Carpenters' District Council of Greater St. Louis and Vicinity

Affiliated with the United Brotherhood of Carpenters and Joiners of America

By-Laws and Trade Rules

- Quality
 - Pride
- Craftsmanship



PROPERTY OF

Member's Name
Address
City
Phone
Local Union No.
Social Security No
Coounty 140:
Gooding No.
IN CASE OF ACCIDENT, NOTIFY
IN CASE OF ACCIDENT, NOTIFY

CARPENTERS' DISTRICT COUNCIL OF GREATER ST. LOUIS AND VICINITY By-Laws and Trade Rules

Revised:

May 1, 1966 May 1, 1970 May 1, 1977 May 1, 1981 May 1, 1988 March 11, 1997



Office and Hall:

1401 Hampton Avenue St. Louis, MO 63139-3199

OFFICE HOURS:

Executive Offices —

7:00 a.m. - 5:00 p.m. Monday - Friday EXCEPT 2nd Tuesday of each month 7:00 a.m. - 7:00 p.m.

Fringe Benefits Offices —

7:00 a.m. - 5:00 p.m. Monday - Friday



TERRY NELSON Executive Secretary-Treasurer

ALBERT L. BOND Assistant Executive Secretary-Treasurer

JOHN HOLZER Director of Jurisdiction and Research

RON DICUS Southern Illinois Coordinator

BUSINESS REPRESENTATIVE/ORGANIZERS

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James S. Butler
Kevin T. Byrne
Scott A. Byrne
Timothy M. Cox
Brian K. Doerr
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Kevin E. Hamilton
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Timothy C. Hildebrandt
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Daniel E. Alexander

Daniel C. Barger

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TABLE CONTENTS

	PAGE
PREAMBLE	1
BY-LAWS	1
Section 1	Name and Title2
Section 2	Objects3
Section 3	Powers
Section 4	Officers of the Council4
Section 5	Nominations and Elections, Vacancies5
Section 6	Duties of the President6
Section 7	Duties of the Vice-President6
Section 8	Duties of the Executive
	Secretary-Treasurer7-10
	Duties of the Assistant Executive
	Secretary-Treasurer10 Duties of the Director of
	Jurisdiction & Research11
Section 9	Duties of the Warden and Conductor11
Section 10	Executive Committee11
Section 11	Trustees (Auditing and Financial)12
Section 12	Working Dues (Dues Check-Off)14
Section 13	Monthly Dues15
Section 14	Council Representation16
Section 15	Delinquent Local Unions17
Section 16	Delegate Credentials18

P	Δ	G	E
г	н	u	

Section	17	Delegates Attending Meetings18
Section	18	Collective Bargaining19
Section	19	Trust Funds19
Section	20-21	Meeting Nights20
Section	22	Officers' Bond20
Section	23	Special Dispensation21
Section	24	Charges and Trials21
Section	25	Initiation Fees21
Section	26	Working Cards22
Section	27	Representatives and Organizers22
Section	28	Further Objectives23
Section	29	Lawsuits Against the Council23
Section	30	Amendments23
Section	31	Severability24
Section	32	Miscellaneous25
Section	33	Hiring Hall or Job Referral System26
Section	34-43	Jurisdiction of Work for
		St. Louis and Vicinity27-30
Section	44-47	Jurisdiction of Work for
		Floorlayers30-33
Section	48-58	Jurisdiction of Work for Millwrights &
		Machinery Erectors33-39
Section	59-76	Rules of Pile Drivers, House Movers
o .:		and Shorers39-44
Section	77	Divers45

TRADE RULES

		PAGE
Rule 1	Members Report to Representative.	45
Rule 2	Work Cessation	45
Rule 3	Abusive Language	46
Rule 4	Promiscuous Hiring and Firing	46
Rule 5	Maintenance Work	47
Rule 6	Working Day	47-50
Rule 7	Overtime and Holiday Pay	
Rule 8	Shifts	53
Rule 9	Overalls	53
Rule 10	Safety	54-55
Rule 11-15	Contracting	55-56
Rule 16	Spotting and Aligning	57
Rule 17	Transite	57
Rule 18	Tools	57-60
Rule 19	Handling Material	60
Rule 20	Industrial Shops	60
Rule 21	Wages	61-67
Rule 22	Stewards	67-72
Rule 23	Rules and Penalties Governing	
	Member Conduct	73-74
Rules of Or	der	75
Roster of A	ffiliated Local Unions	76-78
Cradit I Inia	n	70

OBLIGATION

I do, of my own free will, solemnly and sincerely promise on my sacred honor, that I will never reveal by word or deed, any of the business of the United Brotherhood. unless legally authorized to do so. I promise to abide by the Constitution and Laws, the will of the majority, to observe the By-Laws and Trade Rules established by Local Unions and Councils affiliated with the United Brotherhood and that I will use every honorable means to procure employment for brother and sister members. I agree that I will ask for the Union Label and purchase union-made goods and employ only union labor when same can be had. And I further agree that, if at any time it should be discovered that I have made any misstatements as to my qualifications for membership, I shall be forever debarred from membership, and donations, in this order. I pledge myself to be obedient to authority, orderly in the meetings, respectful in words and actions and charitable in judgement of my brother and sister members. To all of this, I promise and pledge on my most sacred word and honor to observe and keep, and the same to bind me, as long as I remain a member of this Brotherhood. And I further affirm and declare that I am not now affiliated with, and never will join or give aid, comfort, or support to any Revolutionary Organization, or to any organization that tries to disrupt or cause dissension in any Local Union, District Council, State or Provincial body of the United Brotherhood of Carpenters and Joiners of America.

Being admitted to membership, I agree to be bound by the above Obligation of the United Brotherhood of Carpenters and Joiners of America, which I have read. I further agree that if it is found at any time that I have made false statements of any kind in this application, that my membership shall be declared void and all monies paid by me shall be forfeited.

COUNCIL BY-LAWS PREAMBLE

Our aim will be to promote and protect the interest of our membership, to organize the unorganized, to elevate the oral, intellectual and social conditions of all working men and women, to assist each other in sickness and distress.

To encourage apprenticeship and a higher standard of skill, to cultivate a feeling of friendship, and to assist each other to secure employment.

To aid and assist all organizations to uphold the dignity of labor and resist oppression by honorable means.

To hold it as a sacred principle, the union members, above all others, should set a good example as good and faithful workers, performing their duties to their employer with honor to themselves and to their organization.

We resent the principle of open shop association, and will continually strive for the enactment of legislation which will enable us to achieve our objectives. Realizing that a blow at one organization is a blow to all, therefore, it shall be our duty as union members to purchase union-made goods and patronize union shops and business establishments whenever possible to do so.

So with these aims and principles in mind, the Local Unions in the vicinity of St. Louis, Missouri shall affiliate ourselves into an organization that shall be known as the Carpenters' District Council of Greater St. Louis in conformity with the provisions of the Constitution of the United Brotherhood.

BY-LAWS CARPENTERS' DISTRICT COUNCIL OF GREATER ST. LOUIS

Section 1. NAME AND TITLE

This body is chartered and known as the CARPENTERS' DISTRICT COUNCIL OF GREATER ST. LOUIS, United Brotherhood of Carpenters and Joiners of America. This Council is organized in conformity with the Constitution of the United Brotherhood and shall exercise the powers and privileges of a Council under the Constitution and Laws of the United Brotherhood.

OBJECTS

Section 2.

The objects of this Council shall be to promote and protect the interest of our membership, to encourage the apprenticeship system and higher standard of skill, to reduce the hours of labor, to secure adequate pay for our work, to elevate the standard of our craft, to cultivate a feeling of friendship among the members of this Brotherhood, to assist our members in procuring employment and to protect our members by legal and proper means against any injustice that may be done to them, improve the moral, social and intellectual conditions of our members and all working people.

POWERS

Section 3.

This Council shall be the central governing body over and shall have legislative and executive powers on all matters relating to the general interest and welfare of affiliated Local Unions and their members. The Council shall establish working dues or monthly dues (that are sufficient to operate the Council) payable to the Council and initiation fees. It shall have the power to collect and retain all fines levied by the Council for violation of the laws, trade and other rules of the Council. The Council shall have the power to issue the quarterly work card. It shall have the power to make agreements with kindred bodies or

central organizations and send Delegates to same whenever deemed necessary. The Executive Secretary-Treasurer shall have the power to hire. discipline, promote, and fire all employees of the Council, including Organizers and Representatives with the approval of the District Council. Except for clerical employees of Local Unions, all persons employed on matters within the jurisdiction of the Council, Business Representatives and Organizers, shall be employees of the Council. No person shall be an employee of an affiliated Local Union except for persons employed in clerical positions. Upon approval of these By-Laws, all Local Union employment positions, except for clerical positions, shall cease to exist. Furthermore, the Council shall have all other powers provided for in the By-Laws.

OFFICERS OF THE COUNCIL

Section 4.

The officers of this Council shall consist of President, Vice-President, Executive Secretary-Treasurer, Warden-Conductor and three (3) Trustees. The Executive Secretary-Treasurer, Assistant Executive Secretary-Treasurer, Director of Jurisdiction and all full-time Representatives and Organizers shall constitute the Executive Committee. The term of these offices shall be three (3) years, except the Executive Secretary-Treasurer which shall be four (4) years.

NOMINATIONS AND ELECTIONS

Section 5.

The nomination, election and installation of officers of the Council shall be governed by the Constitution and Laws of the United Brotherhood in accordance with the following provisions:

- (A) Officers of this Council shall be nominated and elected by the delegate body of the Council, and must be working within the bargaining unit represented by their Local Union, or employed full time within the framework or the United Brotherhood of Carpenters to be eligible.
- (B) Council Delegates shall be elected in accordance with the Constitution of the United Brotherhood. Council Delegates shall be elected for a term of not more than three (3) years.
- (C) The Local Union shall notify the Executive Secretary-Treasurer, by certified mail, of the names of the elected Delegates before July 1st of each year. It is compulsory that the Executive Secretary-Treasurer of the Council notify these Delegates by mail that nominations and elections of the Council officers will be held at the first regular Council meeting in July.

