



# OHIO RURAL LETTER CARRIER

Association Year 2021-2022 - Issue Number 3

## UPCOMING EVENTS

**January 24-26, 2022**

OHRLCA State Board Meeting  
Holiday Inn Fairborn  
2800 Presidential Dr  
Fairborn, Ohio 45324

**February 12, 2022**

Newspaper Submissions are Due

**April 19, 2022**

Last Day to Receive Nominations  
for NRLCA Convention Delegates

**April 20, 2022**

Name Draw for Placement on the  
OHRLCA State Delegate Ballot

**May 6-8, 2022**

Mid-States Conference

**June 7, 2022**

Resolution and Constitution  
Changes are to be received.

**June 12-14, 2022**

OHRLCA State Convention

Wait for Reservation Code Before

Making Reservations

Holiday Inn Fairborn  
2800 Presidential Dr  
Fairborn, Ohio 45324

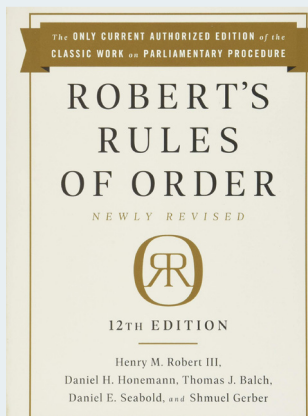
**September 6-9, 2022**

NRLCA National Convention  
Rosen Shingle Creek Hotel  
9939 Universal Boulevard  
Orlando, Florida 32819

## Ohio Rural Letter Carriers' Association



# 2021-2022 Constitution



The State and National Convention will be here before you know it. It's time to brush up on our State Constitution and parliamentary authority, *Robert's Rules of Order, Newly Revised, 12th Edition!*

This December issue includes the OHRLCA 2021-2022 State Constitution. If you wish to try amending it, consider becoming a state delegate. It's pretty easy. Learn how on **page 3!**



# Table Of Contents



Page 2 .....	Worship Corner	Page 9-10 .....	Ohio's Hot Topics in the Stewardship
Page 3-4 .....	Membership Analysis Report	Page 11 .....	Ohio NRLCA Steward Directories
Page 4 .....	<b>Million Mile Award Winners</b>	Page 12 .....	New Members Welcome
	<b>Mid-States Conference</b>	Page 13 .....	Recently Retired
Page 5 .....	Ohio Auxiliary Book Grant Application		Ohio Auxiliary News
Page 6 .....	Social Security Scam Alert	Page 14-27 .....	OHRLCA State Constitution
Page 6-7 .....	Mike's Article Title	Page 28 .....	State Officer Contact Info
Page 7 .....	New Year's Wishes		A Word from the Editor
Page 8 .....	Spring District Meeting Schedule		

## WORSHIP CORNER



### Chaplain Chat

Dear Brother and Sister Rural Carriers,



**Rita Beedy**  
State Chaplain

It was the beginning of December as I wrote this article. I'm sure these past few weeks have been difficult for you. I'm praying every

day for you. By the time you read this, it will (hopefully) all be over.

I continue to pray for you! I pray for your safety, peace of mind, cooperation in the offices, and not getting stuck in the snow. It is winter now, and that presents different challenges. Thankfully, winter doesn't last forever! On the bright side, December 21st is the shortest day of the year. See! It is already getting better!



I'm also praying we get to meet more this year! It was fantastic to have our district meetings and the Fall Booster! I'm looking forward to conventions. Hopefully, we will have a National Convention!

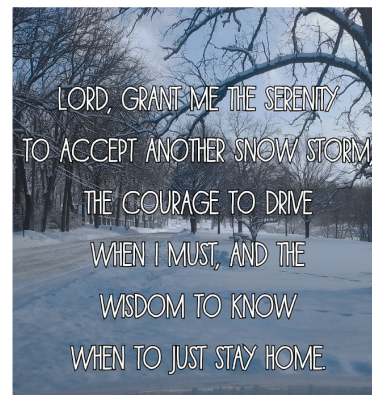
Let's talk about New Year resolutions for a minute. Did you make any? How long will they last? I don't usually make resolutions because I can't get past the second week. I think some good ones for Rural Carriers are working toward better health to help with the physical stress of the job and keep us going longer. Another good one is putting more money in TSP so, when it is time to retire, there will be plenty of money to take care of yourself! If you are young and just starting, find help from those who know how it all works at tsp.gov!

My prayer is:

*Lord, thank you for your protection when the rural carriers are out on their routes as not all other drivers are watching out for them! Thank you for getting them through the holiday season! We are anxiously looking forward to warmer weather and more daylight, and we know it will come. Keep them encouraged, strong, and safe. Thank You, Lord! Amen!*

Love and PRAYERS!!

*Rita Beedy*  
State Chaplain



This is a good prayer too, but Rural Carriers don't always get to stay home when it snows!

Take care!



**Penny Koren**  
Secretary-Treasurer

### Membership Analysis Report

OHRLCA Brothers and Sisters, As of December 1, 2021, the Membership Analysis report prepared by the National Office has Ohio's total membership at 4,359. We have a decrease of 126 members from last year. Our Union is only as strong as the number of

members we have. Ohio has 976 non-members. If your office has received a new RCA or ARC, recruit them to become an NRLCA member. The NRLCA again is offering an incentive for the recruitment of non-members. Be sure to put your name, address, and EIN in the bottom left corner of the PS Form 1187 to receive the incentive. PS Form 1187, authorization for dues withholding, is available on the ohrlca.org website.

### National Delegate Nominating Ballot

The National Magazine's December through April issues includes the nominating ballot for delegates to the National Convention. If you desire to have your name placed on the ballot for consideration as a delegate to the National Convention, or you want to nominate someone else, fill out the nominating ballot and mail it to NRLCA Delegate Nominations, PO Box 107, Dellroy OH 44620-0107. All National Convention Nominating Ballots must be received by US Mail, in PO Box 107, Dellroy OH 44620-0107, no later than April 19, 2022. We will send a confirmation notice to the nominee upon receiving the nominating ballot. IF THE NOMINEE DOES NOT RECEIVE A CONFIRMATION NOTICE, PLEASE CONTACT – OHRLCA Secretary-Treasurer Koren at 330-735-2727.

### National Delegate Ballot Name Placement Drawing

Two members of the Election Committee will pull nominee names for placement on the ballot. Each will be placed on the ballot in the order drawn. The ballot draw will be on April 20, 2022, at 7:00 P.M. at 104 Clay Rd SW, Dellroy, Ohio 44620. This event is open to all members. You will receive a ballot to elect delegates to the National Convention in the middle of May 2022. If you do not receive a ballot, please contact OHRLCA Secretary-Treasurer Koren at 330-735- 2727.

### OHRLCA State Convention

The convention will be June 12-14, 2022, at the Holiday Inn Fairborn, 2800 Presidential Dr, Fairborn, Ohio 45324. Please, wait for the reservation code before making reservations.

### Delegate To The State Convention

Would you like to be a delegate to the state convention? To become a delegate, you must have your name nominated to be a delegate to the OHRLCA State Convention. Nominee elections will be held at each spring District Meeting. If you can not attend your District Meeting, you may send a dated, signed request to the District Secretary requesting your name receive a nomination as an OHRLCA State Convention Delegate. The elected delegates will receive credentials for registration for the convention.

### What Are The Requirements To Be A Delegate To The State And National Convention?

1. You must be a member in good standing.

NRLCA Constitution Article III, Section 1 - Members

*Member in Good Standing.*

*A "member in good standing" is a member who has made timely payment of dues and has not voluntarily withdrawn or been expelled or suspended by the Association.*

2. You cannot do management work.

OHRLCA Constitution Article III, Section 3 - Restrictions.

*Inasmuch as it is an unfair labor practice under the Labor Management Relations Act (LMRA) for any employer (including persons acting in that capacity) to dominate or interfere with the administration of any labor organization, it follows that employers, while they may be members, may not be candidates for office or serve as officers. Members are prohibited from participation in the Association while serving in managerial or supervisory positions, such as Officer-in-Charge (OIC), Acting Supervisor (204-B), or Postmaster Relief (PMR) or acting in any capacity normally performed by a manager. Members who accept managerial positions shall be deemed to have resigned from all elected and appointed positions within the Association and shall be prohibited from holding any elected or appointed union positions for a period of one year from the last day served in that capacity.*

### District Meetings

The OHRLCA Districts will begin holding their 2022 Spring Meetings in March. A list of the scheduled Spring District Meetings is on page [XX].

### Rural Carriers Who Pass Away

Please, contact me if you learn of a Rural Carrier who passes away. I will send the family information of whom to contact within 30 days of the carrier's passing. So, please email or call if you know of any rural carrier that passes away.

### TSP Contributions

It is time to reassess your retirement investments. Contributing to the TSP is an absolute must for FERS employees who wish to retire and maintain the same standard of living. Many postal employees contribute 5% to their TSP because this allows them to get the full matching amount. This isn't enough. The "old" rule of "saves 10% and you'll be able to retire comfortably" is only true if you plan on working for the full 30 years. If you didn't become a regular carrier until age 40, you probably aren't planning on working until you have 30 years of USPS service and must boost your TSP contributions. In 2022 you can contribute up to \$20,500 to the TSP program. If you are 50 or older, you can contribute an additional catch-up amount of \$6500. Catch-up contributions are made on top of your regular employee contributions; however, they do not receive any matching contribution. To be eligible to make these special contributions, you must be on track to meet the IRS elective deferral limit. They are separate from the elective deferral and annual addition limits.

### Recent Retirees

No need to call - You will receive a letter instructing you how to remain an NRLCA Member. You will have 90 days after retirement to sign up as a member. If you do not continue your membership, your membership will expire. You will then become a non-member. The \$7.50 in monthly union dues may be taken out of your annuity check each month or be paid

annually in cash. You must retain your union membership to continue your benefits of insurances and programs sponsored by the NRLCA. Even if you do not elect the Rural Carrier Health Benefits insurance program now, you may elect the Rural Carrier Benefit Plan in the future or add dental or vision programs. Do not let your membership lapse! Sign and return the 1187-R, authorization for dues withholding form, to keep your benefits.

### Ohrlca Districts

A big "Thank You" goes out to all the District Secretaries for completing (and filing via the Internet) the LM-4 with the Department of Labor! As per the OHRLCA Constitution Article III, Section 5.B.2, upon completion of all District reports and officer elections, deposits were made into each District's Share Account. The deposits were calculated on the formula of \$10.00 per regular and relief carrier member as of June 30, 2020.

I hope your holidays filled your heart with joy, love, and laughter.

I wish you a prosperous New Year for 2022!

In solidarity,

*Denny Koren*



**Congratulations goes to Loveland's **John Miller** (center) and **Leesa Jones** (center-right) for attaining the Million Mile Award!**



Pictured left to right: Sam the Safety Dog, OHRLCA Committeeman Carla Dedden, John Miller, Leesa Jones, and Area D POOM Dennis Williams

# OHIO RURAL LETTER CARRIERS' AUXILIARY BOOK GRANT

Now is the time to consider applying for the Book Grant awarded by the Ohio Rural Letter Carriers' Auxiliary. We hope to award three \$500 Book Grants.

## **RULES FOR APPLYING ARE AS FOLLOWS:**

- You must be a high school graduate or presently attending a trade school, college, or graduate school in good standing.
- Your parents or grandparents must be current members of the Ohio Rural Letter Carriers' Association or Auxiliary.

