



**New York
Local Constitution**

February 6, 2021

SAG-AFTRA NY Local Constitution

Article 1. Members

Section 1.01 Composition. The NY Local (hereafter “the Local”) is composed of those SAG-AFTRA members assigned to its jurisdiction by the SAG-AFTRA National Board. Membership in this Local shall be automatically extended to all such SAG-AFTRA members.

Section 1.02 Declaration of Work Category. Each member shall declare one work category upon joining, or within such time period as may be set by the SAG-AFTRA Executive Committee. Such declared category may be changed at any time pursuant to policies determined by the National Board or its designee. If not so changed, the member’s work category shall continue as previously declared. The declared category shall be the only work category or part of a work category group in which a member may be nominated or elected to a Local Board or National Board work category group seat or as an Actor/Performer, Broadcast, or Recording Artist National Vice President (as delineated in Article VI.A.1. of the SAG-AFTRA Constitution, SAG-AFTRA policy and Section 1.03.3 below), or as a delegate to the National Convention in a work category or work category group seat. Once elected, in order to maintain their eligibility to serve in such position(s), the Officer, Board Member or delegate must maintain their declared work category.

Section 1.03 Definition of Work Category and Work Category Group

1.03.1 Definition of Work Category. In accordance with Section 1.02 above, the Local recognizes the following work categories:

- Actor/Performer
- Broadcast/News & Information
- Broadcast/Entertainment
- Dancer
- Recording Artist
- Singer
- Stunt Performer

1.03.2 Definition of Work Category Group. For the purposes of establishing work category group seats on the Local Board and National Board the categories shall be aggregated as follows:

- 1.03.2.1 Broadcast/News & Information
- 1.03.2.2 Broadcast/Entertainment
- 1.03.2.3 Singer/Dancer/Recording Artist:
Singer
Dancer
Recording Artist
- 1.03.2.4 Actor/Performer:
Actor/Performer
Stunt Performer (excluding Local Board)
- 1.03.2.5 Stunt Performer (Local Board Only)

1.03.3 Definition of Work Category Groups for Work Category National Vice Presidents. In accordance with SAG-AFTRA policy, members in the following work category groups may seek nomination and election to the position of Actor/Performer, Broadcast or Recording Artist/Singer Vice President.

- 1.03.3.1 Actor/Performer VP:
Actor/Performer
Dancer
Stunt Performer
- 1.03.3.2 Broadcast VP:
Broadcast/News & Information
Broadcast/Entertainment
- 1.03.3.3 Recording Artist/Singer VP:
Recording Artist

Singer

Section 1.04 Work Category Examples. The Rules of Procedure shall include a list of examples of types of work that may be used for reference purposes in the members' selection of work categories.

Article 2. Membership Meetings

Section 2.01 Meetings. Regular meetings of the Local membership shall be held at least once per year, in the Fall or the Spring, or at more frequent intervals as determined by the Local Board. Special meetings of the membership may be called at any time by the NY Executive Director (NYED), the Local President, or a majority of the Local Board members voting on the matter. An emergency membership meeting may be called by the NYED, or the Local President and at least one of the Local Vice Presidents.

Section 2.02 Notice. Notice of any regular or special membership meeting shall be given by written and/or electronic means at least ten (10) calendar days in advance. Notice shall also be posted in the Local's office(s) and published on the Local's webpage. An emergency membership meeting may be held upon twenty-four (24) hours' notice. Notice of any membership meeting shall state the date, time, and place of the meeting and, in the case of a special or emergency meeting, a description of the business purpose of the meeting. All such notices shall be deemed to have been given if sent to the electronic or physical address the member has on file with the Union.

Section 2.03 Meeting Location. All membership meetings shall be held at the Local's principal office(s), or at such other location as the Local Board or the NYED shall determine.

Section 2.04 Quorum. Five percent (5%) of the Local members in good standing, or such lower number as may be established by a two-thirds (2/3) majority of the Local Board members present and voting at a Local Board meeting or by electronic poll conducted prior to the earliest official notice of the membership meeting shall constitute a quorum for transacting any business, provided that the Local Board shall not establish a quorum of less than 1% of the membership for the purpose of adopting an amendment to this Constitution. Such quorum requirement shall be included in the aforementioned notice.

