



SMART TD AUXILIARY
8001 Sweet Valley Dr., Suite 15
Cleveland, OH 44125
www.facebook.com/SMARTTDAuxiliary
www.smarttdauxiliary.org
216-521-2522

HOW TO OPEN A LODGE

Prior to organizing a new lodge:

- Minimum of 8 people (new or transferring members)
Members can come from the following:
 - A spouse, family member or relatives (min. 16yrs old) of one of the following:
 - SMART-TD or transportation union member or Auxiliary member
 - Active and retired SMART-TD members and employees
 - Staff of General Committees, State Legislative Boards or the Legislative Office in D.C.
- Complete a Charter and Membership applications and return to Grand Lodge
- Contact Grand Lodge with intension to open a new lodge

At first meeting:

- Elect Lodge Officers
 - Officers positions are in the Constitution Page 31, Section 5 or see *Duties of Officers* sheet
 - Complete the *Roster* sheet
- Decide on a lodge name and lodge number
 - Grand Lodge can provide a list of lodge names and numbers that are already taken
- Determine time and place of meetings
 - Minimum of 6 meetings a year
 - ex. 1st Wednesday at 6pm every other month at various restaurants
- Set annual lodge dues
 - Recommended setting lodge dues between \$60-\$80 a year
 - \$50 per member are sent to Grand Lodge annually for assessments
- Installation of New Members
 - Instructions provided by Grand Lodge
- Installation of Officers
 - Instructions provided by Grand Lodge

After first meeting, send completed Roster along with a copy of the meeting minutes to Grand Lodge via email or mail.



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DUTIES OF OFFICERS

Duties of President

Plans and conducts lodge meetings

Duties of Vice President

Assists President

Duties of Secretary

Sends out communications to lodge members
Keeps records of lodge members
Takes meeting minutes

Duties of Treasurer

Keeps record of membership along with Secretary
Keeps the financial records for the lodge
Completes Annual and Semi-Annual reports
Collects Annual Lodge Dues
Pays Annual Assessments

Duties of Delegate

Represents lodge at Convention
Participates in the election of Grand Lodge Officers at Convention
Votes on motions that occur during Convention

Duties of Legislative Representative

Communicates any legislative issues with the lodge that pertain to SMART TD or the Auxiliary.

All offices with the exception of Delegate and Legislative (and their alternates) are 2 year. Delegate and Legislative are 4 years and rare elected at the November meeting the year prior to the election for U.S. President. Often times the same person hold both Secretary and Treasurer since those two offices work closely together.



OFFICERS ROSTER

EIN# _____ (Grand Lodge will assist to obtain one for new lodges)

Lodge's Due amount _____ Payable to _____

Lodge Name _____ Lodge No. _____

Location _____
(CITY) (STATE)

Meetings held at _____
(NAME OF ESTABLISHMENT, UNION HALL, MEMBERS HOME OR CAN VARY)

President _____

Phone (____) _____ E-Mail _____

Treasurer _____

Phone (____) _____ E-Mail _____

Secretary _____

Phone (____) _____ E-Mail _____

Vice President _____

Phone (____) _____ E-Mail _____

Delegate _____

Phone (____) _____ E-Mail _____

Alt. Delegate _____

Phone (____) _____ E-Mail _____

Legislative Rep _____

Phone (____) _____ E-Mail _____

Alt. Legislative Rep _____

Phone (____) _____ E-Mail _____



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BENEFITS OF AUXILIARY MEMBERSHIP

UNION

Creating comradery between locals and their family by bring them together with fun and educational activities.

SUPPORT

Assisting members in need and helping in local communities. Fundraising for employees, scholarships and local charities.

LEGISLATIVE

Involved in issues affecting transportation to bring greater awareness to our families, neighbors and communities.

SCHOLARSHIP

Minimum of 8 \$1000 scholarships granted each year that renew for max of 4 years.

RESOURCES

Designated Legal Counsel - education on what to do when injury occurs, Railroad Retirement, medical & others.

