

SURRY COUNTY BEEKEEPERS ASSOCIATION
CONSTITUTION AND BY-LAWS

ARTICLE 1
(Name)

Section 1: Name: The name of this organization shall be "THE SURRY COUNTY BEEKEEPERS ASSOCIATION". Within the parameters of this constitution "ASSOCIATION" or "SCBA" means The Surry County Beekeepers Association.

ARTICLE 2
(Objectives)

Section 1: Objectives: The objectives of this-non-profit organization shall be: to encourage better methods amongst the beekeepers of the county, state and nation; to promote co-operation; to reach a common understanding regarding our problems and the solution; to maintain friendly and helpful relations with those forces which are working to better the beekeeping industry; to develop markets for beekeeping products; to foster closer co-operation among members of the Association; and to do such things as will tend to improve purposes exclusively for its members and the general public relating to honey bees and the beekeeping industry. Should this Association undergo dissolution, its assets will be distributed only to charitable purposes or non-profit organizations.

ARTICLE 3
(Members)

Section 1: Members: Anyone interested in beekeeping and the beekeeping industry may join the Association upon payment of the regular annual dues (see Article 5). The right to vote shall be limited to members age 17 and above. There shall be no discrimination due to sex, race, color, creed, religion or national origin.

ARTICLE 4
(Officers)

Section 1: Officers: The officers of the Association shall be: President, Vice-President, Secretary, Treasurer, Program Chairman, and three Directors. The Association shall elect by a majority vote of the voting member (see Article III) three Directors, one to serve one year, one to serve two years, and one to serve three years. At each succeeding election of officers, one Director shall be elected by a majority vote of the voting member (see Article III) to serve three years. If the Association desires that one members serve as both Secretary *and* Treasurer, this can be done by a 2/3 majority vote of members at a regular meeting. There are no limits on the number of terms that the Officers may serve. All officers shall be elected by a majority vote of the voting members present at a regular meeting and hold office for one year or until their successors are elected. In case of a vacancy, the president may appoint a member to serve during the remainder of the term. No person shall be elected for any office without his or her consent. (See Article 9 for duties)

ARTICLE 5
(Dues, County & State Associations)

Section 1: Dues: The annual dues shall be set by the majority of the membership attending a meeting following recommendation from the Executive Committee. The dues will be payable in advance to the Treasurer of the Association and shall be due on January 1 of the fiscal year covered

by said dues. All dues expire on December 31 of each year. Any member of the Association who becomes delinquent in payment of dues after March 31 will be dropped from the roll of membership and shall cease to be a member of the Association. A person who has been dropped from the roll of membership for non-payment of dues, may be restored to active membership by paying the current year's dues.

Section 2: County & State Associations: A person who joins the Surry County Beekeepers Association will be a member of the North Carolina State Beekeepers Association upon payment of the current North Carolina State Beekeepers Association dues to the Association through the local treasurer.

ARTICLE 6 (Meetings)

Section 1: Meetings: There shall be regular meetings held the 2nd Monday of each month unless a conflict develops or the membership votes otherwise. Notice of each meeting shall be mailed *or* emailed to each member of the Association or otherwise adequately advertised or posted on the website. 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 Association may direct the Program Chairman to make the necessary arrangements for said meeting.

ARTICLE 7 (Committees)

Section 1: Committee Qualifications: Unless otherwise constrained by the Constitution or By-Laws, The President, with the advice of the Executive Committee, will consider and appoint qualified SCBA members to serve as Chairpersons to all Standing Committees, and Other Committees as needed, on a yearly basis as required for the proper attainment of SCBA goals. He/she may appoint members to committees as well. (See Article 9 for Committee duties)

A. Qualifications: Qualifications, not limited to the following, are:

1. Has proven loyalty to the SCBA with at least one (1) year continuous SCBA membership.
2. Ability and responsibility for the considered task must be evident.

Section 2: Committees:

- A. The Executive Committee shall consist of all the elected Officers of the Association, namely: President, Vice-President, Secretary, Treasurer, Program Chairman, Three Directors, and the immediate past President who shall be an ex-officer member. The Executive Committee shall have authority to transact business on behalf of the Association when it is not in session.
- B. Standing and Special Committees: Standing Committee Chairpersons shall be appointed by the President in accordance with the Constitution and By-Laws; Other Committees shall be appointed by the President as he/she sees fit. In accordance with the Constitution and By-Laws, the President may appoint other members of each committee as well. Unless otherwise specified in the Constitution and By-Laws, the Committee Chairperson may appoint other members to their committee. Committee duties will be to serve as directed by the President, Constitution, and By-Laws.
- C. Standing Committees shall consist of:

1. The Auditing Committee shall consist of the three elected Directors. (See Article 9 for Auditing Committee duties)
 2. The Nominating Committee shall consist of three members appointed by the President. (See Article 9 for Nominating Committee duties)
- D. Special Committees: Such committees shall be appointed by the President consisting of a minimum of three members whose duty will be to serve as directed by the President.

