

CONTRACT

RLM ARTS AND MINNESOTA NEWSPAPER GUILD TYPOGRAPHICAL UNION CWA LOCAL 37002

JULY 1, 2025 through JUNE 30, 2029

CONTRACT

This contract is effective July 1, 2025, between RLM Arts, Limited Liability Company, hereinafter known as the Employer, and the Minnesota Newspaper & Communications Guild, TNG-CWA Local 37002, chartered by the Communications Workers of America (AFL-CIO, CLC) hereinafter known as the Guild, for itself and on behalf of all employees of the Employer described in Article I. This contract is binding upon the parties, their successors and assigns.

ARTICLE I. COVERAGE

1. This contract covers all employees of the Employer.
2. Performance of the following, whether by presently or normally used processes or equipment or by new or modified processes or equipment, shall be assigned only to employees covered by this contract:
 - a. The kind of work either normally or presently performed by employees of RLM Arts;
 - b. Any kind of work similar in skill, or performing similar functions, as the kind of work either normally or presently performed for the Employer; and,
 - c. Any other kind of work assigned to be performed within said unit.

ARTICLE II. GUILD SHOP

1. The Employer shall require as a condition of employment of each employee that the employee be and remain a member of the Guild in good standing no later than the 30th day following the date of hire.
2. There shall be no interference or attempt to interfere with the operations of the Guild.

ARTICLE III. DUES DEDUCTION

1. Upon an employee's voluntary written assignment, the Employer shall deduct from the earnings of such employee and pay to the Guild not later than the 15th day of each month an amount equal to Guild initiation fees, dues and assessments along with an earnings report showing earnings and total hours compensated for each payroll period within the previous month for each employee. Such amounts shall be deducted from the employee's earnings in accordance with the Guild's schedule of rates furnished the Employer by the Guild. Such schedule may be amended by the Guild at any time. An employee's voluntary written assignment shall remain effective in accordance with the terms of such assignment.
2. The dues deduction assignment shall be made upon the following form:

ASSIGNMENT and AUTHORIZATION TO DEDUCT GUILD MEMBERSHIP DUES

To: RLM Arts

I hereby assign to the Minnesota Newspaper & Communications Guild from any salary or wages earned or to be earned by me as your employee, an amount equal to all union initiation fees, dues and assessments lawfully levied against me by the union for each payroll period following the date of this assignment as certified by the Minnesota Newspaper & Communications Guild.

I hereby authorize and request you to check-off and deduct such amounts from each payroll period for which such initiation fees, dues and assessments are levied and the union so notified you, from any earnings then standing to my credit as your employee, and to remit the amount deducted to the Minnesota Newspaper & Communications Guild.

This assignment and authorization shall remain in effect until revoked by me, but shall be irrevocable for a period of one year from the date appearing below or until the termination of the collective bargaining agreement between yourself and the union, whichever occurs sooner. I further agree and direct that this assignment and authorization shall be renewed automatically and shall be irrevocable for successive periods of one year each or for the period of each succeeding applicable collective agreement between yourself and the union, whichever period shall be shorter, unless written notice of its revocation is given by me to yourself and to the union by registered mail, or delivered to the union office in person, not more than thirty (30) days and not less than fifteen (15) days prior to the expiration of each period of one year, or of each applicable collective agreement between yourself and the union, whichever occurs sooner. Such notice of revocation shall become effective for the calendar month following the calendar month in which you receive it.

Employee's signature
Date

ARTICLE IV. HIRING

1. **Discrimination.** The Employer shall not discriminate based on actual or perceived age, gender, race, creed, color, national origin, marital or parental status, family relationship, sexual or affectional preference, gender identity or expression, political activities or political belief, irrelevant mental or physical disabilities, or other mental or physical disabilities which may be reasonably accommodated. The Employer shall actively recruit women and members of protected classes as defined by Minnesota statute for all positions covered by this contract. The Employer's hiring standards shall not exceed those required to perform the job.
2. The Employer agrees not to have or enter into an agreement with another employer binding such other employer not to offer or give employment to an employee of the Employer.
3. The Employer will provide a stipend in-cash or in-kind to everyone who interviews for an open position.
4. All employees serve a three (3) month probationary period. New employees will receive a job evaluation interview at the end of the probationary period.