Section 2.05 Meeting Business. Any regular membership meeting at which a quorum is present may transact any business which has been placed on the agenda prior to the meeting, according to policies established by the Local Board, provided that the meeting notice shall specifically state if the business will include (1) any amendment(s) to this Constitution, (2) a vote involving an expenditure of union funds, or (3) a vote on any resolution to overturn a decision of the Local Board. Such actions shall be binding upon the Local, provided that they shall be subject to reconsideration by the Local Board, except that, pursuant to Section 4.09 below, the Local Board may not take any action contrary to a resolution passed by a majority of the members voting at any membership meeting at which at least five percent (5%) of the Local members were present. A special

or emergency meeting may not transact any business other than the business for which the meeting was called. Except as this Constitution otherwise provides, all non-procedural decisions shall be by a majority vote of those voting. Each Local member who is present shall have one vote.

Section 2.06 Advisory Actions. Any action taken at any membership meeting at which a quorum is not present shall be advisory to the Local Board. The Local Board at its next regularly scheduled meeting shall take up such advisory motion. The action of the Local Board shall be reported at the next membership meeting.

Section 2.07 Length of Meetings. The start and end time of the membership meeting shall be stated in the meeting notice and may be extended, subject to the availability of the venue at which the meeting is taking place, only by a two-thirds (2/3) majority vote of those members present and voting.

Section 2.08 Recourse to Referendum. Any action taken at a membership meeting may be submitted to a secret ballot mail and/or electronic referendum of the membership by (1) a majority vote of the Local Board, or (2) a petition signed by ten percent (10%) of the Local members in good standing.

Section 2.09 Procedure for a Member to Offer a Resolution. A member may propose a resolution for consideration at a membership meeting in advance of the meeting, pursuant to policies established by the Local Board and/or set forth in the Local Rules of Procedure. Any member may also offer a resolution from the floor at a regular Membership meeting which if adopted shall be advisory to the Local Board.

Section 2.10 Minutes. Minutes shall be kept of all membership meetings.

Article 3. Officers

Section 3.01 Local Officers. The Local's five (5) Officers shall be: the President and the 1st, 2nd, 3rd, and 4th Vice Presidents. All Officers shall serve as members of the Local Board and the New York Executive Committee.

Section 3.02 Method of Election. All candidates for the offices of 1st, 2nd, 3rd and 4th Vice President shall appear on the ballot as candidates for "Vice President." The first (1st), second (2nd), third (3rd) and fourth (4th) highest vote-getters, respectively, shall hold the offices of 1st, 2nd, 3rd and 4th Vice President.

3.02.1 No one may be a candidate for both the Local President and a Local Vice President in the same election.

Section 3.03 Terms of Office. All Officers shall serve two-year terms.

Section 3.04 President. The President shall be the principal officer of the Local and shall preside at all membership, Local Board and Executive Committee meetings. The President shall, together with the NYED or their designee(s), oversee and be responsible for maintenance of the Local's records and minutes and the dissemination and publication of all notices required by this Constitution. The Local President shall serve as a delegate to the SAG-AFTRA Convention. Except for the election, nominating, and disciplinary committees, the Local President shall be an ex-officio, non-voting member of all Local committees.

Section 3.05 Vice Presidents. In the absence of the President, the 1st Vice President shall perform the duties of the President. If the 1st Vice President is unavailable or otherwise unable to serve, the next Vice President, in descending order (2nd-4th), shall perform the duties of the President. The Vice Presidents shall perform such other duties and functions as assigned by the President and the Local Board.

Article 4. Local Board

Section 4.01 Members. The Local Board shall consist of thirty-four (34) Local Board members, provided that the number may be increased to up to thirty-nine (39) Local Board members in the event that a Local Officer(s) is not simultaneously elected to a Local Board seat(s). No Local Board member shall be entitled to more than one vote.

4.01.1 Subject to Section 5.03.2 below (Local Board Seats) the election of Local Board members shall be determined by a plurality of votes.

4.01.2 Pursuant to Section 5.08 below (Permanent Vacancies), should a Local Officer who is simultaneously elected to the Local Board resign their non-Officer Local Board seat, such non-Officer Local Board seat shall not constitute a permanent vacancy, and shall not be filled.

