



**Washington – Mid Atlantic
Local Constitution**

October 30, 2020

Preamble

The members of the Washington-Mid Atlantic Local (the “Local”) of the nationally constituted Screen Actors Guild-American Federation of Television and Radio Artists (“SAG-AFTRA”) work as media artists covering the professions of actors, announcers, broadcast journalists, dancers, DJs, news writers, news editors, program hosts, puppeteers, recording artists, singers, stunt performers, voice over artists and other media professionals. Our work is seen and heard on television, radio, sound recordings, the Internet, games, mobile devices, home video, in the theatres, and on all other media distribution platforms. We are the people that entertain and inform America.

The Local is committed to organizing all work done under our jurisdiction; negotiating the best wages, working conditions and health and pension benefits; preserving and expanding members’ work opportunities; vigorously enforcing our contracts; and protecting members against unauthorized use of their work.

We, the members of this Local of SAG-AFTRA, hereby agree to be governed by the Local Constitution herein, subject at all times to the Constitution, policies, and procedures set forth by SAG-AFTRA, its National Board, and the duly authorized Committees and agents thereof, as may be amended from time to time.

Article 1: Members

1.1 Geographical Scope. This Local is composed of SAG-AFTRA members assigned to its jurisdiction as determined by the SAG-AFTRA National Board. Membership in this Local shall be automatically extended to all such SAG-AFTRA members.

1.2 Definition. The term “members” or “membership” as used in this Local Constitution means members in good standing as defined in the SAG-AFTRA Constitution.

Article 2: Membership Meetings

2.1 General. Regular meetings of the Local membership shall be held at least once per year, or at more frequent intervals as determined by the Local Board. Special meetings of the membership may be called at any time by the Local President or by a majority vote of the Local Board members voting on the matter. An emergency membership meeting may be called by the President, Vice President, and Secretary.

2.2 Notice. Except as otherwise set forth in this Constitution, notice of any membership meeting shall be given by written or electronic means at least 30 calendar days in advance. Notice of special membership meetings shall be given in the same manner at least ten (10) calendar days in advance. An emergency membership meeting may be called upon twenty-four (24) hours’ notice if circumstances require that immediate action be taken. Notice of any membership meeting shall state the date, time,

and place of the meeting and, in the case of special and emergency meetings, a description of the business purpose of the meeting.

2.3 Location. Membership meetings shall be held at such location as the Local Board shall determine.

2.4 Quorum Requirement. A quorum for any membership meeting shall be two-and-a-half percent (2.5%) of the membership, present in person. Each member who is present shall have one vote.

2.5 Conduct of Business. Any regular membership meeting at which a quorum is present may transact any business coming before the meeting without prior notice of the business to be transacted, except that the meeting notice shall specifically state if the business will include (a) any nomination or election of SAG-AFTRA National Board members, Local officers, Local Board members, or delegates, (b) a vote on changes to the Local Constitution, (c) a vote requiring an expenditure of union funds, or (d) a vote on any resolution to overturn a decision of the Local Board. A special or emergency meeting may not conduct any business other than the business for which the meeting was called. Unless this Constitution otherwise provides, all decisions shall be by a majority of those voting.

2.6 Minutes. Minutes shall be kept of all membership meetings.

Article 3: Officers

3.1 Officers and Terms. The Local's members shall directly elect a minimum of three officers: President, Vice President, and Secretary (collectively referred to as "Local Officers"). All officers shall serve two-year terms.

3.2 Duties of President. The President shall be the principal officer of the Local and shall preside at all membership and Local Board meetings. The President or his/her designee shall oversee the keeping of the Local's records and the publication of all notices required by this Constitution. The President shall serve as a delegate to the SAG-AFTRA Convention.

The President shall perform such duties, as from time to time, the Local Board shall determine.

3.3 Duties of Vice President. The Vice President shall have such powers and perform such duties as the Local Board may, from time to time, determine. The Vice President shall serve in the President's absence or unavailability.

3.4 Duties of Secretary. The Secretary shall have such powers and perform such duties as the Local Board may, from time to time, determine. The Secretary or his/her designee shall cause the minutes of all membership meetings and meetings of the Local Board to

be recorded and kept. If the President and Vice President are absent or unavailable, the Secretary shall serve as President.