**Submit your application by May 20, 2022 to the Auxiliary President:**

**Sandy Schwartz  
10 Eastmoor Court  
New Bremen, OH 45869-1101**

## **INCLUDE THE FOLLOWING INFORMATION:**

1. Your name, address, phone number, and picture.
2. Name of parents or grandparents and post office where they carry/carried mail.
3. Name and address of the school where you have been accepted/attending and your area of study.
4. Short description of your plans and ambitions or educational goals.
5. Listing of high school/college and community activities, or participation in the Juniors program.
6. **ONE** letter of recommendation from one of the following:
  - a. Your high school or post secondary counselor
  - b. Your classroom instructor or teacher
  - c. Your local minister or faith affiliate
  - d. Your supervisor of volunteer work done

Rules 1 through 5 may be submitted in letter form on an 8 1/2 X 11" sheet of paper.

**WINNERS WILL BE ANNOUNCED AT THE STATE CONVENTION IN JUNE**



## Social Security Scam Alert!

In this day and age, it seems there is always talk of safety. Safety on the job, safety while driving, and food and medicine safety.

**Janna Hirschfeld**  
**Executive**  
**Committeeman**

What about the safeness of one's personal information?

I recently received an e-mail from the Social Security Administration with safety information regarding scam phone calls concerning a social security account. I have personally received several of these scam calls. Here is the information the SSA sent me:



Social Security

## SCAM ALERT

The Social Security Administration will never threaten, scare, or pressure you to take an immediate action.

**If you receive a call, text, or email that...**



- Threatens to suspend your **Social Security number**, even if they have part or all of your Social Security number
- Warns of **arrest of legal action**
- Demands or requests **immediate payment**
- Requires payment by **gift card, prepaid debit card, internet currency, or by mailing cash**
- Pressures you for **personal information**
- Requests **secrecy**
- Threatens to **seize your bank account**
- Promises to increase your Social Security benefit
- Tries to gain your trust by providing **fake "documentation," false "evidence," or the name of a real government official**

**...it is a SCAM!**

**Do not give scammers money or personal information – Ignore Them!**

## Protect yourself and others from Social Security-related scams

- **Try to stay calm.** Do not provide anyone with money or personal information when you feel pressured, threatened, or scared.
- **Hang up or ignore it.** If you receive a suspicious call, text, or email, hang up or do not respond. Government employees will not threaten you, demand immediate payment, or try to gain your trust by sending you pictures or documents.
- **Report Social Security-related scams.** If you receive a suspicious call, text, or email that mentions Social Security, ignore it and report it to the [SSA Office of the Inspector General \(OIG\)](#). Do not be embarrassed if you shared personal information or suffered a financial loss.
- **Get up-to-date information.** Follow SSA OIG on [Twitter @TheSSAOIG](#) and [Facebook @SSA Office of the Inspector General](#) for the latest information on Social Security-related scams. Visit the [Federal Trade Commission](#) for information on other government scams.
- **Spread the word.** Share your knowledge of Social Security-related scams. Post on social media using the hashtag #SlamtheScam to share your experience and warn others. Visit [oig.ssa.gov/scam](#) for more information. Please also share with your friends and family.

I hope that this information will help you as it has helped me.

Happy New Year to one and all! I wish prosperity and happiness to all in 2022!

*Janna Hirschfeld*  
Executive Committeeman



## We Are Not Sheep!

**Michael Aitchison**  
**Executive**  
**Committeeman**

As we all should know, the governance of citizens of the United States of America is processed by three separate bodies of individuals. These three bodies are the Executive Branch (President), Legislative Branch (Congress), and the Judicial Branch (Federal Courts and Judges, Supreme Court). The citizenry endows each of these bodies with certain checks and balances over the other two bodies.

Congress is a bicameral body consisting of two chambers; the House of Representatives and the Senate. Before 1912, Senators were appointed to their office rather than elected. However, since 1912, citizens of each state have elected Senators to represent their state. Congressional candidates will run for either a seat in the House of Representatives or a

seat in the Senate. When someone states they are “running for Congress” or suggests that you “call your Congressman”, please do not assume they are strictly referencing individuals running for or seated within the House of Representatives.

To reiterate, **the term “Congress” does not solely refer to the House of Representatives; it references both the House and the Senate.**

In these United States, we, the citizens, were meant to be free to choose the path we wish to travel. When one is being led, they no longer have the freedom to choose the path they wish to go. It seems to me that, over time, we the people have been conditioned to be led rather than to choose our path. We have been conditioned to choose “leaders” to determine the direction they wish to take us, whether we want to go that way or not!

The three greatest governing documents ever conceived have been the Declaration of Independence, the Constitution, and the Bill of Rights. When you consider that these documents do not contain the words lead, leader, or leadership at all, you must deduce that it was by design that these words are absent. It is clear to me that we, the people, are meant to determine who it will be that will represent us. By utilizing the election process, the one that “represents” most of the people would win the seat. How does one determine who best represents him? It is the person that thinks the most like him.

The governance of the people of this great country was designed to follow the will of the people, not the other way around. The people are not meant to follow the will of the representatives. But when the representatives believe that they know better than the people and that by being elected, they have become the “leaders” and now have the divine right to inflict what they believe is best for the people onto the people, we have a problem.

It takes courage for one to choose, support, and vote for a person to represent them. It requires one to define what he stands for and commit to those principles.

When each person stands by his principles when voting for a representative, then the most common principles will be represented.

Let's make it a great New Year!

In your service,

*Michael D. Aitchison*  
Executive Committeeman



**Lisa Heaton**  
**Executive**  
**Committeeman**

## New Year's Wishes

It's the time of year where we take a few moments to reflect on where we have been this past year, and where we hope to be in the new year. Unfortunately, 2021 had many of the same problems as 2020. Although, I do have much higher hopes for 2022!

As with every new year, it always begins with New Year's resolutions and wishes.

My New Year's wishes for you:

- I wish for your health and happiness!
- I wish for an RCA for every route!
- I wish every RCA an awesome Regular!
- I wish for all your goals to be achieved, and your plans fulfilled!
- I wish for positivity and teamwork in your office!
- I wish for your safety on the route!
- I wish for you to attend a district and state meeting or union function!
- I wish you the education and information to make the best decisions for your career!

Resolve to:

- Do things that make you happy.
- Reach out to help a new RCA.
- Do something kind every day.
- Manage stress.
- Spend more time with people you care about.

Life is truly what you make it. Some days are better than others. So, make peace with the past, avoid negativity, and always keep a positive attitude. Each and every one in the Rural Craft is appreciated. You are a very valuable member.

I am grateful for all the memories we created in 2021, and the ones we will make in 2022. I am thankful for every member of our union family with every passing year.

Here's to a fantastic new year filled with good health, lots of love, and plenty of laughter!

*Lisa Heaton*  
Executive Committeeman

# OHRLCA 2022 District Meetings

**Below is your 2022 OHRLCA District Spring Meeting Schedule.**

**District 1** Thursday, March 24, 2022. Dinner at 5:30 PM and the Meeting at 6:30 PM. Vernon's Restaurant, 720 Youngstown Warren Rd, Niles OH 44446 Members' Buffet Meals are free. RSVP by March 18th to Brittany Levinsky 330-980-8393 levinskygirl155@gmail.com

**District 2** Wednesday, April 6, 2022. Dinner at 6:00 PM and the Meeting at 7:00 PM. Papa Bears' Restaurant, 4990 Dressler Rd NW, ¼ mile from Belden Village Mall, Canton OH. Members meals will be paid by the district. Drawing will be held for gift cards. RSVP by March 25th to Steve Adams 330-879-5039 home, 330-280-4440 cell.

**District 3** Thursday, March 31, 2022. Place to be announced. RSVP by March 18th to Jody Schuler, (740-610-8221) jodyschulera@yahoo.com or Patsy Anderson, (740-630-7306) ponyexpress52@yahoo.com.

**District 4** Saturday, March 5, 2022. The meal is at 6:00 PM. The Meeting at 7:00 PM. at Lori's Restaurant, 17020 McConnellsville Rd., Caldwell, OH 43724. We will order from the menu, however, to plan how many to expect please RSVP by March 1st to Terri Clemens 740-651-8273.

**District 5** Saturday, March 5, 2022. The meal is at 6:00 PM. The Meeting at 7:00 PM. Buffalo Wild Wings, 1001 Ironton Hills Dr, Ironton OH. Order from the menu. Do you need a route filled or a sub??? The union can help you with these problems let us help!!! RSVP by February 28th to Ron Ellis 3046541938.

**District 6** Saturday, March 19, 2022. Dinner 6:00 PM and the Meeting 7:00 PM. To be announced. RSVP by March 15th to Teresa Slaughter 740-624-2734 or rural43701@gmail.com

**District 7** The District 7 Spring meeting will be held on Thursday, March 17, 2022. Due to the ongoing Coronavirus, a location will be upcoming.

**District 8** Wednesday, March 9, 2022. Meal served at 6:00 P.M. Meeting 6:30 – 8:30pm. The Barn Restaurant, 877 West Main St, Smithville OH 44677. District Members meal is free. Non-members and Guest's meal cost is \$20 per person. Door prizes will be drawn during the meeting. District 8 T-Shirt Pick Up. RSVP by February 25th, Call Darlene Stewart - 440-355-5007 or text Barb Perkins at 440-667-7878 \*leave message on answering machine, name, office and number attending.

**District 9** Wednesday, March 23, 2022. Dinner at 6:00 PM and the Meeting at 7:00 PM. TO BE DETERMINED Tiffin OH 44883. Member's meal is free. Guest's meal is \$10.00. Come and visit with friends and support your PAC. Learn what's new, know your rights and talk to stewards. Encourage the best in yourself and others – we are all in this together. Door Prizes. RSVP by March 21st to Michelle Lewallen 419-822-7228.

**District 10** Wednesday, March 30, 2022. Dinner at 6:00 PM and the Meeting at 7:00 PM. Free Meal for member and one (1) guest. Der Dutchman, 445 S Jefferson Route 42, Plain City OH 43064. RSVP by March 27th to Diane Cox 937-869-4724

**District 11** Thursday April 7, 2022. Meal at 6:00PM and the Meeting at 7:00PM. Lake White Club, 1166 State Route 552, Waverly OH 45690. First time attendees will be paid for and door prizes will be given away. RSVP by March 31st to Emilee Rogers text or call 937-205-8642, emileearthurs@yahoo.com

**District 12** Tuesday, March 29, 2022. Dinner 6PM and Meeting at 7:00 PM. Monroe Community Center, 6 East Avenue, Monroe OH. Directions: West on 63 off I-75, before third light turn into Monroe IGA Express, behind gas station. The meal is being catered by City Barbeque and is complimentary to all attendees. Gift cards will be given to first time attendees. Gift cards will be given away as door prizes. Stewards will have information on the new RRECS system. RSVP by March 20th to Carla Dedden 513-683-4664 or Carla.dedden@aol.com

**District 13** Tuesday, April 6, 2022. Meal at 6:00PM and the Meeting at 6:45. Tipp Center, 855 N Third St, Tipp City OH. A meal will be provided free to all members. RSVP by March 30th to Laura Diltz 937-524-6445.

**District 14** Thursday, March 10, 2022, Dinner 6:00 PM and the Meeting 6:30 PM. Kissner's, 524 Clinton St, Defiance OH 43512. District Members meals are FREE. First 12 first time attendees will receive a \$25 gift card. RSVP by March 3rd to; Debra Towers text or call 419-237-3071.