(D) Should a vacancy occur in the office of Executive Secretary-Treasurer, the Assistant Executive Secretary-Treasurer shall immediately assume the duties of the Executive Secretary-Treasurer for the unexpired term. The new Executive Secretary-Treasurer shall within sixty (60) days appoint an assistant.

DUTIES OF THE PRESIDENT

Section 6.

It shall be the duty of the President to preside at all meetings of the Council, enforce a due observance of the Constitution and Laws of the United Brotherhood, conduct the same according to parliamentary rules and perform such other duties as designated by the body.

DUTIES OF THE VICE-PRESIDENT

Section 7.

The Vice-President shall assist the President in the performance of his or her duties and conduct meetings in his or her absence. The same rules are to govern as are applied to the President.

DUTIES OF THE EXECUTIVE SECRETARY-TREASURER

Section 8.

The Executive Secretary-Treasurer shall keep a correct record of each meeting, keep all documents and correspondence, issue all calls for a special meeting, keep a record of all charges, trials and fines, take charge of the seal of the Council and affix same to all official documents, sign all legal orders, keep a correct account between the Council and the Local Unions, receive all monies paid to the Council and shall hold in his possession a sum of money not to exceed \$100 for contingent expenses. He or she shall issue quarterly work cards to the affiliated Local Unions.

The Executive Secretary-Treasurer shall take charge of all the ballots cast in any election of the Council and shall preserve said ballots and other records relating to the election for a period of one year after the election date.

(A) The Executive Secretary-Treasurer shall be the Chief Executive Officer of the Council. The Executive Secretary-Treasurer shall be responsible for the management and supervision of the field activities, business office(s), and for conducting the daily business of the Council. The Executive Secretary-Treasurer shall assume all of the duties of the Recording Secretary and Treasurer.

All monies paid into the Council shall be deposited by the Executive Secretary-Treasurer in the name of the Council in such bank or banks as properly designated by the Executive Committee.

The Executive Secretary-Treasurer shall furnish each Local Union with a copy of the quarterly financial report of the council certified by the proper auditing committee. This report shall be signed by the trustees of the Council. He shall perform such other duties from time to time as the Executive Committee or the Council may direct.

The Executive Secretary-Treasurer shall furnish to each Local Union a correct record of each meeting of the Council. All collected monies shall pass through the hands of the Executive Secretary-Treasurer and he shall keep a record of the same.

The Executive Secretary-Treasurer shall refer all bills to the trustees for investigation, after which they shall be presented to the Council for approval.

The Executive Secretary-Treasurer is specifically authorized to expend, in accordance with the procedures of these By-Laws, funds for any or all of the purposes and objects of the Council.

The Executive Secretary-Treasurer shall have the authority to hire, suspend, promote or terminate all clerical or custodial employees and shall determine their duties, assignments, compensation, hours of employment and conditions.

The Executive Secretary-Treasurer shall have the authority to appoint, hire, suspend, promote or terminate Council representatives and organizers, subject to the approval of the Council.

(B) The Executive Secretary-Treasurer, by virtue of election to his or her office, shall automatically be deemed as an elected Delegate from the Council to the conventions or meetings of the United Brotherhood, State Building and Construction Trades Councils, Labor Federations, and any other organizations, conferences or meetings with which the Council may participate or become affiliated with. The Executive Secretary-Treasurer or his designee shall be chairman of all negotiating committees and shall appoint such committees.

The Executive Secretary-Treasurer shall serve as a trustee on any and all trust funds including, but not limited to, health and welfare, pension, labor-management and joint apprenticeship and training funds.

The Executive Secretary-Treasurer shall review with the executive committee of the Council all minutes of any trust funds with a copy of same to remain at the office of the Council.

The Executive Secretary-Treasurer may delegate any of his authority to a representative of this Council when he deems it necessary.

DUTIES OF THE ASSISTANT EXECUTIVE SECRETARY-TREASURER

It shall be the duty of the Assistant Executive Secretary-Treasurer to assist the Executive Secretary-Treasurer in the performance of his/her duties as instructed by him/her.

DUTIES OF THE DIRECTOR OF RESEARCH FOR JURISDICTIONAL DISPUTES

It shall be the duty of the Director of Research for Jurisdictional Disputes to research new construction job plans and specifications, establish facts and maintain a systematic file on work jurisdiction pertaining to the trade and to assimilate the information to the Executive Secretary-Treasurer and the Executive Committee.

DUTIES OF WARDEN AND CONDUCTOR

Section 9.

The Warden shall take charge of the door at all meetings of the Council and allow no one to enter except those who are entitled to do so. The Conductor takes up the password at all meetings.

EXECUTIVE COMMITTEE

Section 10.

The Executive Committee shall consist of all fulltime Business Representatives, Organizers, the Executive Secretary-Treasurer, Assistant Executive Secretary-Treasurer and Director of Jurisdiction. Between meetings, the Executive Committee shall have supervision of such Council business as has not otherwise been granted to officers of the Council. All changes or proposed changes in the By-Laws or Trade Rules of this Council or any of the Local Unions affiliated therewith shall be first referred to the Executive Committee for consideration and recommendation pending approval by the Council. Furthermore, in accordance with Section 11B of the Constitution and Laws of the United Brotherhood, same must be submitted to the First General Vice-President for approval. The Executive Committee shall submit a report to each meeting of the Council.

TRUSTEES (AUDITING AND FINANCIAL)

Section 11.

The Trustees shall have supervision of all funds and properties of the Council subject to such instructions from the Executive Committee as they may receive from time to time. The title to all property of the Council shall be held in the name of the Trustees of the Council and/or their successors in office. The Trustees shall audit all receipts and accounts of the Executive Secretary-Treasurer at least monthly and report their findings to the Council and perform such other duties as the Council may require. The Trustees shall audit all receipts and accounts of any other person authorized to collect funds. The Council shall engage a certified or registered public accountant for periodic audits, but not less than once a year, and such audits shall be examined by the Trustees for comparison with the Trustees audit who shall report their conclusions in writing to the Council.

WORKING DUES (DUES CHECK-OFF) SPECIAL ASSESSMENTS, PER CAPITA TAX

Section 12.

(A) The Council shall receive dues check-off as follows:

July 1, 1995 Base Dues - \$25.00 per month 1% Dues Check-off based on Journeyman wages. \$5.00 per month per capita to Carpenters' District Council.

July 1, 1996 Base Dues - \$25.00 per month 1-1/4% Dues Check-off based on Journeyman wages. \$5.00 per month per capita to Carpenters' District Council.

July 1, 1997 Base Dues - \$20.00 per month 1-1/2% Dues Check-off based on Journeyman wages. No Per Capita to Carpenters' District Council.

July 1, 1998 Base Dues - \$20.00 per month 1-3/4% Dues Check-off based on Journeyman wages. No Per Capita to Carpenters' District Council.

July 1, 1999 Base Dues - \$20.00 per month 2% Dues Check-off based on Journeyman wages. No Per Capita to Carpenters' District Council.

Check-off will be paid on each stamp received, not on gross wages. Carpenters' District Council reserves shall be capped at \$4 million.

Any per capita tax increases to the General Office after January 1, 1996 until January, 2001, will be paid for by the Carpenters' District Council. This will be in the form of rebate back to each local union.

The dues structure will remain until 2001, and then reviewed only if the International raises their per capita tax.

(B) In case of a deficit in the funds of the Council, the Council may levy a special assessment on each Local Union based on the number of members in the Local. The Council must give thirty (30) days written notice to the Delegates and the principal office of each Local Union prior to such special assessment and shall require a majority vote by secret ballot of the Delegates to the Council at a Special Convention to adopt this special assessment which must be approved by the First General Vice-President. The Executive Secretary-Treasurer shall notify all Local Unions that said assessment must be paid within thirty (30) days from the time of final approval.

- (C) The Council may establish monthly dues or increase working dues payable to the Council by a majority vote of the Delegates voting at a Special Convention of the Council held upon not less than thirty (30) days' written notice to the principal office of each Local Union.
- (D) The Council may impose a per capita tax as listed above. The Council may increase the amount of the per capita tax by majority vote of the delegates voting at a special convention held by the Council upon not less than thirty (30) days' written notice to the principal office of each local.

Section 13.

The monthly dues payable to the Local Unions in this Council shall be established by the District Council and must be adequate to enable the Local Unions to operate in an efficient, proper and solvent manner in the service and best interests of its membership.

Monthly dues payable by the members to the Local Unions shall not be increased except upon the approval by majority vote by secret ballot of the members in good standing voting at a general or special membership meeting after reasonable notice or by majority vote of the members in good standing in a membership referendum conducted by secret ballot. In addition, monthly dues payable to Local Unions must be approved by the Council.

Each Local Union shall furnish the Council with a correct monthly report of all members as indicated by the International per capita sheet.

COUNCIL REPRESENTATION

Section 14.

Each Local Union shall elect a Delegate or Delegates to the Council in accordance with the Constitution and Laws of the United Brotherhood governing nomination and elections in subordinate bodies. The ratio of representation from each Local Union to the Council shall be determined by the Council. A member of a Local Union who meets the qualifications of Section 31D of the Constitution and Laws of the United

Brotherhood shall not be ineligible to be a Delegate because he or she is a Business Representative of the Council, nor shall an otherwise qualified Delegate to the Council be ineligible for appointment as a Business Representative because he or she is a Delegate. Each Local Union shall submit the correct number of members on their rolls from month to month on and after the first meeting of each month.