ARTICLE V. INFORMATION

1. The Employer shall supply the Guild annually by February 1st with a list containing the following information for each employee:
 - a. Name, address, preferred name, pronouns, date of birth.
 - b. Date of hiring.
 - c. Classification.
 - d. Hourly rate and other forms of compensation.

2. The Employer shall notify the Guild monthly in writing of:
 - a. Increases in wages paid by name of the employee, individual amount, resulting new salary, and effective date.
 - b. Changes in classification, wage changes by reason thereof, and effective date.
 - c. Resignations, retirements, deaths and other revisions in the data listed in Section 1, and effective dates.
3. Within one week after the hiring of a new employee, the Employer shall furnish the Guild in writing with the data specified in Section 1 for each new employee.
4. The Employer shall supply the Guild with full information as to hiring and promotional standards and procedures, and any changes.
5. **Personnel File.** An employee shall be allowed to place a response to anything contained in that employee's personnel file which such employee deems to be adverse. Upon request, an employee shall have the right to review their personnel file and be provided copies of all material therein.

ARTICLE VI. GRIEVANCE PROCEDURE

1. **Definition.** A grievance is a dispute or controversy between an employee and the Employer relating to the interpretation of or application of the express terms and provisions of this Agreement.
2. The steps in the grievance procedure are as follows:
 - a. **Step 1.** The Guild shall designate a Grievance Committee to discuss the grievance with the Employer or authorized agent. The Employer or authorized agent agrees to meet with the committee within five (5) business days after request such a meeting. This discussion will be on paid time.
 - b. **Step 2.** If the Grievance Committee determines a resolution was not found through Step 1, a written document shall be issued which shall specify in detail the alleged violation of the contract and the remedy sought. The written grievance must be received by the Employer within thirty (30) calendar days following the date of occurrence.
 - i. Within twenty (20) calendar days following receipt of the grievance by the Employer, the Employer and representatives of the Guild shall meet in an attempt to resolve the grievance. This discussion will be on paid time.
 - ii. The Employer shall reply in writing to the Guild within fifteen (15) calendar days after the date of the Step 2 meeting.
 - c. **Mediation.** In the event the grievance is not settled in Step 2 of this Article, the grievance may be referred by mutual agreement to nonbinding grievance mediation. If the parties agree to mediation, the Guild shall notify the Federal Mediation and Conciliation Service (FMCS), American Arbitration Association (AAA), or other mutually agreed upon source, and request appointment of a grievance mediator. Such a request shall be made within twenty (20) calendar days following the Step 2 meeting.
 - i. The costs of such mediation shall be borne equally by the parties (Guild and Employer).

- ii. No official records of the mediation sessions will be presented to the arbitrator, kept, or distributed except that any agreement reached shall be reduced to writing. At such time that either party or the mediator involved determine that agreement cannot be reached, the controversy may be submitted for arbitration pursuant to this Article.
 - d. **Expedited Arbitration.** In the event the grievance is not settled in Step 2 of this Article, or through mediation, either the Guild or the Employer shall have the right to submit the grievance to arbitration. Only the Guild or the Employer shall have the right to take a grievance to arbitration.
 - i. Such final and binding arbitration shall be conducted pursuant to the voluntary labor arbitration rules of the American Arbitration Association. The costs of such arbitration shall be borne equally by the parties, except that no party shall be obligated to pay any part of the cost of a stenographic transcript without express consent.
3. The time limitations provided herein may be extended by mutual written agreement of the parties.

ARTICLE VII. JOB SECURITY

1. **Discrimination.** There shall be no discipline, discharge, or discrimination against an employee because of membership or activity in the Guild, nor because of age, gender, race, creed, color, national origin, marital or parental status, family relationship, sexual or affectional preference, gender identity or expression, political activities or political belief, irrelevant mental or physical disabilities, or other mental or physical disabilities which may be reasonably accommodated nor because of criticism of the Employer either orally or in print.
2. **Union Representative.** An employee shall be given the opportunity to have a Union representative present at any investigatory meeting or interview that may result in disciplinary action, where disciplinary action will be administered, and in all grievance meetings.
3. There shall be no imposition of speedup or unreasonable duties upon an employee.
4. **Disciplinary Action Process.** The right to assign disciplinary action to an employee is at the sole discretion of the Employer, except that no disciplinary action shall be implemented without just and sufficient cause. It is expressly understood and agreed that incidents such as, but not limited to, assault, expressing intention to cause physical harm, theft, intentional destruction of property, harassment of clients or co-workers, repeated abusive behavior towards staff, customers, contractors, or anyone else in the work environment; and conduct which makes it impossible for other employees to function in their jobs, meet the standard of just cause and may warrant skipping one or more disciplinary steps outlined below.
5. **Disciplinary Action Steps.** The aim of disciplinary action is to be corrective, not punitive. Disciplinary action will be in the following order, unless the severity of the misconduct warrants the skipping of steps:
 - a. **Verbal Warning.** If regular coaching and feedback have not resulted in sufficient improvement, a verbal warning is issued to initiate the formal progressive discipline process. A verbal warning is intended to help the employee develop a solution and/or improve performance to the appropriate level and will be reduced to writing.
 - b. **Second Verbal Warning.**

