



Constitution

of the
National Association of Postmasters
of the United States

*Adopted by the
Membership of the
National Association
of Postmasters of the
United States in
Annual Convention
Assembled at the City
of Philadelphia,
Pennsylvania, on the
8th Day of October
1970, and in the 73rd
Year of Its Existence.*

Amended September 28, 1978, Atlanta, GA
Amended September 27, 1979, St. Louis, MO
Amended October 8, 1982, Biloxi–Gulfport, MS
Amended August 25–31, 1984, Columbus, OH
Amended September 7–13, 1985, Las Vegas, NV
Amended August 23–29, 1986, San Antonio, TX
Amended August 15–21, 1987, Portland, OR
Amended September 2–8, 1989, San Francisco, CA
Amended August 15–22, 1991, Honolulu, HI
Amended August 22–28, 1992, Nashville, TN
Amended August 14–20, 1993, Boston, MA
Amended August 20–26, 1994, Albuquerque, NM
Amended August 19–25, 1995, Chicago, IL
Amended August 24–30, 1996, Salt Lake City, UT
Amended August 14–20, 1999, Charlotte, NC
Amended August 19–25, 2000, Minneapolis, MN
Amended August 25–31, 2001, New Orleans, LA
Amended August 2–8, 2003, Milwaukee, WI
Amended August 20–25, 2005, Long Beach, CA
Amended August 26–31, 2006, Fort Worth, TX
Amended September 8–13, 2007, Albuquerque, NM
Amended August 23–28, 2008, St. Louis, MO

Preamble

Because the efficient and economical operation of the U.S. Postal Service demands from its entire staff a cooperative approach to common goals; because the Postmasters of the United States are both individually and collectively an integral part of the postal family; because Postmasters have similar problems which are amenable to similar solutions; and because organization is fundamental to effective thought and action; the National Association of Postmasters of the United States was conceived in Detroit, MI, on Oct. 6, 1898, and achieved maturity through adoption of a comprehensive constitution at Chicago, IL, on Sept. 25, 1935. That constitution and the many amendments thereto, are hereby repealed. The revised and updated constitution herewith is adopted by the membership of the National Association of Postmasters of the United States in annual convention assembled at Philadelphia, PA, on this 8th day of October 1970.

Beginning with the year 2000, the screened dates at the end of a section indicate the year(s) the section was amended.

Article 1

Name

Section 1. This organization shall be incorporated under the laws of the State of Virginia as a non-profit organization and shall be known as the "National Association of Postmasters of the United States." Wherever used in these documents, the acronym "NAPUS" or the single word "Association" when capitalized shall stand for the full name of the organization.

Section 2. The affiliated state units of this organization shall be known as "Chapters." **2005**

Section 3. The term "National Executive Committee" is changed to "National Executive Board." **2005**

Article 2

Purposes

Section 1. The primary purposes of this organization shall be as follows: to promote the best interests of the U.S. Postal Service and NAPUS members; to foster a favorable image of public service; to assure the users of the mails the best service possible; to cooperate with other groups and levels of postal management in the achievement of common goals; and to cultivate the welfare and enhance the happiness of its members. **2005**

Article 3

Membership

Section 1. Active Members. Any Postmaster, Acting Postmaster, Officer-in-Charge or any other person designated by the U.S. Postal Ser-

vice to carry out the duties of a Postmaster at a Post Office or at other separate postal operational facility, such as a separate air-mail, preferential mail, bulk mail or parcel post facility, shall be eligible for active membership in this Association. All active members shall have the right to vote. **2005**

Section 2. Postmasters Retired. Any member who has retired from the Postal Service with the title of Postmaster or any person who has served with the title of Postmaster during the tenure of his or her postal career and has been honorably retired from said service, regardless of position held at time of said retirement, shall be eligible for membership in Postmasters Retired, provided that he or she maintains an active membership in the organization during his or her break in service. Postmasters Retired shall not have the right to vote or hold office except as provided in Article 6, Section 6, and in Article 11, Sections 1 and 3, but shall be privileged to attend all meetings. **2005**

Section 3. Associate Members. Postmaster relief/replacements (PMRs), or any member as defined in Section 1 who has been honorably separated or transferred from the position qualifying him or her for membership, except as stated in Section 2, shall be eligible for associate membership in the Association. Associate members shall not have the right to vote or hold office, except as provided in Article 6, Section 6, but shall be privileged to attend all meetings. **2005**

Section 4. Upon the death of an Active Member, Associate Member or Postmasters Retired Member, the surviving spouse shall be eligible for Associate Membership.

