

# **SPARTANBURG BEEKEEPERS ASSOCIATION**

## **CONSTITUTION AND BY-LAWS**

### ARTICLE I

SECTION I: NAME: The name of this organization shall be "THE SPARTANBURG BEEKEEPERS ASSOCIATION."

### ARTICLE II

SECTION I: OBJECTIVES: The objectives of this nonprofit organization shall be to encourage better methods among the beekeepers of the county, state, and nation; to promote cooperation; to reach a common understanding regarding our problems and their solutions; 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 cooperation 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.

### ARTICLE III

SECTION I: MEMBERS: Anyone interested in beekeeping and the beekeeping industry, and who is 12 years old or older, may join the Association as a member upon payment of the regular annual dues. These dues cover the individual and their entire immediate family members. The right to vote shall be limited to members in good standing (whose dues are not delinquent). Interested persons under 12 years of age may become Junior Members. Junior membership does not require paying of dues and does not convey voting privileges. Membership or participation in the activities of the Association shall not be denied any person for reason of race, religion, gender, age, origin, sexual orientation, nor disability and the Association does not encourage nor condone discrimination, either explicitly or implicitly.

### ARTICLE IV

SECTION I: OFFICERS: The officers of the association shall be PRESIDENT, VICE-PRESIDENT, SECRETARY, TREASURER, and PROGRAM CHAIRMAN. If the association desires that two members serve as Secretary-Treasurer, this can be done by a 2/3 majority vote of members at a regular business meeting. All officers must be members in good standing of the Association and shall be elected for a two-year term by a majority vote of members present at a regular business meeting 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/her consent.

### ARTICLE V

SECTION I: DUES: The annual dues shall be ten dollars (\$10.00), 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 December 31 will be dropped from the roll of membership after the February meeting and shall cease to be a member of the association. A person who has been dropped from the rolls of membership for nonpayment of dues may be restored to active membership by paying the current year's dues. The Treasurer and Life Members shall be excused from payment of dues.

SECTION II: LIFE MEMBERSHIP: Life Membership in the association may be conferred upon a member who has contributed in some outstanding way to the association's aims and ideals and for meritorious service to the association, by a majority vote of the members present at any regular meeting. It may also be awarded by a majority vote of the Executive Committee on behalf of the association when it is not in session. Life Members shall be excused from payment of dues. No member shall be given Life Membership merely for continuous membership or for the purpose of not paying dues.

SECTION III: HONORARY MEMBERSHIP: Honorary Membership in the association may be given a person for distinguished service to the association or beekeeping industry that would be beneficial to the people in our county, state, and nation. This membership may be awarded by a majority vote of the members present at any regular meeting. It may also be awarded by a majority vote of the Executive Committee on behalf of the association when it is not in session. An Honorary Membership confers no powers, rights, or privileges in the association, confers no right to vote or hold office, and is not liable for dues.

#### ARTICLE VI

SECTION I: MEETINGS: There shall be 11 regular meetings each year, one each month except December. Notice of each meeting shall be e-mailed by the Secretary or the Executive Secretary to each member of the association or otherwise adequately advertised. If it is necessary to change the regular meeting time and/or place, the new time and/or place 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 Chairperson to make the necessary arrangements for an intermediate meeting.

SECTION II: SPECIAL MEETINGS: There will be a special meeting of the incoming and outgoing Executive officers in November to review the Constitution for any needed adjustments, which then will be presented to the membership. There will also be a meeting of the in-coming Executive Committee members and the out-going Treasurer in January to review the association's financial books.

#### ARTICLE VII

SECTION I: EXECUTIVE COMMITTEE:

- A. The Executive Committee shall consist of all the elected officers of the association, namely: President, Vice-President, Secretary, Treasurer, Program Chairman, and the immediate Past-President.
- B. The Executive Committee shall have authority to transact business on behalf of the association when the association is not in session.
- C. The Executive Committee may, by a majority vote, remove any member of the Association from a position of leadership if there is due cause, which may include but is not limited to negligence and/or willful damage to the interests of the Association and excessive unexcused absenteeism; and after the individual is given a chance to plead their fitness for office.
- D. The Executive Committee members shall examine and audit the books of the Treasurer at least once a year in January, after closeout of the previous year's books.