4.01.3 Should a Local Officer who is simultaneously elected to the Local Board resign their Local Officer seat, such seat shall be filled pursuant to Section 5.09 below.

4.01.4 Should a Local Officer who is simultaneously elected to the Local Board resign both seats, those seats shall be filled pursuant to Section 5.09 below.

Section 4.02 Terms of Office. All Local Board members shall serve two-year terms.

Section 4.03 Responsibilities. 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 NYED in their responsibility to prepare and submit the proposed budget for the Local. The Local Board may adopt rules and policies that it deems necessary or appropriate to conduct the Local's business.

Section 4.04 Meetings. The Local Board shall schedule regular meetings as it deems necessary, provided that the Local Board shall meet at least four (4) times per year. Special meetings may be called at any time by the Local President, the NYED or a majority of the Local Board. All meetings shall take place in the Local's office(s) unless otherwise determined by the Local Board.

Section 4.05 Notice. Notice of regular or special Local Board meetings shall be mailed or electronically delivered to Local Board members at least ten (10) days in advance. In the case of emergencies, notice shall be given by telephonic or electronic means at least twenty-four (24) hours in advance. The notice shall state the date, time, and place of the meeting and, in the case of a special or emergency meeting, the purpose of the meeting. At least ten (10) days' notice shall be given of any Local Board meeting at which the Local Board will fill a permanent vacancy of any Local or National Officer or Board member position.

Section 4.06 Quorum. One-third (1/3) of the members of the Local Board shall constitute a quorum for convening a meeting and transacting any business.

Section 4.07 Electronic Poll. The NYED shall conduct an electronic poll of the Local Board if they, or any of the following, determines that a matter requires immediate attention: The President; one-third (1/3) of the Local Board members, including at least one (1) Local Officer; or a majority of the New York Executive Committee including at least one (1) Local Officer. Such poll must be sent to the entire Local Board. Any action taken by electronic poll shall require an affirmative vote of more than fifty percent (50%) of the entire NY Local Board, except that an action requiring a super majority vote shall require an affirmative vote of the same super majority of the entire Local Board. The Local Board's action shall be effective immediately, and the NYED shall promptly inform the Local Board members of the outcome of the electronic poll.

Section 4.08 Minutes. Minutes shall be kept of all Local Board meetings.

Section 4.09 Conflict with Membership Meeting Resolution. The Local Board may not take any action contrary to a resolution passed by a majority of the members voting at any membership meeting at which at least five percent (5%) of the Local members were present, provided that pursuant to Section 2.08 above the Local Board may submit such resolution to a secret ballot mail and/or electronic referendum of the membership.

Section 4.10 Committees. The President shall recommend to the Local Board, for its approval, the formation of committees and the appointment of committee chairs to conduct any Local business, consistent with SAG-AFTRA and Local policies. The appointment of committee members shall be made pursuant to policies adopted by the Local Board, except that the Local Board shall directly approve the members of any Wages & Working Conditions, Negotiating, and Contract Standing committees with responsibility for negotiating or administering Local collective bargaining agreements.

Article 5. Elections, Eligibility, and Vacancies

Section 5.01 Procedures. The nomination and election of Local Officers, Local Board members, National Board members and delegates to the SAG-AFTRA Convention shall be conducted in accordance with the SAG-AFTRA Constitution on a schedule and under election policies adopted by the SAG-AFTRA National Board and/or its designee.

Section 5.02 Nominations. Nominations for Local Officers, Local Board members, and National Board members and Convention delegates shall be by petition.

Section 5.03 Categorical Diversity. It is the intention of the Local that its National Board members, the Local Board, and its Convention delegates shall reflect the categorical diversity of the NY membership. To that end, the NY National and Local Board members shall include work category group representatives elected from among their respective constituencies by the entire Local membership, pursuant to Section 5.03.1 & 5.03.2 below. Convention Delegates shall be elected pursuant to Section 5.03.3 below. All National and Local Board members and Convention delegates shall be elected within their respective work categories or work category groups according to the plurality of votes received from the entire Local membership.