Section 5. Any postal manager accepted for Associ-

ate Membership under prior provisions of this Article may retain such membership so long as dues are paid.

Section 6. Upon the death of an Active Member, Associate Member or Postmasters Retired member and their spouse, the surviving dependent child or children incapable of self-support shall be eligible for Associate Membership for the specific purpose of continuing health benefits.

Article 4

Organization

Section 1. The Association may establish a chapter in a state, commonwealth, territory, or possession after receiving a petition for a charter on forms approved by the national secretary-treasurer. The petition shall carry the signatures of at least twenty (20) eligible members of the petitioning group and shall be accompanied by a charter fee of twenty dollars (\$20.00).

Section 2. The national secretary-treasurer shall submit the petition with his or her report of approval or disapproval to the national president. Only upon the approval of both shall a charter be issued.

Section 3. The National Executive Board shall automatically consider at its next meeting any petition on which the national president and the national secretary-treasurer are in disagreement. The National Executive Board's decision shall be final, subject only to a review by the membership at the next national convention.

Section 4. All chapters must maintain a 20 percent minimum representation of the post offices within the state, commonwealth, territory, or possession so chartered. A new chapter shall be allowed one year to reach this minimum. Any chapter failing

to maintain this minimum shall, at the discretion of the National Executive Board, be liable to forfeit its charter.

Section 5. Upon the issuance of its charter, a chapter shall be designated and recognized under the name of its state, commonwealth, territory, or possession, followed by the words "_____ Chapter, National Association of Postmasters of the United States," and shall immediately effect an organization.

Section 6. Each chapter chartered in accordance with and under the provisions of this Constitution shall be subject to the Constitution, rules and policies of this Association, and

(a) shall hold an annual chapter convention at which all chapter officers shall make a report and conduct such other business as is deemed necessary in the best interest of the members, the chapter and this Association;

(b) shall elect a president, secretary-treasurer and such other officers for such period of time as the membership of the chapter shall determine to be necessary;

(c) shall be free to conduct its own affairs and generally perform the acts of an independent organization so long as such conduct and performance are not in conflict or inconsistent with this Constitution; and

(d) may edit and issue its own chapter publication.

Article 5

National Convention

Section 1. This Association shall hold an annual national convention.

Section 2. The time and place of the annual national convention shall be determined by a majority vote of the membership assembled at a national convention three (3) years prior to the date of the future convention. Site

selection shall be based on a rotating quadrant system of the geographic United States. Commencing with the year 2009, the National Convention shall be held in the northwest quadrant of the United States and, in subsequent years, rotate in clockwise rotation through the northeast, southeast and southwest quadrants. Chapters located within the quadrant for the next site to be selected may recommend sites for consideration to the national president by the 1st of January prior to the national convention where the vote on that site will be held. The national president and/or his or her designee shall research these sites, as well as other available sites, and present to the National Executive Board a minimum of two (2) sites to be voted on. All proposals submitted to the National Executive Board for consideration must be with the approval of the chapter or a combination of chapters that would be needed to host the national convention. The national convention shall not coincide with the National Rural Mail Count. **2005**

Section 3. Management of the annual national convention, including the convention budget, shall be under the direction of the national president and/or his or her representative.

Section 4. National convention registration fees charged Postmasters Retired shall be 25 percent less than such fees charged active Postmasters and guests, and shall include all functions included for active Postmasters and guests.

Article 6

Representation and Voting at National Conventions

Section 1. Each chapter, if its charter has not been

declared forfeited by the National Executive Board as provided for in this Constitution, shall be entitled in a national convention assembled to one (1) vote for each ten (10) members, or major fraction thereof. Five (5) members shall constitute a major fraction.

