

# Constitution with Bylaws of the Summit County Beekeepers Association

## Article I Name

Section I The name of this organization shall be: SUMMIT COUNTY BEEKEEPERS ASSOCIATION. (SCBA) This association is a non-profit organization under the laws of the State of Ohio, U.S.A.

## Article II Purpose

Section I The purpose of this association shall be to promote beekeeping generally, to broaden knowledge of beekeeping among its members, to foster the best practices as well as techniques in apiary management and to promote general interest and advancement in all areas of bee culture.

## Article III Membership

Section I The membership shall consist of individuals / households interested in beekeeping or allied activities.

Section II Membership shall be dependent upon the payment of dues.

Section III Any person may be elected to honorary associate member by majority vote of the Executive Board. Honorary memberships may be the State and County Bee Inspectors, the County Extension Officer, etc. Honorary members do not vote.

Section IV Dues shall be determined by a majority vote of members at the Annual Business Meeting. Dues will be paid annually and are due the month of the annual business meeting. Initial membership dues may be prorated by the Executive Committee members.

Section V Dues for seniors ( 65 years and over) disabled or handicapped persons and individuals eighteen years and younger shall be at 50% of the annual dues. Membership shall terminate at members death or with recommendation of the Executive Board by entirety. Membership shall end with non payment of dues or voluntary withdrawal by the member.

Section VI All educational programs and activities

conducted by SCBA are available to the public on a non discriminatory basis.

## Article IV Executive Board

Section I The offices of the Executive Board shall consist of: President, Vice President, Secretary and Treasurer. All offices of the Executive Board are elected annually with terms of one year.

Section II The Executive Board shall meet bi-annually and at the call of the President. The Executive Board shall have the power to transact all routine business of SCBA.

Section III The President provides general supervision of SCBA and presides at bi-monthly membership meetings as well as business meetings. The President shall appoint committees as needed and preside as an ex-officio member of these committees. The President will be a signatory of

SCBA account(s).

Section IV The Vice President shall preside in the absence of the President and be responsible for Programs, educational events, fund raising and publicity.

Section V The Secretary shall attend and keep a full record of all SCBA meetings. The Secretary shall conduct correspondence as directed by the President, the Executive Board and or Trustees. The Secretary shall give, or cause to be given notice of all meetings to members of SCBA. The Secretary shall maintain a current list of SCBA members and contact information.

The list of members will be shared with the Executive Board and Board of Trustees.

Section VI The Treasurer shall issue membership cards annually and record the name, address and contact information of the paid member. The Treasurer will attend all meetings and record or cause to be recorded a record of all monies received or expended. The Treasurer shall be a signatory of SCBA account(s) and is primarily responsible for deposit and withdrawal of SCBA funds. The Treasurer shall render a report of receipts and expenditures as well as current fiscal status at each SCBA meeting. The Treasurer shall submit at the annual meeting a report of the financial

status of the SCBA. All reimbursable receipts shall be submitted to the Treasurer at least thirty days prior to the annual report.

Section V The Executive board shall inform the members of any legislative matters found to be desirable and not in conflict with this instrument; it shall have the power to make contracts in the name of SCBA when so needed, They shall audit secretary and treasurer's reports prior to or at the annual meetings.

Section VI In the absence of an officer of the Executive Board at a meeting, another officer or SCBA member may be appointed to office duties for that meeting. SCBA members may assist officers in duties upon request of any member of the Executive Board.

## Article V Finances

Section I No indebtedness shall be incurred by anyone on behalf of SCBA.

Section II The President and the Treasurer shall be the signatories of SCBA account(s).

The treasurer maintains all records with copies to the Executive board of account totals bi-annually. Monies shall be deposited to accounts within thirty days of receipt. Receipts for expenditures shall be submitted to the Treasurer within sixty days of expense. Reimbursement of expenses shall be within thirty days of receipt of valid expense documentation.

Section III The Executive Board shall have charge of various business transactions and authorize the expenditure of monies over one hundred (\$100.00) dollars. Expenditures of One hundred dollars or less may be approved verbally by the President.

Section IV Expenditures of over forty percent (40%) of SCBA funds shall be brought for a vote to membership.

## Article VI Trustees

Section I The Board of Trustees of SCBA shall consist of three individuals, each elected to serve a three year term. Candidates for the position of Trustee shall be brought to the membership for quorum vote of confirmation by the Executive Board within sixty days of Trustee position to be filled.

Section II The Trustees will act as advisors to the Executive Board. They shall meet annually and as required with the Executive Board. The Trustees shall appoint an individual to a vacated office for the duration of the term of the office vacated.

Section III A candidate for Trustee must have been a beekeeper for five years or served for a year as an officer of SCBA. [Candidates may be nominated by members and shall be brought for election to office by quorum at

membership meetings by the Executive Board. ] ..delete

Section IV The Trustees may cast one tie breaking vote in matters tied in votes by Executive committee.

Section V The Trustees may hold Board of Trustee meetings at any time as decided upon by the Trustees. Minutes from these meetings shall be submitted to the Secretary for recording.

The Trustees may call the Executive Board to meet. Trustees shall be advised of bi-annual Executive Board meetings and attend as desired.

## Article VII Meetings

Section I The SCBA shall hold regular bi-monthly meetings. The time place and dates shall be decided upon by the

Executive Board and announced to membership at least ten days in advance.

Section II The Executive Board will decide the time and place of the annual electoral SCBA meeting. The time place and date of this meeting shall be announced to members thirty days prior to the date.

Section III Changes in meetings may be made by the Executive Board members.

Section IV Committee meetings will be scheduled by the President or committee chair person.

Notes from the meeting(s) shall be submitted to the Secretary for recording by the President or chair person.

Section V Regular and annual business meetings shall follow Robert's Rules of Order and shall include the following:

- Call to order by the President

- Reading of minutes of last meeting with call for approval.

- Report of Treasurer with call for approval

- Report of committees

- Unfinished business

Correspondence  
New business  
Program  
Adjournment by President

## Article VIII Quorum

Section I A Quorum shall be a majority of eligible voters present at the meeting.

Section II Trustees and or officers may be removed from office only by a majority vote of all members.

## Article IX Seal

Section I This Constitution and Bylaws of the Summit County Beekeepers Association may be changed at any regularly scheduled meeting by quorum provided such changes are submitted to and acted upon by the Executive Board and or the Board of Trustees. All members shall

receive advance notice of thirty days of proposed amendments and scheduled vote.

## Article X Disbursement of Funds

Section I The assets shall be distributed to tax exempt county, state or national beekeeping organization(s) or foundation(s) upon the dissolution of SCBA.

Section II Dissolution of the SBCA shall take place by quorum vote at a regularly scheduled meeting. A majority vote by the Board of Trustees and Executive Board must also take place within fourteen days of the regular meeting vote to achieve dissolution of SCBA. Dissolution and execution of disbursement shall be within ninety days of both votes.

Section III No part of funds from SCBA may be used to fund legislative or political action.

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