- c. **Final Written Warning.** A written warning is designed to ensure the employee is fully aware of the seriousness of the misconduct and/or performance problem, and the consequences if the problem is not corrected.
 - d. **Discharge.** The Employer may discharge an employee for an instance of serious or repeated misconduct or performance problem. The Guild shall be notified in writing within three (3) business days if an employee is terminated involuntarily. Disputes over discharge shall be subject to the grievance and arbitration procedure.
6. **Disciplinary Action Timeframe.** If, after twelve (12) months, no further action is taken for a similar offense, prior discipline will not be used in any future disciplinary action; nor will it be referred to in a grievance or arbitration proceeding.
7. **Resignations.** Any employee who desires to terminate their employment shall give the Employer two (2) weeks' notice. Should that employee not do so, they shall forfeit all claim to, but not exceeding five (5) days of, accumulated PTO. The Employer and employee may mutually waive such agreement.
8. **Layoffs.**
- a. **Reduction-in-force layoff.** A layoff to reduce the force, shall not be made unless and until the Employer establishes that such a layoff is necessary to insure survival of the business and all other means of economy have been exhausted, except that there shall be no layoff as the result of introduction of new or modified processes or equipment.
 - b. **Temporary layoffs, small.** An employee who is laid off temporarily shall be notified of such lay-off at least two (2) shifts prior to the effective date of lay-off. This shall not apply to an emergency condition caused by natural catastrophes or civil disturbance. Any employee laid off temporarily will be eligible for their accrued PTO, upon request.
 - c. **Temporary layoffs, large.** The Guild and all employees shall be notified at least sixty (60) days in advance of temporary layoffs by way of sale, or of any reduction in force affecting at least 33 percent (33%) of the employees. Sixty (60) days' compensation ("severance") shall be paid to all employees in lieu of notice. Compensation will be calculated by the weekly average of the hours worked over the last six (6) months multiplied by four (4) weeks. If an employee does not have six (6) months of history with RLM Arts, the weekly average will be based starting on their first date of hire.

ARTICLE VIII. HOURS & OVERTIME

- 1. Full-time work will be 32 hours per week. The Employer shall pay for all overtime work at the rate of time-and-a-half. Overtime shall be defined as work beyond forty (40) hours per week (Monday-Sunday).
- 2. **Holiday pay.** An employee who works on a holiday at the request of the Employer may be paid at the rate of double time for the hours worked. Pending the Employer's approval, overtime rules may be altered to make up for missed hours or to shorten the work week for the employee's convenience. Similarly, an employee who works on a paid holiday (for instance, selling RLM Arts products at a convention or Labor Day festival) may arrange to take PTO hours at the double time rate instead of pay.

ARTICLE IX. HOLIDAYS

1. Each employee shall have ten (10) holidays per year. The holidays observed by RLM Arts are:
 - a. New Year's Day
 - b. Presidents' Day
 - c. Juneteenth
 - d. Independence Day
 - e. Labor Day
 - f. Indigenous People's Day
 - g. Thanksgiving Day
 - h. Christmas Eve
 - i. Christmas Day
 - j. New Year's Eve
2. When a legal holiday falls on a Saturday, it shall be paid for and observed on the day before (Friday), and if the holiday falls on a Sunday it shall be paid for and observed the following day (Monday).
3. **Calculating holiday pay.** Holiday pay for the upcoming six (6) months will be calculated bi-annually every January 1 and July 1. For employees with less than six (6) months of consecutive history at RLM Arts, the calculation will be averaged based on available data.