## Ohio Hot Topics

Article 12.3 pertains to *Posting and Bidding of Regular Rural Routes*.

**Catherine Funderburgh**  
District Representative  
Northern Ohio and  
Ohio Valley Districts

Once management removes a previously assigned regular carrier from the rolls, a route officially becomes vacant. Just because a carrier is no longer coming to work daily does not necessarily mean that route is vacant nor that the

carrier is off the rolls. Some rural carriers transitioning into retirement will take leave until their official retirement date. If you are soon to retire and considering using your leave this way, please be mindful. If you use more leave than what you have earned and then retire, you can expect a letter of demand from the Postal Service upon your retirement. Such a demand letter is not grievable. You will have to return the money you received for using leave that you never actually earned. Be sure to check your earned leave balance on your paycheck stub to keep this headache from happening to you.

When management removes a regular carrier from the rolls, management has up to 30 calendar days to post the newly vacated route. An exception occurs if management notifies the union before the end of the 30 calendar days of a pending route consolidation, adjustment, or conversion. When management does this, they can extend the posting requirement by 60 days. (See Article 12.3.A.2)

60-day extension or not, once management posts the vacancy, interested carriers of the local office have a 10-day window to bid on the route. Upon the closure of the bidding window, management has up to 10 days to award the route. Following the award, management has up to 21 days to place the winning bidder on their new assignment (basically to catch up with the beginning of a new pay period).

Under normal conditions, the complete process of posting to placement can take up to 71 days. December placements are an exception to this rule. Management may delay awarding a route in December, but in no case will a carrier's placement be delayed past the beginning of the first full pay period in January. Note that this exception affects the *placement* of a carrier on a route following an award. Nothing restricts management from *posting* routes during December. (See Article 12.3.C.3).

Under **MOU #7**, regular carriers, PTFs, and RCAs unable to fulfill all job duties will be allowed to bid on routes provided they submitted medical documentation ***before*** management awards the route. The medical documentation must state that the employee will be returning to full duty within six months. Simply put, if the carrier does not provide medical documentation, then they will not be awarded the route. The route will be awarded to the next senior bidder.

Management will hold a route in abeyance for up to six months for a winning bidder who submits the proper medical documentation. If that carrier returns to duty without medical restriction within that period, then that carrier will take over the new route. However, management will repost the route and accept new bids if that carrier's medical restrictions continue beyond six months.

The medically-restricted carrier who originally won the bid may not hold another route or position in abeyance. During the initial six-month abeyance period, the medically-restricted carrier may bid on other route postings, however, the six-month abeyance clock is still ticking with the first abeyance time frame. The clock does not reset for the medically-restricted carrier with each new bid.

Article 12.3.B.5 states that when an absent rural carrier, PTF or RCA has requested in writing, stating their address, a copy of any notice inviting bids from the rural craft shall be mailed to them by management. Employees in a non-duty status shall not be precluded from bidding.

In other words, if you will be off duty for an extended period due to discipline or a medical issue (originating on *or* off the job), and you want to stay informed of job postings, you must send local management a letter expressing that you wish to be notified of all bids in the rural craft. Sending your request letter certified mail with a return receipt helps prove that management received your letter while creating a paper trail you may need to rely on if a posting comes and goes without you receiving notice.

Remember management is not required to inform you about job postings in the office.

**Who is eligible to bid?** Any regular carrier or RCAs with one year of continuous service may bid on vacant routes. There is a misconception that a new regular carrier must wait one year before bidding on another route. This is simply false. The "one year of employment" prerequisite only applies to an RCAs eligibility to bid on regular routes.

PTFs are automatically awarded residual vacancies and are not required to bid. "Residual vacancies" are any vacant routes that remain after awarding bids to regular carriers. If multiple vacancies are available for a PTF, they have the option to bid on their route preference, but they get promoted to Regular Carrier regardless of bidding. More on this, below.

All vacancies and residual vacancies are awarded through the original route posting. There is no reset button if you do not like your awarded route. It stays your route at least until the next bidding process comes along. Swapping routes with another carrier in your office is also disallowed. HRSSC assigns the route in the system following its award. Your route is your route - end of story.

**Placing Bids:** There are two ways to bid; by phone (1-877-477-3273) and the Liteblue website. Every carrier will need to know their Employee Identification Number (or "EIN") and password to access Liteblue. Once on the site, select eJob Bidding.

Once on the site, select enter job bids, select bid cluster and click on the posting number. eJob Bidding will display all available positions. Remember, there may be multiple pages of available positions. If you double click on the position number, a window will pop up with the details of that position number. Click on those positions that you wish to bid. When you finish, be sure to click submit job bids button. A confirmation screen will appear with your bids. The Employee Bid List will show you your active bids and which position number you selected when making the bid.

You may withdraw your bids by clicking on the box that reads "withdraw bids". You may change your bid as many times as you wish, but whatever you have selected (or not selected) upon close of the 10-day bidding period is what the system holds as final and binding.

**Regular Carriers:** Regular carriers should bid only on those routes they are willing to take in the order they are willing to take them. Take your bids seriously. If you don't want a particular route, then don't bid on that particular route.

**PTFs:** This class of leave replacement is not required to bid. Senior PTF carriers are automatically awarded residual vacancies. If you are a PTF and there is more than one vacancy in a posting, you should bid on all routes in the order of your interest. Choosing not to bid will cause the automatic assignment to one of the residual vacancies; it could be the less favorable route.

**RCAs:** Any eligible RCA interested in promotion should bid on all routes, even if there is only one vacant route. The easiest way is to click the box that reads "Select all & Submit Job Bids". This box does exactly what it claims; it places your bid on all routes and submits your bid. If the senior RCA does this when a route is posted, then he/she will be awarded the residual vacancy and become a Regular Carrier.

If there is more than one vacant route in the posting, an RCA should still bid on all routes, but select them by order of preference. There was an office with four vacancies simultaneously posted. The top four RCAs bid on all routes. HRSSC awarded the routes not based on size but by order listed on the posting. The senior RCA was awarded the least desirable residual route because of the order on the posting. The lesson here is to pay attention to what preferences you enter when you bid.

A newly converted RCA will have the option until the start of the new guarantee period to be paid either hourly or evaluated.

There is a bidding tutorial available on the NRLCA website. Log in, click the member resources tab, then select Automated Job Bidding for Rural Carriers. It is in color and has a step-by-step guide on the bidding process.

If you have any difficulty bidding, contact your manager immediately. Note any error messages received and take screenshots if at all possible. This information will help determine what went wrong and how to correct it. Do not wait until the day before the bid closes to act.

Local management has no control over awarding the routes. They only get the message as to who won. Managers are mistaken when they say that the RCAs "bid on the next round". **There is no "next round!"**

When in doubt, call your steward.

I wish everyone a Happy New Year! May all your dreams come true in 2022!

Your Union sister,

*Cathy Funderburgh*  
District Representative



# OHIO NRLCA STEWARD DIRECTORIES

(December 2021)



## Ohio Valley District Steward Directory

### District Representative Catherine Funderburgh

Office: (937) 265-5477 Cell: (937) 471-0491  
Fax: (937) 528-2297

E-mail: Catherine.Funderburgh@nrlca.org  
Address: P.O. Box 96, Clifton, Ohio 45316

### Assistant District Representative Misty Gamerdinger

Phone: (740) 503-0295 Fax: (888) 412-0260  
E-mail: Misty.Gamerdinger@nrlca.org

Address: P.O. Box 6036, Chillicothe, Ohio 45601

### Assistant District Representative Philip Burnside

Phone: (419) 455-3005 Fax: (866) 287-8071  
E-mail: Philip.Burnside@nrlca.org

Address: P.O. Box 455, Kenton, Ohio 43326

### Assistant District Representative Jimmy Julian

Phone: 740-590-2555 Fax: (866) 205-6870  
E-mail: James.Julian@nrlca.org

Address: P.O. Box 739, Johnstown, Ohio 43031

### Assistant District Representative Lori Todd

Phone: (234) 284-5233

E-mail: Lori.Todd@nrlca.org

Address: P.O. Box 1281, Salem, Ohio 44460

### Area Steward Ron Kelhoffer - Phone: (937) 902-5310

Representative of Batavia, College Corner, Franklin, Hamilton-Fairfield, Harrison, Maineville, Milford, Monroe, Okeana, Oxford, Springboro, Trenton, and West Chester

## Northern Ohio District Steward Directory

### District Representative Catherine Funderburgh

Associated with Zip Codes: 440; 441; 448; 449  
Office: (937) 265-5477 Cell: (937) 471-0491  
Fax: (937) 528-2297

E-mail: Catherine.Funderburgh@nrlca.org  
Address: P.O. Box 96, Clifton, Ohio 45316

### Assistant District Representative Lori Todd

Associated with Zip Codes: 439; 442; 444; 446; 447  
Phone: (234) 284-5233

E-mail: Lori.Todd@nrlca.org

Address: P.O. Box 1281, Salem, Ohio 44460

### Assistant District Representative Jimmy Julian

Phone: 740-590-2555 Fax: (866) 205-6870

E-mail: James.Julian@nrlca.org

Address: P.O. Box 739, Johnstown, Ohio 43031

### Area Steward Jody Schuler - Phone: (740) 610-8221

Representative of Cadiz, Dellroy, Dennison, Freeport, Martensferry, Sardis, Strasburg, Gnadenhutten, Millerburg, Mineral City, Perrysville, Sherrodsville, Steubenville, Sugarcreek, Toronto, Tuscarawas, Uhrichsville, Walnutcreek, Bellaire and Powhatan

## I REQUEST UNION REPRESENTATION

*Whenever talking to management, if the conversation starts to indicate disciplinary action OR you believe disciplinary action could result, STOP the conversation and ask:*

**“If this discussion could in any way lead to my being disciplined, terminated, or affect my personal working conditions, I respectfully request that my union representative or steward be present at this meeting. Without representation present, I choose not to participate in this discussion”**

## THE STATEMENT ABOVE COULD SAVE YOUR JOB!

**PLEASE USE THE DIRECTORY NUMBERS LISTED.**

**CALLS MADE TO A STEWARD'S PERSONAL CELL PHONE WILL NOT BE RETURNED.**

**PLEASE DO NOT TEXT AS TEXTING IS NOT RECOGNIZED AS AN OFFICIAL FORM OF COMMUNICATION**

The NRLCA National Board is seeking qualified and motivated members interested in an Area Steward and/or Assistant District Representative position for the National Steward System.

The NRLCA will provide all requisite training and field support to ensure individuals are job-knowledgeable and comfortable in their employment as representatives of this union. Members serving in these positions are compensated for LWOP days used from the postal service in carrying out their duties. Additionally, Assistant District Representatives receive an annual salary, which is paid biweekly. The union also reimburses all necessary business expenses, including travel, mileage, office supplies, postage etc. for both positions.

Visit [www.nrlca.org](http://www.nrlca.org) and download an application, today!



## ALWAYS ESSENTIAL POSTAL WORKER TEE

Show your postal pride and help Ohio PAC by purchasing in this awesome tee shirt for \$25 (shipping included). Shirt comes in Royal Blue, Navy, Charcoal, and Black, with sizes ranging from small to 3XL!