The ratio of representation from each Local Union to the Council shall be as follows: Two delegates for the first hundred members or less, and one additional delegate for every additional hundred members or majority fraction thereof.

The Executive Secretary-Treasurer shall notify each Local Union by mail, not later than April 15th of the year of each general election of Local Union Delegates to this Council, the correct number of Delegates each Local Union is entitled to have elected.

DELINQUENT LOCAL UNIONS

Section 15.

A Local Union owing per capita tax for two months and the same not being paid by the end of the third month, such Local Union Delegates shall not have a vote or voice in the Council.

When a Local Union owes a sum equal to three (3) months per capita tax to the Council, its Delegates will not be entitled to a seat in that body nor shall the members of the delinquent Local Union be entitled to the work card of the Council

DELEGATE CREDENTIALS

Section 16.

Recording Secretaries of Local Unions must forward credentials of Delegate or Delegates from their Local Union to the Council properly signed by the President and Recording Secretary with the seal of the Local Union affixed. They shall be referred to the Executive Committee who shall investigate the same and report their findings to the Council with recommendation thereof.

DELEGATES ATTENDING MEETINGS

Section 17.

Any Delegate to this Council failing to attend its meetings shall upon the third (3rd) offense, provided they are successive and no reasonable excuse is presented and accepted by a majority vote of the Council, stand suspended and his Local Union shall be so notified.

COLLECTIVE BARGAINING

Section 18.

The Council shall have the exclusive power and authority to negotiate, ratify and execute Collective Bargaining Agreements for and on behalf of its affiliated Local Unions, except to the extent the International Union exercises its jurisdiction or authority.

TRUST FUNDS

Section 19.

The Executive Secretary-Treasurer shall have the power and authority to appoint and remove representatives for and on behalf of its Local Unions to act as Trustees for all negotiated Employer/Union Trust Funds including, but not limited to, Health and Welfare, Pension, Labor-Management Cooperation Committee, Vacation Savings and Holiday Plan and Apprenticeship, and the Council shall determine all allocations from negotiated Trust Funds. Accordingly, all trust agreements and/or plan documents shall be amended by the authorized representatives of the Local Union to reflect the foregoing appointment process.

MEETING NIGHTS

Section 20.

The meetings of this Council shall be held on the second and fourth Tuesday of each month at 7:30 p.m., and no business shall be transacted after 11:00 p.m. unless by a majority vote of the Delegates present immediately after the reading of the Minutes. Special meetings may be called by the President and Executive Secretary-Treasurer upon written request of five (5) Local Unions and the nature of the business shall be stated and no other business shall be transacted except that for which the meeting is called. The Executive Secretary-Treasurer shall notify each Delegate of the Council in advance to attend the meeting.

Section 21.

All meetings of this Council shall be of executive session

The Fiscal year for this Council shall be July 1st to June 30th. All accounts shall be audited and a complete financial report for the fiscal year be brought forth by the auditing committee no later than ninety (90) days following the close of the fiscal year.

OFFICERS' BOND

Section 22.

Every officer, agent or employee of the Council

bonded through the General Office for the faithful discharge of their duties.

SPECIAL DISPENSATION

Section 23.

Any member incapacitated by old age or accident desiring special dispensation may make application for same through the Executive Committee of the Council.

CHARGES AND TRIALS

Section 24.

The charges and trial procedures shall be as set forth in the Constitution of the United Brotherhood.

INITIATION FEES

Section 25.

The initiation fee(s) in this Council shall be \$200.00. Arrangements may be made for the payment of initiation fees by installments. The initiation fee for apprentices shall be in accordance with the Constitution and Laws of the United Brotherhood. Where an ex-member has violated any of the Rules and Laws of this Council and has been tried and found guilty of same and where a fine has been imposed, such fine must be paid before initiation.

WORKING CARDS

Section 26.

The Council shall have the power to issue quarterly working cards to the Local Unions for each member of the United Brotherhood on the Local Union's books. No member shall be entitled to receive a working card from a Local Union unless all arrearages for dues, fines and assessments are paid in full.

REPRESENTATIVES AND ORGANIZERS

Section 27.

All Representatives and Organizers working in the jurisdiction of the Council shall be employed by and placed under the supervision and direction of the Executive Secretary-Treasurer of the Council. No Representative, Organizer or Special Representative shall have authority to act as such until he or she receives the proper credentials from the Council.

The Local Unions shall not be allowed to employ anyone other than clerical employees.

Any member who represents himself or herself as a Representative or any member acting as such and not having received credentials from the Council, or a Business Representative whose credentials have been canceled and who represents himself or herself as a Representative of

the Council or any Local Union, shall for the first offense, after having been tried and found guilty, be fined a sum of fifty dollars (\$50.00) and for the second offense, if found guilty shall be expelled from the United Brotherhood.

FURTHER OBJECTIVES

Section 28.

The Council shall have the authority to organize and operate a special Political Education Committee for the purpose of political objectives including, but not limited to, public relations, political activities and contributions and furtherance of legislation.

LAWSUITS AGAINST THE COUNCIL

Section 29.

No member fined, suspended or expelled by action of the Council shall file any lawsuit against the Council, its Officers or Representatives, or its affiliated Local Unions without first exhausting all appeal remedies provided for in the By-Laws and Constitution of the United Brotherhood.

AMENDMENTS

Section 30.

(A) Any amendments and changes to these By-Laws may be put into effect by the action of the Delegates at a Special Convention of the Council.

- (B) A proposed change must be submitted in writing by five (5) Local Unions with seal affixed provided that the Resolutions Committee consisting of five (5) or more members has reviewed and approved the resolution as to its legality in accordance with the Constitution and Laws of the United Brotherhood and the applicable Collective Bargaining Agreement, and State and Federal laws.
- (C) All changes or proposed changes to the By-Laws or Trade Rules of this Council or any of the Local Unions shall be first referred to the Executive Committee for consideration and recommendation, and then referred to a By-Laws Committee, pending approval by the Council and in accordance with Section 11B of the Constitution and Laws of the United Brotherhood. The proposed changes must be submitted to the First General Vice-President for approval.

SEVERABILITY

Section 31.

If any Section or part of these By-Laws shall be held invalid by operation of law or by any tribunal of competent jurisdiction, the remaining Sections of these By-Laws shall not be affected thereby and shall remain in full force and effect.

MISCELLANEOUS

Section 32.

- (A) The Council by majority vote of the Delegates present, either in regular or special session, shall have the authority to adopt Operating Procedures to govern the Council and all Local Unions, and to enact all measures, resolutions, trade rules, instruction to members and Local Unions and all other actions that may be necessary to further the objectives and purposes of the Council.
- (B) These By-Laws, Trade Rules and any other rules, resolutions and directives adopted by the Council shall govern and be binding on each Local Union.
- (C) Any subject not covered by these By-Laws and Trade Rules shall be governed by the Constitution of the United Brotherhood and nothing in these By-Laws shall in any way be construed to conflict with the Constitution of the United Brotherhood.
- (D) The Executive Committee of the Council shall have the authority to call a Special Convention. Written notice of a Special Convention must be given to all Delegates and the principal office of each Local Union at least thirty (30) days prior to such Convention.

- The delegates of any Special Convention of this Council shall consist exclusively of the delegates to this Council.
- (E) All current By-Laws of locals must be submitted to the Council for approval. All By-Laws of Local Unions that are inconsistent with these By-Laws are superseded.

HIRING HALL OR JOB REFERRAL SYSTEM

Section 33.

The Executive Committee of the Council shall adopt, and all workers shall be governed by, uniform rules and/or procedures for the registration and/or referral to employment of unemployed workers. Workers shall have employment mobility throughout the territorial jurisdiction of the Council.

THE UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA

General Jurisdiction of Work for St. Louis and Vicinity

Section 34.

The Jurisdiction of the United Brotherhood shall extend over and include all persons engaged in the following classes of work: Carpenters, Joiners, Stairbuilders, Millwrights, Insulators, Shingles of all kinds, Floor and Wall Coverers of all types, Metal Fabricators, Metal Sash and Door Installers, Shipwrights and Caulkers, House Movers, Shorers, Pile Drivers, Planing Mill Bench Hands, Cabinet Makers, Timbermen and Core Drillers, Loggers, Casket and Coffin Makers, Box Makers, Railroad Carpenters and Car Builders, Furniture, Reed and Rattan Workers and men running wood working and other machinery required in the fashioning or milling of products used in the trade.

Section 35.

All wood work on all construction work and all such other work to be done by members of the U.B. of C. and J. of America in accordance with the following specifications:

Section 36.

The making and setting of all concrete forms for concrete, the setting and adjusting of all forms for concrete and the making of all moulds of wood or other materials.

Section 37.

The building of all scaffolding where any carpenter tools are used, and tubular scaffolding, except ordinary trestle scaffolds, the framing and making of all trestles, ladders, derricks, hoists, travelers and pile drivers, and other appliances made wholly or in part of wood, that are used in construction work; derricks used for raising materials for the carpenters shall be operated by carpenters only.

Section 38.

The preparing, fitting and construction of all frame work, when same is of wood or other material, such as Stran Steel, Una Strut, etc., the covering of same with flooring, sheeting, shingles, etc., the making and putting on grounds for plaster, including corner beads, either wood or metal lath, putting on all strips, brackets and furring to receive sheet metal and other materials. Framing and setting of metal studs, joists and all other framing that tends to replace wood, the driving, cutting off, and capping of all piles, the installing of all works in connection with and required for acoustical purposes, the applying and

erection of all mouldings in connection with the acoustical work.

Section 39.

The setting and caulking of all frames, either wood or metal, for doors, windows and other openings, the fitting and hanging of all doors, sash and blinds, the making and hanging of all fire doors and gates.

