

WASHINGTON COUNTY BEEKEEPERS ASSOCIATION (WCBA)

CONSTITUTION AND BYLAWS

(Proposed New Bylaws May 2017)

ARTICLE I: NAME

Section 1.1 The name of this organization shall be the Washington County Beekeepers Association (hereinafter "WCBA" or the "Club").

ARTICLE II: PURPOSE AND MISSION

Section 2.1 The objective of the WCBA is the promotion of honeybees and beekeeping in the area of Washington County Maryland. WCBA's main purpose is primarily educational. In particular, our goals include:

- Assisting and educating beekeepers;
- Encouraging beekeeping as a hobby and industry;
- Creating a positive public image of beekeeping;
- Mentoring new and current beekeepers and connecting them to resources;
- Training new and current beekeepers; and
- Promoting networking opportunities and among beekeepers and interested members of the public.

ARTICLE III: MEMBERSHIP

Section 3.1 Any person, family, or business that is interested in the well-being of honeybees may join by paying a membership fee. Individual dues are \$10 per year. These dues are entitled to voting privileges during regular meetings as well as the Board Election Meeting in December of each year.

Section 3.2 Membership is on an annual basis, the year running from January 1st through December 31st. Dues are accepted throughout the calendar year; however, the membership period runs from January 1st through December 31st.

Section 3.3 Dues shall be set by the Board of Directors and are payable on December 1st of every year. Each membership fee will entitle that person or family to one vote.

Section 3.4 No part of the net earnings of the corporation shall inure to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered.

Section 3.5 Rights of membership include the following:

- Voting during regular meetings as well as the Board Election Meeting in December;
- Acting as a Club Ambassador during outreach programs and events;
- Borrowing and using Club equipment;

- Access to the Club library;
- Voting on Club expenditures and activities; and
- Having the ability to send emails from the WCBA listserv (emaildodo)

ARTICLE IV: MEETINGS

Section 4.1 The Board of Directors shall establish the day and time of the regular meetings. Notice of the time, location, and agenda/activities of each meeting shall be sent to all paid members by email, the WCBA website, and Facebook page prior to each monthly meeting.

Section 4.2 The Board Election Meeting of the Club will be held at the regular December meeting. The purpose of this meeting is to elect the WCBA Board of Directors and Officers, and provide presentations of Club annual summaries.

Section 4.3 Ten percent of or fifteen paid member, whichever is less, of the present paid members will constitute a quorum for the transaction of any Club business requiring a vote. Items brought forth before the Club for a vote will pass with a “yes” votes from two thirds (2/3) of the quorum.

Section 4.4 Robert's Rules of Order shall be used to resolve any conduct of meeting questions or concerns. The order of business for all meetings may include the following:

- Call to order
- Introduction of any schedule guest speakers
- Time for networking activities
- Recognition of new members and guests
- Status of the minutes of the previous meeting
- Reading of the Treasurer's report
- Old business
- New business
- Beekeeping to dos
- At the annual Board Election Meeting, election of new Club Board of Directors and Officers
- Adjournment

ARTICLE V: BOARD OF DIRECTORS

Section 5.1 The Board of Directors shall comprise of the Officers of the Club. The Officers of the Club shall include President, Vice President, Secretary, Treasurer, and Webpage and Social Media Manager. The Officers are elected by the members of the Club *from the eligible voting members of the Club* at the annual Board Election Meeting in December.

All Officers of the Club are elected for one-year terms.

In addition, the immediate past President and other Club members may be invited to serve as advisors (Members-at-Large) for the Board of Directors.

Section 5.2 Any one or more of the Board of Directors may be removed with or without cause

at any time by affirmative vote of a majority of the members entitled to vote in elections of the Board of Directors.

Section 5.3 Any Director may resign at any time upon written notice to the Club. Such resignation shall take effect at the time specified and no acceptance shall be necessary to make it effective.