Contact Diana Garner at [djgarner4@gmail.com](mailto:djgarner4@gmail.com)

**Christina Abbott**  
**Thomas Adams III**  
**Cody Aelker**  
**Mirna Akarri**  
**Melinda Ames**  
**Paul Bachna**  
**Jason Barger**  
**Kimberly Barnes**

**Phillip Fannin**  
**Quinton Fogle**  
**Timothy Foster**  
**Krystal Fowler**  
**Caylee Fox**  
**Mindie Friedman**  
**Kelly Furry**  
**Paul Garrett I**  
**Andre Givens**

**Jeremy Lemon**  
**Catlin Lowman**  
**Ronnie Marcum**  
**Jammie Martinez**  
**Erich Matz**  
**Sean Mcdonald**  
**Pat Mcgoron**  
**Melony Mcintosh**  
**Alexandra Milano**  
**Omar Natal**  
**Trisha Nolan I**

**Christopher Schwind**  
**Erica Scott**  
**Jessica Scott**  
**Chanel Sellars**  
**Scott Semancik**  
**Jason Shaw**  
**Tim Sloneker**  
**Nicole Slutz-Cox**  
**Antionette Smith**  
**Wilson Smith**  
**Bridget Spaeth**  
**Joseph Sparks**

**NEW MEMBERS WELCOME**

**James Barrett**  
**Tyler Bayless**  
**Spencer Beery**  
**Christal Bell**  
**Kelly Bertini**  
**Jackie Bozarth III**  
**Darnika Butler**  
**Kevin Butler**  
**Sara Carr**  
**Stacy Cason**  
**Kelly Conley I**  
**Deirre Cook**  
**Thomas Coop**  
**Christina Corrick**  
**Georgie Creque**  
**Michael Cunningham**  
**Shannon Curry**  
**Timothy Damron**  
**Stephanie Demetrius**  
**Tina Dixon**  
**Joshua Dixon**  
**Michael Donat**  
**Brandon Ehret**  
**Laura Elliott**  
**Lashaie Ellis**  
**Kurt Emans**  
**Aaron Faneuff**

**Patricia Gouge**  
**Victoria Grant**  
**Ashley Gray**  
**Angel Green**  
**Melinda Hane**  
**Olivia Hardy**  
**Cora Hawkins**  
**Leonard Hawkins**  
**Dawn Hennon**  
**David Hess**  
**Gillian Hevesi**  
**Emily Hill**  
**Jeffrey Hlasta**  
**Zachary Hoffer**  
**Maya Jensen**  
**Rachel Jervis**  
**Tony L Jones**  
**Scott Kacenga**  
**Jacob Kamphaus**  
**Dynasty King**  
**Stacy Kirkpatrick**  
**Anthony Koch**  
**Amanda Kurylo**  
**Jeffrey Labarbera**  
**Emily Lambert**  
**Michael Lappert**

**Cody O'Neil**  
**Derrick Overholt**  
**Patricia Patrick**  
**Jeffrey Pence**  
**Scott Perry**  
**Jerod Perry**  
**Ashley Pratt**  
**Lareesa Price**  
**John Quinn II**  
**Ronald Reebel**  
**Kimberly Reising**  
**Robert Remley Jr**  
**James Rison**  
**Nicole Roberts**  
**Dierra Robinson**  
**Robin Robinson**  
**Kathleen Rohrbaugh**  
**Todd Rossi**  
**Drew Roth**  
**Jennifer Schleining**  
**Jeremy Schreiber**  
**Kylee Schupbach**  
**Emily Schwan**

**Samantha Sprague**  
**Harry Spring II**  
**Richard Stanley**  
**Trevon Stevenson**  
**Rebecca Sutilla**  
**Kristina Thomas**  
**Tonya Thorne**  
**Zachary Tinkey**  
**Heather Todd**  
**Elizabeth Trainer**  
**Raymond Walling III**  
**Jason Webber**  
**Melanie Westlake**  
**Shelby Whitaker**  
**Jarett White**  
**Diane Wiley**  
**April Williams**  
**Deanna Wiltrout**  
**Kristie Wood**  
**Dennis Woods**  
**Lori Wybenga**

# And now, the moment you've all been waiting for! Happy Retirement!

Kimberley Ballman.....Harrison  
 Mark Barkenquast.....Maumee  
 Ricky Barringer .....Coolville  
 David Bingman..... South Charleston  
 Kip Crites..... Coshocton  
 Joseph Delong .....Oak Hill  
 Marie Eberz.....Uniontown  
 David Edwards .....Powell  
 Deborah Frisby ..... Pataskala  
 Mark Funderburgh ..... Springfield  
 Sylvia Gringle .....Dillonvale  
 Mark Hively ..... Columbus  
 Brenda Karafit ..... Celina  
 Thomas Kaup.....Saint Henry  
 Dona Langley.... Washington Court House

David Lehmann .....Fremont  
 Kathryn Lumberson..... Marion  
 Steven Mast ..... Fredericksburg  
 Rodney Mayberry..... Philo  
 Linda Mcconnell ..... Zanesville  
 Sylvia Parker ..... Bryan  
 Teresa Payne .....Defiance  
 Linda Pippert..... Wakeman  
 Jeffrey Rector ..... Columbus  
 Shirley Smitley .....Swanton  
 Jack Stephens.....West Chester  
 Candy Taylor..... Albany  
 Jennie Vonderhuevel ..... Bellefontaine  
 Cheryl Withey ..... Magnolia



## Ohio Auxiliary News

**Sandy Schwartz**  
Auxiliary President

Hello Everyone,

Hopefully, you all had a wonderful Thanksgiving together with loved ones and family. Our next exciting season to prepare for is Christmas. It's great to be back with family and friends after our lengthy quarantine.

We made it through our District meetings and had a successful time together at our Fall Booster/Seminar. Attached are some of the pictures from this meeting. I think that the Auxiliary members enjoyed participating in the activities with the Juniors as much as our Juniors did! A big "thank you" goes out to Josh Wymer, our new Junior Sponsor. Josh did an excellent job keeping our Juniors busy, active, and happy. He is the son of rural carrier Lisa Wymer, from District 13. Josh is employed as a corrections officer and is certified as a lifeguard who is also certified in first-aid. He also enjoys working with his young nephew and makes us feel comfortable that our Juniors are well taken care of and are safe.

Page 5 of this newsletter includes a copy of our Auxiliary Book Grant for our Juniors. The grants are available for high school seniors and present students continuing their education at a trade school or university to age 21. Applications are due by May 20, 2022.

Juniors may also work on their Junior Contest entries for the 2022 State Convention. This holiday vacation would be an excellent moment to work on these entries during unscheduled time.

Have a blessed Christmas season with your family and loved ones.

*Sandy Schwartz*  
Auxiliary President  
Ohio Rural Carriers' Association

## OHRLCA 2021-2022 AUXILIARY BOARD

### President

Sandy Schwartz

10 Eastmoor Court  
New Bremen, Ohio 45869  
Phone: (419) 305-3800  
skschwartz@nktelco.net

### Vice-President

Paul Ortz

11696 Youngstown Pitts. Rd  
New Middletown, Ohio 44442  
Phone: (330) 542-9496  
orlcasjo2001@comcast.net

### Secretary/Treasurer

Diana Hausfeld

P.O. Box 105  
Minster, Ohio 45865  
Phone: (419) 628-2433  
diana@nktelco.net

# Ohio Rural Letter Carriers' Association



## 2021-2022 Constitution

2021 State Convention was Cancelled

# OHIO RURAL LETTER CARRIERS' ASSOCIATION CONSTITUTION AND BY-LAWS

Adopted June 12, 2019  
Sugarcreek, OH

## TABLE OF CONTENTS

### PREAMBLE

### ARTICLE I NAME

### ARTICLE II PURPOSE

### ARTICLE III MEMBERS

- SECTION 1. MEMBER IN GOOD STANDING
- SECTION 2. CLASSIFICATIONS
- SECTION 3. RESTRICTIONS
- SECTION 4. AFFILIATION
- SECTION 5. DUES
- SECTION 6. FAMILY PLAN
- SECTION 7. MEMBERSHIP YEAR

### ARTICLE IV SUBORDINATE UNITS

- SECTION 1. SUBORDINATE UNITS
- SECTION 2. ELECTIONS
- SECTION 3. OFFICERS
- SECTION 4. TRUSTEESHIP

### ARTICLE V OFFICERS & APPOINTEES

- SECTION 1. OFFICERS
- SECTION 2. DUTIES
- SECTION 3. ELECTION
- SECTION 4. SALARIES
- SECTION 5. EXPENSES
- SECTION 6. APPOINTEES
- SECTION 7. REMOVAL
- SECTION 8. VACANCY IN OFFICE

### ARTICLE VI MEETINGS

- SECTION 1. STATE CONVENTION
- SECTION 2. SITE SELECTION
- SECTION 3. DELEGATES
- SECTION 4. QUORUM
- SECTION 5. ORDER OF BUSINESS
- SECTION 6. SPECIAL AND BOOSTER MEETINGS

### ARTICLE VII NATIONAL CONVENTION DELEGATES

- SECTION 1. DELEGATES
- SECTION 2. COMPENSATION OF STATE-PAID  
NATIONAL DELEGATES

### ARTICLE VIII STATE BOARD

- SECTION 1. MEMBERS
- SECTION 2. DUTIES
- SECTION 3. MEETINGS

### ARTICLE IX COMMITTEES

- SECTION 1. CONVENTION COMMITTEES
- SECTION 2. SPECIAL COMMITTEES

### ARTICLE X STEWARD SYSTEM

### ARTICLE XI APPEALS

- SECTION 1. STATE
- SECTION 2. NATIONAL
- SECTION 3. ADMINISTRATION

### ARTICLE XII PARLIAMENTARY AUTHORITY

### ARTICLE XIII AMENDMENT OF CONSTITUTION

## PREAMBLE

Whereas, every State Association of the Rural Letter Carriers when regularly organized by a convention of representatives from not less than 3 district Associations within the territorial limits of a State, regularly assembled, possess the inherent power to form a constitution not to conflict with the National RLCA as the fundamental law of its action, and to enact such rules and prescribed regulations.

Therefore, in accordance with these principles the OHRLC Association does hereby ordain, establish and promulgate the following constitution and rules of order for the government of the Association within its jurisdiction. The State Association will establish district associations as will ensure the prosperity thereof and promote the general good of the Association.

The government of the OHRLC Association shall consist of two independent co-ordinate departments; viz.: a legislative department and an executive department.

The legislative department of this state government shall be composed of its officers and such delegates from each District or Subordinate unit as are hereinafter provided for.

The Executive Department of this State Association shall be composed of its elective officers.

## ARTICLE I Name

The name of this Association shall be the "Ohio Rural Letter Carriers' Association." The Ohio Rural Letter Carriers' Association (OHRLCA), by its Secretary-Treasurer, maintains custody and control of the State Association name as well as any State Association logo or symbol. Unauthorized use of the State Association name, logo, or symbol shall be addressed by the filing of an internal union charge or legal action or both.

It shall have a seal of approved design and description by which all instruments shall be authenticated, issued by or under the authority of the State Association which seal shall be in the custody of the State Secretary-Treasurer.

## ARTICLE II Purpose

- A. The purpose of this Association shall be fraternal and for the study and adoption of the best methods of performing the duties of the Rural Delivery Service; to seek to improve the condition of all its members and co-operate at all times with the U.S. Postal Service for the advancement of the Rural Delivery Service.
- B. This State Association acknowledges its allegiance to the National Association and recognizes the jurisdiction of the latter body with reference to petitioning the Congress or consulting and negotiating with the U.S. Postal Service; its membership dues and representation to the National Convention. In all other matters appertaining to its affairs, this Association is supreme and has the

supreme right.