Section 40.

The making and setting of all frames, sash, doors, blinds, aluminum awnings, medicine cabinets, trim, store and other fixtures and all other materials. manufactured in planing mills, cabinet shops, stair shops and all other factories manufacturing any of the above mentioned materials. All mill and cabinet work handled by members of the United Brotherhood, must bear the label of this Brotherhood. The making and putting on of all trim and finish, when same is of wood or other material, the laying and applying of all rubber, cork linoleum, zenithen, wood, block and mastic floors, transite or synthetic plastic products, and handling of all in-a-door beds, the assembling, erecting and installing of all opera chairs, all stadium and arena seats, benches and other furniture in theaters, halls, churches, cafes, restaurants, and all other places where any of the above mentioned furniture is used on floors of any kind. Putting on all builders' hardware. including door tracks of every description, including all units suspended from same, putting on all weather strips, caulking of opening, making fitting and hanging screens, for doors, windows and other openings.

Section 41.

There shall be no less than four members in a crew when erecting prefab houses or trusses.

Section 42.

The U.B. of C. and J. of A. asserts a prior claim to the manufacturing of all classes of building material and the construction of same that through the advance of science and invention may tend to displace its members, and will demand due consideration with the autonomy of trade organizations.

Section 43. Ship Carpenters and Caulkers
Will receive the scale of wages established under
the current contract.

Section 44. Jurisdiction of Work for Floorlayers All installations which consist of fitting, laying, gluing, taping, nailing, stapling, spraying, caulking, heat bonding and clamping/clipping, magnetized, and all necessary sewing, seaming and joining of carpets, rugs, linoleum, wall linoleums, sink tops, cork, carpets, wall carpet, carpet tile, mattings, protective wall matting, cushioned

wall covering, lino-tile, rubber tile, asphalt tile, tread-like tile, sheet vinyl, plastic and metal wall tiles and all other tiles, the laying of all resilient floor coverings, new or old, any related products customarily installed on any vertical, horizontal, or any other surface; Fritz Tile such as vinyl tile composed of marble chips embedded in epoxy resin. The necessary preparation and installation of hard tiles such as ceramic, marble, quarry, etc., and the finishing of all tile, marble and terrazzo; sisal and related products, such as Mayatex and Tretford: needle punched or tufted grass or synthetic indoor and outdoor coverings, such as AstroTurf, Ozite, all athletic track materials, Tarkett, Pavimar, Medintech, Belbian coverings, Mipolam floor, wall and ceiling systems, and other similar products; poly-vinyl chloride synthetic flooring, poured seamless flooring, top set cove base, vinyl base, and straight base, vinyl or rubber protective wall corners; the cleaning of carpets, laying of all hardwood floors, nailed or mastic set, parquet and wood type tiles, and lock floors, acrylic radiated wood flooring, such as Permagrain Gamma-Par and Radwood, and any other vinyl laminated hardwoods; the sanding and finishing of floors, lining and striping, the taking up of carpets, linoleum and all asbestos related materials, and all other wall, ceiling and floor coverings, the drilling of holes for sockets and pins and the fitting of all devices for the attachment of carpets and other floor, wall and

ceiling coverings; the installation of necessary underlayment prior to installing finished floor, and the fitting of edges on steps and at openings for the protection of linoleum and other floor, wall and ceiling coverings; Tivoli Track Channel (stair nosing and carpet edge to receive electric tubing in conjunction with floor products); the cleaning and waxing and protective cover of all flooring required at the time of installation, the handling, lifting or moving of any flooring or floor covering, wall covering and ceiling covering materials on the job site; the reasonable preparation of all floors. and all other work pertaining to floor coverings, shall be classified as carpet, linoleum, hardwood and tile layers' work, and shall be assigned by the Employer exclusively to employees represented by CARPET, LINOLEUM, HARDWOOD, AND TILE LAYERS' LOCAL UNION NO. 1310.

Section 45.

This Agreement pertains to the complete preparation, installation, finishing, fabrication or prefabricating of tile, marble, and terrazzo work, slabbing or installing of all classes of tile, marble and terrazzo, whether for interior or exterior purposes, whether in individual pieces or prefabricated panels, including all work necessary to install individual pieces or panels, including welding of panels, slabs, or other prefabricated units containing or pertaining to tile, marble, terrazzo for use in any public or private building and/or project.

Section 46.

Neither the Employer nor any of its supervisory employees may perform work described in paragraph 1 of the Article or otherwise perform any work with the tools of the trade.

Section 47

When an employee covered by this Agreement is assigned to perform any work not described in paragraph 1 of this Article, in addition to his/her regular duties, all of his/her hours shall be compensated in accordance with the provisions of this Agreement.

Section 48. Jurisdiction of Work for Millwrights and Machinery Erectors

All general contractors and subcontractors on all jobs where machinery is to be set must consider the erecting and setting of same, including the building of forms where forms are called for, to be the work of employees covered by the Contract of the District Council.

Section 49.

The term millwright, shall mean the unloading, hoisting, dismantling, skidding, processing and cleaning, erecting, assembling, lining and adjusting of all machines used in the transmission of power in buildings, factories, or elsewhere, be that power, steam, electric, gas, gasoline, water or air.

Setting of all classes of engines, motors, dynamos, generators, air compressors, putting all pulleys, sheaves and flywheels on same, making and setting of all templets for all machinery requiring foundations and bolts.

All coal handling machinery and drivers, crushers, conveyors, drags, whether the frames be of steel or wood, with all necessary framing and drilling, making all wood boxes and guides, all patent stokers, and automatic feeding devices, ash handling machinery either elevation or conveying.

Stone crushing, and gravel washing plants, crushers, screens, revolving or eccentric; rolls, pan conveyors and ship hoists, conveyors, belt, screw Hatman, Air slide or gravity, whether boxes be steel, iron or wood, the assembling of all travelers and cranes for handling machinery or its products.

Framing and setting of all bridge trees either wood or steel, where they are not part of building or structure; all foundation beams or timbers used for the reception of machinery, legs, supports for machinery, carriers and chutes; and all Hopper Bottoms, drilling all necessary holes for same, whether foundations be wood or steel, stone, concrete or other material, and all holes for

beaming and machinery to be drilled by mill-wrights in wood, steel, or other materials, whether ratchet or power drills are used.

All grain handling, appliances, cleaners, slippers, needle machines, car pullers, grain shovels, the manufacture and erection of all wood legs, spouts and conveyor boxes, and the erection of all steel or cast iron legs, heads or boots, and conveyor boxes, framing of scale timbers and hod hoppers and gamers. Setting of all scales, track hoppers or automatic, all boat tanks or receiving hoppers and devices used for elevator legs, when not of electrical appliances; all dust collectors and necessary spouting to same, lagging all pulleys and bleaching devices of all kinds. All bin valves, turnheads and indicators, all necessary shafting and bearing and supports all drives, rope belt, chain or rawhide; all splicing and gluing of same; all pulleys, cable sprockets and gearing, cutting of all kevseats in new or old work done in the field. All escalators, stairs, amusement devices of all kinds, framing and erection of all derricks and pile drivers, all bridge machinery, all fans and pumps either steam or centrifugal; all dryers and necessary appliances for same; all barrel and package devices, either elevating or conveying; all presses hydraulic or other powers; filling all

mixers and other temporary appliances used in the connection of buildings, and all link carriers.

All direct and connected machines or any power, hog hoists and meat handling appliances of all kinds; installing machinery in all classes of plants or mills, flour, cereal, spice, cotton, wool, twine, paper, steel, saw cement, planing, power and paint mills, machine and woodworking shops, or factories, jewelry and power houses, sugar refineries, starch houses, bakeries, fertilizing plants, breweries and malt houses, shoe factories and printing establishments.

All ice plants and equipments, glue and ice cream factories where shafting and machinery are used for manufacturing and transmitting power.

Finally, all work pertaining to machinery used for manufacturing purposes or amusement devices, which with the evolution of time will come under the jurisdiction of this craft. The handling and operating of all acetylene devices when used in connection with millwright work.

Section 50.

All welding which is incidental to the above jurisdiction is to be done by millwrights.

Section 51.

No laborers shall be allowed to work with millwrights or on millwright work.

Section 52.

Where there are two or more millwrights employed on one job, one shall receive foreman's pay.

Section 53.

No millwright foreman shall supervise a crew of more than eight, not including himself/herself.

Section 54.

A millwright foreman can supervise a crew on one job site only.

Section 55. Tool Storage and Loss

The Employer shall provide a reasonable secure shed or suitable place for the storage of the carpenters' tools and clothing, with a heating stove during the winter season. On buildings ten stories high or over, a shed must be provided on every fifth floor. A complaint by the steward with reference to such storage space shall be investigated by representatives of the parties hereto.

Tools lost by fire, flood, or through forceable entry shall be replaced by the contractor as per negotiated contract.

IMPORTANT ADVICE FROM YOUR UNION

- Familiarize yourself with the contents of this booklet.
- Health & Welfare, Pension and Vacation Offices: Fringe Benefits Services Building, 1419 Hampton Avenue, St. Louis, MO 63139. Trust Fund Office Hours: 7:00 a.m. to 5:00 p.m. and can be reached by dialing 314-644-4802 OR 1-800-332-7188.
- All questions pertaining to Health & Welfare, Pension or Vacation Benefits will be handled by writing or calling the respective offices.
- 4. Requests for Health & Welfare Claim Forms, Pension Application Forms or Health & Welfare and Pension Plan Booklets may be made by phone (314-644-4802) or by writing the Health & Welfare or Pension Fund Offices. Health & Welfare Claim Forms may also be available from certain alternative sources. Please contact the Health & Welfare Office for information concerning any alternative sources.
- When writing to the Fund Offices, always give full name, correct address, social security number and employers' name.