5.03.1 National Board Seats.

5.03.1.1 One (1) seat shall be held by a member of the Broadcast/News & Information work category,

5.03.1.2 One (1) seat shall be held by a member of the Broadcast/Entertainment work category,

5.03.1.3 One (1) seat shall be held by a member of the Singer/Dancer/Recording Artist work category group,

5.03.1.4 The balance of the seats shall be held by members of the Actor/Performer work category group.

5.03.1.5 In the 2013 National Board election, in accordance with Article IV.A.1.a. of the SAG-AFTRA Merger Agreement, the seven (7) Actor/Performer members having received the highest plurality of votes and the member having received the highest plurality of votes from, collectively, the Broadcast/News & Information, Broadcast/Entertainment, and Singer/Dancer/Recording Artist seats shall each serve four (4) year terms. The remaining fifty percent (50%) of the National Board members from the Local shall be elected to serve two (2) year terms, and shall include the two (2) members having received the highest plurality of votes from, collectively, the Broadcast/News & Information, Broadcast/Entertainment, and Singer/Dancer/Recording Artist members and the Actor/Performer members having received the highest plurality of votes who were not elected to the four (4) year terms, as set forth above.

5.03.1.6 In accordance with Article V.H. of the SAG-AFTRA Constitution, after the 2013 election, members of the National Board shall hold office for terms of four (4) years.

5.03.2 Local Board Seats.

5.03.2.1 Two (2) of the seats shall be held by members of the Broadcast/News & Information work category,

5.03.2.2 Two (2) of the seats shall be held by members of the Broadcast/Entertainment work category,

5.03.2.3 Two (2) of the seats shall be held by members of the Singer/Dancer/Recording Artist work category group, provided that at least one of those seats shall be reserved for a Singer,

5.03.2.4 One (1) of the seats shall be held by a member of the Stunt Performer work category,

5.03.2.5 The balance of the seats shall be held by members of the Actor/Performer work category group.

5.03.3 Convention Delegates. Pursuant to Article VII.B.3. of the SAG-AFTRA Constitution, the Delegates from the Local to the SAG-AFTRA National Convention shall consist of the Local President, the NY National Board members and Delegates directly elected by the members of the Local, provided that no one shall have more than one Delegate seat. The total number of Delegates and the method of election shall be determined in accordance with the SAG-AFTRA Constitution and SAG-AFTRA policy. The number of Delegates directly elected will be the aforementioned total number minus the number of NY National Board members and the Local President, if they are not a National Board member. In accordance with Section 5.03 above, Delegate seats shall be reserved for specific work categories and/or work category groups in accordance with policies established by the National and Local Boards.

Section 5.04 Elections Committee. In accordance with Article V.G.2.i.i of the SAG-AFTRA Constitution, the Local Board shall establish a Local Elections Committee to oversee the nomination and election of NY National Board, Local Officer, Local Board and Convention delegates consistent with the SAG-AFTRA Constitution and SAG-AFTRA policy. The Local Board may adopt additional election procedures governing the conduct of nominations and elections, consistent with SAG-AFTRA policy and subject to approval by the National Board or its designee. Local Elections Committee decisions shall be final and binding except as set forth in SAG-AFTRA policy. Elections challenged by a member are presumed valid unless and until the same or another candidate is elected in a rerun election.

Section 5.05 Local Eligibility. To be eligible to serve as a Local Officer or Local Board member, one must have been a member of the Local for the twelve (12) months prior to nomination. Consistent with Article VIII.D.1 & 2 of the SAG-AFTRA Constitution, to be eligible to serve as the National Vice President elected by the Local or a NY National Board member, one must have been a member of the Local for the twelve (12) months prior to nomination. To be eligible to serve as a Convention delegate, one must have been a member of the Local for the six (6) months prior to nomination.

Section 5.06 Category Eligibility. In accordance with Article VIII.E. of the SAG-AFTRA Constitution, to be eligible to serve in a specific work category group seat on the National or Local Board, or as a Convention delegate in a specific work category seat, a member must have been a declared member of the applicable category for a period of one (1) year prior to their nomination.

Section 5.07 Maintenance of Good Standing and other Eligibility

Requirements. In accordance with Article VIII.F. of the SAG-AFTRA Constitution, National and Local Officers, National and Local Board members and Convention delegates 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 established by the National Board. Failure to maintain good standing shall disqualify the member from attending meetings or voting until they return to good standing. Failure to maintain eligibility for any other reason shall disqualify the member from office and shall create a permanent vacancy.