## ARTICLE III Members

**Section 1. Member in Good Standing.** A "member in good standing" is a member who has made timely payment of dues and has not voluntarily withdrawn or been expelled or suspended by the Association.

### Section 2. Classifications

A. Bargaining Unit Member. Membership is open to the following rural carriers:

1. Regular Carriers (Designation Code 71), including regular carriers who are in Injured-on Duty/Leave Without Pay (IOD/LWOP) status and assigned to (980-989) rural routes;
2. Part-Time Flexible Rural Carriers (PTFs, Designation Code 76);
3. Substitute Rural Carriers (Designation Codes 72 and 73);
4. Rural Carrier Associates (RCAs, Designation Codes 78, 74, 79);
5. Rural Carrier Reliefs (RCRs, Designation Code 75);
6. Auxiliary Rural Carriers (Designation Code 77);
7. Assistant Rural Carriers (ARCs, Designation Code 70-5);

Rural Carriers in the Armed Forces of our country provided they were members when their duty began.

B. Bargaining Unit Members in good standing are entitled to all voting rights and to hold both elective and appointive office at all levels of the Association. Retired Member.

C. Retired membership is open to Rural Carriers who were members in good standing at retirement on an annuity. Eligibility for Retired membership expires on June 30 of the year following retirement. Failure to pay dues for one full membership year terminates Retired membership. However, a Retired carrier whose membership has lapsed, due to extenuating circumstances, may apply for reinstatement to the National Secretary-Treasurer by providing proof of prior membership and the current year's dues. The National Secretary-Treasurer shall present the request for membership to the National Board for a decision. Retired Members in good standing are entitled to all voting rights with the exception of Ratification of National Agreements. Retired members in good standing are entitled to all voting rights, with



the exception of Ratification of National Agreements.

- D. Associate Member. Associate membership is open to Rural Carriers who were members in good standing and are now either working in other non-managerial Postal Service jobs or have left the service and are not receiving an annuity. Failure to pay dues for one full membership year terminates Associate membership. Associate Members shall not be entitled to vote or to hold elective or appointive office in the Association.
- E. Retired Associate Member. Retired Associate membership is open to Associate Members who have retired on an annuity. Eligibility for Retired Associate membership expires on June 30 of the year following retirement. Failure to pay dues for one full membership year terminates Retired Associate membership. Retired Associates may not apply for reinstatement. Retired Associate Members shall not be entitled to vote or to hold elective or appointive office in the Association.
- F. Honorary Member. Honorary membership may be bestowed by the Association at the National Convention upon recommendation of the National Board. Honorary Members shall not be entitled to vote or to hold elective or appointive office in the Association.

**Section 3. Restrictions.** In as much as it is an unfair labor practice under the Labor Management Reporting and Disclosure Act (LMRDA) for any employer (including persons acting in that capacity) to dominate or interfere with the administration of any labor organization, it follows that employers, while they may be members, may not be candidates for office or serve as officers. Members are prohibited from participation in the Association while serving in managerial or supervisory positions, such as Officer-in-Charge (OIC), Acting Supervisor (204-B) or Postmaster Relief (PMR) or acting in any capacity normally performed by a manager. Members who accept managerial positions shall be deemed to have resigned from all elected and appointed positions within the Association and shall be prohibited from holding any elected or appointed union positions for a period of one year from the last day served in that capacity. These restrictions apply to State, Local, and Subordinate Unit Union activities.

**Section 4. Affiliation.** Members working in organized states shall affiliate with the state association representing the office from which the route originates. The state association shall determine affiliation with the district or subordinate unit, in which they work.

**Section 5. Dues.**

- A. Annual State Per Capita dues shall be defined as follows per membership classification plus the National per capita dues as defined in the National Constitution.
- B. Regular Rural Carriers and Part-Time Flexible Carrier and Associate.

1. The per capita tax shall be \$216.00 annually, for the State Association.

2. The State Association per capita tax shall be applied as follows: \$206.00 will remain in the State General Fund and \$10.00 per regular carrier member to the appropriate District Secretary, at the time of closing the books (June 30th) based on the national report of the current year's membership. To qualify for this remittance, the District must hold at least one meeting during the year to elect Officers and transact business. The District must submit the required reports to the State Secretary-Treasurer. Districts who do not meet the requirements forfeit the right to any money due them.

C. Leave Replacement Carriers (Substitutes, RCR, RCA, ARC and Auxiliary).

1. The per capita tax shall be \$79.00 annually for the state association.

2. The state association per capita tax shall be applied as follows: \$69.00 will remain in the state general fund and \$10.00 per relief carrier member to the appropriate district secretary, at the time of closing the books (June 30th) based on the national report of the current year's membership. To qualify for this remittance, the District must hold at least one meeting during the year to elect Officers and transact business. The District must submit the required reports to the State Secretary-Treasurer. Districts who do not meet the requirements forfeit the right to any money due them.

D. Retired Members. The per capita tax shall be \$25.00 annually for the State Association, plus National per capita tax.

E. Associate Members. The per capita tax shall be \$240.00 annually for the State Association, plus National per capita tax.

F. Retired Associate Members. The per capita tax shall be \$216.00 annually or the State Association, plus National per capita tax.

G. All revenues received by the State Association shall be used as directed by the Executive Board with the following exception: No portion of the principal received from the Joe Kindler Estate shall be used by the Executive Board unless so authorized by a two-thirds (2/3) vote of the delegates seated at the Annual State Convention.

H. All revenues received by the Association from the Auto-Home Owner Insurance program shall be applied toward promoting the program within the State. Areas of promotion shall include, but not be limited to, the mileage and per diem of the State Officers to attend District or subordinate Meetings within the jurisdiction of the Ohio Rural Letter Carriers' Association as directed by the President for such meetings, the salary and expenses incurred by the Auto-Home Owner Insurance Representatives including National Delegate expenses as set forth in Article VII, Section 2 for the elected delegates, and for promotional advertisements in the State Publication.

**Section 6. Family Plan**

- A. In addition to the above defined amounts, annual State Auxiliary Per Capita dues shall be designed as follows, plus the National Auxiliary per capita dues as defined in the National Auxiliary Constitution.

- B. Regular Rural Carriers; \$5.00
- C. Part-Time Flexible Rural Carriers; \$5.00
- D. Substitute Rural Carriers; \$0.00
- E. Rural Carrier Associates; \$0.00
- F. Rural Carrier Reliefs; \$0.00
- G. Auxiliary Rural Carriers; \$0.00
- H. Retired Rural Carriers; \$5.00
- I. Assistant Rural Carriers; \$0.00

These amounts shall be deducted pro-rata from NRLCA State Association dues by the NRLCA and remitted to the National Auxiliary quarterly.

Those NRLCA members who have signed an authorization for deduction of dues and do not wish to participate in the Family Plan may request a refund of Auxiliary dues. Such refund request must be made in writing to the NRLCA Secretary-Treasurer no more than twenty (20) days and not less than ten (10) days prior to the beginning of each NRLCA fiscal year.

**Section 7. Membership Year.** The fiscal year of this Association and all of its subordinate associations shall begin July 1st and end June 30th.

#### **ARTICLE IV Subordinate Units**

##### **Section 1. Subordinate Units.**

- A. Fourteen (14) Rural Carrier Districts shall be formed of various counties; as follows (numbers in parenthesis indicate charter numbers.):
  - District 1 Ashtabula (24), Geauga (28), Lake (62), Portage (26), and Trumbull (31).
  - District 2 Carroll (83), Columbiana-Mahoning (97), Jefferson (86), and Stark (22).
  - District 3 Belmont (78), Coshocton (2), Harrison (36), and Tuscarawas-Holmes (95).
  - District 4 Guernsey (9), Monroe (65), Morgan (59), Noble (57), and Washington (76).
  - District 5 Gallia (48), Athens-Meigs-Vinton (93), Jackson (71), and Lawrence (88).
  - District 6 Fairfield (60), Hocking (87), Licking (14), Muskingum (20), and Perry (11).
  - District 7 Ashland (12), Crawford (32), Delaware (42), Knox (43), Marion (4), Morrow (49), and Richland (3).
  - District 8 Cuyahoga (39), Lorain (13), Medina (1), Summit (40) and Wayne (18).
  - District 9 Erie, Hancock (38), Huron, Lucas (77), Ottawa (53), Sandusky (94), Seneca (81), Wood and Wyandot (34).
  - District 10 Champaign-Union (91), Clark-Madison (90), Franklin (8), Hardin (52), and Logan (21).
  - District 11 Adams-Brown (98), Fayette (58), Highland (69), Pickaway (72), Pike (84), Ross (45), and Scioto (70).
  - District 12 Butler-Hamilton (99), Clermont-Warren (96), Clinton (66), Greene (56), and Preble (75).
  - District 13 Allen (15), Auglaize (46), Darke (19), Mercer (54), Miami-Montgomery (92), and Shelby (47).
  - District 14 Defiance (5), Fulton (67), Henry (73), Paulding (63), Putman (68), Van Wert (33), and Williams(10).

- B. The State Board shall be authorized to grant charters and establish guidelines for the support of all subordinate units.
- C. Each subordinate unit shall adopt a Constitution and /or By Laws as their needs suggest; but all such laws must harmonize with the code of laws of the State Association.
- D. Each Rural Carrier District Association shall hold a spring meeting each year, for the election of District Officers and delegates to the State Convention, for legislative, social, educational, and membership purposes. Selected dates will be reported to the State Secretary/Treasurer as a matter of record and to facilitate the participation and scheduling of State Officers. All members shall be notified at least 15 days prior to the meeting, of business to be acted upon. Notification of the meeting to be by mailed notice, the "Ohio Rural Carrier" and OHRLCA.org. The State Secretary/Treasurer shall send post cards out to district members for each district's spring meeting. All districts shall provide the necessary information for the post cards upon request of State Secretary.
- E. Any subordinate unit failing to comply with the provisions herein set forth, shall be barred from any compensation as provided in Article 3 Section 5 except by unanimous consent of the convention.

##### **Section 2 Elections**

- A. Nominations of candidates for Subordinate Unit Officers shall be held at the spring meeting. Officers shall consist of President; Vice President; Secretary/Treasurer; or Secretary and Treasurer or any other office the subordinate unit creates. Any member in good standing may nominate candidates for office. Nominees present will signify their acceptance of the nomination. Nominees not present must present their acknowledgement, in writing, to the chairman at the time of nomination; as prescribed by federal law.
- B. No member of the Subordinate Unit shall be eligible to accept nomination, or hold office, that is not in good standing or that accepts a management position subsequent to their election. The provisions of section (E.) will apply to those required to step down.
- C. The election of Subordinate Unit Officers shall be by secret ballot among the members in good standing eligible to vote for officers. Any tie vote shall be handled by procedures in the Subordinate Union Constitution.
- D. All delegates to the State Convention will be elected from a list of nominees; subject to the same rules prescribed of officers in (A) above. Should the number of nominees exceed the Constitutionally allotted number of delegates for the District, the vote shall be by secret ballot to elect the allotted number of delegates. If the opposite is true, (without objection) the vote may be by majority acclamation, as directed by the chair.
- E. The Subordinate Unit President shall make

appointments when necessary to fill vacancies in elective positions until the next spring meeting.