ARTICLE 8 (Quorum)

Section 1: Quorum:

Ten voting members shall constitute a quorum for the transaction of business at any regular meeting unless otherwise stated in this Constitution and By-Laws. Five shall constitute quorum of the Executive Committee.

ARTICLE 9

(Job Descriptions of Officers and Duties)

Section 1: Job Descriptions of Officers

- A. President Qualifications: The Nominating Committee shall consider and evaluate candidates for nomination by the following criteria:
1. Has proven loyalty to the SCBA with at least two (2) years continuous SCBA membership.
 2. Has served in some official capacity on the SCBA Executive Committee for at least one year and has attended at least two-thirds (2/3) of their meetings while in such capacity.
 3. Useful knowledge of Roberts Rules of Order, SCBA Constitution and By-Laws.
 4. Is an active beekeeper.
- B. Vice-President Qualifications: The Nominating Committee shall consider and evaluate candidates for nomination by the following criteria:
1. Has proven loyalty to the SCBA with at least one (1) year continuous SCBA membership.
 2. Has attended at least two-thirds (2/3) of their meetings.
 3. Useful knowledge of Roberts Rules of Order, SCBA Constitution and By-Laws.
 4. Is an active beekeeper.
- C. Treasurer Qualifications: The Nominating Committee shall consider and evaluate candidates for nomination by the following criteria:
1. Has proven loyalty to the SCBA with at least one (1) year continuous SCBA membership.
 2. Has attended at least two-thirds (2/3) of their meetings.
 3. Useful knowledge of SCBA Constitution and By-Laws.
 4. Is interested in beekeeping.

- D. Secretary Qualifications: The Nominating Committee shall consider and evaluate candidates for nomination by the following criteria:
1. Has proven loyalty to the SCBA with at least one (1) year continuous SCBA membership.
 2. Has attended at least two-thirds (2/3) of their meetings.
 3. Useful knowledge of SCBA Constitution and By-Laws.
 4. Is interested in beekeeping.
- E. Program Chairman Qualifications: The Nominating Committee shall consider and evaluate candidates for nomination by the following criteria:
1. Has proven loyalty to the SCBA with at least one (1) year continuous SCBA membership.
 2. Has attended at least two-thirds (2/3) of their meetings.
 3. Useful knowledge of SCBA Constitution and By-Laws.
 4. Is an active beekeeper.
- F. Directors Qualifications: The Nominating Committee shall consider and evaluate candidates for nomination by the following criteria:
1. Has proven loyalty to the SCBA with at least one (1) year continuous SCBA membership.
 2. Has attended at least two-thirds (2/3) of their meetings.
 3. Useful knowledge of SCBA Constitution and By-Laws.
 4. Is interested in beekeeping.

Section 2: Duties:

- A. President Duties: The President shall preside at all meetings of the Association using regular parliamentary usage and Robert's Rules of Order. This officer shall appoint such special committees as is deemed necessary, fill vacancies of any officers, and perform such other duties as the Association may direct. The President will be authorized to make deposits, disburse all monies, should the Treasurer be unable to perform those duties.
- B. Vice-President Duties: It shall be the duty of the Vice-President to perform the 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 to act in his or her stead.
- C. Treasurer Duties: This officer shall be custodian of all monies received by the Association and keep full and accurate records showing the receipts and disbursements of all monies. The Treasurer shall close the books prior to January 1. He/she shall make an annual financial report at the end of the accounting period of December 31 of each year and file the necessary information returns to the Internal Revenue Service. He/she will see that the President is also authorized to make deposits, disburse all monies, if the Treasurer is unable to perform those duties. He/she shall present all records and books to the Directors for examination and auditing after December 31. He/she shall at the end of his or her term, have all records and books audited and all other property of the Association which may be in his/her possession forwarded to his/her successor or returned to the Association.

