

**Borgess Staff Nurses Council  
Of the  
Michigan Nurses Association  
Bylaws**

**Article I – Name**

The name of this organization shall be the Borgess Staff Nurses Council, herein referred to as “the Council”.

**Article II – Objectives**

The objectives of the Council shall be;

- a. To provide for its members a voice in determining the wages, hours, and general working conditions under which they practice nursing.
- b. To work continuously toward improved nursing practice and to provide high quality of nursing service for patients.
- c. To promote professional growth through membership in the Michigan Nurses Association (MNA) and United American Nurses (UAN) and encourage active participation at all levels – council, state, and national.
- d. To provide its members with the opportunity to be effectively represented in negotiations and/or discussions with their employer.
- e. To help educate council members in collective bargaining and the implementation of agreements.
- f. To promote professional and social unity among the registered nurses of the council.

**Article III – Membership**

- a. A member of the Council is one:
  1. who is a registered nurse and employed at Borgess Medical Center
  2. who has paid membership dues to the Michigan Nurses Association, constituents associations and the staff council, and
  3. who membership has not been revoked for violation of the Code for Nurses or Association bylaws.
- b. Members shall adhere to policies, bylaws, and E&GW Philosophy of the Michigan Nurses Association.
- c. Members in good standing shall have the privileges in the election of officers, contract ratification votes, strike action votes, proposed bylaws amendments, and all issues brought to the membership for a vote.

**Article IV – Disciplinary Action**

- a. Members of this staff council may be subject to censure, expulsion, or fine from this staff council by two-thirds secret ballot vote of the membership for:
  1. violation of the Code for Nurses as established by the ANA;
  2. violations of the bylaws of this staff council;
  3. conducts or acts of a nature deemed injurious to this staff council, its officers, or members including conduct or acts during a strike duly authorized by this council.
- b. No such action shall be taken against a member until such member(s) shall have been served with written specific charges, given a reasonable time to prepare a defense, and offered an opportunity for a full and fair hearing.
- c. Member(s) suspended or expelled under provisions of this article shall be eligible for reinstatement upon application approved by a two-thirds secret vote ballot of the membership.

- d. All action taken under these bylaws shall be in accordance with established policies and procedures for handling alleged violations.

#### Article V – Officers and Duties

- a. The officers of the Council shall be the president, vice-president, secretary, treasurer, and chief grievance representative. (The office of secretary and treasurer may be combined.)
  1. All officers shall be empowered to spend Council membership monies for supplies necessary to the staff council purpose prior to the next scheduled meeting. Such expenditures will then be reported to the general membership at the next scheduled meeting.
  2. The staff council officers may promulgate such rules and regulations as may, in their discretion, be proper or necessary for the sound and efficient administration of the Trust. Consultation with the membership may be sought. All such rules and regulations must be in writing and kept in a central location by the Staff Council for review by its members.
  3. All officers in the exercise of their discretionary powers may act solely in their own best judgment upon the facts brought to their attention without liability for errors of judgment and with complete immunity of liability for losses, damages, or liabilities sustained by the Council, Union, or the Hospital, as long as the Staff Council Officers acted in good faith. If the officers are sued as a result of them participating in a Staff Council, the Staff Council will indemnify the officers, their attorney fee and costs in defending such suit as long as the officers acted in good faith.
- b. The President shall:
  1. preside at all meetings of the council
  2. be an ex-officio member of all committees (except the Committee on Nominations)
  3. appoint any special committees as needed, subject to the approval of the officers.
- c. The Vice-President shall:
  1. Perform the duties of the Chairperson in his/her absence
  2. become the Chairperson in case of a vacancy in that office.
- d. The Secretary shall:
  1. notify officers and committees of their appointments
  2. post or send out notices of regular meetings and send out notices of other meetings
  3. keep minutes of the meetings
  4. notify MNA of current officers and committee members
  5. notify employer of current officers and grievance committee members.
- e. The Treasurer shall:
  1. collect local staff council dues (if applicable)
  2. deposit all monies belonging to this organization, in the name of the organization in a bank or credit union approved by the officers
  3. keep an itemized account of all receipts and disbursements
  4. pay all bills directed by the officers
  5. keep a permanent record of all financial
  6. file all necessary tax forms relating to the operation of the Staff Council
  7. send report of budget to CEO of MNA in Lansing annually.
- f. The Chief Grievance Representative shall:
  1. manage and coordinate the grievance process
  2. provide a list of grievance representatives to the officers, MNA and the employer
  3. notify officers of ongoing grievances and results that will directly affect contract language or interpretation, or will have impact on council membership.