Section 2. On any voice vote at a national convention assembled each member registered and reported in good standing by the respective chapters shall be entitled to vote. **2008**

Section 3. On any roll call vote at a national convention assembled the vote shall be cast in accordance with each chapter's own decision as to method.

Section 4. A candidate running unopposed may be elected to national office without a roll call vote. **2000**

Section 5. Voting by proxy shall not be permitted. **2000**

Section 6. Postmasters Retired and Associate members shall be entitled to vote only on questions affecting their eligibility for membership or the dues structure of their categories of membership, and on floor votes for time and place selection of future national conventions. On these questions only, they shall be entitled to one vote for each member registered and in attendance at the National Convention. **2000**

Article 7

Officers

Section 1. Any member of this Association except as provided in Article 7, Section 4, is eligible for election or appointment to national office if said member has been a member in good standing of this Association during the three (3) calendar years immediately preceding the calendar year in which said member is elected or

appointed to national office.
2005

Section 2. The elected officers of this Association shall be:

- (a) a national president,
- (b) a national secretary-treasurer, and
- (c) twenty-two (22) national vice presidents without designation of rank.

Section 3. Duly elected officers shall assume their duties on the first day of January subsequent to the annual national convention at which they are elected, except as otherwise provided for in this Constitution.

Section 4. Elected officers shall be ineligible to succeed themselves in the same office, except as otherwise provided for in this Constitution.

Article 8

National President

Section 1. The national president shall be elected by a majority roll call vote of the members of this Association at the national convention assembled in every odd numbered calendar year.

Section 2. The term of office for the national president shall be two (2) years. An incumbent national president may seek re-election to one, successive two-year term.

2000

Section 3. The national president shall:

- (a) preside at all meetings of this Association and the National Executive Board;
- (b) call special meetings of this Association when requested to do so by a petition authorized and signed by twenty-six (26) chapters;
- (c) appoint all committees necessary for the proper handling of the business of this Association;
- (d) require that the Constitution of this Association, the NAPUS Fiscal Policy and all instructions of the national convention be observed;

(e) request needed reports from all officers and employees of this Association;

(f) approve all vouchers upon the treasury of this Association;

(g) in general perform such other duties as may pertain to the office; and

(h) approve all contracts, according to the provisions of this Constitution, deemed necessary for the daily operation of this Association. No contract involving payment, or penalties, in excess of \$100,000 shall be entered into, or dissolved, without approval by a majority vote of the Executive Board. **2006**

Section 4. In the event of a permanent vacancy in the office of national president through death, resignation, or permanent disability as determined by a two-thirds vote of the National Executive Board, the national secretary-treasurer shall give written notice of such vacancy to each member of the National Executive Board within fifteen (15) days thereafter. Each member of the National Executive Board shall immediately vote for one of the elected national vice presidents to serve as the national president for such period as provided for in this Section by sending his or her vote in writing to the national secretary-treasurer. In the event it is necessary to conduct the election provided for in this Section by mail, the national secretary-treasurer shall determine the date by which all written votes are to be received but in no instance shall the date so determined by the national secretary-treasurer be less than ten (10) days or more than fifteen (15) calendar days after the date of the written notification that a vacancy exists in the office of national president as provided for in this Section is mailed to the members of the National Executive Board or, in the event a subsequent vote is necessary, be less than ten (10)

or more than fifteen (15) calendar days after the members of the National Executive Board are notified in writing by the national secretary-treasurer that none of the elected national vice presidents received a majority of the votes cast by the members of the National Executive Board. When any elected national vice president receives a majority of the votes cast by the members of the National Executive Board, the national secretary-treasurer shall forthwith notify the elected national vice president receiving the majority vote, and give notice to all members of the National Executive Board and to the presidents and secretary-treasurers of all chapters; and the elected national vice president so chosen to be national president shall immediately assume that office and shall serve as the national president until the completion of the unexpired portion of the term to which elected or until the 31st day of December following the next national convention, whichever is sooner, at which a national president shall be elected in accordance with Section 1 of this Article for that portion of the unexpired term which remains after the 31st day of December next, if there be any, or for a regular two (2) year term as provided for in Section 2 of this Article. Should any of the elected national vice presidents not receive a majority vote after two (2) ballots have been taken, then the elected national vice president receiving the highest number of votes on a third or subsequent ballot, in the event there is a tie vote, shall be declared elected as national president.