Section 5.08 Definition of Permanent Vacancy. A permanent vacancy arises upon the death, resignation, or removal of a person holding a Local or National Officer, Local or National Board Member, or delegate position; the failure of a Local or National Officer, Local or National Board Member, or delegate to remain in such work category as their elected position may require, or the failure to maintain any other eligibility requirement; or if a position remains unfilled in any election. In addition, the Local Board may declare that a position is permanently vacant if a Local Officer or Board member holding such position fails to appear at three consecutive Local Board meetings without good cause. Notwithstanding the foregoing, in accordance with Section 4.01.2 above, a permanent vacancy shall not exist should a Local Officer who is simultaneously elected to the Local Board resign only their non-Officer Local Board seat.

Section 5.09 Filling Permanent Vacancies

5.09.1 Local Board Members and Officers. Any permanent vacancies in Local Board positions shall be filled from the Local membership by the Local Board. A Local Board member shall be selected by the Local Board to fill any permanent vacancy in a Local Officer position, provided that should the Presidency become vacant, the 1st Vice President shall succeed the President until the next meeting of the Local Board subject to the notice provision in Section 4.05. If there are multiple nominees for a vacant position, the Local Board shall vote by secret ballot. Any seat reserved for a specific work category, or work category group shall be filled from among those Local members in good standing who fulfill the work category eligibility requirement, as stated in Section 5.06, above. Replacements shall serve until their successors are elected.

5.09.2 National Board. In accordance with Article V.I.2. of the SAG-AFTRA Constitution and the notice provision in Section 4.05 above, any permanent vacancy in a National Board seat shall be filled by the Local Board members from among the Local Board members, Local Officers, and Convention delegates. If

there are multiple nominees for a vacant position, the Local Board members shall vote by secret ballot. Any seat reserved for a specific work category, or work category group shall be filled from among those Local Board members, Local Officers, and Convention delegates who meet the category eligibility requirement, as stated in Section 5.06 above. Replacements shall serve until their successors are elected.

5.09.3 SAG-AFTRA Vice President. In accordance with Article VI.I.4. of the SAG-AFTRA Constitution and the notice provision in Section 4.05 above, a permanent vacancy in the office of SAG-AFTRA Vice President from the Local shall be selected by the NY National Board members from among the Local members. If there are multiple nominees for the vacant position, the NY National Board members shall vote by secret ballot. The replacement shall serve until their successor is elected.

Section 5.10 Tie Vote. In the event of a tie in an election for Local Officer or Local Board member, the winner shall be determined by a neutral, random selection process.

Article 6. NY Executive Committee (NYEC)

Section 6.01 Composition. Immediately following the Local Board meeting that follows the completion of the first Local Board election the NYEC shall be comprised of the five (5) Local Officers and five (5) additional Local Board members who shall be selected by the Local Board at its first meeting following the Local Board election. They shall serve on the NYEC for a two (2) year term or until their successors are appointed by the Local Board. It is the intention of the Local that the NYEC represent, as closely as practicable, the categorical diversity of the NY membership.

6.01.1 Authority. Subject to any restrictions which may be imposed by the SAG-AFTRA Constitution, rules, regulations, and policies, the Local Board may delegate to the NYEC such of its own powers, functions, and authority as it may from time to time see fit. The NYEC shall act for and on behalf of the Local Board only in such matters and to the extent that it has been authorized so to do by the Local Board. In addition the Local Board hereby delegates to the NYEC the following authorities:

6.01.1.1 To act on all matters not involving questions of policy or the conditions under which members render service.

6.01.1.2 To discuss and recommend for consideration by the Local Board such strategic, organizing and other policy considerations, as it deems appropriate.

6.01.1.3 To grant requests for contributions or donations, and to authorize expenditures provided no one item exceeds the sum of five thousand dollars (\$5,000).

6.01.1.4 To approve routine contracts such as with new signatories to SAG-AFTRA's collective agreements.

6.01.1.5 To take such action in the event of an emergency as could be taken by the Local Board, other than the calling of a strike.

Section 6.02 Meetings of the NYEC.

6.02.1 The NYEC shall hold regular or special meetings at such times and places and upon such notice as may from time to time be decided by the President and the NYED. Such meetings may be held face-to-face, by teleconference or such other electronic conferencing method the Local Board may approve, or any combination thereof.

