

**MOUNTAIN EMPIRE BEEKEEPERS' ASSOCIATION**  
**CONSTITUTION & BYLAWS**

**ARTICLE I: NAME**

Section I:

This organization shall be known as the Mountain Empire Beekeepers' Association.

**ARTICLE II: PURPOSE AND OBJECTIVES**

Section I:

The purpose of the Mountain Empire Beekeeper's Association shall be to increase knowledge of and promote apiculture.

Section II:

The objectives of this organization are to promote and support:

1. an understanding of and solutions to the common apiculture problems of the Association members;
2. apiculture education and the use of more productive methods of beekeeping;
3. the development of both the scientific and practical aspects of apiculture;
4. good relations with other organizations which share a common interest in apiculture;

**ARTICLE III: MEMBERSHIP**

Section I:

Any person interested in or actively engaged in beekeeping is eligible for membership in the Mountain Empire Beekeepers' Association.

Any individual, or a family, may join the Association by paying a single membership fee.

Section II:

Each single membership fee will entitle that individual or family to one vote.

## **ARTICLE IV: OFFICERS**

### **Section I:**

The officers of the Association shall be a President, Vice President, Secretary, and Treasurer.

### **Section II:**

All officers shall be elected annually by a majority vote, when a quorum of members is present at the November meeting. The officers will hold office for one year beginning January 1 and ending December 31.

### **Section III:**

The President, and Vice President may serve no more than two successive terms. The Secretary, and Treasurer may be reelected without limitation, subject to their willingness to serve.

### **Section IV:**

The Vice President shall perform all duties of the President in his/her absence or during the remainder of the President's term if there is a vacancy in the position.

### **Section V:**

In the event that a vacancy occurs in the positions of Vice President, Secretary or Treasurer, the President shall appoint a member of the Association to serve in the respective office for the remainder of the term.

### **Section VI:**

Only voting members may serve as officers of the Association, as the Association's delegates to other organizations or as chairman of any select committees.

## **ARTICLE V: COMMITTEES**

### **Section I:**

The Executive Committee shall consist of the elected or appointed officers of the Association (President, Vice President, Secretary, Treasurer) as well as the immediate past President. The Executive Committee shall have authority to transact business on behalf of the Association when meetings are not in session.

### **Section II:**

A Nomination Committee consisting of at least 3 members of the Association shall be appointed annually by the President. The Nominating Committee shall nominate and present a slate of officers at the November meeting each year. Other names may be submitted from the membership at the time of the election.

### **Section III:**

Special committees may be appointed by the President at any time.

## **ARTICLE VI: MEETINGS**

### **Section I:**

Meetings will be held at a time and place designated by the President. In addition, special meetings, special events, or workshops may be held at any time at the discretion of the Executive Committee.

### **Section II:**

The Constitution of Mountain Empire Beekeeper' Association shall be followed in conducting meetings; however in areas that the Constitution does not apply, then the meeting shall be conducted in accordance with Robert's Rules of Order.

### **Section III:**

Notice of each meeting, special events, or workshops shall be mailed to each paid member of the Association prior to the date of the gathering.

## **ARTICLE VII: QUORUM**

### **Section I:**

Twenty voting members shall constitute a quorum for the transaction of business at any regular meeting. Three members of the Executive Committee shall constitute a quorum for the transaction of committee business.

## **ARTICLE VIII: AMENDMENTS**

### **Section I:**

When a quorum of members is present at a meeting, any Article or any Section of any Article of the Constitution may be amended by a majority vote of all voting members present. Proposed changes (in writing) must be submitted to the Executive Committee for their action. The Executive Committee will provide written notice and a copy of the proposed amendments to each member of the Association at least 30 days prior to the November meeting.

## **ARTICLE IX: BYLAWS**

### **Section I:**

Items not covered in the Constitution shall be provided for in the Bylaws.

## **BYLAWS**

### **ARTICLE I: DUTIES OF OFFICERS**

#### **Section I:**

The President is the Chief Executive Officer of the Association and shall:

1. preside at all business meetings of the Association and the Executive Committee using regular parliamentary procedure and Robert's Rules of Order;
2. call special meetings of the Association with concurrence of the Executive Committee;
3. call all meetings of the Executive Committee;
4. appoint all standing and special committees as are deemed necessary to carry out the purpose and objectives of the Association unless specifically designated otherwise in the Constitution and Bylaws;
5. be authorized to make deposits and disburse all monies of the Association should the Treasurer be unable to perform these duties;
6. perform all other duties commonly incident to the office and not contrary to the Constitution and Bylaws.

#### **Section II:**

The Vice President shall:

1. perform the duties of the President in his/her absence, or upon the President's request;
2. perform other duties as directed by the President;
3. serve as an active member of the Executive Committee;

#### **Section III:**

The Secretary shall:

1. record the minutes and proceedings of the Association at each membership and Executive committee meeting;
2. distribute minutes to the Officers of the Association and post on the Association web page;
3. assist Officers of the Association as necessary in the performance of their duties;
4. preserve the minutes of each meeting, any documents, records, correspondence, transactions, and other appropriate material of the Association;
5. notify members of meetings and special events, and other duties as may be assigned.
6. maintain, construct, upgrade the Association web page.

Section IV:

The Treasurer shall:

1. maintain the financial records of the Association;
2. maintain an up-to-date list of paid memberships which shall be made visible To the Executive Committee members;
3. keep an accurate record of all receipts and disbursements of the Association;
4. receive membership dues and all other funds for the Association and make disbursements as appropriate;
5. deposit all funds of the Association in such bank or banks, savings institutions or other financial establishments as appropriate;
6. make necessary arrangements for the President to be authorized to make deposits and disbursements of the Association if the Treasurer is unable to perform those duties;
7. present an annual Treasurer's report to the membership at the annual business meeting in November;
8. perform all other duties commonly incident to this office;
9. shall not accept any invoice for payment in excess of \$50.00 which has not previously been approved by the President.

**ARTICLE II: DUES**

Section I:

The annual dues for membership in this Association shall be set by the Executive Committee and submitted to the voting members for approval. Changes will become effective the following year.

Section II:

Annual dues are due at the beginning of the fiscal year which is January 1 through December 31.

**ARTICLE III: AFFILIATED ORGANIZATIONS**

Section I:

The Mountain Empire Beekeepers' Association may associate itself with any regional or national Beekeeping Association by approval of the Executive Committee and subsequent approval by a majority vote of voting members when a quorum is present at a regularly scheduled meeting.

## **ARTICLE IV: AMENDMENTS**

### **Section I:**

When a quorum of members is present at a meeting, any Article or any Section of the Article of the Bylaws may be amended by a majority vote of the voting members present. Proposed changes (in writing) must be submitted to the Executive Committee for their action. The Executive Committee will provide written notice and a copy of the proposed amendments to each member of the Association at least 30 days prior to the meeting at which action may take place.

## **ARTICLE V: REPEALING CLAUSE**

### **Section I:**

Upon acceptance by a majority vote of the members at a meeting at which a quorum is present, this Constitution and Bylaws shall supersede all previous Constitutions and Bylaws.