

The Constitution and By-Laws of
The Johnston County Beekeepers Association

ARTICLE 1

Johnston County Beekeepers Association

SECTION 1: NAME: The name of this organization shall be Johnston County Beekeepers Association (JCBA).

ARTICLE 2

Objectives

SECTION 1: OBJECTIVES: The objectives of this organization shall be:

A. Education: Teach and encourage better methods among beekeepers, to promote cooperation and sharing, to reach a common understanding regarding our problems and their solution, to maintain friendly and helpful relations with the NCSBA.

B. Charity: Do such things as will tend to improve purposes for its members and the general public relating to honey bees and the beekeeping industry.

C. Should this Chapter undergo dissolution; its assets will be donated to the Johnston County Agricultural Extension Center.

ARTICLE 3

Members

SECTION 1: MEMBERS: Anyone interested in beekeeping and the beekeeping industry may join upon payment of the annual dues. The right to vote shall be limited to members in good standing.

ARTICLE 4

Officers

SECTION 1: OFFICERS: The officers shall be: President, Vice-President, Secretary, Treasurer, Program Chairman, and Three (3) Directors (1 year, 2 year and a three year director [a new three year director being elected each year]). All officers shall be elected by a majority vote of the members present at the November meeting and hold office from

January through December of the next year, or until their successors are elected or appointed. In the case of a vacancy, the President may appoint a member to serve during the remainder of the term. No person shall be elected for any office without his or her consent.

ARTICLE 5

Dues: Local, State, and Life Memberships

SECTION 1: DUES: The board shall set dues for membership. The annual dues for the regular members of JCBA are currently \$10.00 for one member and \$15.00 for a family membership which includes all children under the age of 18 and the original member's spouse. Dues are subject to change. Dues are payable in advance to the treasurer and shall be due before January 1st to cover the up-coming year. All dues expire on December 31st. Any member who becomes delinquent in payment of dues after December 31st will be added to an in-active roster and after a period of four months shall cease to be a paid member. A person who has been dropped from the roll of membership for nonpayment of dues may be restored to active membership by paying current year dues.

SECTION 2: LIFE MEMBERSHIP: Life membership in JCBA may be given to a member who has contributed in some outstanding way to the aims and ideals and for meritorious service upon recommendation of the executive Committee and a majority vote of the members present at any regular meeting. Life members shall be excused from payment of dues. No member shall be given Life Membership merely for continuous membership or for the purpose of not paying dues.

ARTICLE 6

Meetings

SECTION 1: MEETINGS: There shall be regular meetings held monthly. Notice of each meeting shall be advertised. The time and place for each meeting shall be decided on by a majority vote of the members present at a regular meeting. If this is not possible, the Program Chairman is directed to make the necessary arrangement for said meeting.

ARTICLE 7

Committees

SECTION 1: COMMITTEES: The Executive Committee shall consist of all the elected officers, namely: President, Vice-President, Secretary, Treasurer, Program Chairman, Directors and the immediate Past President who shall be an ex-officio member. The

Executive Committee shall have authority to transact business on behalf of the members when it is not in session.

SECTION 2: The Auditing Committee shall consist of the Three Directors, and its duty will be to examine and audit the books of the Treasurer and make recommendations on their findings at the regular January meeting.

SECTION 3: The Nominating Committee (the Chairman appointed by the President) shall consist of three members appointed at August meeting, whose duties will be to nominate and present a slate of officers for the November meeting. Other names may be submitted from the membership at large at the time of the election.

SECTION 4: SPECIAL COMMITTEES: Such committees shall be appointed by the President and consist of a minimum of three members whose duty will be to serve as directed by the President.

ARTICLE 8

Quorum

SECTION 1: QUORUM: Those members present shall constitute a quorum for the transaction of business at any regular meeting. Two-thirds of the committee shall constitute a quorum for the Executive Committee.

ARTICLE 9

Duties of Officers

SECTION 1: PRESIDENT: The President shall preside at all meetings using parliamentary procedure and Robert's Rules of Order and shall appoint such special committees as are deemed necessary. The President's duties further include:

A. Fill vacancies of any office of the JCBA.

B. Prepare an agenda for monthly meetings and notify the general membership of the agenda and minutes (provided by the secretary) of the previous meeting 5 to 8 days prior to the following month's meeting.

C. Make deposits, disburse payments for club expenses, and have a treasurer report available to be presented at the monthly meetings should the Treasurer be unable to perform those duties.