6.02.2 A quorum for the convening of a meeting and transaction of business by the NYEC shall be five (5) of its members, including at least two (2) of the Local Officers.

6.02.3 Any action taken by a majority of the NYEC present and voting at a meeting shall be valid, provided that majority consists of no less than three (3) of the NYEC members.

6.02.4 Any action that could be taken by the NYEC meeting face-to-face, and/or teleconference, and/or other electronic conferencing method may also be taken through an electronic poll of the entire NYEC. Such poll may be held at the request of the President and one (1) other Officer, or at the request of the NYED.

6.02.5 Minutes of the meetings of the NYEC shall be kept and made available to any Local Board member.

Section 6.03 Local Board Member Request for Consideration. Any Local Board member may at any time request consideration by the Local Board of any decision made or action taken by the NYEC in the exercise of any of the powers or functions delegated to it. Such request must be considered at the meeting of the Local Board immediately

following the making of the request. The Local Board may overturn any action taken by the NYEC, provided that if retroactive revocation of an authorized act of the NYEC is not practicable, the action of the Local Board shall be prospective only.

Article 7. Collective Bargaining Agreements

Section 7.01 Negotiations and Enforcement. The Local shall have the authority to negotiate and administer Local station collective bargaining agreements and such other collective bargaining agreements as it has been authorized to negotiate and administer by SAG-AFTRA.

Section 7.02 Ratification. All Local collective bargaining agreements and amendments to such agreements, other than minor amendments, shall be ratified by majority vote of the members affected thereby and voting thereon. Such vote shall be conducted in an electronic and/or mail referendum or at a meeting called for that purpose. Such agreements and amendments shall also be subject to approval by the Local Board or its designee and to final approval by the National Board or its designee.

Section 7.03 Strikes. With the approval by the National Board or its designee, the Local Board may call a strike in connection with any dispute with an employer upon a vote of two-thirds (2/3) of the members affected thereby present and voting at any meeting called for that purpose or responding to an electronic and/or mail referendum.

Section 7.04 Other Work Actions. Subject to approval of the National Board, the Local Board may by a two-thirds (2/3) majority vote, and a majority vote of the members affected thereby, issue a “Do Not Work” order or other such orders with respect to any employer with which SAG-AFTRA has no contract.

Section 7.05 Waivers and Minor Amendments. The Local Board may approve waivers and minor amendments to Local collective bargaining agreements subject to policies established by the National Board or its designee.

Article 8. Relationship to SAG-AFTRA

Section 8.01 Authority to Organize. The Local shall have the authority to organize within the Local’s jurisdiction, subject to the approval of the National Board or its designee. Any dispute as to jurisdiction between the Local and any other SAG-AFTRA

Local, or between the Local and SAG-AFTRA, shall be resolved by the National Board or its designee.

Section 8.02 Agreements and Alliances. The Local may enter into agreements with other Locals of SAG-AFTRA and may form alliances or make agreements with other organizations connected with the film, television, radio, sound recordings, or advertising industries, or with any other organizations as shall be advantageous to the membership, subject to the approval of the National Executive Director or their designee.

Section 8.03 Assets and Properties. 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.

Section 8.04 Disaffiliation and Dissolution. The Local may not disaffiliate from SAG-AFTRA or be dissolved without the prior approval of the National Board.

Section 8.05 Conflict with SAG-AFTRA Policies. The Local may take no action in contravention of the policies, procedures, rules, and regulations adopted by the National Board.

Section 8.06 Conflict with SAG-AFTRA Constitution. 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 such 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

9.01 Any member in good standing, any committee of the National or a Local Board established for such purpose, or the National Executive Director, or their designee, may file charges of serious misconduct with the Secretary-Treasurer, or their 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.

9.02 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.

9.03 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.

9.04 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.

Section 10.01 Method of amendment. Subject to final approval of any proposed amendment by the National Board or its designee, this Constitution may be amended by:

10.01.1 A vote of two thirds (2/3) of the Local Board members present and voting at any meeting of the Local Board; or

10.01.2 A vote of two thirds (2/3) of the members present and voting at any membership meeting, subject to the quorum requirements in Section 2.04 above; or

10.01.3 A majority vote of the members voting in a secret ballot mail and/or electronic referendum directed by the Local Board, provided that the ballot is not due to be returned for a minimum of twenty-one (21) days after it is sent.

