

The Constitution and Bylaws of the Reelfoot Beekeepers' Association

ARTICLE I - Name

The name of this organization shall be: REELFOOT BEEKEEPER'S ASSOCIATION

ARTICLE 2 - Objectives

The objectives of the Reelfoot Beekeeper's Association (RBA) shall be:

1. To maintain an effective organization of beekeepers and those interested in beekeeping.
2. To identify issues of interest to beekeepers and to address those issues, especially those issues which affect beekeepers in the Reelfoot Lake Area of Tennessee.
3. To encourage better methods among the beekeepers of the county, state and nation, in promoting cooperation in reaching a common understanding regarding our problems and their solutions.
4. To maintain cooperative relationships with others in the U.S. and other countries who are working to better the beekeeping industry and to assure adequate populations of honeybees in counties surrounding Reelfoot Lake.
5. To inform the public of the importance of honeybees in the production of fruits, vegetables, and seeds and hive products.
6. To better the beekeeping industry and to develop markets for beekeeping products in the Reelfoot Lake area.
7. To foster among members in the RBA such things as will tend to improve purposes for its members and the general public relating to honey bees and the beekeeping industry.
8. To encourage and teach youth in the art of beekeeping.

Should the RBA disband, its assets shall be distributed only to related charitable purposes or to another established Beekeeping Association located within the state of Tennessee.

ARTICLE 3 - Members

Section 1 – Membership: Any person interested in beekeeping and the beekeeping industry may become an active member of the RBA upon payment of the regular annual dues.

Section 2 – Membership Privileges: All active members gain the following privileges:

- All active members receive a Reelfoot Beekeeper's Association membership card
- All active members shall be eligible to vote
- All active members shall be placed on the RBA mailing lists
- All active members receive the RBA quarterly newsletters and other correspondence
- All active members are eligible for discounted RBA apparel and other merchandise
- All active members receive free admission to RBA sponsored events
- All active members are eligible to occupy Executive Committee positions

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ARTICLE 4 – Executive Officers

The Executive Committee officers of the Reelfoot Beekeeper's Association shall be: Chairman, Vice-Chairman, Secretary, Treasurer, and three Directors.

All officers shall be elected bi-annually (even numbered years) at the November meeting in accordance with the definitions of quorum and majority vote. They will hold office for two years. In case of a vacancy, the Chairman and the Executive Committee may appoint a director to serve during the remainder of the term.

No person shall be elected for any office without consenting to be nominated.

Section 1 – Executive Chairman: The Chairman will preside at all meetings of the Association using regular parliamentary procedures. This officer will appoint special committees as are deemed necessary and perform such other duties as the RBA may direct. The Chairman shall be authorized to make deposits and disburse monies should the Treasurer be unable to perform these duties. At the end of the Chairman's term of office, the Chairman shall direct that such authorization is removed from RBA accounts.

Section 2 - Executive Vice-Chairman: It will be the duty of the Executive Vice-Chairman to perform the duties of the Chairman in his absence, or upon the Chairman's request. If the Executive Vice-Chairman is unable to perform this duty in the absence of the Chairman, then the Executive Vice-Chairman may appoint any member of the Executive Committee to act in his or her stead. The Vice-Chairman shall make the necessary arrangements for the monthly programs, speakers and meeting space. Meeting arrangements and program topics shall be made available to the membership.

Section 3 - Secretary: The Secretary will keep the minutes of all meetings of the RBA, the Executive Committee and notify all committees of their appointments. The Secretary will have charge of all papers and documents of the RBA.

This officer will serve as an official liaison between the RBA and those other agencies, including all levels of government agencies, business concerns and the various associations and groups whose actions or interests may coincide with the interests and activities of the RBA as deemed by the Board or Executive Committee.

The Secretary shall keep an accurate record of all regular meetings and make those minutes available to all members either via printed hardcopy or an e-mail. Minutes of a regular meeting shall be approved by the membership at the next monthly meeting. The Secretary shall keep minutes of the Executive Committee meetings. The Secretary shall conduct such correspondence as may be necessary and shall transact such other business as the RBA may direct. At the end of the term of office, all records, papers and property of the Association in possession of the Secretary shall be delivered to the successor.