Average weekly hours	Hours paid per holiday
0-12	3
12-30	4
30+	6

4. If an employee wants extra time off before or after a holiday, employees must request at least one week before the holiday. Any employee who is voluntarily absent from work around a holiday without giving such notice shall forfeit pay for that holiday. If the employee is absent either the day before or the day after a two-day holiday period, they shall suffer the loss of one day's pay. If the employee is absent both the day before and the day after a two-day holiday period, they shall suffer the loss of pay for the two-day holiday period. Again, these penalties do not apply if the absence is arranged in advance.
5. **Election Day.** All employees will receive four (4) paid hours for general election day. Employees receive this benefit whether or not they work on this day. Election day is not subject to normal holiday double-time.

ARTICLE X. PAID TIME OFF (PTO)

1. Employees are encouraged to use PTO for vacation and sick time to care for themselves, loved ones, and in instances of domestic violence, sexual assault, and/or stalking.
2. PTO is granted in increments of time for hours worked, in compliance with Sick and Safe Time regulations. All employees will be granted PTO from the start of employment at the rate of 2 minutes for every hour worked or equivalent to 1 hour for every 30 hours worked. Employees with at least two (2) years of continuous service shall earn additional PTO at rates outlined in the table below.

Longevity	PTO hourly accrual rate	20 hrs/wk worked	15 hrs/wk worked
0-2 years	2 minutes	34.7 hrs/year	26.0 hrs/year
2-6 years	2.33 minutes	40.4 hrs/year	30.3 hrs/year
6-12 years	3.53 minutes	61.2 hrs/year	45.9 hrs/year
12+ years	4.66 minutes	80.8 hrs/year	60.6 hrs/year

3. PTO is to be requested by the employee on their timecard and will be granted based on availability. PTO earned in a pay period cannot be redeemed in the same pay period.
4. Employees who terminate their employment or who are terminated are entitled to accumulated PTO upon leaving the Employer. The Employer is not bound by this clause in cases of termination for egregious employee misconduct as defined in Article VII, Section 4. In the event of the death of an employee, earned PTO shall be paid to the employee's estate or spouse.
5. The employer poses no limit on PTO accumulation. If an employee leaves with a PTO in excess of 80 hours, the employer reserves the right to pay out in average weekly increments per pay period.

ARTICLE XI. LEAVES OF ABSENCE

1. **Unpaid Leave, Generic.** An employee may be given an unpaid leave of absence for the employee's convenience. This leave must be provided in writing, of limited and specific duration, and mutually agreed to by the Employer. The Employer will notify the Guild of any such agreement.
2. **Union Service.** If an employee is elected or appointed to a position in The Newspaper Guild, the CWA or AFL-CIO, or local of The Newspaper Guild, or an organization with which The Newspaper Guild is affiliated, or in the organized labor movement, such employee, upon the employee's request, shall be given an unpaid leave of absence, and shall be reinstated in the same or a comparable position upon the expiration of such leave.
 - a. **Unpaid.** An unpaid leave of absence upon request shall be granted to an employee elected or appointed delegate to conventions of The Newspaper Guild, CWA, AFL-CIO or any organization with which The Newspaper Guild is affiliated, and to a delegate to special meetings called by The Newspaper Guild, or by a branch thereof or by an organization with which The Newspaper Guild is affiliated.
 - b. **Paid.** An employee designated by the Guild to attend a negotiating meeting or other meeting between the Employer and the Guild, shall be released for that purpose without loss of pay.
3. **Unpaid Leave, Public Service.** An unpaid leave of absence shall be granted to an employee who requests such leave for the purpose of:
 - becoming a candidate for a public office or for an office in a political party;
 - serving in a public office or in an office of a political party; or
 - serving as a paid or volunteer worker for a public office holder or political candidate or party.
 Such employee shall be reinstated in the same or a comparable position upon expiration of such leave.
4. **Unpaid Leave, Parental Leave.** In the event of the addition of a child into an employee's family unit or incapacity due to pregnancy or related health conditions, an employee shall be granted an unpaid leave of absence from work or a reduction in hours. The commencement and duration of the leave of

absence shall be based on the employee's specific circumstances and in accordance with state and municipal law.

5. **Minnesota Paid Family Medical Leave (PFML).** This policy will be effective upon implementation of the Minnesota Paid Family Medical Leave Act (January 2026). The purpose is to provide paid time off when a serious health condition prevents you from working, when you need time to care for a family member or a new child, for certain military-related events, or for certain personal safety issues.