Section 10.02 Proposal of amendments.

10.02.1 Amendments Presented to the Local Board. Amendments presented to the Local Board may be proposed by a Local Officer, Local Board member or the NYED.

10.02.2 Amendments Presented to the Membership. Amendments presented to the membership for consideration either at a membership meeting or by membership referendum may be proposed by a majority vote of the members

voting at a membership meeting, by the Local Board, or by a petition signed by no less than five percent (5%) of the Local members filed with the NYED or their designee.

Section 10.03 Notice.

10.03.1 Notice to Local Board. Written or electronic notice of amendments to be considered by the Local Board must be given to all members of the Local Board at least thirty (30) days in advance of the Local Board meeting and shall contain the proposed amendment.

10.03.2 Notice to Membership for a Membership Meeting. Written or electronic notice of a proposed amendment to be considered at a membership meeting shall be sent thirty (30) days in advance of the membership meeting, shall contain a summary description of the proposed amendment or the proposed language of the amendment and shall state that the actual proposed language has been posted in the Local's office and published on its webpage.

10.03.3 Notice to Membership for a Referendum. The referendum shall contain a summary description of the proposed amendment, or the proposed language of the amendment and shall state that the proposed language has been posted in the Local's office and published on its webpage.

Section 10.04 Approval of Amendment Proposed by the Membership. The Local Board shall consider and may approve, by a two-thirds (2/3) majority vote of the Local Board members present and voting at a Local Board meeting, any amendment(s) proposed at a membership meeting or through a membership petition. Should it decline to approve such amendments, the Local Board shall submit them to the Local membership as soon as practicable either at a membership meeting or by referendum, at the Local Board's discretion.

Article 11. Rules of Procedure. The Local Board may adopt such Rules of Procedure consistent with this Constitution as it deems appropriate, provided that the Local Board members must receive notice of the proposed rules fourteen (14) days prior to the meeting at which such rules are to be considered. All such rules shall be binding upon each Local member.

Article 12. Miscellaneous

Section 12.01 Robert's Rules - Robert's Rules of Order Newly Revised shall govern the conduct of all meetings.

Savings provision - If any provision of this Constitution shall be held to be invalid, the remainder of this Constitution shall continue in full force effect.

NY Local Rules of Procedure

- I. **Membership Meeting Agenda.** The NY President and the NYED shall develop the agenda for each membership meeting. The final agenda shall be submitted to the NYEC for approval at a meeting, or by electronic poll, at least two (2) calendar days prior to the meeting, provided that the NYED may make adjustments to accommodate speakers' schedules and other logistical issues. In the case of a special or emergency membership meeting, the business stated on the meeting notice shall constitute the agenda for the meeting.
- II. **Local Board Agenda.** The NY President and the NYED shall prepare the agenda for each Local Board meeting in consultation with the elected Local Officers. Any item that has a fiscal impact must appear on the agenda.
- III. **Petitions for Referenda.** All signatures for petitions for referenda shall be collected on paper petitions, the format for which shall be determined by the Local Board. Such signatures may be collected in parts (on multiple petitions) and delivered to the NYED or his or her designee at the NY Local office(s), in person, by US mail, or by other hard copy delivery service. The delivery address(es) shall be clearly stated on the petition instructions.
- IV. **Proposal of Resolution for Membership Meeting.** A member in good standing may propose a resolution to be acted upon at a membership meeting provided that such resolution is submitted to the NYED or his or her designee at least 30 days prior to the meeting at which it is to be considered.

V. Nominating Petitions. Subject to SAG-AFTRA policies and procedures, nominating petitions for Local Officers and Board members, and National Board members shall require twenty-five (25) signatures of Local members in good standing. Nominating petitions for Convention delegates shall require one (1) signature of a Local member in good standing. Nominating petitions shall be delivered to the NYED, or his or her designee.

VI. Committee Chairs' Duties and Authorities. Each Local committee chair, having been duly appointed pursuant to Section 4.10 of the NY Local Constitution, shall have the following duties and authorities:

- a. Members of the Committee – Each chair, upon appointment shall select those members who will serve on the committee and submit a list of members to the NYED, or his or her designee subject to VII d. below. Subject to VII e. below, each chair shall have the authority to remove or add committee members.
- b. Mission Statement – Each chair shall be provided a copy of the Board approved committee mission statement describing the purpose, general goals and focus of the committee's work. Any proposed changes to the mission statement must be submitted to the NYED and approved by the Board.
- c. Committee report – Each chair shall prepare a brief written summary of committee activities and submit it to the NYED or his/her designee by the end of each non-election year.