Please remember that a completed claim form must be submitted to the Health & Welfare office each year for each eligible family member. See your Health & Welfare Plan Booklet for additional information - "Claims Procedures".

- Promote the Union Label buy only Unionmade goods and services.
- Always carry your current Union working card and display the current button.
- 8. Attend your Union meetings regularly its important.
- 9. Read your monthly magazine "The Carpenter".
- 10. Read the Carpenters' District Council newsletter "The Cutting Edge".
- Work Safely!! Injuries are costly to both you and your employer.
- The Carpenters' District Council Office may be reached by dialing: 314-644-4800 OR 1-800-332-7188.
- CDC Office Hours are 7:00 a.m. to 5:00 p.m., Monday through Friday, except for the 2nd Tuesday from 7:00 a.m. to 7:00 p.m.

To verify loss, employee shall have submitted a list of tools in his/her immediate possession at time of employment (per negotiated contract).

Section 56. Safety

When millwrights are exposed to unusual conditions, such as heat, cold, dust, dangerous fumes or gases, the contractor shall furnish the necessary safety or protective equipment exclusive of clothing. Each employee shall furnish his/her own hard hat, safety shoes, safety goggles or glasses. Where safety or protective equipment cannot possibly be used, there shall be a meeting of the Union and the Contractor to work out a mutually agreeable safety practice. The intent of this paragraph is to exclude inclement weather or acts of God.

Section 57. Welder

Any special certification test of a qualified millwright welder, taken for the convenience of the Contractor, shall be paid for by the Contractor. Before a qualified millwright welder commences the welding test, he/she shall be placed on the payroll of the Contractor. This rule shall also apply to carpenters and pile drivers when welding. All carpenters, millwrights, and pile drivers when welding or burning galvanized aluminum, or any other toxic materials shall have grade -A milk available for antidote and proper ventilation available at all times for these employees during said period.

Section 58 Machinery

All machinery and equipment set by millwrights shall be adjusted by millwrights. During run-in period of equipment, millwrights can be gainfully employed on other work in the immediate area. In the event of dispute as to the number of millwrights required and/or length of time required during period of run-in, then the question shall be resolved by one representative appointed by the Carpenters' District Council and one appointed by the Associated General Contractors of St. Louis.

Section 59

Rules of Pile Drivers, House Movers and Shorers (except where labor contract language provides otherwise)

Any members starting a new job must report the location and names of the Contractors to the C.D.C. within four (4) hours or be subject to a fine.

Section 60. Foreman

On all jobs where two or more members are employed one shall act as foreman and receive foreman's pay.

Section 61.

When employees are transferred from job to job during their regular working hours they shall receive regular rate of pay while moving.

Section 62.

All work coming under the jurisdiction of pile drivers and house shorers, shall not be performed by any one not carrying a District Council Card. No laborers shall be allowed to work with pile drivers or house shorers on the class of work.

<u>Section 63.</u> Jurisdictional Claims of Pile Drivers, House Movers and Shorers

Pile driving in its entirety on all forms of construction and handling of all equipment in connection with same. All handling of piles; heading and sharpening of all piles, lining up of piles, cutting off, capping and bracing of same; also pulling all piles, wood, concrete, steel or steel sheeting, taking soundings for bridges and buildings, either temporary or permanent. The heading and sharpening of piles must be done on the job. The erection, rigging and handling of all derricks and cable-ways on sewer jobs. All house

shoring and moving, wharf building and cradles and inclines of timber or piling. Not less than four members and a foreman shall constitute a crew on pile driving work.

All welding, cutting, capping of steel pile, handling and laying of all submarine cables and pipe lines, which is incidental at above jurisdiction is to be done by members of the United Brotherhood.

Section 64.

The Laws and Rules governing Carpenters under the jurisdiction of the C.D.C. shall apply to the work of the Pile Drivers and House Shorers.

Section 65.

The laying out and spotting of all piling must be done by carpenters or pile drivers.

Section 66.

There shall be two (2) members during the clamping up and tacking of steel "H" piling and pipe piling for splicing. If the pile driving crew is in the immediate vicinity, one Foreman can supervise more than one crew.

Section 67.

No pile driver crew shall be required to work with equipment which has been determined to be unsafe by a competent safety engineer or by mutual agreement between Employer and the job steward. Nor shall they be required to work on a job where reasonable safety standards are not adhered to. Where defective equipment or lack of safety standards do occur, corrections shall be in accordance with the Associated General Contractors Safety Manual.

Section 68.

Any mechanical device used to cut piling, the marking of pile for cut off, the moving of equipment on job site, the hooking up of hose, shall be performed by pile drivers.

Section 69.

On steel sheet piling only the person working in the stirrups 30 feet from the surface elevation shall be paid 50 cents per hour premium during actual stick operation.

Section 70.

When testing pile, no less than one (1) member shall be used.

Section 71.

For normal pile driving operations with rigs other than a SKID, ROLLER or FLOATING rig, or a rig with spool, four members and a foreman is sufficient to expeditiously handle the work. The pile driving work around a SKID, ROLLER or FLOATING rig or a rig with spool would require four members and a foreman.

Section 72.

Regardless of the type of rig or the size of the crew, members of the crew will perform other work in connection with the pile driving, in the vicinity of the pile driving operation, during the time that driving is going on. This would include, but not be limited to, such things as heading pile, welding, cutting, making pads, etc. During the time pile is being picked up, spotted and started, the full crew will work with the rig.

Section 73.

When driving Wakefield Piling and other similar piling material, such as wood sheeting and 4 x 4's with an air hammer or sheeting hammer (not with a right) the number of members needed will be determined by job conditions.

Section 74.

Short duration and miscellaneous pile driving work may be done with a crew of carpenters drawn from the carpenters on the job without the necessity of recruiting a crew of regular pile drivers.

Section 75.

When unloading or moving pile and no pile driving is going on Rules A-1, A-2 and A-3 shall apply.

- A. When pile driving is going on and pile must be moved from a stockpile to the driving rig-two (2), three (3), or four (4) members will be used to move.
 - If stock pile is no more than three (3) high and no climbing is necessary, on pile up to 60 feet in length - two (2) members will be used.
 - If stock pile is no more than three (3) high and no climbing is necessary for pile over 60 feet in length - three (3) members will be used.
 - If stock pile is over three (3) high and climbing is necessary, regardless of length of pile - three (3) members and a foreman will be used.

These rules apply except where labor contract language provides otherwise.

Section 76.

After pile driving has been completed on a job, two members will be used for cutting off pile.

Divers

Section 77.

All diving in connection with the jurisdiction of the Brotherhood shall be performed by a diver who is a member of the Carpenters' District Council. Any tender required by a diver in the performance of his/her duties must also be a member of the Carpenters' District Council.

TRADE RULES

Governing All Construction Work Including All Shops and Industrial Plants

(Except Where Labor Contract Language Provides Otherwise)

RULE 1.

Every member shall give to any official representative of the District Council, when requested, his/her proper name, address, and the number of the Local union to which he/she belongs.

RULE 2.

Every member shall cease work when ordered to do so by an authorized official of the District Council, which said official shall only issue when same is not in violation of any applicable federal, state or local law or regulation.

RULE 3.

Abusive Language. Any foreman or Employer or superintendent using violent or abusive language toward any carpenter working on a job or in a shop or mill, or who discharges a carpenter for upholding the Trade Rules, upon conviction shall be fined after due trial and conviction not less than \$25.00, ruled off the work for a period of one year, and will not be permitted to act as a foreman or superintendent on any job within the jurisdiction of this Council for a period of five years. Any member violating this portion of this Rule shall be fined, ruled off the work, or both after due trial and conviction.

RULE 4.

B. Promiscuous Hiring and Firing. On the job where the policy of promiscuous hiring and firing is practiced, the superintendent and foreman or foremen shall be subject to a call to appear before the Board of Business Representatives for investigation. In the event that the investigation by the Board of Business Representatives indicates that the above mentioned practice was done for the purpose of rushing a member, the case will be placed before the Carpenters' District Council. If, after due trial, the superintendent or foreman is found guilty, he/she shall be fined the sum of not less than \$50.00 for the first offense. For the second offense, shall be

fined the sum of not less than \$50.00 and ruled off the contractor's work for a period of one year.

C. Any superintendent or foreman rushing the member under his/her charge shall upon conviction receive the same penalty as specified above. Any member rushing a job or setting the pace on the work shall be fined or ruled off the work or both after due trial and conviction.

RULES 3 and 4 above shall not be applied to foremen or superintendents not performing work covered by contract between the Employer and Carpenters' District Council of St. Louis solely for their supervisory activities when working for employers engaged in commerce within the meaning of the National Labor Relations Act.

RULE 5.

Maintenance Work. Members, before accepting work as maintenance person, must first apply for permission from the District Council.

RULE 6. Working Day (except where labor contract language provides otherwise).

A. The regular workday shall consist of eight (8) consecutive hours, exclusive of a thirty (30) minute lunch period, with pay at the regular straight time hourly rate. The regular workday shall begin between the hours of 6:00 a.m. and 8:00 a.m. with the starting time to be determined by the employer. This adjustable starting time can, at the employer's option be staggered to permit starting portions of the work force at various times within the prescribed hours.

PROJECTS THAT CANNOT BE PERFORMED DURING THE REGULAR WORKDAY: (not applicable to Local 1310; see Local 1310 current contract) This section is not applicable to new construction.

Notification prior to starting date must be made to Carpenters' District Council. On projects that cannot be performed during the regular workday, i.e., plant maintenance and modification of cooperating plants, including heavy traffic areas, such as offices and retail stores, in such cases, employees shall be paid the applicable straight time hourly rate plus a premium of \$2.50 per hour the first eight (8) hours worked. Any hours in excess of eight (8) hours shall be paid at the applicable overtime rate plus the \$2.50 per hour premium. All other work rules, guaranteed payment and other provisions of the Collective Bargaining Agreement shall apply when such work is being performed.