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Section 4 - Treasurer: The Treasurer shall collect the annual dues from the members and notify any members after January 20th of each year who are delinquent in payment of dues. The Treasurer will collect the annual dues and be the custodian of all monies received by the RBA, and keep full and accurate books showing receipts and disbursements of all monies. If necessary, the treasurer will file any necessary information to the Internal Revenue Service and the appropriate State of Tennessee departments.

The Treasurer shall see that the Chairman is authorized to make deposits and disburse money relevant to the financial business of the RBA in the absence of the Treasurer.

Treasurer shall close the books and present all records to the Directors for auditing before the January meeting each year so that a report may be given to the membership. The Treasurer will make an annual membership and financial report to be presented at the Annual Meeting. The Chairman will designate a person who is also authorized to make deposits and disburse monies if the Treasurer is unable to perform these duties. He will have all records and books audited and will deliver them to his or her successor, including papers, monies, and all other property of the RBA.

At the end of the term of office, the Treasurer shall have the records and books audited by the Audit Committee and shall deliver to the successor the audited records, monies, account information, papers and any other property of the RBA. The outgoing Treasurer shall be removed from the RBA accounts at this time and replaced by the incoming Treasurer.

ARTICLE 5 - Board of Directors

The Board of Directors will consist of the Executive Committee and all duly elected Directors. The Board of Directors is the governing body of this Association and, as such, is empowered to conduct the business of the RBA (i.e., revise annual dues based on budget needs) with the exception of that business that may be transacted only by the RBA general membership. Each director or officer will present any and all matters to the Board of Directors for their consideration and action. This directive does not limit the inherent right of any voting member of the RBA to bring matters forward to the Board of Directors.

ARTICLE 6 - Appointed Positions

Section 1 – Asset Manager: A member may be appointed by the Chairman with the approval of the Executive Committee to store, maintain and keep a record of the equipment and colonies of honey bees owned by the RBA. This position shall be held for two years or until the Asset Manager resigns or gives up membership in the RBA. The Asset Manager shall make recommendations regarding equipment needs and give frequent reports on the status and location of the any equipment and/or colonies of honey bees owned by the RBA. The Asset Manager must be an individual having at least two years of beekeeping experience. A new Asset Manager, if necessary, may be appointed at any time by the Chairman with the approval of the Executive Committee. The Asset Manager will sit on the Executive Board and have voting privileges.

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Section 2 – Historian: A member may be appointed by the Chairman with the approval of the Executive Committee to keep track of historical records, photographs, scrapbooks and items of interest to the RBA. These items shall be made available at appropriate RBA functions. This position will be held until the Historian resigns or gives up membership in the RBA. A new Historian, if necessary, may be appointed at any time by the Chairman with the approval of the Executive Committee. The Historian will sit on the Executive Board and have voting privileges.

Section 3 – Public Relations Manager: A member may be appointed by the Chairman with the approval of the Executive Committee to increase public awareness by keeping the RBA website, social media, public calendars updated, manage advertisements such as fliers, posters and business cards, manage advertisement in newspapers and magazines, as well as speak on behalf of the RBA to the public as needed. This position will be held for two years or until the Public Relations Manager resigns or gives up membership in the RBA. A new Public Relations Manager, if necessary, may be appointed at any time by the Chairman with the approval of the Executive Committee. The Public Relations Manager will sit on the Executive Board and have voting privileges.

Section 4 – Education Officer: A member may be appointed by the Chairman with the approval of the Executive Committee to arrange, schedule and coordinate opportunities to educate the public about honey bees and the beekeeping industry. Such forums may include, but not limited to schools (both public and private), county fairs or classes offered by the RBA. This position will be held for two years or until the Public Relations Manager resigns or gives up membership in the RBA. A new Public Relations Manager, if necessary, may be appointed at any time by the Chairman with the approval of the Executive Committee. The Public Relations Manager will sit on the Executive Board and have voting privileges.

ARTICLE 7 - Dues

Section 1 – Term: The membership year begins in January and will continue for the term the each member has selected and paid (12 months, 24 months, or 36 months). Dues must be paid by all members within 30 days following the end of the term of membership to ensure continuous service. Dues paid prior to expiration of membership will extend the current term for the appropriate number of months.