- D. Secretary Duties: The Secretary shall also keep an accurate record of the minutes and all transactions of the Association. He/she shall conduct such correspondence as may be necessary. He/she shall at the end of his or her term, have all records and all other property of the Association which may be in his/her possession forwarded to his/her successor or returned to the Association.
- E. Program Chairman Duties: The Program Chairman will make the necessary arrangements for programs and secure speakers for same. When directed by the Association, he/she will secure a meeting place and make necessary arrangements for the regular meetings.
- F. Directors Duties: The Directors shall examine and audit the books of the Treasurer at the end of each year and report their findings to the members. Should they be unable to attend or perform their duty, each Director may appoint a member to act and serve in their stead. Otherwise, the President of the Association may appoint temporary members to serve in their absence.
- G. Committee Duties:
 - 1. The Chairperson of the committee will convene the Committee physically, electronically, or by telephone as soon as practicable after appointment.
 - 2. The Chairperson will ensure that each committee member understands the objectives for that committee and form sub-committees as needed.
 - 3. The Committee will set an agenda and time frame to achieve goals.
 - 4. The Chairperson or his/her committee-member designee will prepare a written report for the Executive Committee and give a copy to the Secretary. If there are motions to be presented at the Executive Committee meeting, he/she will also supply a copy to the President.
 - 5. The Chairperson or his/her committee-member designee must attend at least two-thirds (2/3) of all Executive Committee meetings.

Section 3: Specific Duties of Standing and Special Committees:

- A. Auditing Committee: The duty will be to examine and audit the books of the Treasurer and make recommendations on their findings at a regular meeting.
- B. Nominating Committee: See Article 9, and Article 7: Section 2 C. (2). This committee will closely consider the various job descriptions of the officers of the SCBA to reach a recommendation for each elective position. They will strive to nominate the most qualified Officers for each open elected position, receive nominations from the membership at the time of election of officers, noting all qualifications as mentioned in Article 9 for all nominees. The committee will discuss with each prospective nominee and go over job descriptions and then make recommendations to SCBA at the regular meeting for elective post. The committee will then nominate and present a slate of officers to the Executive Committee and then for consideration by the membership at the regular meeting. Other names may be submitted from the membership at large at election of officers.
- C. Special Committees: The duty will be to serve as directed by the President.

ARTICLE 10
(Affiliated Organizations)

Section 1: Affiliated Organizations: The Surry County Beekeepers Association may associate itself and determine its own basis of support for the current year and for so long as it is desirable, with any other state or national Beekeepers Association by a two-thirds (2/3) majority vote of the members attending a regular meeting.

ARTICLE 11
(Honey Queens)

Section 1: Honey Queens: If desired, the Surry County Beekeepers Association may sponsor and select a lady to serve as Honey Queen for one year. Basis of support, rules and regulations, honey queen committee, and the continuation of the contest and program may be decided upon by a vote of the members attending a regular meeting. The Surry County Association may enter its queen in the State Honey Queen contest.

ARTICLE 12
(Amendments)

Section 1 Amendments:

- A. Any subsection or section of any article of the Constitution may be amended at any regular meeting by a two-thirds (2/3) vote of all active members present, providing the proposed amendments have been presented to the Executive Committee for their recommendations, and have been presented in writing, or electronic media, to the entire membership at least 30 days before the regular meeting.
- B. Any subsection or section of any article of the By-Laws may be amended at any regular meeting by a two-thirds (2/3) vote of all active members present, providing the proposed amendments have been presented to the Executive Committee for their recommendations, and have been presented in writing, or electronic media, to the entire membership at least 30 days before the regular meeting.

ARTICLE 13
(Discipline)

Section 1: Discipline:

- A. Persons becoming unruly and disruptive at SCBA meetings may be removed and ejected. However, at the discretion of the President, a sincere apology may be accepted.
- B. Any member or members publicly defaming the SCBA or leading an attempt to polarize and split the unity of the organization may be brought to trial.
 - 1. Charges must be specified in writing to the President and one other member of the Executive Committee.
 - 2. Upon receipt of charges, the President, in conference with the other member of the Executive Committee, shall appoint three members from the neutral position to investigate the details in a hearing and from the evidence will bring either a positive or negative recommendation back to the President.

3. The member(s) being investigated shall be notified by certified mail and given every opportunity to respond.
4. Judgment shall be rendered by the President within 30 days upon receipt of a recommendation and, after consultation with the other member of the Executive Committee and one other neutral member, agreeing unanimously.
5. The charged may appeal to the SCBA Executive Committee for a hearing, and the decision of the Executive Committee shall be final.
6. Judgment may be either: exoneration, caution, censure, or expulsion from membership.
7. An apology, restitution, and repentance can bring full reinstatement to membership, upon the recommendation of at least three members in good standing.

ARTICLE 14
(Repealing Clause)

Section 1 Repealing Clause: Upon acceptance by vote of the Association, this Constitution and these By-Laws supersede all previous Constitutions and By-Laws. This Constitution and these By-Laws were read and adopted by a two-thirds (2/3) majority vote (unanimously) of all active members present at a SCBA meeting held on July 9, 2018, at Dobson, North Carolina.

Eugene Brown

Ed Reynolds

signed by _____
President

signed by _____
Treasurer

Dated _____

Dated _____