Section 5. Elected national vice presidents elected by the National Executive Board to fill a permanent vacancy in the office of national president in accord with Article 8, Section 4,

above, may be elected to fill the unexpired term which remains after December 31st following the next national convention and one (1) successive two (2) year term.

2005

Section 6. Members elected by the national convention to fill a permanent vacancy in the office of national president for the unexpired term which remains after December 31st following the national convention in accord with Article 8, Section 4, above, may be elected to fill one (1) successive two (2) year term. **2005**

Section 7. All written ballots cast by the members of the National Executive Board in electing an elected national vice president to fill a permanent vacancy in the office of national president shall be filed by the national secretary-treasurer in the Washington Area office of NAPUS where they may be audited or inspected by any member of the National Executive Board or elected officer of any chapter. These ballots shall remain on file for a period of one year from the date the elected national vice president was declared elected national president by the national secretary-treasurer.

Section 8. The national president of NAPUS shall be paid such salary and compensation as determined by the National Executive Board.

Article 9

National Vice Presidents

Section 1. There shall be elected one (1) national vice president from each of the following vice presidential areas:

- (a) Area 1: New Hampshire, Maine, Vermont.
- (b) Area 2: Connecticut, Massachusetts, Rhode Island.
- (c) Area 3: New York.
- (d) Area 4: Pennsylvania.
- (e) Area 5: New Jersey, Maryland, Delaware.

(f) Area 6: Virginia, West Virginia.

(g) Area 7: South Carolina, North Carolina.

(h) Area 8: Florida, Puerto Rico/Virgin Islands, Georgia.

(i) Area 9 and Area 10: Kentucky, Indiana, Ohio.

(j) Area 11: Tennessee, Alabama, Mississippi.

(k) Area 12: Michigan, Wisconsin.

(l) Area 13: Illinois.

(m) Area 14: North Dakota, South Dakota, Minnesota.

(n) Area 15: Missouri, Iowa.

(o) Area 16: Kansas, Nebraska.

(p) Area 17: Arkansas, Oklahoma, Louisiana.

(q) Area 18: Texas.

(r) Area 19: New Mexico, Colorado, Arizona.

(s) Area 20: Wyoming, Utah, Montana.

(t) Area 21: Alaska, Oregon, Idaho, Washington.

(u) Area 22: Hawaii, Pacific Possessions and Trust Territories of the United States, California, Nevada.

Section 2. National vice presidents shall, except as provided for in Section 6 of this Article, be elected for a term of two (2) years.

Section 3. The following order for election of national vice presidents is hereby established effective Jan. 1, 1986, and rotation shall be maintained by the states in their respective areas shown in Section 1. National vice presidents from odd-numbered areas listed in Section 1 will begin their two-year term in odd years. National vice presidents from even-numbered areas will begin their two-year term in even years. This will result in half the committee rotating off each year, with the change to be effective Jan. 1, 1993. Some vice presidents will serve three years during this interim period.

Section 4. No member shall be elected or appointed

to the office of national vice president unless the member's post office is located within the same national vice presidential area that he or she is elected or appointed to represent.

Section 5. Voting for the office of national vice president shall be restricted to those chapters whose post offices are located within the same vice presidential area as the post office of the candidate. National vice presidents shall be elected at the annual national convention by majority roll call vote of the members of the chapters of the vice presidential area to be represented.

Section 6. In the event of a vacancy in any vice presidential office, the chapter president from which the member last holding the vacant vice presidential office came, with the advice, consent and vote of the chapter's executive board, shall recommend a member from that chapter to the national president. The national president shall confirm the appointment and swear in the new vice president at the next National Executive Board meeting.

Section 7. National vice presidents shall perform such duties as may be assigned to them by the national president or the National Executive Board.

Article 10

National Secretary-Treasurer

Section 1. The national secretary-treasurer shall be elected by a majority roll call vote of the members of this Association cast by chapters at an annual national convention.

Section 2. The term of office for the national secretary-treasurer shall be two (2) years.

