

The By-Laws of The Wilson County
Beekeeper's Association

ARTICLE 1

Wilson County Beekeeper's Association

SECTION 1: NAME: The name of this organization shall be Wilson County Beekeeper's Association (WCBA).

ARTICLE 2

Objectives

SECTION 1: OBJECTIVES: The objectives of this organization shall be:

A. Education: Teach and encourage better methods among beekeepers, to promote cooperation and sharing, to reach a common understanding regarding our problems and their solution, to maintain friendly and helpful relations with the NCSBA.

B. Charity: Do such things as will tend to improve purposes for its members and the general public relating to honeybees and the beekeeping industry.

C. Should this Chapter undergo dissolution; its assets will be donated to the Wilson County Agricultural Extension Center.

ARTICLE 3

Members

SECTION 1: MEMBERS: Anyone interested in beekeeping and the beekeeping industry may join upon payment of the annual dues and submission and acceptance by the Association of any membership application, or membership renewal application, as may be required. The right to vote shall be limited to members in good standing.

ARTICLE 4

Officers

SECTION 1: OFFICERS: The officers shall be: President, Vice-President, Secretary, Treasurer, Education Outreach Director, Program Director, Parliamentarian and Three (3) Directors (1 year, 2 year and a three-year director [a new three-year director being elected each year]). All officers shall annually be elected by a majority vote of the members present at the November meeting and hold office from January through December of the next year, or until their successors are elected or appointed. In the case of a vacancy, the

President may appoint a member to serve during the remainder of the term. No person shall be elected or appointed for any office without his or her consent.

ARTICLE 5

Memberships

SECTION 1: DUES: The executive committee shall set dues for individual and family membership.

Stipulations for the family membership include:

- Children must reside at the same address, in order to be included in family membership.
- Family memberships will be represented with two votes, while individual membership will be represented by one vote.
- Children included in a family membership will not have voting rights unless that individual has a separate individual membership.
- Individuals must be at least 18 to become a member.

Dues are payable in advance to the treasurer and shall be due before January 1st to cover the up-coming year. All dues expire on December 31st. Any member who becomes delinquent in payment of dues after December 31st will be added to an in-active roster and after a period of four months shall cease to be a member. A member who has been dropped from the membership roll for nonpayment of dues may be restored to active membership by paying current year dues.

If it is deemed necessary for the best interest of WCBA, and after a motion is entered to the Executive Board, with at least 80% Board approval, a member may have his/her WCBA membership suspended and/or terminated. No refund of any membership fees will be paid to the suspended or terminated member.

SECTION 2: LIFE MEMBERSHIP: Life membership in WCBA may be given to a member who has contributed in some outstanding way to the aims and ideals and for meritorious service upon recommendation of the Executive Committee and a majority vote of the members present at any regular meeting. Life members shall be excused from payment of dues and will have all the rights and privileges of active members. No member shall be given Life Membership merely for continuous membership or for the purpose of not paying dues.

SECTION 3: PERMANENT MEMBERSHIP: Permanent membership in the WCBA will be ten times the regular membership dues. After this one-time payment, permanent members no longer pay annual chapter dues, but will have all the rights and privileges of active members.

ARTICLE 6

Meetings

SECTION 1: MEETINGS: There shall be regular meetings held monthly. Notice of each meeting shall be advertised. The time and place for each meeting shall be decided on by a majority vote of the members present at a regular meeting. If this is not possible, the Program Director is directed to make the necessary arrangement for said meeting.

ARTICLE 7

Chapter Approved Budget

SECTION 1: The Executive Committee with the assistance of the Standing Committee Chairpersons shall prepare and approve by majority vote an annual budget to be presented at the May meeting for approval by two-thirds (2/3) vote of all members present and voting. This annual budget will be in effect for the club's fiscal year.

ARTICLE 8

Committees

SECTION 1: The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, Education Outreach Director, Program Director, Parliamentarian, (3) Directors and the immediate Past President who shall be an ex-officio/non-voting member. The Executive Committee shall have authority to transact business on behalf of the members when the monthly club meetings not in session.

SECTION 2: The Auditing Committee shall consist of the Three Directors, and its duty will be to examine and audit the books of the Treasurer and make recommendations on their findings at the regular June meeting.

SECTION 3: The Nominating Committee shall consist of three members appointed by majority vote of the executive committee at the August executive committee meeting, whose duties will be to nominate and present a slate of officers for election at the November meeting. Other names may be submitted from the membership at large at the time the slate is presented for the election.

SECTION 4: Standing Committees, (the chairperson appointed by the president at the January executive committee meeting, or as needed throughout the year), shall be responsible for authorizing expenditures of their portion of the chapter approved budget, and serve at the discretion of the membership at large. Standing Committee Chairpersons

shall coordinate with the Treasurer prior to any expenditures from their approved budget to ensure adequate funds and approval of remitting invoices for payment. The committee chairperson shall be responsible for keeping accurate records of operations, expenses, and income to be available to the membership upon request. Standing Committee Chairpersons may appoint committee members to serve on their committees upon approval of said members by the President. Standing Committees of the Wilson County Beekeepers Association shall be as follows: Apiary Committee, Meeting Events Committee, Events and Shows Committee, Advertising Committee.

SECTION 5: Special Committees as needed, shall be appointed by the President, and serve at the President's discretion.

ARTICLE 8

Quorum

SECTION 1: QUORUM: Two-thirds of the committee shall constitute a quorum for the Executive Committee.