DISCOUNTS

Discounts on a variety of things through Union Plus including:
Computers | Moving Assistance | Tires | Cell Phones & Service
Entertainment | Hardship Assistance | Pet Services | Credit Counseling
Low-Cost Loans | Health Clubs | Hotel & Rental Cars | Theme Parks
Prescription-Dental-Vision | Tax-Preparation Services | Scholarships
Will & Estate Planning | Automobile Insurance

MEMBERSHIP ELIGIBILITY

- Spouse, relative or family member (min. 16yrs) of one of the following:
SMART-TD / TD Auxiliary or a transportation union
- Active SMART-TD members and employees
- Retired SMART-TD/UTU members or employees
- Staff of SMART-TD, General Committees, State Legislative Boards and D.C. Legislative office

More information can be found at: www.smarttdauxiliary.org



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Fact Sheet

PURPOSE AND GOALS

- To unite the families of SMART Transportation Division
- To promote the welfare, socially, morally and intellectually of SMART TD members and their families
- To promote educational development programs and speakers of interest
- To increase the understanding of various transportation issues
- To further the understanding of legislative issues affecting SMART TD members and their families
- To provide a forum for the exploration of ideas and the exchange of information among members

SCHOLARSHIP FUND

In 2004, the Auxiliary of the UTU Scholarship Fund was created as a non-profit, charitable organization. The Auxiliary of the UTU Scholarship Fund program allows a portion of the funds to be preserved for the future education of families of Auxiliary members. To date, 560 scholarships have been distributed for a total of \$560,000. The Scholarship Fund Board awards a minimum of eight (8) new four-year scholarships of \$1,000 each school year.

Scholarship Eligibility: Scholarships are awarded to applicants drawn from a pool that includes children, stepchildren, grand-children and step grand-children of living Auxiliary members. When applying for a scholarship, the Auxiliary member must be a current dues paying member for at least one year as of March 31 in the year of the scholarship application. For more information, please contact: UTUAuxScholarship@gmail.com or visit the SMART TD Auxiliary website www.auxiliaryutu.com.

WHO CAN BECOME A MEMBER?

- Spouse, family member (16yrs old minimum) or relatives of one of the following:
SMART-TD or Auxiliary member or transportation union member
- Active SMART-TD members and employees
- Retired SMART-TD members or employees
- Staff of General Committees, State Legislative Boards or the Legislative Office in D.C.

Find more information at www.smarttdauxiliary.org



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Benefits of Auxiliary Membership

The SMART TD Auxiliary unites families of SMART TD. Also, the Auxiliary educates members on legislative issues affecting them and provides a forum for the exploration and sharing of ideas and information with other SMART TD families.

In addition, Auxiliary membership provides a variety of benefits, discounts and perks through Union Plus (AFL-CIO) such as:

- Computers
- Moving Assistance
- Tires
- Cell Phones & Service
- Entertainment
- Hardship Assistance
- Pet Services
- Credit Counseling
- Low-Cost Loans
- Health Clubs
- Hotel & Rental Cars
- Theme Parks
- Prescription, Dental & Vision
- Tax-Preparation Services
- Scholarships-\$500-\$4000
- Will and Estate Planning
- Automobile Insurance
- And many, many more

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Join the SMART TD Auxiliary today!

Apply Online

SMART TD AUXILIARY MEMBERSHIP APPLICATION

Name _____

Address _____

City/State or Province/ZIP _____

Birthday _____

Telephone (____) _____ Cell phone(____) _____

Email _____

Check to receive newsletter via email

Check to receive Auxiliary Constitution via email

Signature _____ Date _____

Referred by _____

\$10 Membership Application Fee

Credit Card Number _____ Expiration _____

(Visa, MasterCard, American Express)

CID _____ (3 digits on back for Visa/Mastercard - 4 above card # for AMX)

If paying by check make payable to: "**SMART TD Auxiliary**"

Complete and mail to:

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