MMA and carry out the directives of the MMA Board of Directors. He/She will submit the concerns and directives of the Local Association membership to the MMA Board of Directors and its Officers. This in no way diminishes the ability of any member to take issues directly to the MMA Board or its staff.

Section 2: The Local Association Vice-President shall assist the Local President in the work of that office. In the absence of the President, or the President's inability to serve, or in the event of a vacancy, the Vice-President shall preside at all meetings, and perform all duties otherwise performed by the President.

Section 3: The Local Association Secretary ~~Treasurer~~ shall keep minutes of all Local Association meetings. He/She shall keep a record of all proceedings and pertinent information of the Local Association. He/She shall carry on the official correspondence of the Local Association and may be requested to perform such other duties as directed or required by the President.

Section 4: The Local Association Secretary ~~Treasurer~~ shall receive and receipt all monies of the Local Association. He/She shall deposit all monies received in the name of the Local Association into a bank selected by the Local Association Officers. Money deposited shall only be withdrawn by check signed by the President and by the Secretary ~~Treasurer~~. The Secretary ~~Treasurer~~ shall prepare all checks, keep an accurate record of all transactions and report to the membership and Officers the financial condition of the Local Association. He/She shall also prepare and submit an annual financial report to Middle Management Association. He/She will have the books of the Local Association audited on a bi-annual basis with the cost paid by the Local Association.

Section 5: Officers shall upon expiration of their term of office, surrender to the new incumbent all properties in their possession belonging to their respective offices.

Article VII Elections

Section 1: Nominations of Local Association Officers shall be made by a voting member at the 1st meeting of the members each year. Additional nominations shall be called for and accepted from the floor at the 2nd meeting.

Section 2: All Officers shall serve a two (2) year term. President and Secretary shall be elected in even numbered years. Vice-President and Treasurer shall be elected in odd numbered years. Elections shall occur at the second meeting of the members each year. Vacancies in an office shall be filled for the remainder of the unexpired term by a vote of the membership at a regularly scheduled meeting. A vacancy in the office of President shall be filled by the Vice-President.

Section 3: Elections will be by secret ballot when there is more than one candidate for a position. When only one candidate is nominated for a position and agrees to serve, that candidate must be declared elected to that office.

Section 4: To be eligible for office, an MMA member must be affiliated with the Local Association. Members on leave of absence shall not be eligible to hold office.

Article VIII Amendments

Section 1: This Constitution and Bylaws may be amended at any regular or special meeting by a two-thirds (2/3) vote of the Local Association membership present, provided the proposed amendments have been appended to the call for that meeting. All members shall be notified of proposed amendments to the Constitution and Bylaws at least 15 days prior to an already scheduled meeting and at least 30 days prior to a special meeting not previously noticed. Changes become effective and remain so when it is approved by a majority of the members of the Local Association who are present and voting and approved by the MMA Board of Directors.

Article VIII FISCAL YEAR

The fiscal year of this Local Association shall be from January 1 through December 31.

Article VIII REMOVAL OF OFFICERS

Removal of any officer will be done in accordance with MMA Constitution. Article X, Section 1. If an officer loses their supervisory status, The Local Association office shall immediately be considered vacant and filled accordingly as outline herein.

This Constitution and Bylaws were adopted ____ December 4th _____, 2025_____.

Greg Naumann

President

David R. Hamill

Vice-President

Kassie Church

Treasurer

Usman Ahmad

Secretary