3.5 National Board. The Local members shall directly elect the National Board Member(s) to which the Local is entitled for a term of four (4) years in accordance with the SAG-AFTRA Constitution. If the Local is entitled to more than one (1) seat on the National Board, at least one (1) shall be from the Broadcast work category (#5 – Broadcast – News/Information, #6 – Broadcast – Entertainment) and at least one (1) from the Actor/Performer work category (#1 – Actor/Performer, #2 – Dancer, #3 – Singer, #4 – Stunt Performer, and #7 – Recording Artist).

Article 4: Local Board

4.1 Composition.

(a) The Local Board shall consist of the Local’s elected officers, the SAG-AFTRA National Board members representing the Local during the first two years of their National Board term, and the number of members from the following categories as set forth below:

Local Board Category	Number of Local Board Positions	Corresponding Member Category Selected for SAG-AFTRA Elections and Governance Purposes
Actor/Performer	15	#1 – Actor/Performer #2 – Dancer #3 – Singer #4 – Stunt Performer #7 - Recording Artist
Broadcaster	11	#5 – Broadcast – News/Information #6 – Broadcast – Entertainment
North Carolina/South-Central Virginia/West Virginia	3	#1 – Actor/Performer #2 – Dancer #3 – Singer #4 – Stunt Performer

Members may only run in Local Board categories that correspond to the member category they selected for SAG-AFTRA elections and governance purposes as outlined herein.

(b) Local Presidents and National Board members representing the Local who have served in the past may be invited to serve as advisors and mentors for one (1) year following the expiration of their term of office. However, unless duly elected to the Local Board, such members shall serve as an ex-officio, non-voting member of the Local Board. As a non-voting member of the Local Board they are not permitted to make motions or

initiate any other parliamentary procedures pursuant to *Robert's Rules of Order Newly Revised*.

4.2 Election and Term. All Local Board members shall be elected by the Local's membership. The Local Board members shall serve two-year terms.

4.3 Concurrent Candidacy. Members may concurrently run for a National Board, Local Officer, local board and Convention delegate position, but may not hold more than one position, except as provided in 4.4, below. If a member is elected to a Local Officer position and a Local Board member position simultaneously, the member shall choose which seat they wish to hold and vacate the remaining position. Members may not run concurrently for multiple Local Officer positions or multiple Local Board positions.

4.4 Concurrent Positions. Any member may serve concurrently as a National Board member and Local Board member, provided such member shall not have more than one vote on the Local Board. During the first two years of his or her term, the National Board member(s) shall serve as a member of the Local Board until the next regular biennial election. At the next regular biennial election, the National Board member may run for a two-year Local Board term including an officer position pursuant to this Constitution. In the event the National Board member fails to run or to be elected to a Local Board seat at that time, the National Board member shall be entitled to attend all meetings of the Local Board and to participate in its discussions and debate for the remainder of his/her National Board term, but without the right to vote, make motions or otherwise be considered a member of the Local Board. A member may serve concurrently as a Convention delegate and an officer, National Board member and/or Local Board member.

4.5 Number of Board Members. Subject to approval by the Local Board and the SAG-AFTRA National Board, the Local may increase or decrease the number of Local Board members.

4.6 Authority. The Local Board shall be responsible for the general management of the business affairs of the Local and the general oversight of the Local's budget. The Local Board shall consult with the Local Executive Director in his or her responsibility to prepare and submit the proposed budget for the Local. The Local Board may adopt rules or policies that the Local Board deems necessary or appropriate to conduct the Local's business affairs. Such rules or policies shall not contravene this Constitution or the Constitution and policies of SAG-AFTRA. The National Executive Director shall secure the approval of the Local Board prior to, and as a condition of, hiring a Local Executive Director.

4.7 Meetings. Regular meetings of the Local Board shall be held at least four (4) times per year. Special meetings may be called at any time by the Local President, Local Executive Director, or by a majority of the Local Board. Emergency meetings may be called by the President, Vice President, and Secretary. Meetings shall take place in a location determined by the Local Board.

4.8 Notice. Notice of regular and special Local Board meetings shall be mailed or electronically delivered to Local Board members at least ten (10) days in advance. At least ten (10) days' notice shall be given to the Local Board members of any Local Board meeting at which the Local Board will select a replacement for any vacant Local or National Officer or Board member position. Notice of emergency Board meetings shall be given by telephonic/electronic means at least twenty-four (24) hours in advance. The notice must state the date, time and place of the meeting and, in the case of special and emergency meetings, the purpose of the meeting.