### Section 3. Officers.

- A. All Rural Carrier District officers shall be elected at the spring meeting, to take office at the start of the fiscal year, July 1<sup>st</sup>. The District Secretary shall make an immediate report of such election to the State Secretary-Treasurer. No member who has transferred to another postal craft shall be elected or reelected to a district office.
- B. The President of each Rural Carrier District Association shall have direct charge of all organization, and membership work in the district, under the supervision of the State President and State Secretary-Treasurer. The District Secretary shall be the assistant organizer. They may be paid from the General Fund such compensation as the Executive Board may direct.
- C. Removal. The State Board may suspend an officer of a subordinate unit for misconduct or neglect of duty in office, pending a hearing before a committee of three members within 30 days of suspension. The members shall be selected as follows: one member selected by the State Board, one selected by the suspended officer and a chairman selected by the other two members. No state officer shall serve on the committee. The committee shall report its findings and recommendations within 30 days to the State Board. The officer has no right to appeal.

### Section 4. Trusteeship

- A. Purpose. The State Board may place any subordinate unit in trusteeship for any of the following reasons:
  1. To uphold the principles of this Constitution;
  2. To prevent or correct corruption or financial mismanagement;
  3. To ensure performance of collective bargaining agreements or duties of a bargaining representative;
  4. To restore democratic procedures;
  5. To otherwise carry out the objectives of the Association.
- B. Authority. The trustee shall assume immediate control of the subordinate unit with full authority over all officers and property. The trustee shall act in compliance with title 3 of the LMRDA and in such capacity for the duration of the trusteeship OR 18 months, whichever occurs first.
- C. Hearing. A trusteeship hearing shall be held before a committee of three members within 30 days of imposing trusteeship. The members shall be selected as follows: one member selected by the State Board, one selected by the Board in trusteeship and a chairman selected by the other two members. The committee shall have sole discretion regarding the conduct and procedures of the trusteeship hearing. Only Bargaining Unit Members may serve on this committee. No member of this committee shall be chosen from the subordinate Unit in trusteeship, or from the State Board. The committee shall report its findings and recommendations to the President as

soon as practical following the hearing. The State Board shall determine whether to continue or to terminate the trusteeship.

- D. Termination. The affected subordinate unit may petition the State Board to terminate the trusteeship at six-month intervals following the decision of the State Board. The board of the subordinate unit in trusteeship may appeal the decision of the State Board as provided in this Constitution. The State Board may terminate a trusteeship at any time.

## ARTICLE V Officers and Appointees

**Section 1. Officers.** The officers of this Association shall be elective, consisting of a President, Vice President, Secretary/Treasurer, and four Executive Committeepersons. The President, Vice President, Secretary-Treasurer shall be elected for a term of one year. The four Executive committeepersons shall be elected for a term of four years; and shall serve until their successors are elected and qualified. All the officers shall be in good standing in some District Association or subordinate unit. No member shall be elected or reelected as a State Board Officer who is appointed as a National Steward District Representative, or Full Time Assistant District Representative. No member who has transferred to another postal craft shall be elected or reelected to a state, district or subordinate unit office.

### Section 2. Duties.

- A. During the interval between the annual sessions of this State Association, the President shall administer all its business with the advice of the Executive Board. The President shall preside at all meetings of the State Association and of the Executive Board; appoint all regular committees; have direction and supervision of the State Officers; sign all warrants drawn on the State Treasury, and all charters of subordinate associations. The President may suspend with the sanction of the Executive Board, any subordinate charter for good cause, for a limited period or until next annual session of the State Association; and may decide all questions of law, subject to appeal to the Law Committee, during the interval between the annual sessions of the State Association. The President shall report in writing to the State Association at its annual session, all official acts during the preceding year, with such suggestions and recommendations as may be deemed necessary; a copy of such recommendations shall be filed and referred to the proper committees. The President shall cause to be published in the Official Organ, the names of all committee members, together with a tentative program of the State Convention; and shall approve and be custodian of all bonds filed by the other officers.
- B. The Vice President shall be Ex-Officio member of the Executive Committee and shall act as chairperson. The Vice President shall also be the

chairperson of the Spring Booster meeting and the Fall State meeting.

- C. The Secretary-Treasurer shall be a full-time position. The Secretary-Treasurer shall keep a correct journal of all the proceedings of this Association and of the Executive Board; read, or cause to be read, the journal of all Executive Board meetings; file and preserve all books, papers, and documents belonging to said Association and conduct its correspondence under the direction of the President. The Secretary-Treasurer shall keep a record of the name, number, and location of each Subordinate Association and shall require the secretary of each county or other subordinate association, to furnish such information as is necessary to maintain an accurate and complete roster of all regular and retired carriers in Ohio, together with their mail addresses and such other information as may be advisable for a complete record. The Secretary-Treasurer shall keep a correct financial account between this Association and the Subordinate Associations; receive all moneys due this Association and receipt for the same, depositing them promptly, have printed such official stationery and blanks as may be necessary and issue checks for payments of such printing, for Social Security Tax and for expense of printing the "Ohio Rural Carrier" without the approval of the Executive Board. At each annual meeting the Secretary-Treasurer shall furnish a full report, in writing, of all business transactions during the year and at the expiration of the term of office, or when called upon by the Executive Board, deliver to this Association or successor in office, all property belonging to this Association. The Secretary-Treasurer may, with the President's approval, select an assistant to aid during the annual meeting. Also the Secretary-Treasurer have custody of the seal of the State Association and shall attach and affix the same to all warrants and charters issued by the authority of the President of the Executive Board of this Association. The Secretary-Treasurer shall have the Constitution and By-laws printed and shall furnish them to all members; shall close the books and make a final report to the Association before the final adjournment each year; keep a complete list of all members of this Association; furnish a complete financial and membership statement to the Official Organ for publication not later than thirty days after each annual meeting. Before entering upon the duties of office, the officer shall furnish, at the expense of the Association, a satisfactory bond in the sum of \$1,000.00 and shall be protected by an indemnity bond sufficient to secure the Association against any loss caused by theft or bank failure. The Secretary-Treasurer, with the approval of the Executive Board, shall employ an accounting firm for a quarterly review of the Association financial records. This firm may also be employed to complete the required government reports.
- D. The Executive Committee shall consist of the four

elected State Committeepersons. They shall act as Trustees of the Association. Its duties shall be of an advisory and supervisory nature and to take charge of any office vacated for any cause, not otherwise provided for, and see that such offices are properly filled by some suitable person; to act as mileage and per diem committee and other matters requiring action as directed to do so by the Executive Board or the Convention.

### Section 3. Election.

- A. Candidates for election as officers of this Association shall be nominated the first business day of the convention. Such Candidates shall identify the district unit in which they hold membership. These nominations shall remain open until the time of the election.
- B. The officers of this Association shall be elected annually, except as hereinafter provided, and installed in their respective offices at the close of each annual convention and shall assume the duties of office upon installation.
- C. The election of State Officers shall be by ballot. When there is more than one candidate for the same office, it shall require a majority of all votes cast to elect. When there are more than two candidates for the same office, after the second ballot, the candidate receiving the least number of votes on each ballot shall be dropped until an election has been accomplished.

### Section 4. Salaries.

- A. The officers shall receive such compensation as this Association shall from time to time prescribe.
- B. The President shall receive a salary of \$1500.00 per annum.
- C. The Vice President shall receive a salary of \$1000.00 per annum.
- D. An active regular rural carrier who is serving as the Secretary-Treasurer on a full-time basis shall receive an annual salary of a 46-hour evaluated route at the carrier's attained step. The salary shall be payable on a biweekly basis. Annual Leave: Be granted annual leave days equal to attained annual leave level with the Postal Service per Association fiscal year. All annual leave requires the approval of the State President. Any unused annual leave shall be payable at the current cash equivalent at the end of each fiscal year (June 30).
- E. Sick Leave: 13 days per Association fiscal year. Sick leave days will be carried over from year to year. Any unused sick leave at end of the employee's tenure as Secretary-Treasurer will be handled in accordance with the method used by the retirement system in which the employee is enrolled. The State Board shall set aside annually an amount equal to the value of any unused sick leave at the end of the fiscal year. Payment of Postal Service's share of benefit costs: The State Association shall assume and pay those costs of benefits normally paid by the Postal Service for such employee such as

- retirement, health insurance, life insurance, etc
- F. A retired rural carrier craft member who is serving as the Secretary-Treasurer shall receive an annual salary of a 46-hour evaluated route in Step 12. The salary shall be payable on a monthly basis.
- 1) Annual leave: 26 days per Association fiscal year. All annual leave requires the approval of the State President. Any unused annual leave shall be payable at the current cash equivalent at the end of each fiscal year (June 30).
  - 2) Sick Leave: 13 days per Association fiscal year. Sick leave days will be carried over from year to year. Any unused sick leave at end of the employee's tenure as Secretary-Treasurer will be handled in accordance with the method used by the retirement system in which the employee was enrolled. No payments are payable for fringe benefits such as retirement, health insurance, life insurance etc. As are payable for an active rural carrier on a full-time basis. The State Board shall set aside annually an amount equal to the value of any unused sick leave at the end of the fiscal year.
- G. Each Committeeperson shall receive a salary of \$300.00 per year.

#### Section 5. Expenses.

- A. All elected State Officers who are required to fulfill the duties of their office, using LWOP, an unscheduled work day, or holiday, shall be paid an Association Day of Pay (ADOP). (An ADOP is equivalent to the rate of pay for a 46-hour rate of pay at step 12 less statutory required deductions). This is to be on an as needed basis, subject to the approval of the Executive Board. The Editor shall receive his/her daily or hourly rate of pay less statutory required deduction, subject to the approval of the President with review by the Executive Board.
- B. The President, Vice President, Secretary-Treasurer, Executive Committeepersons, Editor of the "Ohio Rural Carrier", Auto Insurance Representative, and the PAC Chairman shall receive a mileage allowance of the IRS allowed rate per mile each way over the most direct route, hotel room expenses and per diem to cover the cost of meals not otherwise provided for in the amount of \$40.00 per day for an overnight stay or attending the State Convention, \$20.00 per day for association business that requires travel of at least 100 miles. In cases where one person holds more than one state office, whether elective or appointive, remuneration for per diem, mileage, and office allowance shall be limited to one office. The per diem will not exceed \$40.00 per day.
- C. All elected State Officers, and the appointive positions of Editor and PAC Chairman, shall receive an office allowance equal to \$23.00 per pay period, with the exception of the full-time secretary-treasurer.
- D. The full-time secretary-treasurer shall receive an office allowance equal to \$300.00 per month.

#### Section 6. Appointees.

- A. The appointive officers shall be appointed by the President within ten days after the President's election and installation. All appointive officers shall provide a written report of their activities to the Convention body at the State Convention to be included in the printed Officers' reports.
- B. The President shall appoint an Auto Insurance Representative who shall have sole charge of all property and records of the office. Such person shall make a complete report of the financial and activities of the Auto Insurance Plan at each Annual meeting of the Association and shall, at the expiration of such appointment or when called upon by the Executive Board, deliver to the Association or successor in office, all money and property belonging to the Association. The Auto Insurance Representative shall receive a salary of \$100.00 per annum.
- C. The President may appoint a PAC Chairman(s) and Legislative Chairman(s) who would be responsible for raising PAC funds and being knowledgeable on political issues and be a source of information for the membership. Such person(s) shall make a complete report of financial and other activities at each Annual meeting of the Association. At the expiration of such appointment or when called upon by the Executive Board.

