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## Executive Board Responsibilities and Standing Committees



**Executive Board Members shall have the following duties** [*Excerpted from SEIU Local 888 bylaws*]:

1. To be the top policy body between union-wide conventions and shall have the authority to take such steps it determines are needed to ensure that the local shall be able to meet its obligations;
2. To establish the general policies of the local union and to oversee implementation of those policies;
3. To hold broad oversight on local union operations, budget and financial management;
4. To establish the compensation for the full-time President of the local union consistent with the annual budget;
5. To receive and act upon reports of officers;
6. To approve and authorize the disbursement of such funds of the local as in its discretion may be required for organization and administration purposes in order to promote the aims and objectives of the local;
7. To interpret the bylaws. Such interpretations shall be final, binding and conclusive and shall remain in full force and effect, unless revised, modified or otherwise changed by union-wide convention;
8. To formulate plans, programs and policies;
9. To fill vacancies that occur pending elections;
10. To play a key role in connecting the union to chapters and to members.

## Trustees

**Trustees shall have the following duties:**

1. To approve a yearly audit of the Local's finances conducted by the accountants immediately following the close of each fiscal year, and at such other times as the President or the Executive Board shall deem necessary;
2. To provide copies of the statement of condition and of the annual audit report to the Executive Board and to have available for distribution to the members;
3. To perform such other duties as are usually incidental to their office.

## Executive Board Committees

*The president of SEIU Local 888 appoints all committee chairs and co-chairs, except for the union Trustees.*

- **Arbitration, Trials and Appeals**

Reviews membership appeals of arbitration denials. Conducts membership trials as called for in Local 888 bylaws and hears any appeals.

- **Bylaws & Governance**

Reviews and updates bylaws, handles any membership questions or issues pertaining to governance of SEIU Local 888.

- **Membership Engagement**

Oversees overall status and health of SEIU Local 888 membership.

SEIU Local 888 currently has two membership caucuses: AFRAM and Latino. The committee ensures that the caucuses have member leaders, meet regularly and fulfill their mission.

Supervises the Local 888 scholarship program, reviews applications and makes scholarship awards.

Responsible for planning the SEIU Local 888 bi-annual convention, also known as the General Membership Meeting. All the chapters of Local 888 are convened together at least once every other year at such time and place as the Executive Board may designate.

- **Organizing Committee**

The Local 888 Organizing Committee helps build strength for Local 888 members by recruiting not-yet-union workers to unite in our union or join an existing chapter or bargaining unit. The committee is led by the Executive Board but open to all members in good standing.

- **Committee on Political Action (COPA)**

The COPA committee helps Local 888 members fight back against budget cuts to public services and threats to our contract rights with member activities, electoral campaign work and legislative advocacy, locally and statewide.

- **Retiree Committee**