4.9 Quorum Requirement. At least one-third (1/3) of the members of the Local Board shall constitute a quorum for the conduct of any business. Except as otherwise provided in this or the SAG-AFTRA Constitution, all decisions shall be made by a majority of those present and voting. Minutes shall be kept of all meetings.

4.10 Executive Session. The Local Board may conduct an executive session limited to its members to discuss personnel matters, collective bargaining strategy, or other sensitive matters.

4.11 Resolutions. The Local Board shall not take any action contrary to any resolution passed by a majority of the members voting at any membership meeting at which at least 10% of the Local members were present in person. The Local Board may submit any membership meeting resolution to a secret-ballot mail or electronic referendum of the membership.

4.12 Voting. There shall be an electronic poll of the entire Local Board if any one of the following determines that a time-sensitive matter requires immediate attention: (a) the Local President; (b) two (2) Local Officers; (c) a majority of the Local Board; and/or (d) the Local Executive Director.

Article 5: Elections, Eligibility and Vacancies

5.1 Nomination and Elections Schedule. The nomination and election of Local officers, Local Board members, National Board members, and delegates to the SAG-AFTRA Convention shall be conducted on a schedule established by the SAG-AFTRA National Board and in accordance with the SAG-AFTRA Constitution and election policies and procedures adopted by the SAG-AFTRA National Board.

5.2 Nomination Procedures.

(a) All nominations shall be by petition containing at least five (5) signatures of active members in good standing of the Local. The identity of petition signers shall not appear on the ballot or any materials published or distributed by the Local.

(b) Persons nominated for any position shall sign a written statement in accordance with Article V.G.1.b. of the SAG-AFTRA Constitution and applicable SAG-AFTRA election policy.

5.3 Election of Delegates.

(a) Delegates shall be nominated to represent the Local at the SAG-AFTRA National Convention under such regulations as shall be established by the SAG-AFTRA Constitution and National Board.

(b) Local Delegate positions shall consist of the National Board members representing the Local, Local President, and the remaining Delegate positions shall be split 65% Actor/Performer (#1 – Actor/Performer, #2 – Dancer, #3 – Singer, #4 – Stunt Performer, and #7 – Recording Artist) and 35% Broadcaster (#5 – Broadcast – News/Information and #6 – Broadcast – Entertainment). The Actor/Performer and Broadcaster delegates shall be referred to collectively herein as “Categorical Delegates”.

(c) The President shall head the Washington – Mid Atlantic delegation to Convention.

(d) In the case of the Categorical Delegates, the number of candidates equal to the number of vacancies to be filled who received the highest number of votes shall be elected. In the event that all candidates for Categorical Delegates run unopposed in their respective categories, then the Local Board may call a special membership meeting for purposes of determining priority assignment within the category. A special membership meeting for determining priority assignment shall have a quorum of one percent (1%) of the membership, present in person. Each member who is present shall have one vote. If the Local Board does not conduct a special membership meeting for this purpose, then priority shall be determined by a neutral, random selection.

(e) If a Convention Delegate is assigned priority within the delegation whereby he/she shall attend Convention at SAG-AFTRA’s expense and said Delegate chooses to (1) not attend Convention; or (2) pay for his/her own expenses then priority for purposes of funding shall move to the next delegate in priority order pursuant to 5.3.d. in his/her respective category or in the case of a Local Officer position, moved to the appropriate membership category in order to keep the required proportionality.

5.4 Elections Committee and Procedures. The Local Board shall establish a Local Elections Committee consisting of at least five (5) active members of the Local in good standing to oversee all nomination procedures and elections consistent with the SAG-AFTRA Constitution and SAG-AFTRA policies and procedures. The decision of the Local Elections Committee on all election matters shall be final. The Local Board may adopt additional election procedures governing the conduct of nominations and elections, consistent with SAG-AFTRA policies and subject to approval by the SAG-AFTRA National Board.