Where specifications issued by governmental agencies require street, road, bridge and aircraft operating area work to be performed outside the regular workday, starting time will begin when employee starts to work. Employees shall be paid the applicable straight time hourly wage rate plus a premium of \$2.50 per hour for the first eight (8) hours worked. Any hours worked in excess of eight (8) hours shall be paid at the applicable overtime rate plus the \$2.50 per hour premium. All other work rules, guaranteed payment and other provisions of this Collective Bargaining Agreement shall apply when such work is being performed.

DEFINITION: Aircraft operating areas work ramps, taxi areas, runways (finger ramp, double decks, if it must be kept open during the day). This provision is **not** applicable to new construction.

Sufficient time, but no more than such time as necessary shall be allowed for carpenters on jobs to gather tools and reach tool shed by quitting time. The time allowed for gathering tools and reaching tool shed by quitting time at Noon and at quitting time is to be agreed upon by the Employer and the Steward or Business Representative. If start of lunch period is delayed beyond 12:30 p.m., employees whose lunch period is so postponed shall be paid straight time rate for such lunch period.

- B. Members shall not be permitted to enter on time cards any item except the total number of hours worked each day.
- C. No member shall be on the job where he/she is employed more than thirty minutes before starting time. Any member violating this Rule shall be fined no less than \$10.00 after due trial and conviction.
- D. Employees shall be given one hour advance notice of layoff or discharge; in the event such hour notice is not given the employee shall receive one hour additional pay from the time of such delayed notice.
- E. No contractor shall compel any carpenter to commence or continue working on any job where a strike or lockout is in progress or where picketing is being carried on. In any such case, the carpenters shall have the right individually to decide where to work or to cease or refuse to work, and in no event shall any carpenter be penalized, disciplined or otherwise discriminated against by a contractor for exercising the discretion herein given him/her.

RULE 7. Overtime and Holiday Pay

- A. No work shall be done between the hours of 4:30 p.m. Friday and 6:00 a.m. Monday, except to preserve life or property, in which event a permit must be obtained from the Executive Secretary-Treasurer's office by a telephone call from the Steward on the job, giving the job location, foreman and the number of employees working overtime.
- B. Time and one-half shall be paid for all overtime hours worked during the week, Monday through Friday and for all work performed on Saturday. Double time shall be paid for all time worked on Sunday and all Holidays including: New Year's Day, Memorial Day, Thanksgiving Day and Veteran's Day. In the event overtime is to be worked, a permit must be obtained from the Executive Secretary-Treasurer's office by a telephone call from the Steward on the job, giving the job location, foreman and the number of employees working overtime.
- C. No work shall be performed on Christmas Day, Fourth of July or Labor Day, unless dispensation is given by the Executive Secretary-Treasurer (per negotiated contract).

- D. When any of the above holidays fall on Sunday, the Monday following it shall be observed as such holiday.
- E. When overtime is necessary, all members on the job shall be allowed to work such overtime, or if this is not practical, the members required for overtime shall be changed each day, so that such overtime shall be distributed equally among all the members on the job. The foremen on the job will be held responsible for the strict enforcement of this rule, under penalty of fine.
- F. No carpenter shall be allowed to work overtime for any employer while regularly employed by another. No contractor shall transfer members to overtime jobs unless all carpenters on said job work the overtime.
- G. Members are to be allowed one-half (1/2) hour for supper, with pay at the contractual overtime rate of pay if they work two hours overtime after the end of the regular work day and if they are to continue to work after this supper period. In the event of additional overtime, employees will be allowed one-half (1/2) hour mealtime with pay as provided above after each additional four (4) hours overtime beyond

the previous overtime plus mealtime provided they are to continue working after such additional mealtime. Saturdays' pay will be at time and one half. Sundays & Holidays would be at double time rate unless special contracts indicate otherwise. In the event of additional overtime, members will be allowed one-half hour mealtime with pay as provided above, after each additional four hours overtime beyond the previous overtime plus mealtime, provided they are to continue working after each additional mealtime.

Where possible, members shall arrange to eat alternately to permit work to proceed continuously, but this shall not be construed to deprive a member of mealtime privilege and payment.

RULE 8. Shifts

Shift work will be as negotiated in the various contracts.

RULE 9. Overalls

Carpenter overalls must be worn by journeymen and apprentice carpenters while performing carpenter work unless special uniforms or wearing apparel is indicated in negotiated contracts. Under no circumstances shall carpenter overalls be worn off the job. Specialty members may be allowed to

wear white pants and white shirts after gaining permission of the Business Representatives of the area in which the job is located, or granted permission from the Union.

RULE 10. Safety

- **A.** In the interest of safety, a journeyman shall be assigned to welders and burners.
- B. In the interest of safety, when a journeyman carpenter is engaged in operating a power saw to rip or cut any long, wide, heavy or unwieldy materials, it is mandatory that he/she have another carpenter to assist him/her.
- C. All protective equipment must be furnished by the Contractor, same to be returned on completion of the job.
- D. All equipment must be new, or in a safe and sanitary condition.
- E. New, or sanitary (sterilized) boots, raincoats and rain hats shall be furnished by the Contractor. Same to be returned at the completion of the job.
- **F.** Sanitary toilet facilities shall be furnished by the General Contractor. Same to be kept clean and sanitary at all times.

- G. All Employers must furnish ice water for drinking purposes for carpenters only, with sanitary cups, when the season of the year justifies same.
- H. It shall be the duty of the Steward, along with his/her other duties as prescribed in the Trade Rules to inspect and repair all scaffolding, stairways, ladders, walkways, handrails, barricades, bridges, and all power tools and equipment, etc., for the safety of the employees on the job.

He/She should also make a written report of all accidents, along with the names of witnesses, and all information pertinent to the accident and turn same in to the Executive Secretary-Treasurer of the District Council.

RULE 11. Contracting

- A. Any member contracting, should he/she wish to work overtime, must employ at least one journeyman with him/her.
- **B.** Contractors working on a job shall be subject to the same rules as journeymen.
- C. No member shall sub-contract or work at piecework, but may take contract, providing he/she furnishes all materials, signs a contract

and shows proof of surety bond and purchase of fringe benefits, workmen's compensation, and unemployment.

RULE 12.

No member of a contracting or building firm shall be allowed to work with tools unless he/she carries a working card of the United Brotherhood.

RULE 13.

No foreman shall allow or permit other than carpenters to assist on any work involving the use of carpenter's tools or machinery.

RULE 14.

Under no circumstances will persons not carpenters be permitted to help or assist carpenters while such carpenters are engaged in processing or fabricating any material in carpentry. Any member of the Brotherhood found guilty after due trial of violation of this provision shall be subject to the following punishment: for the first offense, a fine of \$50.00; for the second offense, a fine of \$100.00; and for the third offense, such member shall be liable for suspension or expulsion from the organization.

RULE 15.

No member shall take blue prints or detailed drawings home or work on or study same at any other time than during the regular working hours of the day, unless permission has been granted by the Carpenters' District Council.

RULE 16. Spotting and Aligning

- A. The spotting and aligning of all lines and grades that govern any work to be performed by carpenters shall be spotted and laid out by carpenters.
- **B.** Under no circumstances shall the members of the Brotherhood build or work to any lines or grades that have been spotted or laid out by other than carpenters.

RULE 17. Transite

- **A.** Only carpenters of our organization shall be employed in the handling and fabricating of Transite or synthetic plastic products.
- **B.** The word "Transite" as used herein refers to the heavy corrugated sheets which are applied to industrial buildings.
- **C.** Four carpenters shall constitute a crew to install Transite of the four, one shall act as lay-out man and receive foreman's pay.

RULE 18. Tools

A. All woodworking or other machinery, such as electric drills or hammers used for drilling holes in wood, concrete or brick, including bull-nose hammers either electric or air used for driving, laging, cribbing, or for any other work which is claimed by this organization must be operated by carpenters at not less than the standard rate of wages, and no electric tools or appliances can be furnished, rented, leased, or sold by any member of this organization while he/she is employed on any job. A violation of this rule will automatically rule said member off the job and subject him/her to any fine by the Council after due trial and conviction.

B. No member shall be allowed to furnish any emery wheel, grindstone or work bench, mitre box, jack screws (hand or thumb screws that exceed six inches) glue pot, or heavy hammers, or spike maul exceeding three pounds (3 lbs.) in weight; or heavy steel bars exceeding thirty inches in length, electric tools, pick up trucks, automotive equipment, trestles, work platforms, or scaffolds used by drywall hangers, or any other tools other than those found in the ordinary carpenter's tool chest, under penalty of a fine after due trial and conviction; all of the above mentioned tools must be furnished by the contractor or owner.

- C. No member shall leave any of his/her tools on the work of one employer while working for another employer.
- D. Any member found sharpening tools on his/her own time, or taking same home to sharpen while in employment, shall be fined after due trial and conviction. If tools are sent off the job to be sharpened they shall be sent to a shop where the C.D.C. has a Brotherhood agreement and the contractor shall pay the cost of sharpening.
- E. All cases of tool theft from members that are properly reported shall be prosecuted in the courts by the District Council, but under no circumstances shall the District Council pay any money to members to reimburse them for lost tools.
- F. Any contractor or owner employing members of our organization, shall furnish a shed or provide a suitable place for the safety of the carpenter's tools and clothing, with a heating stove installed during the winter season, same to be used exclusively by the carpenters. On buildings ten stories high or over, a shed must be provided on every fifth floor. Steward and Business Representative shall decide if the above conditions are acceptable.

