

# Boone Regional Beekeepers Association

## By-Laws

### ARTICLE ONE: PURPOSE/MISSION STATEMENT

The Boone Regional Beekeepers Association is organized to exclusively educate and promote responsible beekeeping by increasing knowledge of apiculture and its benefits to plants and for the production of honey, pollen, propolis, and other hive products to all interested persons.

### ARTICLE TWO: DEFINITIONS

1. Boone Regional Beekeepers Association (a Missouri, not for profit, unincorporated, public benefit organization, as allowed under section 501(c)(3) of the Internal Revenue Code) shall hereinafter be referred to as BRBA.
2. Missouri State Beekeepers Association shall hereinafter be referred to as MSBA.

### ARTICLE THREE: BRBA BASIC POLICIES

1. The BRBA shall be noncommercial, non-sectarian and nonpartisan.
2. The BRBA shall work with other organizations to promote the beekeeping industry and shall seek to participate in the decision-making process establishing beekeeping policy for the betterment of all beekeepers, horticulturalists, and agronomists.
3. The operating costs of the BRBA shall be met through contributions and dues by members.
4. No part of the revenue of the BRBA shall inure to the benefit of, or be distributable to its members, directors, and officers or other private persons, except that the BRBA shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in the furtherance of the purposes set forth in ARTICLE ONE.
5. The BRBA shall keep permanent records of: minutes of meetings, bank accounts, and membership.
6. Upon the dissolution of this organization, after paying or adequately providing for debts and obligations of the BRBA, the remaining assets shall be distributed to the MSBA (an exempt organization as allowed under section 501(c)(3) of the Internal Revenue Code).

### ARTICLE FOUR: MEMBERSHIP

1. Anyone interested in apiculture may be a member of the BRBA by payment of the annual dues, or by waiver of such dues as an honorary member.
  2. All dues-paying members shall have equal voting rights; one vote per member and be eligible for election to officer positions. There shall be no voting by proxy.
  3. The BRBA may, by simple majority vote of dues-paying members-in-good-standing, elect honorary members who may have the privilege of the floor, but no vote. Children under the age of 14 shall be considered honorary members but may pay to become individual dues-paying members with voting rights.
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#### **ARTICLE FIVE: DUES**

1. The fiscal year of the BRBA will begin on January 1<sup>st</sup> and end on December 31<sup>st</sup> of each year.
2. The Executive Committee shall establish the amount for annual dues for membership.
3. All memberships shall be on an individual basis.
4. The period of membership shall be 1 year from the date that dues payment is received is received from the member.

#### **ARTICLE SIX: MEETINGS OF THE MEMBERSHIP**

1. Regular meetings of the membership will usually be held on the third Sunday of the month (except December), at a time and place designated by the Executive Committee. The Executive Committee may cancel or reschedule a regular meeting if scheduling conflicts arise.
2. Additional meetings of the membership may be called at other times at the discretion of the Executive Committee.
3. Notification of the time and place of all membership meetings shall be sent to members via email or shall be posted on the BRBA website. Notification will be made to members a minimum of 3 calendar days in advance of the meeting date.
4. Twenty dues-paying members or 50% of the total dues-paying membership, whichever is less, shall constitute a meeting quorum for any membership meeting. Motions properly presented will require a simple majority of the meeting quorum for passage.

#### **ARTICLE SEVEN: OFFICERS**

1. The officers of the BRBA shall be: president, vice president, secretary, and treasurer.
2. The officers shall be elected by the dues-paying membership of BRBA for a term of one year. Each officer shall serve until their successor has been duly elected.
3. Officers shall receive no compensation for carrying out their duties as officers. Provided however, the Executive Committee may adopt policies providing for reasonable reimbursement of officers for expenses incurred by carrying out their duties.

#### **ARTICLE EIGHT: DUTIES OF THE OFFICERS**

1. The President shall preside at all meetings of the Executive Committee and the general membership; shall perform all duties commonly incident to the office; in the case of an emergency, the President can appoint a temporary replacement for any position; and such duties as may be assigned by the membership.
  2. The Vice-President, in the absence of the President, shall perform the duties of the President; and shall assume the Presidency if the office of the President becomes vacant.
  3. The Secretary shall be custodian of all BRBA records other than records kept by the Treasurer; shall keep the minutes of all meetings; and shall perform such duties as may be prescribed by the President or the membership.
  4. The Treasurer shall be responsible for the funds of the BRBA; shall receive all monies due to the BRBA and shall deposit said funds in the accounts designated by the Executive Committee; shall maintain a list of all BRBA membership, including names, addresses, phone numbers and e-mails; shall maintain a record of all receipts and distributions; make a report of the accounts at the membership meetings; and shall arrange for a periodic internal audit of the accounts and provide a report to the Executive Committee and membership. The audit shall be conducted by an audit committee established at a regular meeting consisting of a minimum of two members, who were not officers during the period of time being audited.
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**ARTICLE NINE: DUTIES OF THE EXECUTIVE COMMITTEE**

1. The Executive Committee shall be comprised of all the officers.
2. All organizational powers shall be exercised by or under the authority of the Executive Committee, except as otherwise provided by law.
3. The Executive Committee shall receive recommendations from members, draft policy and oversee the finances of the BRBA.
4. The Executive Committee may recommend the removal of any officer who has violated the duties of their office, according to these bylaws. Their removal subject to confirmation by the membership. A motion to remove an individual from office may also be made from the floor at any meeting.

**ARTICLE TEN: ELECTIONS**

1. Officers shall be elected (as the last order of business) at the regular membership meeting in November. Immediately upon being elected, newly elected officers shall assume the duties of their respective office, with the exception of the Treasurer who shall remain as the treasurer until such time that all accounts have been transferred to the newly elected treasurer. Transfer of accounts shall be accomplished no later than December 31 of the year of the election.
2. In the event of a permanent vacancy of one of the offices, an election will be held at the next regular membership meeting to fill that vacancy.

**ARTICLE ELEVEN: BY-LAW REVISION**

1. These by-laws may be amended by notifying all members prior to the meeting in which they are to be voted upon.
2. Amendments of the by-laws become permanent by a simple majority vote of those present

**ARTICLE TWELVE: AWARDS**

1. Special awards may be given at the discretion of the Executive Committee.
2. Awards having a monetary value shall be approved by the membership.

**ARTICLE THIRTEEN: PARLIAMENTARY RULES**

1. Robert’s Rules of Order shall govern all parliamentary matters not covered by these by-laws.

These By-Laws constitute the Articles of Organization for the Boone Regional Beekeepers Association and were approved by the BRBA membership at a regular membership meeting occurring \_\_\_\_\_, 2018.

In witness hereunto, the current officers have subscribed our names:

\_\_\_\_\_, , President

\_\_\_\_\_, , Vice President

\_\_\_\_\_, , Secretary

\_\_\_\_\_, , Treasurer