VII. Committee Member Appointments

- a. Good Standing – To be eligible to serve on a NY Local committee, a member must be:
 - i. a NY Local member
 - ii. In good standing, as defined by the SAG-AFTRA Constitution
- b. Eligibility to Serve - No appointment of a member to any committee shall take effect until the NYED or his or her designee has verified that the member is in good standing in the NY Local.
- c. Maintenance of Good Standing - If at any time during the course of his or her service a committee member shall cease to be a NY Local member, or in good standing, he or she shall cease to be a member of the committee.
- d. Report to the Local Board - The NYED, or his or her designee, shall provide a list of the members of each committee to the Local Board annually. Subject to VII.b. above, each member's service on each committee shall commence immediately following such meeting.
- e. Effective Date of Removals and Additions - Removals or additions to committees that occur subsequently shall become effective as follows: (1) removals – upon such reporting by the committee chair to the NYED or his/her designee, and (2) additions – upon such reporting by the committee chair to the NYED or his/her designee, and confirmation by the NYED that the member is eligible to serve. The NYED or his/her designee

shall report any such additions or removals to the Local Board at a subsequent Local Board meeting. Each committee member shall continue to serve until he or she resigns, becomes ineligible, has been removed or until the chair has appointed his or her successor.

VIII. Convention Delegates

- a. Each convention delegate seat assigned to the Local shall be allocated to one of the seven membership categories, in proportion to the number of paid up members in good standing in each of those categories at the time of the relevant census. Notwithstanding the foregoing, each category will be assigned no fewer than one delegate, regardless of its proportion of the membership. The distribution of Delegate seats for the 2023 Convention shall be as follows:

Actor – 76 delegates

Singer – 2 delegates

Broadcast Entertainment – 2 delegates

Broadcast News & Information – 3 delegates

Dancer – 1 delegate

Recording Artist – 1 delegate

Stunt – 1 delegate

- b. If the New York Local receives fewer petitions than the number of positions allotted for convention delegate candidate(s) in any work category, other than Actor/Performer, the vacancy shall be filled by an additional Actor/Performer candidate(s). For example, if in 2023 no Dancer submits a petition, then 77

Actor/Performer candidates shall be elected, rather than 76, and the ballot shall reflect that additional position.

IX. Examples of Work Areas for Work Categories. The following are some examples for the purpose of aiding the NY members in choosing which category he or she wishes to declare, pursuant to Section 1.02 of the NY Local Constitution.

a. Actor/Performer Category:

- i. Actor*
- ii. ADR*
- iii. Animation & Interactive VO*
- iv. Background Actor*
- v. Comedian*
- vi. Commercials & Industrials O/C & VO*
- vii. Narrator (Audio Books & Documentaries)*
- viii. New Media O/C & VO*
- ix. Performance Capture*
- x. Photo Double*
- xi. Promo Announcer*
- xii. Puppeteer*
- xiii. Specialty Act Performer*
- xiv. Stand-in*
- xv. Theatrical Film*
- xvi. TV & Cable (Scripted Dramatic)*

b. Broadcaster/News & Information Category:

- i. Broadcast Journalist (On & Off-air, O/C & Radio)*
- ii. News Analyst/Commentator*
- iii. Sportscaster*
- iv. Station Announcer*
- v. Talk Show Host (O/C & Radio)*
- vi. Weather Person*

c. Broadcaster/Entertainment Category:

- i. Announcer*
- ii. DJ*
- iii. Program Host (O/C & Radio)*
- iv. TV & Cable (Reality)*

d. *Dancer Category*

- i. Dancer*
- ii. Choreographer*

e. *Recording Artist Category*

- i. Narrator (Audio Books)*
- ii. Royalty Artist*
- iii. Session Singer*

f. *Singer Category*

- i. Singer*
- ii. Singer/Contractor*

g. *Stunt Performer Category*

- i. Stunt Performer*
- ii. Stunt Coordinator*