ARTICLE VI: DUTIES OF BOARD OF DIRECTORS

Section 6.1 The Board of Directors shall direct/facilitate the business and affairs/activities of the Club and propose the rules and regulations governing these activities.

Section 6.2 Special meetings of the Board of Directors may be held at the discretion of any member of the Board.

Section 6.3 A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board. Members of the Board of Directors may also vote on issues before the Board in writing by email.

Section 6.4 No Director, Officer, or member of the Club shall receive any salary or compensation for services rendered to the Club, unless approved by vote of an quorum of the members of the Club.

ARTICLE VII: DUTIES OF OFFICERS

Section 7.1 All Officer shall:

- Have the ability to call special meetings as needed.

Section 7.2 The President shall:

- Preside over all meetings of the Club and of the Board of Directors;
- Call special meetings when required;
- Perform all acts and duties of an executive and presiding officer;
- Appoint committees as needed to perform special functions (i.e., program, membership, budget, audit, nominating, or public relations committees), consisting of at least two members;
- Pay for any Club approved expenses; and
- Have the authority to spend up to \$150 in Club funds for any transactions of a good and substantiated reason.

Section 7.3 The Vice President shall:

- Perform all the duties of the President, or any Board member, when the President, or other member, is absent or at the request of the President;
- Aide and assist in implementation of Club program and activities;
- Keep a record of all property and equipment owned by the Club;
- Pay for any Club approved expenses; and

- Have the authority to spend up to \$150 in Club funds for any transactions of a good and substantiated reason.

Section 7.4 The Secretary shall:

- Keep written records of all Club and Board of Directors' meetings;
- In cooperation with the Treasurer, maintain a complete list of paid members, their names, addresses, phone numbers and email addresses;

Section 7.5 The Treasurer shall:

- Keep full and accurate account of all Club financial transactions (i.e. debts, receipts, invoices, checks, etc.) in books belonging to the Club, and deliver such books to the voted incoming Treasurer;
- Maintain savings and/or checking accounts in the name of the Club and receive and disburse funds in these accounts;
- Sign as Treasurer checks and other financial transactions of the Club;
- Pay all recurring bills;
- In cooperation with the Secretary, maintain a complete list of paid members, their names, addresses, phone numbers, and email addresses; and
- Maintain the tax exempt status of the Club, per IRS requirements.

Section 7.6 The Webpage and Social Media Manager shall:

- Update, coordinate, and manage the content of the Club website and Facebook page;
- Manage the membership list of the Club listserv (emaildodo/email reflector);
- Announce regular monthly meetings and special activities to the members by either email and/or Club website and Facebook page; and
- Assist/coordinate the documentation of club activities and events, such as outreach activities, field days, etc.

ARTICLE VIII: General Provisions

Section 9.1 These Bylaws may be amended at any meeting of the Club provided:

- The proposed Amendment is provided by email to all paid members and to the paid members at the regularly scheduled meeting prior to the meeting at which the proposed Amendment will be voted on;
- Any proposed amendment can be posed at one meeting and will be voted on at the following regular meeting; and
- The proposed Amendment will pass with "yes" votes from two thirds (2/3) of the paid members present, as long as the quorum is met (ten percent or fifteen members, whichever is less).

Section 9.2 The WCBA seal (logo) shall be comprised of seven connected hexagons. In the center, three hexagons are connected vertically, and from top to bottom contain the Maryland State Flag, an Image of a Bee, and an image of the Washington County Flag. To the left of center are two connected hexagons containing, in the top hexagon, the capital letter "W" and

then the bottom hexagon contains the capital letter "B". To the right of center are two connected hexagons containing, in the top hexagon, the capital letter "C". The bottom hexagon contains the capital letter "A". Changing of the seal can be proposed by any Club members and voted on by the membership, at any time.

Section 9.3 Upon dissolution of the WCBA, all remaining assets will be used exclusively for educational purposes.

Approved and Adopted at the July 6, 2017 WCBA Meeting.