D. The President's duties may also include other duties as directed by JCBA.

SECTION 2: VICE-PRESIDENT: It shall be the duty of the Vice President to perform those duties of the President in his or her absence, or upon the President's request. If the Vice President is unable to perform this duty in the absence of the President, then the Vice President may appoint any member to act in his or her stead. The Vice-President's duties include:

A. Be responsible for keeping the association membership list current and notifying any member who is not current with their yearly dues.

SECTION 3: SECRETARY: The Secretary shall record the minutes and the proceedings of the Chapter at each regular and/or called meeting and any special group activities. The Secretary's duties further include:

A. Assist the President and others in notifying the membership five to eight days prior to meetings.

B. Use the media to inform the general public in a timely manner of meetings and activities of special interest.

C. Maintain complete files of the minutes, Constitution and By-Laws and rules of policy.

D. Maintain files of all communications including both correspondence and publications.

E. In cooperation with the President, arrange for a substitute if it becomes necessary to be absent from the duties of Secretary.

F. At the end of the term of office, deliver all files, records, and property to the successor.

G. Provide the Executive Committee with a summary of meeting minutes not less than ten days prior to the following monthly meeting which will be distributed to association members for review.

SECTION 4: TREASURER: The Treasurer shall collect and receive all monies generated from membership dues, sales of goods, gifts, special activities or from any other source. Such monies shall be fully protected in a proper and timely method. The Treasurer will make prompt remittance to cover authorized invoices. (Authorization for expenditures results from the approved Budget or from special vote of the Executive Committee and/or a regular meeting.) The Treasurer's duties further include:

A. Maintain full and accurate records showing the receipts and disbursements of all monies.

B. Assist the Vice-President with distributing local membership cards and maintaining an accurate membership list.

C. Assist the Vice-President with notifying all members who are delinquent in payment of dues after December 31st and seek to restore their membership.

D. The books shall be closed prior to each regular January meeting and complete report on the financial standings given at that time.

E. Maintain a complete inventory of JCBA's properties, location, and estimated value. This inventory will be verified and updated each year at the time the financial books are closed for the fiscal year and a complete report given at the regular January meeting.

F. Serve as custodian of the properties, preserving all receipts, titles, and other documents as proof of ownership.

G. The books and records are subject to unannounced audits by the Audit Committee.

H. Deliver all books and documents to the successor at the end of term of office, having had them audited at this time.

SECTION 5: PROGRAM CHAIRMAN: The Program Chairman will assist in making the necessary arrangement for programs and secure speakers for same. When directed, he/she will secure a meeting place and make necessary arrangements for the regular meetings.

SECTION 6: DIRECTORS OF THE EXECUTIVE COMMITTEE: The executive committee board will consist of three persons each serving 3 year terms, one of whom will be elected each year. A Director should assist the treasurer with taking new membership applications and welcoming members at monthly meetings. This duty may be rotated among the Directors as they see fit.

[Note: Due to limited membership, some of these officer functions may be combined and served by one person, i.e. A Secretary/Treasurer may serve both functions, and the Vice-President may function as a V-P and Program Chairman. Also, consideration may be given to term limits to encourage new ideas and approaches, depending upon the size of the organization.]

ARTICLE 10
Amendments

SECTION 1: AMENDMENTS: Any article or any section of any article of this Constitution and By-Laws may be amended by any regular meeting by a two-thirds (2/3) vote of all members present, providing proposed amendments have been presented to the Executive Committee for their recommendations, and have been presented in writing to the entire membership at least 30 days before any regular meeting.

ARTICLE 11
Repealing Clause

SECTION 1: REPEALING CLAUSE: Upon acceptance by vote of JCBA this Constitution and By-Laws supersedes all previous Constitution and By-Laws.

SECTION 2: ADOPTION: This Constitution and By-Laws was read and adopted by a two-thirds (2/3) majority vote of all members present at the regular meeting held on Monday, May 15, 2017 in Johnston County. The changes will align the By-Laws with name change adopted by a two-thirds (2/3) majority vote of all members present at the regular meeting held on January 23, 2017 in Johnston County. The changes separate us financially from the North Carolina State Beekeepers Association. However, with regards to promoting the state-level association within our local association, this will continue. This includes the state meeting twice per year, participation in the state-level activities (such as honey sales at the NC State Fair), and state-level certifications.

Signatures:

Date:

President

Vice-President

Secretary

Treasurer

Witness (Extension Agent)