5.5 Eligibility.

(a) To be eligible to run for or serve as a Regional Local Board member, a member must live within the geographical area. South-Central Virginia shall be defined as any area in the Commonwealth of Virginia that falls at or south of the 38.0 degree North latitudinal line (to the nearest tenth degree).

(b) To be eligible to serve as an officer or member of the Local Board, a member must have been a member in good standing, as defined by the SAG-AFTRA Constitution, of the Local throughout the dues period prior to, and throughout the current dues period including the date of his or her nomination, and must remain in good standing during his or her term of office. Eligibility for National Board members and Convention delegates shall be in accordance with Article VIII of the SAG-AFTRA Constitution.

5.6 Ballots.

(a) Candidate statements and photographs shall accompany all candidates' names in the voter guide unless a candidate did not timely submit a candidate statement and/or photograph or the candidate is running unopposed. Pursuant to SAG-AFTRA National Nominations and Election Policy, this shall not apply to candidates for Local Convention delegate unless said Policy changes to allow for such inclusion.

(b) All Local Officer, Local Board members, and Convention delegate candidates shall be listed on the ballot for election as alternates to the National Board member positions.

(c) In the event that all candidates for National Board, Local Officer, and Local Board positions run unopposed, the candidate shall be declared elected and ballots shall not be required. In the case of a balloted election, no write-in proxy votes will be allowed. The candidate for each National Board, Local Officer, and Local Board member position who received a plurality of votes cast for the office shall be elected thereto. In the event of a tie for all positions, the winner shall be determined by a neutral, random selection.

5.7 Vacancies.

(a) Any permanent vacancies in Local Officer and Local Board positions shall be filled from the Local membership by a majority of the Local Board members voting at any Local Board meeting, except that the Vice President shall succeed the President until the next meeting of the Local Board. All replacements shall serve until their successors are elected. A permanent vacancy arises upon the death, resignation or removal of the person holding the position, or if the position remains unfilled in any election. In addition, the Local Board may declare that a position is permanently vacant if the person holding the position fails to appear at three consecutive Local Board meetings without good cause.

(b) A permanent vacancy of a National Board member from the Local shall be addressed in accordance with Article V, I. of the SAG-AFTRA Constitution. Any permanent replacement of a National Board member shall be filled by an alternate National Board member that was elected as a Local Board member or, if none is available, as a Convention delegate. The alternate National Board member shall serve by determination of the National Board in accordance with this provision and Article V.E.3 of the SAG-AFTRA Constitution. The Local President may appoint a permanent replacement for the National Board member accordingly.

(c) Temporary replacements to a National Board meeting shall be filled from among the Local Board Members or, if none is available, a convention delegate. The National Board member who is unable to attend the meeting shall select his/her replacement. If the National Board member to be replaced is unavailable or fails to make a determination, then the Local President shall select that National Board member's replacement.

5.8 Union Status During Term. Local Officers and members of the Local Board must adhere to the good standing and eligibility requirements set forth in Article VIII of the SAG-AFTRA Constitution throughout their elected or appointed term of office in accordance with policies and procedures established by the National Board. Failure to maintain good standing shall disqualify the member from attending meetings or voting until he or she returns to good standing. Failure to maintain eligibility for any other reason shall create a permanent vacancy.

Article 6: Committees and Committee Appointments

6.1 Committee Appointments. The Local Board may establish committees to conduct any Local business, consistent with SAG-AFTRA policies. The President shall have the authority to appoint and replace committee chairs in consultation with the Local Board. The Local Board may appoint committee members, or may designate the Committee chair to make such appointments. Any appointments or removal of committee members or committee chairs shall be reported to the Local Board at its next meeting following such action, whereby the majority of the Local Board may vote to accept or reject such actions. Except for any election or disciplinary committee, the Local President shall be an ex-officio, non-voting member of all Local committees.

Article 7: Collective Bargaining Agreements

7.1 Ratification and Waivers. All Local collective bargaining agreements and amendments shall be ratified by majority vote of the members affected thereby and voting thereon. Such vote shall be conducted either in an electronic or mail referendum or in any meeting called for that purpose, subject to approval by the Local Board and final approval by the SAG-AFTRA National Board or its designee. The Local Board may approve waivers and minor amendments to such agreements, subject to policies and procedures established by the SAG-AFTRA National Board or its designee.