**Section 7. Removal.** The State Board may suspend with pay a state officer for misconduct or neglect of duty in office, pending a hearing before a committee of three members within 30 days of suspension. The members shall be selected as follows: one member selected by the State Board, one selected by the suspended officer and a chairman selected by the other two members. No state officer shall serve on the committee. The committee shall report its findings and recommendations within 30 days to the State Board. The state officer has no right to appeal.

#### Section 8. Vacancy in Office.

- A. Upon the death, absence, resignation, disqualification or disability of the President, the Vice President shall assume the duties of the President.
- B. Upon the death, resignation or permanent disability or disqualification of any of the state officers (except as provided above) during the interval between the annual sessions of the Association, the Executive Board shall appoint some eligible member to fill the vacancy until the next annual session except in the event the vacancy occurs within sixty days preceding the State Convention, the vacancy shall be filled by election at the Convention.

### ARTICLE VI Meetings

**Section 1. State Convention.** The annual sessions of this Association shall convene on a date to be chosen by the Executive Board and announced in our Official Organ not less than sixty days prior to

such meeting at such place as this Association shall from time to time determine. The State Secretary-Treasurer shall notify all members, at least fifteen days prior to the opening of the State Convention of the time and place and the nomination and election procedures.

### Section 2. Site Selection.

- A. The method of selection of the location of the annual State Convention shall be as follows: The location to be rotated among 5 areas of the state divided as follows:
  1. Area 1 consisting of Districts 1, 2, and 8.
  2. Area 2 consisting of Districts 3, 4, and 6.
  3. Area 3 consisting of Districts 5, 11, and 12.
  4. Area 4 consisting of Districts 7 and 10.
  5. Area 5 consisting of Districts 9, 13, and 14.
- B. The Executive Board is to provide to the Time and Place Committee the guidelines a proposed hosting city must meet to be considered. The change is effective with the 1993 State Convention, starting with Area 1.
- C. The Association shall vote on a location and the top two selections be proposed to the Board to negotiate and select the one that best meets our requirements and is the most cost effective for holding the Convention. This change is to be effective with the vote on the 2007 Time and Place selection.

### Section 3. Delegates.

- A. No member shall be nominated or be a State Delegate who from the time of nomination through the end of the convention holds a position in management (either permanent or temporary) in the Postal Service; in any other postal craft; or any other job which competes with the Postal Service and/or this Association. This policy is defined as follows:
  1. When a rural carrier craft member is serving in a managerial or supervisory position such as an OIC or 204B, the member is prohibited from Union participation. The member may not be nominated or serve as a State Delegate.
  2. However, there are many instances where a member may be utilized by Postal Management to assist in the rural craft that equally benefit the rural craft and Postal Management. In those instances, where the individual is not in a managerial/supervisory position, the individual will not be prohibited from any Union participation. (Such examples may include, but are not limited to, assisting with route adjustments, mail count, academy trainers, automation team member, safety teams).
- B. Each Rural Carrier District Association shall be represented at the State Convention by one delegate, to be known as, Delegate-at-Large. The President of each Rural Carrier District shall, by virtue of the

office, serve as this delegate and the District Secretary shall be the Alternate, in the absence of both the President and Secretary, the Vice President shall be the delegate.

- C. Quota. Each District Association shall be entitled to one delegate for each seven (7) members or major fraction thereof. All delegates must have submitted their credentials to the Credentials Committee by the close of business on the second day of the Convention.
- D. Alternates. Each District Association shall elect an alternate for each delegate and in case of inability of the delegate to attend the Convention, the alternate shall attend and have all rights and privileges of a regular delegate.
- E. Election. (1) District Associations shall elect their delegates to the State Convention no later than 60 days prior to the State Convention. The District Secretaries shall report the names of all delegates and alternates, on blanks furnished by the State, to the State Secretary/Treasurer no later than 55 days prior to the State Convention. The State Secretary/treasurer shall report the names to the State President, so the President may select the various committees. The committees, together with a tentative program, shall be published in the State paper.
- F. Voting may be by voice, show of hands, rising or ballot. When using voice, hands, or rising vote, all regularly seated delegates shall be eligible to vote. When voting is by ballot, each District President (or District Secretary, if no President is present, in the absence of both, the Vice President) shall be entitled to one vote, provided, that where a District is represented by less than a full delegation, the delegates present may vote the entire District vote.
- G. The State Association will compensate \$100.00 per day to each District Delegate (effective 2019) for each business session day attended during the OHRLCA State Convention.

**Section 4. Quorum.** Regular representatives of not less than 3 district Associations, nor less than twenty-five delegates in addition to the officers shall constitute a quorum for the transaction of business, but a less number may meet and adjourn from time to time.

**Section 5. Order of Business.** The order of business may be arranged in any suitable manner by the President, Executive Board, or Convention, except where this law directs otherwise.

### Section 6. Special and Booster Meetings.

- A. Special sessions may be called by the President upon the written request of not less than 3 district Associations, provided that no special session shall be called without thirty days' notice to all district Associations in good standing.
- B. The Rural Carriers Association shall hold a State Booster meeting or meetings. The location and date of the meeting(s) will be determined by the

Executive Board. The State Vice President shall be the Chairperson of the Booster meeting(s).

## ARTICLE VII

### National Convention Delegates

#### Section 1. Delegates

##### A. Eligibility

1. Each state association shall be entitled to representation by one delegate for every 100 members or major fraction thereof and one Delegate-at-Large. Membership shall be based on the number of dues withholding and cash pay Bargaining Unit and Retired Members. In order for a state to receive credit for cash pay members, dues must be received no later than the close of business on the first day of the Convention.
2. Only Bargaining Unit Members and Retired Member in good standing may be nominated, elected or seated as delegates. Such "good standing" status shall be the sole prerequisite for determining eligibility or entitlement to service as a delegate or to any payment or benefit, except that a state may establish reasonable rules to ensure attendance at the Convention.
3. A member who from the time of nomination through the end of the convention holds any position in USPS management or a job which competes with the USPS or this Association, shall be ineligible to be nominated or serve as delegate for a period of one year from the last day served in that capacity.

##### B. Nomination

1. Within each state association, nominations for National Delegate shall be submitted by U.S. Mail to a pre-arranged post office box on a nominating ballot or copy. The nominating ballot shall be signed and show the name and address of the member making the nomination and may include self-nomination. The nominating ballot shall be published in the February, March, April and May issues of The National Rural Letter Carrier.
2. Nominations must be received in the office of the State Secretary at least 50 days prior to the opening of the state convention. Upon receipt, the State Secretary shall send a notice of nomination to the candidate by U.S. Mail.

##### C. Elections

1. A member must be on the rolls at least 50 days prior to the opening of the state convention in order to be eligible to vote for National Delegates.
2. The State Secretary shall prepare a ballot listing the candidates for National Delegate. The list of nominees shall be placed on the ballot by drawing each name. Two members of the election committee will pull the nominee names at random and the order they are drawn is the order they shall appear on the ballot. Instructions on each ballot shall include the number of delegates to be elected, the deadline for return of the ballot and the mailing address of the

designated post office box. The number of votes cast on each ballot shall not exceed the number of delegates to which the state association was entitled at the previous convention.

3. The State Secretary shall cause the ballot to be mailed to eligible members at least 25 days prior to the opening of the state convention. In addition, the State Secretary/Designee shall arrange for the rental of a post office box for the receipt of the ballots and another for the return of undeliverable ballots.
4. An envelope marked "Ballot" shall be provided in which to seal the ballot. To permit verification of membership and to maintain the integrity of the voting procedure, an outer envelope, also marked "Ballot" which clearly identifies the name and address of the member, shall also be provided. The sealed envelope containing the ballot shall be placed in the outer envelope by the member and mailed to the designated post office box.
5. An Election Committee shall be appointed by the State President. No candidate for National Delegate may serve on the Election Committee. After the deadline for receipt of ballots, the Election Committee shall collect and tabulate the ballots at the state convention. The post office box designated for the return of ballots shall be accessible only to the Election Committee.
6. Any candidate or designee may observe the ballot tabulation. In reporting the results of the election, the candidates shall be placed on a roster in the order of votes received. The number of delegates to which the state is entitled shall be declared regular delegates; the remaining candidates shall be declared alternates.
7. Each state association shall be entitled to one Delegate-at-Large from the roster of elected regular delegates. That position shall be filled by a state officer in ranking order, beginning with the State President. A state officer may not be automatically declared a delegate by virtue of office unless elected by direct vote of the membership. National-Paid Delegates shall be named in accordance with the plurality of votes received. Those individuals serving as Delegate-at-Large or National Paid Delegate shall be reimbursed the difference between National paid allowance and State paid allowance if the National allowance is less than that received by State Delegates.
8. The State Secretary shall prepare credentials for the Delegate-at-Large, regular delegates and an appropriate number of alternates immediately following the state convention and send the credentials to the National Secretary-Treasurer. The state's seal shall be embossed on the face of credentials. The Delegate-at-Large and regular elected delegates presenting identification to the Credentials Committee at the National Convention shall be certified and seated.
9. Delegates-at-Large and regular elected delegates presenting identification to the Credentials Committee at the National Convention shall be certified and seated.

10. The number of candidates to be voted upon by each member shall not be more than the total number of delegates to which the State Association was entitled to the previous year. Appropriate instructions shall be on each ballot stating the number of delegates to be elected and the name and mailing address of the designated post office box at which *the ballot* must be received prior to the cut-off date. Delegates and alternates shall be declared in the order of their finish. In the case of a tie vote for any candidates which may be used to fill delegate position(s), the order of finish shall be determined by the delegate's name placement on the ballot by the Election Committee before they are relieved of their duties.
11. The results of the National Delegates Election to be published in the state paper following the state convention and those that served as delegates are published following the national convention.
12. In the event there are not enough delegates present at the National Convention for the number of State votes, those votes not represented by a delegate shall be cast according to the majority vote of those delegates present at the Convention session.

**Section 2. Compensation of State-Paid National Delegates.** This State Association at each annual meeting shall determine the number of National Delegates, within its quota, for that year, plus two (2) alternate delegates in the order of votes received, and shall make provisions for their expenses as follows: Delegates and the two (2) alternates delegates (not including Delegate-at-large and National paid) attending the National Convention shall be paid mileage from Columbus, Ohio to the National Convention city, not to exceed 1500 miles, at the rate twice the current IRS allowed rate for one way travel by the most direct route over Federal State Highways, as determined by the State Board. Per Diem shall also be paid at the rate of \$225.00 per day for five (5) days. A delegate may be excused by the chairperson of the delegation to attend committee meetings or other business pertaining to the National Convention to which they may be assigned. Those delegates determined to be alternates at the State Convention who are changed to regular delegates at the National Convention, shall receive a prorated allowance for each half day they attend the National Convention session, provided they are in attendance at the Tuesday afternoon session. The next five (5) registered alternates not being compensated by mileage and per diem that attend all four (4) sessions at the National Convention will be compensated \$100 per day by the State Association. The five (5) alternates will be determined by their order of votes on the OHRLCA National Delegate election result list.

## **ARTICLE VIII State Board**

### **Section 1. Members.**

- A. The Executive Board shall consist of the President, Vice President, Secretary-Treasurer, and four Executive Committee members. They shall have one vote each in the State Convention except for the election of Officers. They shall examine all bills and

approve or disapprove the same and act as trustees of the Association. They shall have charge of all property of this Association. At the expiration of the term of office or when called upon by the Executive Board they shall deliver to this association or successor in office all property belonging to this association.