SECTION II: NOMINATING COMMITTEE: The Nominating Committee shall consist of three members appointed by the President, whose duty will be to nominate and present a slate of officers for the approval of the majority of the members present at the regular business meeting, which shall be the November meeting. The Nominating Committee will solicit nominations for office in October. Other names may be submitted from the membership at large at the time of election of officers.

SECTION III: SPECIAL COMMITTEES: Special Committees shall be appointed by the President, consisting of three members whose duty will be to serve as directed by the President.

SECTION IV: PROGRAM PLANNING COMMITTEE: The Executive Committee and the former Executive Committee will meet in early December to determine the monthly meeting programs for the following year.

#### ARTICLE VIII

SECTION I: QUORUM: A majority of the voting members present shall constitute a quorum for the transaction of business at any regular meeting and also at Executive Committee meetings.

#### ARTICLE IX

SECTION I: PRESIDENT:

- A. The President shall preside at all meetings of the association using regular parliamentary procedure.
- B. He/she shall appoint such special committees as he/she deems necessary, fill vacancies in any offices, and perform such other duties as the association may direct.
- C. He/she will be authorized to make deposits and disburse all monies, should the Treasurer be unable to perform his/her duties.

SECTION II: VICE-PRESIDENT: It shall be the duties of the Vice-President to perform the duties of the President in his absence, at his/her request, or in the event of his/her actual or constructive resignation. If the Vice-President is unable to perform this duty in the absence of the President, he/she may appoint any member to act in his stead or the matter may be taken up by the Executive Committee as instructed to remove/replace.

SECTION III: TREASURER:

- A. The Treasurer shall collect the annual dues from the members, issue membership cards, and notify all members who are delinquent in payment of dues after December 31.
- B. He/she shall be custodian of all monies received by the association and keep full and accurate records, in accordance with general accounting practice, which shows the receipts and disbursements of all monies.
- C. He/she shall close the books prior to each regular business meeting and make a complete report on the membership and financial standing of the association at that time.
- D. He/she shall also 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 and with the South Carolina Secretary of State, if needed.
- E. He/she shall, within a reasonable time and at the request of an Executive Committee

member, make the books and accounts available for review.

- F. He/she will see that the President is also authorized, in a timely fashion, to make deposits and disburse all monies if the Treasurer is unable to perform these duties.
- G. Books will receive a yearly review by the Executive Committee in January.
- H. He/she shall keep an accurate record of all transactions of the association.
- I. He/she shall, at the end of his/her term, have all records and books audited by Executive Committee and shall deliver them to his/her successor, including papers, monies, and all other property of the association which may be in his/her possession.
- J. Both the President and treasurer will be required to sign checks over \$250.00 dollars.

#### SECTION IV: SECRETARY:

- A. He/she shall notify the members and the general public of each regular meeting by written notice and/or newspaper publication and send a copy of the minutes to be posted to the club website.
- B. He/she shall conduct such correspondence as may be necessary, prepare for distribution any news items or materials that will be beneficial and advantageous to the members of the association and the public, and transact such other business as the association may direct.

SECTION VI: PROGRAM CHAIRMAN: The Program Chairman will make the necessary arrangements for programs and secure speakers for some. When directed by the association, he/she will secure a meeting place and make necessary arrangements for meetings. The Program Chairman may select members as needed for the Program Committee.

#### ARTICLE X

SECTION I: AMENDMENTS: Any article or section of any article of this Constitution and By-Laws may be amended at any regular meeting by a 2/3 vote of all members present, providing proposed amendments have been presented to the Executive Committee for their recommendation, and have been presented in writing to the entire membership at least 30 days before any regular meeting.

#### ARTICLE XI

SECTION I: DISSOLUTION: The Association may be dissolved only by the vote of two-thirds of the current members of the Association. Any remaining monetary assets shall be donated to a charity having a similar objective, mission or purpose.