ARTICLE 9

Duties of Officers

SECTION 1: PRESIDENT: The president shall have useful knowledge of Robert's Rules of Order, WCBA bylaws. The President shall preside at all meetings of the Chapter using regular parliamentary usage and Robert's Rules of Order. The President shall appoint such special committees as is deemed necessary, fill vacancies on any office, and perform such other duties as the Chapter may direct. The President will be authorized to make deposits and disburse all monies, should the Treasurer be unable to perform those duties.

SECTION 2: VICE-PRESIDENT: The vice president shall have useful knowledge of Robert's Rules of Order, WCBA bylaws. It shall be the duty of the Vice President to perform those duties of the President in his or her absence, or upon the President's request. If the Vice President is unable to perform this duty in the absence of the President, then the Vice President may appoint any member of the executive committee to act in his or her stead.

SECTION 3: SECRETARY: The Secretary will record the minutes and the proceedings of the Chapter at each regular and/or called meetings and any special group activities. The Secretary's duties further include:

- a. Assist the President and others in notifying the membership five to eight days prior to

meetings.

- b. Use the media to inform the general public in a timely manner of meetings, also activities of special interest.
- c. Maintain complete files of the minutes, By-Laws and rules of policy.
- d. Protect and preserve the Chapter charter granted by the NCSBA.
- e. Maintain files of all communications including both correspondence and publications.
- f. In cooperation with the President, arrange for a substitute if it becomes necessary to be absent from the duties of Secretary.
- g. At the end of the term of office deliver all files, records, and Chapter property to the successor.
- h. Maintain up to date membership roles in co-operation with Treasurer.

SECTION 4: TREASURER: The Treasurer will collect and receive all funds generated from membership dues, sales of goods, gifts, special activities or from any other source. Funds will be deposited into a bank account held in the club's name. Disbursements will be promptly made to cover membership dues to the NCSBA Treasurer including the necessary information as to new or renewal memberships. The Treasurer will also make prompt remittance to cover authorized invoices. (Authorization for expenditures result from the Chapter approved Budget or from special vote of the Executive Committee and/or a Chapter meeting.). The Treasurers duties further include:

- a. Maintain full and accurate records showing the receipts and disbursements of all monies.
- b. Issue Local Membership cards (if used) and maintain an accurate membership list.
- c. Notify, after December 31st, all members who are delinquent in payment of dues and seek to restore their membership with assistance of secretary if needed.
- d. The books shall be closed prior to each regular June meeting and a complete report on the financial standings given to the Chapter at that time. (See I. below)
- e. Maintain a complete inventory of the Chapter's properties, location of property and estimated value. This inventory will be verified and updated each year at the time the financial books are closed for the fiscal year and a complete report given the Chapter at its regular June meeting.
- f. Serve as custodian of the Chapter's properties, preserving all receipts, titles, and other documents as proof of ownership. An inventory of property will be published for the members annually in June.

- g. The books and records are subject to unannounced audits by the Audit Committee.
- h. At the end of the term of office, conduct an audit of all books, ledgers and inventory and deliver the same to the successor.
- i. Maintain EIN #.
- j. The Club's fiscal year shall run from June 1st of current year until May 31st of following year.

SECTION 5. EDUCATION OUTREACH DIRECTOR: The Education Outreach Director will direct all the Education Outreach activities of the Club. The Education Outreach Director will be the liaison with the organizations, schools, community clubs etc., that request Beekeeping education and instruction. The Education Outreach Director may call on club members including Executive Committee Members to assist in carrying out these Educational Opportunities. If seeking the club's assistance, the Education Outreach Director should bring each opportunity to the attention of the Executive Committee in advance of the event to allow for approval and time to generate support.

SECTION 6. PROGRAM DIRECTOR: The Program Director will seek topics and speakers or programs for each month's club meeting. These topics, programs and or speakers should be in agreement with the club's objectives and submitted to the Executive Committee at least 3 months in advance of the date scheduled. Speaker fees and or other fees must be within budget guidelines.

SECTION 7. PARLIMENTARIAN: The Parliamentarian will ensure that all Executive Committee meetings and General Club meetings are conducted according to proper parliamentary procedures.

SECTION 8: DIRECTORS OF THE EXECUTIVE COMMITTEE: The executive committee board will include three Directors each serving 3-year terms, one Director elected each year. (See Article 4- Officers)

A Director should assist the Secretary and Treasurer with taking new membership applications and welcoming members at monthly meetings. This duty may be rotated among the Directors as they see fit.

ARTICLE 10 Amendments

SECTION 1: AMENDMENTS: Any article or any section of any article of these By-Laws may be amended by any regular meeting by a two-thirds (2/3) vote of all active members present and voting, providing that the proposed amendments have been presented to the Executive Committee for their approval by majority vote, and have been presented in writing, or electronic media to the entire membership at least 30 days before any regular

meeting.

ARTICLE 12
Repealing Clause

SECTION 1: REPEALING CLAUSE: Upon acceptance by vote of WCBA these By-Laws supersedes all previous By-Laws.

SECTION 2: ADOPTION: These By-Laws was proposed via email and/or postal mail and adopted by a two-thirds (2/3) majority vote of all active members casting votes at the regular meeting held on Thursday, November 4, 2021 in Wilson County.

Signatures:

Date:

President

Vice- President

Secretary

Treasurer

Extension Agent