- B. The immediate past president of the Ohio Rural Letter Carriers' Association may be retained in an advisory capacity for assistance to the President as an Ex-Officio member of the Executive Board for a period of one year. There will be no compensation. Per Diem and expenses the same as Executive Board members may be allowed. The said individual as an Ex-Officio member of the Executive Board will have no voting power.

**Section 2. Duties.** The Executive Board shall maintain a publication to be known as "The Ohio Rural Carrier" which shall be distributed to the members upon such terms as the Board may decide. For this purpose, they may use any unexpended balance in the treasury of this Association and shall turn over to the Association Secretary-Treasurer all receipts arising from this source. They shall employ an Editor, selected from the membership, at a salary of \$1200.00 per year, and shall in general supervise the work. Such person shall keep an accurate account of all receipts and expenditures and shall render same to the Executive Board immediately prior to the State Convention.

### **Section 3. Meetings.**

- A. The President shall direct the Editor of the "Ohio Rural Carrier" to publish in the paper not less than thirty days in advance of any scheduled OHRLCA Executive Board meeting with time and dates and places of such meeting.
- B. The President shall direct the Editor of the "Ohio Rural Carrier" to publish a condensed version of the minutes of all OHRLCA Executive Board meetings within sixty days of such meetings.
- C. All State Board Meetings are open meetings to any member of the Association who wishes to attend. The State Board may vote to go into Executive Session for a specific reason.

## **ARTICLE IX Committees**

### **Section 1. Convention Committees.**

- A. Credentials Committee shall be composed of three members who shall be appointed in advance from the list of regularly named delegates then in the hands of the President. At least one of this committee shall be on hand the evening before the Convention and in conjunction with the Secretary-Treasurer, shall receive credentials and distribute delegates' badges; they shall make a partial report to the Convention before adjournment of the first session. The Credentials Committee shall have at least one carry over member from the immediate



previous year. If this carry over member is not present on the first day of the Convention, the President shall appoint, first a past committee chairman, or second a past State or National Officer to the committee

- B. The Law Committee shall be composed of five members appointed in advance from the list of regular delegates in the hands of the President. They will only consider all signed and dated matters or recommendations pertaining to the laws of this Association that are received by mail, at the Secretary-Treasurer's office five (5) days prior to the opening session of the Convention. These proposed changes must be in the possession of the Committee prior to the meeting of the committee. Proposed amendments submitted after this deadline will not be considered by the Law Committee but may be considered under new business at the discretion of the maker. These recommendations will be read at one session of the Convention. The Law Committee shall have at least two carry over members from the immediate previous year. If these carry over members are not present on the first day of the Convention, the President shall appoint, first a past committee chairman, or second a past State or National Officer to the committee.
- C. The Resolution Committee shall be composed of five members appointed in advance from the list of regular delegates in the hands of the President. They will only weigh and consider all signed and dated resolutions that are received by mail, at the Secretary-Treasurer's office five (5) days prior to the opening session of the Convention. These proposed changes must be in the possession of the Committee prior to the meeting of the committee. Proposed resolutions submitted after this deadline will not be considered by the Resolution Committee but may be considered under new business at the discretion of the maker. They will make reports in the same manner and at the same sessions as the Law Committee. The Resolutions Committee shall have at least two carry over members from the immediate previous year. If these carry over members are not present on the first day of the Convention, the President shall appoint, first a past committee chairman, or second a past State or National Officer to the committee.
- D. An Election Committee, composed of seven members, or more, shall be appointed in advance from the list of regular delegates then in the hands of the President. If an unusual number of ballots are received, or if an unusual circumstance should arise, the President may make additional appointments after the opening session of the Convention as the needs may require. The Election Committee shall conduct the vote tabulation for National Delegates in accordance with Article VII, Section C, Paragraphs 2, 5, 6 and 10.

### Section 2. Special Committees.

- A. The Auditing Committee, composed of five

members, shall be appointed in advance from the list of regularly named delegates in the hands of the President. They shall examine the books and accounts of the Secretary-Treasurer and report their findings immediately after the report of the Secretary-Treasurer has been read. The Auditing Committee shall have at least two carry over members from the immediate previous year. If these carry over members are not present on the first day of the Convention, the President shall appoint, first a past committee chairman, or second a past State or National Officer to the committee

- B. Time and Place Committee. The Time and Place Committee shall be composed of five members from the area in which the annual convention will be held in three years will be appointed by the President prior to the close of each annual convention. This committee will report their recommendations at the next annual convention following their appointment.
- C. Member of the Year Committee. The Chairman shall receive from the membership all members who have been nominated for the award. The nominees must be received prior to the start of the first day of the State Convention. The Chairman shall bring forward all nominated members to be presented and voted on by the state delegation members present at the state Convention. The nomination form shall be read to the delegation and the reasoning for the nomination be presented to the members for consideration of the prestigious award.

## ARTICLE X

### Steward System

Refer to the NRLCA Constitution Article IX.

## ARTICLE XI

### Appeals

#### Section 1. State

- A. A member aggrieved by any action of a state association, officer or steward shall have the right to appeal to the State Board.
1. Appeals must be in writing and be filed with the State President within 30 days of having knowledge of said action.
  2. Within 10 days of receipt of the appeal, the State President shall notify all members of the State Board and the assigned Executive Committeeman and shall request that the Charging Party provide a letter outlining the specific charges and any relief sought. This letter of specificity, along with complete documentation, must be returned within 20 days of receipt of the President's request.
  3. Upon receipt of the letter of specificity, the State President shall forward a copy to the Charged Party for response. The Charged Party shall have 20 days to respond in writing and provide documentation to the State President.
  4. The State Board shall review the Charging Party's letter of specificity, documentation,

relief sought and the response of the Charged Party. The State Board is authorized, in consultation with the Executive Committeeman, to take the necessary action to resolve the issue within 30 days. Extension of this 30-day time limit, when necessary, shall not exceed 15 days. The Charging Party(s) and Charged Party(s) (hereafter referred to as the Party or Parties) shall be notified in writing of the decision of the State Board.

B. A Party not satisfied with this decision, or any other action of the State Board on said appeal, shall have the right to appeal to the National Board.

1. This appeal must be in writing and be filed with the President of the National Association within 30 days of receipt of the State Board's decision.
2. Within 15 days of receipt of an appeal, the National Board shall notify the National Appeals Commission. The President shall notify the State President and the Parties that the appeal has been received and forwarded to the National Appeals Commission.
3. Within 30 days, the National Appeals Commission shall investigate each appeal and report its findings and recommendations in writing to the National Board. Upon receipt of the findings and recommendations of the Appeals Commission, the National President shall notify the Parties that the findings and recommendations are before the National Board. The National Board shall render a decision and notify the Parties in writing within a reasonable period of time.

A Party not satisfied with the decision of the National Board shall have the right to appeal to the next Convention of the National Association.

1. This appeal must be in writing and be filed with the National President within 30 days of receipt of the National Board's decision. The appeal, if received more than 45 days prior to the National Convention, will be scheduled for that Convention. If received within 45 days of the Convention the appeal may be held until the following National Convention.
2. Within 15 days of receipt of said appeal, the President shall notify the Parties that the appeal has been received and shall be forwarded to a National Appeals Committee.
3. The Appeals Committee shall complete an investigation and report its findings and recommendations in writing to the Parties and to the President of the state association at least 24 hours before the report is presented to the National Delegates.

## Section 2. National

- A. A member aggrieved by any action of the National Association or Officer thereof shall have the right to appeal directly to the National Board.

1. The appeal must be in writing and be filed with the National President within 30 days of the action.

2. Within 15 days of receipt of the appeal, the National Board shall retain the appeal for investigation, forward the appeal to the National Appeals Commission or, if received within 90 days of the first business session of the National Convention, refer the appeal to the Appeals Committee. The President shall notify the Charging Party(s) of the appeal's receipt and disposition.

3. Should the National Board retain the appeal, it shall investigate, render a decision and notify the Charging Party(s) in writing within a reasonable period of time.

4. Should the National Board forward the appeal to the National Appeals Commission; the commission shall complete an investigation and report its findings and recommendations in writing to the National Board within 30 days. Upon receipt, the National President shall notify the Charging Party(s) that the Commission's report is before the National Board. The National Board shall render a decision and notify the Charging Party(s) in writing within a reasonable period of time.

5. Should the National Board refer the appeal to the Appeals Committee, the appeal shall be handled in accordance with the provisions that follow.

B. A Party not satisfied with a decision rendered by the National Board shall have the right to appeal to the next National Convention.

1. The appeal must be in writing and be filed with the National President within 30 days of receipt of the National Board's decision. The appeal, if received more than 45 days prior to the National Convention, will be scheduled for that Convention. If received within 45 days of the Convention the appeal may be held until the following National Convention.

2. Within 15 days of receipt of the appeal, the President shall notify the Party(s) that the appeal has been received and shall be forwarded to a National Appeals Committee.

3. The Appeals Committee shall complete an investigation and report its findings and recommendations in writing to the Parties at least 24 hours before the report is presented to the National Delegates.

## Section 3. Administration

At every level of appeal, members shall be afforded the rights of due process and the right to appeal an adverse decision to the next level. The National Board shall have full authority to intervene to protect the members of this Association. Correspondence shall be by certified mail, return receipt requested. Costs of the state investigation and action shall be borne by the state association; costs of the National Appeals Commission and Appeals Committee shall be borne by the National Association. No legal proceeding may be initiated

until the appeal procedures provided herein have been exhausted.

**ARTICLE XII**  
**Parliamentary Authority**

Parliamentary authority for the conduct of business shall be "Robert's Rules of Order".

**ARTICLE XIII**  
**Amendment of Constitution**

This constitution can be amended by submitting the amendment in writing at an annual convention and passed upon after one reading during a session and after it shall be concurred in by a vote of two-thirds of the voting members present, if passed, the amendment shall be from that time a part of the constitution.

The Executive Board is hereby empowered to make such interim amendments to the Constitution of the Association as may be necessary to conform to the requirements of Federal Law, such amendments to be effective only until the next following convention of the Association

**Appendix A:**

Office of Labor-Management Standards (OLMS)  
Fact Sheet on the Labor-Management Reporting and Disclosure Act (LMRDA).

This Constitution adopted at Sugarcreek, Ohio, June 12, 2019, shall supersede all others which are hereby repealed.

# UPCOMING EVENTS

See Front Cover for  
Scheduled Events

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**Dominic Crooks**  
State Editor

## A Word from the Editor

Active carriers, try to make the best of the winter months. They often are not our favorite. People still depend on us where others dare not tread. Soon enough, you too will join the retirement ranks or make it through to the spring and summer again, whichever comes first.

Retired carriers, enjoy looking out your window in the morning hours with your feet propped up, a cup of hot chocolate or cider in hand, and appreciation that those cold, wet, and slippery days of delivering mail in the darkness are a thing of the past! Congratulations, you've earned it!

Hopefully, you all had a pleasant holiday season and are ready for the adventures 2022 has to offer. Convention plans are underway. Look at our Constitution. Do you see anything that needs removing? How about anything that needs adding? Get your pens ready and thinking caps on!

As always, if your mailing address changes, please let our Secretary/Treasurer know. Also, please don't be shy. Drop me an e-mail anytime with your inquiries, ideas, or suggestions to include in our publication. I hope to hear from you soon! In the meantime, let's all dive right into this issue of the Ohio Rural Carrier!

*Dominic Crooks*  
State Editor

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