- G. Tools lost by fire, flood, or through forceable entry shall be replaced by the contractor as per negotiated contract.
- H. No employer shall be permitted to deduct time for moving tools from one job to another. No carpenter shall move his/her tools from one job to another while working for the same employer, on his/her own time, at any time.

RULE 19. Handling Material

- A. The uncrating, handling and distribution of all fixtures, cabinets, trim, millwork, doors and windows, etc., shall be done exclusively by carpenters.
- B. On all concrete pours in forms erected by carpenters, carpenters may be employed to maintain such concrete forms during the concrete pouring operation in building construction unless otherwise indicated in negotiated contract.

RULE 20. Industrial Shops

The hours of the workday, and the wages in cabinet shops, planing mills, millwright shops, shipyards and other shops shall be fixed by agreement between the District Council and the employers. No member in any shop shall work longer than the hours provided by the agreement

for the regular workday, and must demand negotiated overtime pay for all overtime above such regular workday, unless otherwise specified in the agreement. All work done on Saturdays, Sundays and Holidays must be reported to the Executive Secretary-Treasurer of the C.D.C. Members sent outside the shop to do any class of work must demand not less than the standard rate of wages paid to journeymen for such work. Any member working on the outside with an inside card shall be fined after due trial and conviction, a minimum of \$100.00. The shop steward, if he/she should discover that any foreman, journeyman, or apprentice is working without a current work card, should report that fact to the District Council so that a representative thereof can endeavor to persuade such person to abide with the negotiated contract.

RULE 21. Wages

A. All carpenters, excluding apprentices and members having special working cards, shall demand and receive not less than the standard rate of wages established in this district, in accordance with the General Constitution of the United Brotherhood. Any member found guilty of accepting money in lieu of fringe benefits for hours worked, shall be charged with defrauding the Welfare, Pension and Vacation Fund and shall be assessed a fine of not less

than \$100.00 and/or assessed the amount of money defrauded. Repeated offenses will be subject to additional fines and/or suspension.

- **B.** No employer shall be permitted to hold back more than three days pay unless agreed to by the Carpenters' District Council.
- C. Transportation. When members are transferred from job to job during their regular working hours, they shall receive pay for their time.

When a member is sent out of the jurisdiction of this Council by the Employer, he/she shall receive either the wage rate in that locality, or the rate provided in the Agreement, whichever is higher, plus all agreed expenses, except where labor contract language provides otherwise. He/she shall be paid the straight time hourly rate to and from the job when using the mode of transportation specified by the Employer. Should the employee choose a different mode of transportation than that specified he/she shall be paid only for the estimated time of travel as prescribed by the Employer.

When a member is required by the Employer to drive a service truck from the shop to the job before starting time, his/her time shall begin from the time he/she leaves the shop.

- D. Members having special working cards or permits shall demand and receive not less than the wage scale set for them by the Council. A record of same shall be kept in the office of the District Council.
- E. The wages for all apprentices shall be subject to the agreement in force at the time.
- F. Foreman. A foreman shall receive the negotiated current rate. A foreman when starting a new job must report same immediately to the Carpenters' District Council. Where there are two or more carpenters employed on one job, one must act as foreman and receive foreman's pay. The employer and the Representative of the Union shall mutually determine the number of employees who can adequately be supervised by one foreman on a job.
- G. Lay Out Man. A journeyman carpenter working under a foreman as a lay-out person shall be paid 25 cents per hour above the rate of journeymen except where labor contract language provides otherwise.
- H. On all jobs, where two or more foremen are employed, one shall be classed as a General Foreman. All other carpenter foremen on the job shall be subordinate to the General Foreman. The General Foreman shall receive negotiated current rate.

I. When not working under an International Maintenance Agreement and when working on a smokestack only, and one which is constructed on its own foundation, the rate for employees shall be as follows:

Base of chimney column to 25 feet - 25 cents per hour over the base rate of pay.

From 25 feet to 50 feet - 50 cents per hour over the base rate of pay.

From 50 feet to 75 feet - 75 cents per hour over the base rate of pay.

From 75 feet to 100 feet - \$1.00 per hour over the base rate of pay.

From 100 feet to 150 feet - \$1.25 per hour over the base rate of pay.

From 150 feet to 200 feet - \$1.50 per hour over the base rate of pay.

From 200 feet to 250 feet - \$1.75 per hour over the base rate of pay.

From 250 feet or higher - \$2.00 per hour over the base rate of pay, **OR BY NEGOTIATED CONTRACT.**

- J. Creosoted Piling and Lumber. Employees handling creosoted piling and lumber for structures shall receive 50 cents per hour above the journeyman rate of pay except where labor contract language provides otherwise.
- K. Employers shall pay wages and fringe benefits due on the job every Friday at or before one (1) hour prior to quitting time in currency or by payroll check for the work week ending at quitting time Tuesday night prior to payday. If the members are not paid as herein specified, the Employer shall be charged waiting time at straight time, beginning at quitting time Friday, and no work shall be done for said Employer until the payment is made (or by negotiated contract).
- L. Check stubs must be provided with each check. Check stubs must show number of hours worked and rate per hour and all deductions itemized. All overtime hours must be shown separately.
- M. A carpenter failing to receive his/her wages and fringe benefits when due shall notify the Executive Secretary-Treasurer of the District Council within seventy-two hours, who shall collect the same.

Should a member fail to notify the Executive Secretary-Treasurer within seventy-two hours of wages overdue and unpaid, he/she shall forfeit the services of the Executive Secretary-Treasurer, and shall be subject to charges.

Any member found guilty of working below the scale of wages shall be fined after due trial and conviction, a minimum of \$150.00 and will not be allowed to work on the job or for the same employer for a period of not less than six months to one year.

- N. Any member found guilty of returning part of his/her wages, or rebating, or offering to rebate to any employer or foreman, shall be fined or be expelled from the United Brotherhood. Any foreman who solicits or accepts gifts or rebates from any member shall be ruled off the work in addition to being fined.
- O. If any employer lays carpenters off prior to payday, he shall pay such carpenters wages due them if they so demand.

P. Call In Pay and Reporting for Work (except where labor contract language provides otherwise)

When an employee reports for work, he/she shall be given at least four (4) hours work or he/she shall be given four (4) hours straight time pay in lieu thereof in addition to any wages previously due him/her, provided he/she arrives at the time specified and provided further that he/she is not prevented from working by failure of other craftsmen to appear, failure to receive material or on account of weather or other conditions beyond the control of the Employer. In such event, the employee shall receive pay for hours actually worked, morning or afternoon.

When the employee is unable to work because of weather and is instructed by the Employer, or his/her representative, at 8:00 a.m. or other agreed starting time to remain on the job, then the employee shall be paid at the regular applicable rate of pay for such time until he/she is released or he/she is ordered to work. If told to wait, a minimum time of one (1) hour shall be paid.

RULE 22. Stewards

A. When two or more carpenters start a job, one shall act as steward, temporarily, until the Business Representative arrives on the job. It shall be the duty of the Business Representative to see that the carpenter who is appointed or selected, is competent of discharging the duties of steward and that he/she is also a competent workman. No carpenter shall be eligible to serve as a steward on two consecutive jobs for the same contractor. All stewards must be members of the District Council not less than one year. It shall be the duty of the Business Representative to furnish steward blanks and a copy of the Trade Rules to the steward and to the foreman, and to instruct them in the most salient points in said Rules. in order that the job may proceed without friction. If, in the judgment of the Business Representative, the steward is fully qualified and performs his/her duties in a manner creditable to the organization, he/she shall not be laid off or discharged until the completion of the job. Should the steward prove incompetent in workmanship, or if he/she abuses any of the privileges herein afforded, the Business Representative shall be notified and, if there is justification of the complaint against the steward, he/she shall be removed from his/her stewardship and another steward appointed to fill the position. The Business Representative shall have the power to remove the steward if, in his/her judgment said steward is not performing

his/her duties; the Business Representative shall report any such removal to the District Council. Any foreman or superintendent who is a member of this organization and who shall be found guilty of violating this Rule shall, upon conviction thereof, be subject to a fine or not less that \$50.00

- B. When a steward has been removed by the Business Representative of the District Council, he/she shall be cited to appear at the next regular meeting of the District Council for the purposes of showing cause why he/she should not be fined for the conduct leading to his/her removal.
- C. The duties of the Steward shall be to examine all working cards of members working with him/her, look out for the interest of the union without inconvenience to the employer, report all grievances to the Business Representative of the District Council, care for all injured members and accompany them to their homes or to the hospital, as the case may require, without losing any time and shall report such injuries to the Executive Secretary-Treasurer of the District Council at once.

- D. Any journeyman carpenter or apprentice starting to work on a job shall report to the Steward before commencing work.
- E. All carpenter foremen starting a job for a subcontractor must check in with the General Steward on the job before commencing work.
- F. Any journeymen carpenter or apprentice working on a job or in the shop shall be required to display to the steward upon request, or when starting a job, his/her current quarterly working card issued by the Council (on the first day of the first month of the guarter). However, if a member paid his/her dues and the dues book shows that the dues were paid before the new quarter, this will suffice until his/her working card is received. In the event any such foreman, journeyman carpenter or apprentice does not have in his/her possession such working card, the steward shall report such fact to the District Council or to the Executive Secretary-Treasurer thereof. The steward on the job and in the shop shall keep a record on blank forms, furnished by the District Council, of the names and addresses and other particulars required thereon of all carpenters on the job. This record is to be kept in readiness to hand to the Business Representative when visiting the job or shop, and must be turned in to the

District Council at the end of each month. The Business Representative shall have access to the job all times. An assistant steward may be appointed where deemed necessary by the Business Representative or the District Council.