- a. There are two main types of leave:

- Family Leave to care for a family member with a serious health condition or new child bonding.
- Medical Leave for an employee's own serious health condition that prevents them from working.

Additionally, you will be able to take leave to support a family member called to active duty, or if an employee and/or a family member are facing a significant personal safety issue.

- b. Qualifying reasons:

- Medical: employee's mental or physical illness, treatment
- Caring: family member's mental or physical illness, treatment
- Safety: domestic assault, sexual abuse, or stalking faced by employee and/or a family member
- Parental leave: bond with a new child after birth, foster, or adoption
- Active duty: family member on active duty or notified of impending order

- c. An employee on PFML shall not be required to exhaust accrued paid time off (PTO) before utilizing such public benefit. An employee who is receiving PFML benefits may utilize accrued PTO, at the employee's sole discretion, to supplement the benefit amount up to one hundred percent (100%) of the employee's regular pay.
- d. The benefit year is the 12-month period that starts when Paid Leave is first taken by an individual. In a benefit year, an employee is eligible for a maximum of twelve (12) weeks family leave, twelve (12) weeks of medical leave, or a combination of the two not exceeding twenty (20) weeks. Part-time employees' paid leave will be prorated in accordance with the hours regularly worked by the employee.
- e. An eligible employee may take leave in a single block of time, in smaller increments of time, or multiple leaves.
- f. All requests for PFML will be reviewed by the Employer or their designee to determine if covered under this policy, must be made in writing, and should be submitted to the Employer or their designee as far in advance as possible including the following information:
- Anticipated length of absence; and
 - Dates of when the leave is expected to begin and end.
- g. In all cases covered by PFML, it is expected that the employee intends to return to RLM Arts at the conclusion of the leave of absence. Employees who return from leave will be restored to the same position or an equivalent position with the same pay, status, benefits, length of service, and seniority.

- h. No interruption to health care coverage or any other employer paid benefits will be caused by an employee utilizing PFML.

6. Health hours.

- a. Health hours are provided if the employee is denied or would likely be denied, for benefits in the same vein as PFML.
- b. Annually on July 1, all employees will be eligible for fifteen (15) health hours to be used at the employee's discretion.
- c. Upon hire, new employees will be eligible for 1.25 health hours for every month remaining prior to the July 1st reset. For example, an employee hired in March will be eligible for five (5) health hours.
- d. Unused health hours will not carry over from year to year nor will they be paid out upon resignation or termination.
- e. Employees who deplete their health and PTO hours may appeal for additional health hours. A maximum of fifteen (15) additional hours may be granted by collective agreement of the group.

7. Unpaid Leave, Family Emergencies. An employee may use PTO or be granted leave without pay for family emergencies.

8. Paid Leave, Bereavement.

- a. Employees shall be allowed up to three (3) days bereavement without loss of pay in the event of a death of a family member or other person with whom the employee has a close relationship. For the purposes of bereavement, a "day" will be defined in accordance with the chart outlined in IX.3 Calculating holiday pay.
- b. Approval of bereavement leave will be granted unless unusual operating requirements require the employee to work. An employee may use, with the employer's approval, available paid leave for additional time off as necessary and in accordance with operational needs.

9. Paid Leave, Jury Duty.

- a. For up to two (2) weeks of jury duty or required court appearances, the Employer will pay the difference between jury pay and the employee's average daily wage as outlined in IX.3 Calculating holiday pay.
- b. The employee must report back to work whenever not assigned to jury duty during working hours. Failure to report back after being released from court during working hours shall constitute just cause for denial of differential pay for the specific time missed.

10. Time spent on leaves provided for in this Article shall be considered as service time with the Employer in computing severance pay, PTO, and all other benefits which depend in whole or in part upon the length of service with the Employer.

ARTICLE XII. PART-TIME & TEMPORARY EMPLOYEES

1. A part-time employee is one who regularly works less than thirty-two (32) hours per week. A temporary employee is one employed for a special project or for a specified time, in either case not to exceed three months.
2. A part-time or temporary employee shall not be employed for work normally or appropriately performed by a regular full-time employee (except to cover for them during scheduled absences), nor where, in effect, such employment would eliminate or displace a regular or full-time employee.
3. A part-time employee shall advance on the schedule of minimum salaries and shall accrue all benefits based on length of employment with the Employer, and not according to the actual hours worked.