7.2 Work Stoppage. With the approval by the SAG-AFTRA National Board or its designee, the Local Board may call a strike in connection with any dispute with an employer upon a vote by seventy-five percent (75%) of the members affected thereby voting at any meeting called for that purpose or in a mail or electronic referendum.

Article 8: Relationship to SAG-AFTRA

8.1 Disaffiliation. This Local is an integral part of SAG-AFTRA and all of its assets and properties of whatever kind and nature and wherever located shall be deemed the property of SAG-AFTRA. The Local may not disaffiliate from SAG-AFTRA or be dissolved by vote of its members without the prior approval of the SAG-AFTRA National Board.

8.2 In the event of any conflict between this Local Constitution and the SAG-AFTRA Constitution, the SAG-AFTRA Constitution shall control.

8.3 Contravention. The Local may take no action in contravention of the policies and procedures and rules and regulations adopted by the SAG-AFTRA National Board.

8.4 Conformity. To the extent that this Constitution, any Local rules, policies or procedures, conflict with any provision of the SAG-AFTRA Constitution, any amendment thereto, or any SAG-AFTRA rules, policies or procedures, this Constitution, or any Local rules, policies or procedures shall be deemed to have been automatically amended to conform therewith.

Article 9: Procedure for Removal of Local Officers and Local Board Members for Serious Misconduct

9.1 Any member in good standing, any committee of the National or a Local Board established for such purpose, or the National Executive Director, or his or her designee, may file charges of serious misconduct with the Secretary-Treasurer, or his or her designee, against any Local Officer or Local Board member. The charges shall be in writing and state all the facts and circumstances showing serious misconduct. A copy of the charges shall be mailed to the Local Officer or Local Board member in question.

9.2 The Probable Cause Committee shall review the charges and evidence submitted in support of them and may dismiss the charges if they lack substantial merit or evidence in support. Otherwise, the Disciplinary Committee shall set a hearing and give the Local Officer or Local Board member in question at least fifteen (15) days written notice of the date, time and place of the hearing. The hearing shall be before the Disciplinary Committee unless otherwise determined by the National Board. The Local Officer or Local Board member in question shall have the right to have a representative at the hearing, which shall be conducted in accordance with rules and procedures established by the National Board and/or Disciplinary Committee.

9.3 The body conducting the hearing shall issue a written decision following the hearing. A decision to remove a Local Officer or Local Board member shall be considered a recommendation to the Executive Committee or to such other appeals committee designated by the National Board, unless otherwise determined by the National Board. A two-thirds (2/3) vote of the appellate body members voting shall be required to remove the Local Officer or Local Board member in question. The decision of the appellate body shall be final and binding.

9.4 In the event a Local Officer or Local Board Member is removed, a successor shall be selected in the manner for filling a permanent vacancy in that office as set forth in the Local Constitution.

Article 10: Amendments

10.1 Proposed Amendments. Amendments may be proposed by: (a) a majority vote of the members voting at a membership meeting, (b) by the Local Board, or (c) by petition signed by no less than 10% of the Local's members filed with the President of the Local or his or her designee. Such proposed amendments shall be voted on at the next membership meeting except that in the case of a petition, such meeting shall be at least thirty (30) days after the filing of the petition.

10.2 Requirements. Subject to final approval by the SAG-AFTRA National Board, the Local membership may amend this Constitution by: (a) a vote of two-thirds (2/3) of the members voting at any membership meeting, or (b) by majority vote of the members voting in a mail or electronic referendum directed by the Local Board. Written or electronic notice shall be given to the members at least thirty (30) days in advance and shall contain a summary description of the proposed amendments.

10.3 Local Board Approval. In addition to the above mechanisms, the Local Board shall have the power to approve amendments to the Local Constitution, subject to all of the following:

(a) Written or electronic notice shall have been given to all members of the Local Board at least thirty (30) days in advance of the Local Board meeting at which such amendment is to be considered for adoption; and

(b) Such amendment can only be adopted in the presence of a quorum and by an affirmative vote of two-thirds of those present and voting, and

(c) Such amendment will only become effective upon the approval of the National Board of Directors or the Executive Committee, if such authority has been delegated by the National Board of Directors.

Article 11: Miscellaneous

11.1 Conduct of Meetings. *Robert's Rules of Order Newly Revised* shall govern the conduct of all meetings.