Section 3. The national secretary-treasurer shall:

(a) make periodic finan-

cial reports to the National Executive Board and an annual financial report to the national convention;

(b) certify all charters issued in accordance with Article 4;

(c) have recorded the proceedings of all national conventions and meetings of the National Executive Board;

(d) be the custodian of the official seal;

(e) collect all membership dues and other monies belonging to NAPUS, deposit, withdraw and have custody of the same and be responsible therefor, and keep accurate and complete accounts, vouchers and receipts of the same. If the national secretary-treasurer should see fit to designate any employee or officer of NAPUS to assume any or part of these duties he or she may do so. However, all such duties shall remain his or her responsibility.

(f) perform such other duties as may pertain to the office; and

(g) assume the presidency during any vacancy caused by death, resignation or permanent disability of the president until the provisions of Article 8, Section 4, have been fulfilled. **2005**

Section 4. The national secretary-treasurer shall be paid such salary as shall be determined by the members of the National Executive Board.

Section 5. In the event of a permanent vacancy in the office of national secretary-treasurer through death, resignation or by permanent disability as determined by a two-thirds vote of the National Executive Board, the national president shall fill the vacancy by appointment with the advice and consent of a majority of the members of the National Executive Board and the member so appointed by the national president with the advice and consent of a majority of the National Exec-

utive Board to be national secretary-treasurer shall serve as such until the completion of the unexpired portion of the term to which appointed or until the 31st day of December following the next national convention, whichever is sooner, at which a national secretary-treasurer shall be elected in accordance with Section 1 of this Article for that portion of the unexpired term which remains after the 31st day of December next, if there be any, or for a regular two (2) year term as provided for in Section 2 of this Article.

Section 6. Members who are appointed to fill a permanent vacancy in the office of national secretary-treasurer in accord with Article 10, Section 5, above, may be elected to fill the unexpired term which remains after December 31st following the next national convention and one (1) successive two (2) year term.

2005

Section 7. Members who are elected to fill the unexpired term which remains after December 31st following the next national convention in accord with Article 10, Section 5, above, may be elected to one (1) successive two (2) year term. **2005**

Article 11

National Executive Board

Section 1. The National Executive Board of this Association shall be composed of:

(a) the national president;

(b) the national secretary-treasurer;

(c) the twenty-two (22) national vice presidents;

(d) the immediate past national president, who shall serve for one year; **2005**

(e) the immediate past national secretary-treasurer who shall serve for one (1) year;

(f) the editor of the offi-

cial publication of this association who shall be appointed by the President; and

(g) the president of Postmasters Retired.

All members of the National Executive Board shall be voting members, with the exception of the editor, who holds an appointed position.

2005

Section 2. The National Executive Board:

(a) shall carry out the instructions of this Association as expressed in national convention, by referendum, or otherwise;

(b) shall have direct control of all business and all the affairs of this association;

(c) shall establish a budget and authorize necessary expenditures;

(d) shall bond the executive director, the national secretary-treasurer and such other officers and employees in such amounts as may be considered proper;

(e) shall have an audit made of all funds or accounts of this Association if at any time it is deemed necessary; however, there shall be an audit annually of receipts and disbursements by a certified public accountant of recognized standing;

(f) shall interpret and take whatever action deemed proper and necessary to protect the general welfare of this Association if between annual conventions, any article or part of this Constitution or instructions of the national convention shall become ambiguous, conflicting or require amendment or clarification;

(g) shall meet at least twice annually at a time and place to be designated by the national president;

(h) shall have power to remove any of its members for good and sufficient reason by two-thirds vote of the committee when in session;

(i) shall establish and maintain an office of this

Association in the Washington, DC area;

(j) shall cause all records of this Association to be maintained at the Washington Area office;

(k) shall, together with the national president, have control over all personnel, records, and functions of the Washington Area office;

(l) may employ such personnel, designate such titles, pay such salaries, and assign such duties and responsibilities and authorize such expenditures of Association funds as deemed necessary for the efficient and proper conduct of the Washington Area office;

(m) may enter into contracts for a period not to exceed two (2) years at one time with such personnel as are deemed necessary to conduct the Washington Area office;

(n) may enter into contracts for the rental of office space required for said office, and

(o) may enter into contracts with insurance carriers and into agreements with the U.S. Civil Service Commission to make available to members a Civil Service approved health benefits plan which would qualify for government (U.S. Postal Service) contributions to premium. Such agreements shall be limited to coverage of active, associate, and Postmasters Retired members on initial inception of the plan, but may be extended to other categories of government employees if authorized by the Executive Board at a future date.