ARTICLE XIII. WAGE SCALES

1. Workers temporarily filling in on higher scale jobs shall be paid that scale, if qualified. Those on higher scales filling in on lower scales shall not suffer a loss in pay.
2. Temporary, full-time, part-time, and probationary employees will receive time-and-a-half pay for all work in excess of forty (40) hours per week in accordance with Article VIII, Section 1: Hours and Overtime.
3. Employees will be entitled to pro-rated holiday and PTO benefits in accordance with Article IX: Holidays and Article X: Paid Time Off (PTO).
4. The minimum hourly wage scales are the following:

Effective	7/1/2025	7/1/2026	7/1/2027	7/1/2028
Bookkeeper	\$23.50	\$24.00	\$24.50	\$25.00
General	\$20.00	\$20.50	\$21.00	\$21.50

5. Annually on July 1, employees that make above the minimum wage will receive a \$0.50 raise for the duration of this contract.
6. Payment of wages shall be made every other week.
7. Longevity bonus. After five (5) years, absent any breaks or unpaid leaves of absence, or five (5) years of accumulated service, an employee shall receive an increase in salary of ten percent (10%) on the anniversary of their most-recent date of hire and a two percent (2%) increase each additional year of service.

ARTICLE XIV. SAFETY

1. The Employer shall provide a properly lighted, clean, properly ventilated and properly heated/air-conditioned work area of adequate size and free of extraneous disturbances. The Employer shall ensure that the Employer's premises are in conformity with federal, state and local health and safety laws and regulations. The Employer shall make every effort to ensure optimum working conditions.

2. The Employer shall:
 - a. furnish employees with all possible protection and protective devices;
 - b. work with the landlord to provide safe passage on sidewalks, parking lots and other areas near the business such as snow/ice removal, adequate lighting, etc;
 - c. take measures to eliminate, if possible, or to minimize and alleviate the hazardous conditions of jobs or the hazardous conditions under which a job is performed.
3. The right of an employee to: (a) refuse to accept an assignment or a job which the employee has reason to believe is hazardous or is performed under hazardous conditions; (b) refuse to report for work because the employee has reason to believe that travel to or from work, or work at the employee's place of work is hazardous; and (c) refuse to operate equipment, including a vehicle, which the employee deems to be unsafe or in a manner that is unsafe or unlawful, is hereby confirmed.
4. No employee shall be docked for work-time lost for: (a) exercising the aforesaid right to refuse an assignment, or job, or to report for work; or (b) inability to report for work because normal travel facilities are unavailable or inoperative and no practicable alternative is available or operative, due to natural phenomena or hazardous conditions created by human acts, including by way of example but not limited to, storm, flood, fire, explosion, riot or other civil disturbance or military or police operation.
5. If an employee is injured as a result of the failure of the Employer to provide adequate safety measures, or is injured in performing work under hazardous conditions, the Employer shall pay all costs of medical treatment.
6. The Employer shall take steps to protect workers from eye strain related to lighting and computer usage.
7. There shall be no imposition of speedup or unreasonable duties upon an employee.

ARTICLE XV. EXPENSES & EQUIPMENT

1. The Employer shall pay all legitimate expenses incurred by an employee in the service of the Employer, and shall compensate for the use of an automobile in the service of the Employer. The rate per mile shall be tied to the amount allowed by the Internal Revenue Service.
2. When employees take RLM Arts products to conferences for sale there, they are paid for all hours spent setting up, selling, and packing up the goods. Compensation for travel time will be negotiated on a case-by-case basis.
3. Necessary working equipment shall be provided to an employee and paid for by the Employer. This includes safety-conscious equipment like ergonomic workspaces, that may be needed to reasonably accommodate an employee in the performance of their job. All such equipment shall be safe and well maintained.

ARTICLE XVI. GENERAL PROVISIONS

1. **Solidarity with striking workers.** Employees shall not be required to cross picket lines, handle struck work or work destined for struck departments or shops.
2. Employees shall be free to engage in any activities outside of working hours.
3. **Intellectual Property.**
 - a. When an employee creates artwork for the Employer as a part of their regular duties, the artwork is regarded as the property of RLM Arts. All artwork created on the employee's own time will be considered to belong to the employee.
 - b. Derivations of another creator's art belong to the creator unless otherwise specified per agreement. Employees retain the right to use artwork created for the Employer as an example of their work but will seek permission before other uses. Items for sale by the Employer created in whole or in part by employees will list an appropriate credit unless the employee waives this right.
4. There shall be no secret surveillance of employees nor shall electronic supervisors, recordings, telephone monitoring systems, or similar procedures or devices be used.