**Article VI – Elections – Officers**

- a. The President, Secretary, and Chief Grievance Representative shall be elected in the even numbered years to serve a two (2) year term or until their successors have been elected.
- b. The Vice-President and Treasurer shall be elected in the odd numbered years to serve a two (2) year term or until their successors have been elected.
- c. All officers shall be elected by secret ballot by members in good standing at the annual meeting or at any other meeting provided that in any event, all members have been notified in at least fifteen (15) days in advance at his/her last known place of address that an election is to be held with the names of the candidates nominated. The ballot shall provide a place for a write-in candidate.
- d. Absentee Ballots for the election of offices can be obtained as per the Council procedure as written by the Executive Committee and attached to these bylaws.
- e. A plurality vote of the council members present, entitled to vote, and voting, shall constitute an election and the results shall be published.
- f. Ballots and credentials of the voting body and other election records shall be kept on file for one year after the election.
- g. All officers shall be current members of the Council and MNA
- h. No person shall hold the same office for more than three (3) consecutive terms.
- i. Recall of any officer deemed not representative of this Council may be instituted by petitions of any council member with no less than ten (10) percent signature of eligible voting members. Plurality vote of eligible members shall be required to constitute a recall of any officer. Any such vacancy may be filled by appointment of the executive board until completion of said term or by special election.

**Article VII – Delegate Elections**

Delegates to the Michigan Nurses Association (MNA) House of Delegates – As allotted and in accordance with the Michigan Nurses Association (MNA) Bylaws, Borgess Staff Council shall elect from its membership delegate(s) and alternate delegates to serve in the Michigan Nurses Association House of Delegates. One of the delegates shall be the Borgess Staff Council President. Delegates to the MNA House of Delegates(s) shall be required to:

1. be a member in good standing of both the RN Staff Council and the MNA,
2. attend the MNA House of Delegates,
3. support the interests and positions of the RN Staff Council membership and the MNA,
4. participate in activity that supports the goals RN Staff Council and the MNA,
5. report to the RN Staff Council membership regarding delegate activity and,
6. encourage member input to the MNA initiatives.

Further, it is recommended for Delegates to the MNA House of Delegates(s) to:

1. attend the Michigan Nurses Association Leadership Council (MNALC) and,
2. become and remain informed of nursing issues of importance to the Staff Council, MNA and, nurses in Michigan.

**Article VIII – Committees**

- a. Committees shall be composed of members of this council and shall assume such duties as are assigned by the officers and specified in the bylaws of this council. They shall report to the membership when requested.
- b. The Council shall have the following committees:
  1. Executive Committee- shall be composed of the officers of the Council.
  2. Membership Committee – shall be appointed by the President, who shall be a member of that committee, and shall consist of no less than one (1) member who shall encourage membership, assist in implementing contractual provisions regarding association membership and coordinate membership activities with MNA.

3. Negotiation Committee – shall consist of no less than three (3) members, but no more than seven (7) members one (1) of which shall be the chairperson of the Council. There will be at least two (2) alternates on this committee above the seven (7) serving members.
4. Nominations Committee – shall consist of no less than three (3) members who shall solicit nominees from the membership.
5. Professional Nurse Practice Committee – shall be a representative cross section of the membership. This committee shall be appointed by the chairperson from those filling out the “Intent to Serve” form and is charged with promoting better nursing care in the employing facility.
6. Grievance Committee – shall consist of no less than two (2) members, besides the Chief Grievance representative, appointed by the chairperson after filling out the “Intent to Serve” form and attending grievance training, assume the responsibility of receiving and processing grievances of employees in the bargaining unit in accordance with the collective bargaining agreement or existing policy.

#### Article IX – Meetings

Regular meetings of the Council shall be held on the even numbered months at a time and place decided by the officers.

- a. The annual Council meeting will be held in the month of May. Business at the annual meeting shall include:
  1. Election or Announcement of officers
  2. Approval of Budget
  3. Dues Structure
    - I. Dues for this council shall be established by a two-third vote of the members present and voting at an annual meeting, provided previous notice has been given by mail fifteen (15) days before the voting date.
    - II. Membership rights shall be forfeited upon failure to pay dues as required by current policy.
- b. Special Staff Council meetings may be called by the Executive Committee or by twelve (12) Staff Council members upon written request to the Staff Council Chairperson.
- c. A ratification meeting must be held in order to accept or reject any proposed agreement negotiated on behalf of the bargaining unit. A vote of fifty-one (51) percent of those present and voting is required for ratification of the proposed agreement. Members must be notified five (5) days in advance of the time, place, and purpose of the meeting. **There shall be no absentee ballots for contract or strike votes.**
  - I. No strike action shall be taken prior to meeting with:
    - a. notice to all members that a special meeting to discuss action will be held with date, time, and location or that such action will be discussed at a regular meeting.
    - b. A vote of fifty-one (51) percent of the membership present and voting approving such action by a secret ballot at or immediately following the meeting.
    - c. Notice to the Cabinet on Economic and General Welfare that the staff council complied with the provisions of this article.

**Article X – Parliamentary Procedure**

Robert's Rules of Order Newly Revised will govern all meeting of this council.

**Article XI – Amendments**

- a. These bylaws may be amended at any meeting by two-thirds vote of the members of the voting body, present and voting, provided fourteen (14) calendar days notice has been given.
- b. These bylaws may be amended without previous notice of any annual meeting by ninety-nine (99) percent of the voting body resent and voting.

Adopted and ratified by the Borgess Staff Nurses Council at a general membership meeting on June 23, 2007

Secretary Bryan Sue Baldwin  
 President Patricia L. Neese