

# **The Constitution and By-Laws of the Henderson County, North Carolina Beekeepers Association 2022**

## **Article I Name**

**Section 1: Name:** The name of this organization shall be Henderson County Beekeepers Association (HCBA) a unit of the North Carolina State Beekeepers Association (NCSBA).

## **Article II Purpose**

**Section 1:** This chapter shall be a non-profit organization formed exclusively for its members relating to honeybees and beekeeping for the benefit of the members and the general public.

**Section 2:** The objectives shall be to encourage best management methods among county and state beekeepers to promote cooperation, to reach common understanding for beekeeping challenges and solutions, to maintain friendly and helpful relations with those who are working to better the beekeeping experience, to foster closer cooperation among chaptermembers, and to do such things as will tend to improve purposes exclusively for its members and the general public relating to honey bees and beekeeping.

**Section 3:** Should this chapter undergo dissolution; its assets will be distributed to charitable organizations by the last formally elected officers of the HCBA.

## **Article III Members**

**Section 1:** Anyone interested in beekeeping and the beekeeping industry may join the chapter upon payment of regular annual dues. All paid members shall have the right to vote.

## **Article IV**

### **Officers/Directors**

**Section 1: Officers:** The officers of the chapter shall be: President, Vice-President, Secretary and Treasurer who shall be elected to a two year term by a majority vote of the members present at the regular November meeting of the chapter.

**Section 2: Directors:** Four directors shall be elected to a two year term by a majority vote of the members present at the regular November meeting of the chapter.

**Section 3:** The officers and directors shall constitute the Executive Committee of the HCBA. The immediate past president of the HCBA and a Henderson County Cooperative Extension Service staff member shall serve as ex-officio members of the Executive Committee.

**Section 4:** Officers and Directors may not serve in their particular office for more than two consecutive terms. Vacancies may be filled by appointment of the President to serve out the original term. The appointee may serve 2 additional terms following the fulfilled term. No person shall be elected or appointed for any office without his or her consent.

## **Article V**

### **Dues, State Association, Membership Categories**

**Section 1: Dues:** The Executive Committee shall review HCBA dues annually during the mid-year meeting with the dues amount either affirmed or changed for the coming year depending on program initiatives and budget realities. Memberships and renewals are payable to the HCBA in a timely manner for the coming year. Any person who has been dropped from active membership for nonpayment of dues may be restored to active membership by payment of the current year's dues.

**Section 2: State Association:** Members of the chapter may become members of the North Carolina State Beekeepers Association by paying the state dues directly to the NCSBA.

**Section 3:** NCSBA Life members and Honorary Members are excused from payment of county chapter dues and have the same rights and privileges afforded them by the NCSBA as stated in the Constitution and By-Laws of the State Association. North Carolina State Permanent paid members and Commercial members shall pay regular annual dues to the local chapter to hold membership in the HCBA.

## **Article VI Meetings**

**Section 1:** There shall be regular monthly meetings, except for December or for other activities such as the annual bee school. Special meetings may be called by the Executive Committee.

## **Article VII Committees**

**Section 1: Executive Committee:** The Executive Committee shall consist of all the elected officers and directors of the chapter and shall have the authority to transact business on behalf of the chapter when it is not in session.

**Section 2: Nominating Committee:** The President shall appoint three members to a Nominating Committee who shall select and nominate a slate of officers and directors for consideration by the membership. Other names may be submitted from the membership at large at the time of election of officers and directors.

**Section 3: Special Committees:** Special Committees or Standing Committees may be appointed by the President to serve as directed by the President.

## **Article VIII Quorum**

**Section 1:** Twenty voting members shall constitute a quorum for the transaction of business at any regular meeting. Five shall constitute a quorum of the Executive Committee.

## **Article IX**

### **Duties of Officers and Directors**

**Section 1: President:** The President shall preside at all meetings of the chapter using regular parliamentary usage and Robert's Rules of Order. The President shall appoint special committees as deemed necessary, fill vacancies of directors and officers, and perform other duties as the chapter may direct. The President shall be authorized to make deposits and disburse monies; should the Treasurer be unable to perform those duties.

**Section 2: Vice-President:** The Vice-President shall perform the duties of the President in his or her absence, or upon the President's request. The Vice-President shall serve as the program chairman, responsible for making arrangements for programs, securing the speakers, and securing a meeting place for meetings.

**Section 3: Secretary:** The Secretary shall keep an accurate record of meeting minutes and all transactions of the chapter. The Secretary shall conduct such correspondence as necessary; assist with any special committee or standing committee as determined by the Executive Committee or the President, and serve as historian/archivist of chapter activities.

**Section 4: Treasurer:** The Treasurer shall collect annual dues from members and notify those members after December 31 delinquent in paying of dues. The Treasurer shall be custodian of all monies received by the chapter and keep full and accurate records, showing the receipts and disbursements of all monies. The Treasurer shall close the chapter's books at the end of the fiscal year and make a complete report on the membership and financial standings of the chapter at that time. He/she shall see that the President is authorized by the bank holding the chapter's account to make deposits and disburse monies if the Treasurer is unable to perform these duties. The Treasurer shall work closely with the designated Director to maintain an active roll of the membership. He/she shall present all records and books to an audit committee or accountant for examination and audit within two months after the end of the fiscal year. He/she shall, at the end of his/her term, have all records and books audited and shall deliver them to his or her successor, including papers, monies, and all other property of the chapter which may be in his/her possession.

**Section 5: Directors:** The four Directors shall serve on the Executive Committee. Two directors are elected each November for two year terms. Each director shall co-chair a committee with an elected officer on one of four standing committees: Finance and Membership, Internal Communications, External Communications and Resources. Directors may serve only two consecutive two year terms.

**Article X**  
**Affiliated Organizations**

**Section 1:** The HCBA shall be affiliated with the NCSBA and sustain cooperative relationships with other entities to promote the mission and objectives of the chapter.

**Article XI**  
**Amendments**

**Section 1:** Any article or any section of any article may be amended during any regular meeting by a two-thirds vote of all members present provided the proposed amendments have been presented to the Executive Committee for their recommendations and have been presented in writing or by e-mail to the entire membership at least 30 days before being presented to the membership for vote.

**Article XII**  
**Repealing Clause**

**Section 1:** Upon acceptance by vote of the chapter membership, this Constitution and By-Laws supersedes all previous Constitution and By-Laws. The amendments to this Constitution and By-Laws were read and adopted by a two-thirds majority vote of all members present at a regular meeting held November 2018 in Hendersonville, North Carolina.