Section 3. The National Executive Board shall direct the national president to have published an official magazine of NAPUS, as a magazine of record, and take whatever action is necessary to publish said magazine. The editorial policy shall be formulated and controlled by the National Executive Board. Annual financial and other reports

shall be included in its pages.

Section 4. The national president, with the advice and consent of a majority of the members of the National Executive Board, may appoint an executive director who shall:

(a) be assigned to the Washington Area office of NAPUS;

(b) manage the affairs of that office under the direction and guidance of the national president and the National Executive Board;

(c) make periodic reports to the national president, the national secretary-treasurer, the National Executive Board and the membership of this Association as to the conduct of that office, the affairs of the Association and such other matters as deemed appropriate;

(d) have all expenditures of the funds of this Association approved by the national president; and

(e) if so designated by the national secretary-treasurer, collect all membership dues and other monies belonging to this Association, deposit, withdraw and have custody of the same and be responsible therefor, keep accurate and complete accounts, vouchers and receipts of the same under the direction of the national secretary-treasurer.

Section 5. The tenure of office, salary and items related thereto, of the executive director of this Association shall be determined by a majority vote of the members of the National Executive Board. Any contract entered into with the executive director shall not exceed two (2) years at any one time.

Section 6. This Association has established a "reserve fund" and said "reserve fund" shall, commencing with the calendar year 1971, be increased each calendar year, if possible.

(a) The National Executive Board shall have the responsibility, duty, and

authority to determine how the monies in this "reserve fund" shall be invested so as to yield the greatest return to this Association at the least possible risk. All income derived from the investment of this "reserve fund" shall be paid into the treasury of this Association and shall be available for use to defray the annual cost of conducting the affairs and business of this Association.

(b) None of the monies placed in this "reserve fund" may be withdrawn and expended for any reason whatsoever without the consent and approval of two-thirds of the members of the National Executive Board.

(c) The National Executive Board, in its discretion, shall determine the size of the "reserve fund" and shall limit the amount to be accumulated in it.

Section 7. The president shall call a special meeting of the Executive Board when requested in writing to do so by a majority of the vice-presidents, when necessary for the best interests of Postmasters.

Section 8. When, in the judgment of the president or a majority of the vice-presidents, an emergency situation makes immediate action on an issue necessary, a meeting of the Executive Board may be held by conference call, provided full notice of the issue to be resolved has been given in writing to each member, delivered not less than 48 hours prior to the time set for the meeting.

A quorum of the Executive Board shall be required for the purpose of conducting business during any telephone conference call. Following any telephone conference call meeting convened under this Section, a roster of the Executive Board shall be circulated to all members, each of whom shall sign to verify adequate notice of the meeting, and participation in the meeting.

2007

Section 9. Except as specifically provided in Section 8 above, no mail or telephone polls for the purpose of official action shall be conducted. Any action taken in polls conducted in contravention of this Section shall be null and void.

Article 12

Dues

Section 1. Each chapter shall be responsible to this Association for the dues of its members and shall promptly report to the secretary-treasurer the name, title, address, the salary schedule level and class of office of each Postmaster, Acting Postmaster and other persons eligible for membership who are members of the chapter. Each chapter shall also promptly report to the secretary-treasurer the names and addresses of all Associate Members of the chapter.

Section 2. The annual membership dues for this Association shall be determined:

(a) by multiplying the salary for the midpoint for each level of each Postmaster position in the EAS schedule by .4147 of 1 percent. **2005**

(b) by multiplying the salary for the midpoint for the level of the EAS 26 Postmaster position by .4147 of 1 percent for each member in the Postal Career Executive Service.

Section 3. The product obtained under the provision of subsections (a) and (b) of Section 2 of this Article shall be rounded to the nearest higher whole dollar.