ARTICLE XVII. DURATION & RENEWAL

1. This contract shall commence on the 1st day of July 2025 and expire on the 30th day of June 2029, and shall inure to the benefit of and be binding upon the successors and assigns of the Employer.
2. At least 60 days prior to the expiration date of this contract, the Employer or the Guild may initiate negotiations for a new contract to take effect on July 1, 2029. The terms and conditions of this contract shall remain in effect until such negotiations are lawfully terminated. If such negotiations do not result in a new contract prior to July 1, 2029, the new contract shall be made retroactive to July 1, 2029.

In witness and testimony of the provisions and terms mutually agreed and specified herein, the duly authorized officer and representative of RLM Arts and the Minnesota Newspaper & Communications Guild, TNG-CWA Local 37002, have hereto affixed their signatures.

Representing the Employer:



Representing the Guild:

Jaime H Hokanson

Jaime H Hokanson (Aug 6, 2025 12:04:11 CDT)

León Valencia Currie

León Valencia Currie (Aug 6, 2025 12:39:36 CDT)



Sadie Luetmer (Aug 15, 2025 09:08:00 CDT)

KAS

Jeff Nygaard

Jeff Nygaard (Aug 6, 2025 11:25:41 CDT)

Alyssa Wilson

Alyssa Wilson (Aug 15, 2025 10:56:55 CDT)



Rowan Fakhoury (Aug 7, 2025 10:51:25 CDT)



Allana Olson (Aug 6, 2025 11:40:05 CDT)

Letter #1

Ricardo Levins Morales
RLM Arts
3745 Minnehaha Avenue
Minneapolis, Minnesota 55406

Dear Ricardo:

The purpose of this letter is to reflect the agreement to offer RLM Arts Guild members the option of purchasing dental insurance through the MN Newspaper & Communications Guild's Delta Dental Plan.

Per agreement between the Guild and the Employer, RLM Arts Employees who work an average minimum of twenty (20) hours in a four (4) week period will be eligible to receive a fifty percent (50%) contribution to the monthly premium from the Employer.

The Delta Dental Plan Option 1 and Plan Option 11 monthly premium tiers available:

Single (employee only)

Single plus one: (employee plus one dependent)

Family: (employee plus 2 or more dependents)

Eligible dependents are defined as:

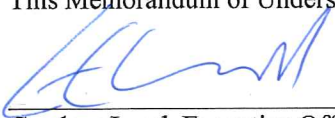
- A) Spouse: married or legally separated
- B) Dependent children to age 26 including:
 - 1. Natural-born and legally adopted children.
 - 2. Stepchildren who reside with you.
 - 3. Grandchildren who are financially dependent on and reside with the covered grandparent.
 - 4. Children who are required to be covered by reason of a Qualified Medical Child Support Order.
 - 5. Children for whom you or your spouse are the legal guardian.
 - 6. Disabled children age 26 and older if: They are primarily dependent upon you; and are incapable of self-sustaining employment because of development delay, mental illness or mental disorder or physical disability.

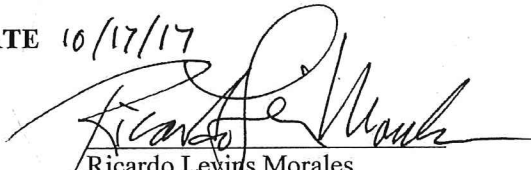
The employee's portion of the premium will be deducted from the employee's payroll, and the full premium amount for each enrolled employee will be sent to the Guild office each month.

If an employee drops coverage in a calendar year, he/she will not be eligible to participate until the next open enrollment period (December of each year, for plan coverage beginning the following February 1).

Guild represented employees working less than an average of twenty (20) hours in a four (4) week period may purchase the dental insurance plan paying the full premium directly to the Guild office. Interested employees may contact the Guild office directly to arrange dental insurance coverage.

This Memorandum of Understanding is agreed to this DATE 10/17/17


Candace Lund, Executive Officer
Minnesota Newspaper Guild
Typographical Union, CWA 37002


Ricardo Levins Morales
RLM Arts