- G. When working shifts, a steward will be required on each shift, but when shift work ceases the steward first elected shall remain on the job until the same is completed.
- H. It shall be the privilege of the steward and shall be lawful for the Business Representative or any carpenter working on the job or in the shop, when there is some doubt as to the amount of wages, to see the carpenter's pay so as to know that every carpenter is receiving the scale of wages.
- I. Should any member be taken sick or meet with an accident while at work, the steward shall see that he/she is properly cared for, report same immediately to the Executive Secretary-Treasurer of the District Council and the necessary expense or loss of time by the steward to be defrayed by the District Council. The Executive Secretary-Treasurer of the District Council will notify the sick or injured members local Financial Secretary.

- J. It shall be the duty of all members or applicants working on the job to cooperate with the steward, and the Business Representative, in performing their duties, make same as light as possible; also, to see that he/she performs his/her duty faithfully, and report any neglect of same to the Business Representative of the District Council. Any member violating any of the aforementioned Rules shall be fined after due trial and conviction.
- **K.** No money shall be collected by steward except when especially authorized by the C.D.C.
- L. All stewards in cabinet shops, planing mills, refrigerator shops and all other woodworking shops must make a verbal report to the Local Union. Failure to do so will be a reprimand by the Chairman, or fine, or both.
- M. In addition to any punishment or penalty, which the District Council is hereinabove specifically empowered to impose or levy upon any member convicted following due trial of a violation of these Trade Rules, it may also, at its discretion, suspend or expel from membership in this organization.

RULE 23.

RULES AND PENALTIES GOVERNING THE CONDUCT OF MEMBERS WHEN ON THE PROPERTIES OF THE CARPENTERS' DISTRICT COUNCIL.

- A. The steps leading up to disorderly conduct are as follows: 1. Excessive drinking. 2. Loud and boisterous talk. 3. Provocative and threatening language. 4. Personal and physical combat.
- B. At all social gatherings the District Council or Local Union giving the affairs shall appoint a committee to police the halls to observe the behavior of the members. Those who show the effects of too much drink and are boisterous and loud shall be cautioned to drink no more and conduct themselves in an orderly manner. Those who refuse to heed the committee's warning shall be escorted from the building and shall be charged with disorderly conduct and upon conviction fined a sum of \$100.00 and barred from the premises and property of the Carpenters' District Council and parking lot, for a period of 5 years, except that they shall have the right to participate in nominations and election; provided that at such times they do not engage in such disorderly conduct that will interfere with or disrupt orderly procedures for such nominations and elections for office.

- C. Members who engage in personal physical combat, regardless of the circumstances, shall be charged with disorderly conduct and fighting on the premises and upon conviction shall be fined \$250.00 and barred from the premises and property of the Carpenters' District Council, which includes the parking lot, for a period of 10 years. This penalty shall apply to all parties in any fight.
- D. These same rules and penalties shall apply to all members at any and all times, when on the premises of the District Council and parking lot.
- E. Closing Time. At all social functions by the Carpenters' District Council or Local Unions, Monday through Friday, the serving of drinks shall be stopped at 11:30 p.m. and the hall shall be cleared and ready for closing at 12:00 Midnight. On Saturday nights the serving of drinks shall be stopped at 12:00 Midnight and the hall shall be closed at 12:30 a.m.

RULES OF ORDER

Warden will see that all present are entitled to remain.

- 1. Presentation of Credentials.
- 1a. Pledge of Allegiance.
 - 2. Reading of Minutes.
 - 3. Roll Call.
 - 4. Trials.
 - 5. Bills and Communications.
 - 6. Reports of Officers and Committees.
 - 7. Election and Installation.
 - 8. Unfinished Business.
 - 9. New Business.
- 10. Good and Welfare.
- 11. Adjournment.

CARPENTERS' DISTRICT COUNCIL OF GREATER ST. LOUIS, AFL-CIO

Chartered: April, 1889

Roster of Affiliated Local Unions:

Local 5 chartered Nov. 20, 1883 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:00 p.m., every 1st Thursday.

Local 47 chartered Jan. 22, 1896 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:30 p.m., every 1st Wednesday.

Local 57 chartered July 8, 2008 meets at 1401 Hampton Ave., St. Louis, MO, at 7:00 p.m., every 4th Monday. (Electricians)

Local 73 chartered June 1, 1897 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:00 p.m., every 2nd Monday.

Local 73L chartered Sept. 1, 1979 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:30 p.m., every 3rd Thursday.

Local 169 chartered April 13, 1886 meets at The Elk's Lodge, 9480 Old Lincoln Trail, Fairview Heights, IL, at 7:30 p.m., every 3rd Monday.

Local 185 chartered Dec. 19, 1917 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:30 p.m., every 3rd Thursday.

Local 295 chartered February 28, 1897 meets at American Legion Post 365, 1022 Vandalia, Collinsville, IL, at 7:30 p.m., every 2nd Monday.

Local 377 chartered October 16, 1899 meets at VFW Post 231, 231 E. Edwardsville Rd., Wood River, IL, at 7:30 p.m., every 1st Monday, September only, 1st Tuesday.

Local 412 chartered Jan. 1, 1997 meets at American Legion Post 323, 504 Hwy 61, Wentzville, MO, 7:30 p.m., every Wednesday.

Local 417 chartered Dec. 26, 1917 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:30 p.m., every 1st Monday. September only 3rd Monday.

Local 433 chartered May 11, 1889 meets at, 2290 S. Illinois, Belleville, IL, at 7:30 p.m., every 1st Tuesday.

Local 480 chartered February 13, 1900 meets at 800 South State Street, Freeburg, IL, at 8:00 p.m., every 1st Wednesday.

Local 602 chartered Dec. 11, 1903 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:30 p.m., every 1st Wednesday.

Local 607 chartered May 25, 1900 meets at the Architectural Woodwork Corporation Shop, 707 Industrial Drive, Palmyra, MO 63461, 3:30 p.m., every 1st Monday.

Local 633 chartered August 1, 1900 meets at The Knights of Columbus Hall, 4225 Old Alton Road, Granite City, IL, at 7:30 p.m., every 1st Thursday.

Local 634 chartered July 1, 1984 meets at 1325-1 West Whittaker, Salem, IL, at 7:30 p.m., every 1st Thursday.

Local 636 meets at 314 Main St., Mount Vernon, IL, at 7:00 p.m., every 2nd Monday.

Local 638 meets at 3309 Water Tower Road, Marion, IL, at 7:30 p.m., every 2nd Wednesday.

Local 640 chartered August 1, 1985 meets at 801 Market St., Metropolis, IL, at 7:30 p.m., every 1st Monday.

Local 795 chartered March 26, 1912 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 6:00 p.m., every 3rd Wednesday.

Local 1008 chartered May 29, 1936 meets at 115 S. 4th St., Louisiana, MO, 7:30 p.m., every 1st Monday and 3rd Monday last month in quarter.

Local 1186 meets at The VFW Post, 231 E. Edwardsville Road, Wood River, IL, at 4:15 p.m., every 1st Monday, September only 1st Tuesday.

Local 1310 chartered Nov. 2, 1942 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 8:00 p.m. every 4th Thursday.

Local 1361 chartered February 26, 1934 meets at 651 State Street, Chester, IL, at 7:30 p.m., every 4th Monday.

Local 1535 chartered January 18, 1944 meets at The Knights of Columbus, Rt. 143, Highland, IL, at 8:00 p.m., every 1st Wednesday.

Local 1596 chartered April 25, 1903 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:30 p.m., every 1st Wednesday.

Local 1739 chartered Jan. 28, 1921 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:00 p.m., every 3rd Wednesday.

Local 1770 chartered November 12, 1903 meets at 815 Enterprise, Cape Girardeau, MO, at 7:30 p.m., every 1st Friday.

Local 1795 chartered July 29, 1935 meets at 85 S. Henry, Farmington, MO, 7:30 p.m., every 4th Wednesday.

Local 1839 chartered June 1, 1951 meets at The Knights of Columbus Hall, 1121 Columbus Ln., Washington, MO, 7:30 p.m., every 3rd Wednesday.

Local 1875 chartered Nov. 1, 1935 meets at the Winco Building, 225 2nd St., Winfield, MO, 7:30 p.m., every 3rd Friday.

Local 1987 chartered Jan. 30, 1918 meets at the Knights of Columbus Hall, St. Charles, MO, 7:30 p.m., every 1st and 3rd Thursday.

Local 1997 chartered March 17, 1923 meets at Turner Hall/Gymnastics Assn., 211 E. Cherry St., Columbia, IL, at 7:30 p.m., every 1st Wednesday.

Local 2030 chartered September 20, 1945 meets at Quarry Workers Hall, 380 East Market, Ste. Genevieve, MO, at 7:30 p.m., every 1st Wednesday.

Local 2119 chartered March 1, 1919 meets at Carpenters' Building, 1401 Hampton, St. Louis, MO, 7:30 p.m., every 2nd Monday.

Local 2214 chartered Jan. 19, 1939 meets at 1320 YMCA Dr., Festus, MO, 8:00 p.m., every 2nd Friday and 4th Friday last month in quarter.

Local 2298 chartered Sept. 15, 1941 meets at Carpenters Hall, Rolla, MO, 8:00 p.m., every 3rd Friday.

Local 3202 chartered Sep. 23, 1955 meets at VFW Hall Post 2180, 515 Dayden St., Warrenton, MO, 7:00 p.m., every 3rd Thursday.

Credit Union

There is no better place or way to save than your local Credit Union.

Having financial problems? Contact your local Credit Union. They can help. Open daily from 10:00 a.m. - 5:00 p.m., Monday through Friday, and the second Tuesday of each month till 7:00 p.m. Located in Room 152, "Lower Level", Carpenters' Building, 1401 Hampton Ave. Call 314-647-6596 for information.