Section 4. In no event shall the annual dues of this Association as determined in accordance with Sections 2, 3, and 5 of this Article be less than any amount established previously under this Constitution except as determined in accordance with Section 8 of this Article.

Section 5. The determination of the annual membership dues schedule as provided for in Sections 2, 3 and 4 of this Article shall be on the basis of the midpoint for the level of each salary schedule level in effect on the first day of the Postal Service fiscal year which next precedes the calendar year for which said annual membership dues are due and payable. **2005**

Section 6. The annual membership dues for members renewing their membership in this Association shall be the amount determined by Sections 2, 3, 4, and 5 of this Article for the salary schedule level designated for the position of Postmaster where said members are assigned as of the first day of the Postal Service fiscal year which next precedes the calendar year for which said renewal dues are due and payable.

Section 7. The annual membership dues for new members accepted for membership in this Association shall be the amount determined by Sections 2, 3, 4, and 5 of this Article for the salary schedule level designated for the position of Postmaster where said members are assigned on the date their applications for membership are submitted. For the purposes of this Section, new members are defined as those persons who were not members of this Association in the calendar year which next preceded the calendar year for which their applications for membership were submitted.

Section 8. The annual membership dues for Associate Members, Postmasters Retired and Officers-in-Charge shall be forty-two dollars (\$42), except that persons who are active members in good standing or surviving spouses specified in Article 3, Section 2, shall not be required to pay dues for the remainder of the calendar year in which they become

eligible for membership under this section. Of each \$42 in membership dues received by the National Office under the authority of this section for a Postmaster Retired or an Associate Member, the National Office shall remit \$14.50 to the chapter and \$10 shall be remitted to the national secretary-treasurer of Postmasters Retired. **2005**

Section 9. The national secretary-treasurer is authorized and directed to determine the annual membership dues schedule of this Association in accordance with the provisions of Sections 2, 3, 4, 5, and 8 of this Article and to cause same to be communicated to each chapter by the 1st day of the month of November each year and to further cause the same to be published in the November issue of the official magazine of this Association which next precedes the calendar year for which said annual membership dues schedule shall be applicable.

Section 10. Any member of NAPUS in good standing, when reaching ninety (90) years of age, will be automatically awarded Life Membership, without any dues being paid to the state chapter, to Postmasters Retired or to NAPUS. These members will be presented with a certificate that grants the right of membership for life, without having to pay membership dues. The certificate will be presented by the national president or state president in person on behalf of the National Association of Postmasters of the United States, NAPUS.

Section 11. (a) All membership dues paid by active members to a chapter shall be divided between the chapter and the National Association of Postmasters of the United States with 48 percent being retained by the chapter and 52 percent being forwarded to the national secretary-treasurer or his or her designee.

(b) All membership dues paid by members through the execution of a Standard Form 1187, *Request And Authorization For Voluntary Allotment of Compensation For Payment of Employee Organization Dues*, shall be divided between the chapters of the members authorizing the United States Postal Service to withhold membership dues from their salaries and the National Association of Postmasters of the United States with 52 percent being retained by the national secretary-treasurer or his or her designee for the National Association of Postmasters of the United States and 48 percent being forwarded by the national secretary-treasurer or his or her designee to the chapters.

(c) Levels of funding derived from dues income for the Association's national activities shall be set annually by the National Executive Board, with the following limitations. Funding from dues income for national legislative activities shall not be less than an amount equal to 5 percent of total dues contributions from active members as determined in Sections 2 and 3 of this Article. Funding from dues income for legal representation activities shall not be less than an amount equal to 5 percent of total dues contributions from active members as determined in Sections 2 and 3 of this Article.

Section 12. The execution by members of this Association of Standard Forms 1187, *Request And Authorization For Voluntary Allotment of Compensation For Payment of Employee Organization Dues*, authorizing the United States Postal Service to withhold from their salaries their dues for membership in this Association shall constitute the payment of said dues as required by this Article, and members executing such authorizations shall be considered in good standing

until the dates on which said authorizations are cancelled.

Section 13. All members who have failed to pay their annual dues by the first (1st) day of the month of March of the year for which dues are owed shall be declared delinquent, and the National Executive Board shall order the names of all such delinquent members removed from the rolls of this Association; and it is further provided that the names of any members so removed shall not be restored to the rolls of this Association during that year unless the full year's dues for that year are paid.