Section 2 – Discounts: The membership fee shall be set with an annual base rate that is discounted 20% for each additional prepaid year up to 10 years.

*EXAMPLE: If the annual membership dues are \$12, two years of membership costs \$19.20.
Three years would cost \$28.80*

Section 3 – Prorated Dues: The first year may be prorated for new members joining later than January. Prorated membership fees shall not be more than half the price for new of the year.

EXAMPLE: If the annual membership dues are \$12 per year, a new member joining in March would pay prorated dues of \$10. The dues for a new member joining in August would be in the amount of \$6.

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Section 4 – Unpaid Dues: A person who has been dropped from the roll of membership for nonpayment of dues, may be restored to active membership by paying the current amount of dues and membership will begin when the Treasurer receives that payment.

Section 5 – Modification of Dues: Any change in the annual dues for the RBA will be recommended by the Executive Committee and shall be made known to all members via the newsletter and announcements during meetings. The results will become effective the first day of the next membership year. Dues will be for the membership year in which they are paid. Prepaid dues will not be affected.

Should the RBA disband, its assets shall be distributed only to related charitable purposes or to another established Beekeeping Association located within the state of Tennessee.

ARTICLE 8 - Meetings

Section 1 – Monthly Meetings: In order to fulfill the objectives of the RBA, most meetings are scheduled for the third Tuesday of each month.

Section 2 – Special Meetings: Meetings or activities occurring other than the third Tuesday of each month shall be posted on the yearly calendar and announced. Notice of all meetings and activities shall be given by the Vice-Chairman through email to each member of the Association or otherwise adequately advertised. The Secretary shall assist as needed with notifications.

Section 3 – Executive Committee Meetings: Meetings of the Executive Committee will be called by the Chairman, or at the request of three executive committee members. Notice of such meeting will be given five (5) days in advance and will state the purpose of the meeting. Only those purposes identified in the notice may be addressed in the executive committee meetings.

ARTICLE 9 - Committees

SECTION 1 - The Executive Committee: The Executive Committee shall consist of all the elected officers of the RBA, namely: Chairman, Vice-Chairman, Secretary, Treasurer, the immediate past Chairman who shall be an ex-officio member, the appointed Asset Manager, the appointed Historian, the appointed Public Relations Manager and the Education Officer.

The Executive Committee shall have authority to transact business on behalf of the RBA. Executive Committee meetings shall be called by the Chairman to facilitate the plans and objectives of the RBA. Any member of the Executive Committee may have topics placed on the agenda one week prior to the meeting.

Secretary, or a designated person, shall keep the minutes of the Executive Committee meetings and provide them to each Executive Committee member. Minutes shall be made available to any RBA member upon request.

SECTION 2 – The Auditing Committee: The Auditing Committee shall consist of the three members selected by the Executive Committee whose duty shall be to examine and audit the books of the Treasurer and report their findings and recommendations at the January meeting.

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SECTION 3 - The Nominating Committee: The Nominating Committee shall consist of three members appointed by the Chairman whose duty shall be to nominate officers, obtain permission of nominees, and present the slate of officers for the November meeting. Other names may be submitted from the membership at large at the time of election of officers.

SECTION 4 - Special Committees: Special Committees may be appointed by the Chairman. A Special Committee shall consist of at least three members whose duty shall be to serve as directed by the Chairman. A Special Committee is not designed to be a permanent committee of the RBA.

ARTICLE 10 - Quorum

Twenty percent (20%) of active members shall constitute a quorum for the election of officers and the transaction of business at any regular meeting. Five members shall constitute a quorum of the Executive Committee. A majority vote of said quorums shall be required in both instances.

ARTICLE 11 – Amendments

Any article or any section of any article of the Constitution and Bylaws may be amended at any regular meeting by a two-thirds (2/3) vote of all members present and 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 the vote at a regular monthly meeting.

ARTICLE 12 - Repeal Clause

Upon acceptance by vote of the Reelfoot Beekeeper's Association, this Constitution and Bylaws supersedes all previous Constitutions and Bylaws. This Constitution and Bylaws was read and adopted by a two-thirds (2/3) majority vote of all members present at a regular meeting held on May 00, 2014.

Carey Morris, Founder/Chairman

Secretary

REV. August 2014