Article 13

Order of Business

Section 1. The order of business at any national convention or other meeting of this association shall be:

- (a) Call to order
 - (b) Invocation and pledge of allegiance
 - (c) Roll call of officers and chapters
 - (d) Announcement of convention committees
 - (e) Adoption of rules
 - (f) Adoption of preliminary report of credentials committee
 - (g) President's Report
 - (h) Report of the Secretary-Treasurer
 - (i) Reports of committees
 - (j) Unfinished business
 - (k) Election of officers
 - (l) New business
 - (m) Installation of officers
 - (n) Benediction, and
 - (o) Adjournment
- Section 2.** Election of officers shall be held one day prior to the closing day of convention.

Article 14

Committees

Section 1. The national president shall establish the

following convention committees to serve at each national convention:

- a. Committee on Policy
- b. Committee on Constitution
- c. Committee on Rules
- d. Committee on Credentials
- e. Special Committees as necessary

Section 2. Each of the committees required under Section 1, a through d of the article, shall be composed of a committee chairperson appointed by the national president and one member appointed by the national vice president for each of their respective areas. The committee chair and all committee members are voting members. For purposes of conducting committee business, 66 percent of the committee members constitute a quorum. The number of members and makeup of special committees shall be determined by the national president. **2005**

Section 3. The appointments of the committee chairs by the national president must be announced in the official publication of the organization, no later than February 1st of each year. **2005**

Section 4. The Committee on Rules and the Committee on Credentials shall report at the first official business session of the convention. No other business shall be conducted prior to the adoption of rules and a preliminary credentials report.

Section 5. Committees on Policy and Constitution shall make their reports not later than the day next preceding the last day of any national convention or other meeting of this Association. Final action on the reports submitted in accordance with the provisions of this section shall be taken no later than the last session of any national convention or other meeting of this Association.

Article 15

Sergeant-at-Arms and Parliamentarian

Section 1. At any national convention or other meeting of this Association, the national president:

(a) shall appoint a sergeant-at-arms and as many assistants as are necessary to maintain order and perform such other duties as may be assigned; and

(b) may appoint a parliamentarian to advise on matters of parliamentary procedure.

Article 16

Quorum

Section 1. At any national convention or other meeting of this Association a quorum shall be deemed to be present if twenty-six (26) chapters are duly represented.

Section 2. At any scheduled meeting or telephone conference call of the Executive Board, a majority of the Board members must be present or logged on for the call; this will constitute a quorum. **2007**

Article 17

Parliamentary Procedure

Section 1. "Robert's Rules of Order," new revised, shall govern the deliberations of the proceedings at any session of a national convention or other meeting of this Association, except that where any provisions of this Constitution are inconsistent or in conflict with "Robert's Rules of Order" then this Constitution shall prevail.

Article 18

Amendments

Section 1. All proposed amendments to this Constitution from individual members, chapters, or from the National Executive Board shall be submitted in writing to the

chairman of the Committee on Constitution at least sixty (60) days prior to the opening of the annual national convention of this Association. The proposed amendment or amendments to the Constitution shall be published in the official publication of this Association prior to the national convention at which they are to be considered.

In the event that a proposed amendment is submitted to the chairman of the Committee on Constitution at least sixty (60) days prior to the opening session of the annual national convention, and it is not published in the official publication of the Association prior to the national convention, it may be submitted at the national convention if the majority of the members of the Committee on Constitution agree that it should be presented.

Section 2. All amendments to this Constitution shall be considered by the Committee on Constitution, which shall recommend to the convention passage of all those proposed amendments supported by a majority of the committee. Any proposed amendment not recommended by the committee may be submitted by motion from the floor by any member seeking its adoption. All amendments recommended by the committee or presented from the floor by a member shall be read at one session of the convention and acted upon at a subsequent session of the convention.

Section 3. No amendment to this Constitution shall be deemed to have been adopted as part of this Constitution and be valid to all intents and purposes, unless the amendment has been approved by an annual national convention of this Association on a roll call vote by chapters and two-thirds (2/3) of the votes by chapters have been recorded in the affirmative.