

# HEARTLAND BEEKEEPERS ASSOCIATION OF SE KANSAS

## BY-LAWS

(Revised November 2016)

### Article 1: Purpose

1. Heartland Beekeepers Association of SE Kansas, a not-for-profit organization, is formed to engage in any activity that will promote the common interest of beekeeping and the general welfare of beekeeping at the local and state levels.

### Article 2: Membership

1. Any person interested in apiculture may become a member of this organization by payment of annual dues;
2. All dues-paying members are entitled to:
  - a. Equal voting rights, with one vote per membership (no proxy vote will be allowed);
  - b. Vote on any motion put forth at any meeting;
  - c. Propose any policy and amendment change;
  - d. Receive any Association correspondence via email, Facebook or the website

### Article 3: Dues

1. The fiscal year for this association will begin on January 1 and end on December 31.
2. Each member shall pay \$15 dues.
3. Changes in annual dues will be determined by a majority vote of the membership.

### Article 4: Meetings of the Members

1. Regular meetings will be held on the First Thursday evening of each calendar month at the time and place designated by the Executive Committee.
2. Notice of the time and place of general meetings shall be sent to members via Facebook, the Association's website, email, or text, if provided.
3. Notice of any short-term changes to the date or time of general meetings, or additional events made available to the club membership, shall be sent to members via Facebook, the Association's website, email, or text, if provided.
4. A simple majority of those members present shall constitute a quorum at any business meeting.

### Article 5: Election of Officers and Vacancies

1. The Officers of the Heartland Beekeepers Association of SE Kansas shall include president, vice-president, secretary, treasurer, two members-at-large, one of which will be the most recent past president.
2. Each officer and member-at-large (and nominees for the same) must be a member in good standing with this club. Any qualified, consenting member may be nominated either in advance or from the floor, according to club policy.
3. Officers shall be elected at the regular membership meeting in November for a term of one year by the membership of the association and assume their offices at the January meeting;
4. The president may be re-elected for two consecutive years, one year term at a time, for a total of two consecutive years. After a one year lapse the past president may be re-elected again for a one year term and again only up to 2 consecutive years at a time.
5. The vice-president, secretary and treasurer can be re-elected annually, with no limit.
6. Officers shall serve until their respective successor has been duly elected.
7. In the event of a vacancy, the President shall call an election to fill that vacancy;

## Article 7: Duties of the Officers

1. The **President** shall:
  - a. Provide an agenda before each meeting;
  - b. Preside over all meetings of the Executive Committee and the membership;
  - c. Perform all duties commonly incident to the office and other such duties as may be requested by the Association;
  - d. Coordinate and oversee the work of the officers and committees of the Association in order to promote the Association's objectives;
  - e. Decide all questions of order according to the by-laws;
  - f. Appoint committees and call special elections to fill office vacancies.
  - g. The President shall appoint *ad hoc* committees as needed for special functions and events.
2. The **Vice-President** shall:
  - a. In the absence of the President, perform the duties of the President;
  - b. Perform the duties of the President should that office become vacant;
  - c. Chair the Program Committee.
3. The **Secretary** shall:
  - a. Act as the custodian of the Association records, other than those records kept by the Treasurer;
  - b. Keep the minutes of the Executive Committee and the regular meetings;
  - c. Perform such duties as may be decided by the President or the association;
  - d. Maintain a list of all the Association's members including their names, addresses, phone numbers, and email addresses;
  - e. Transfer all records of the Association to his or her successor;
4. The **Treasurer** shall:
  - a. Prepare and submit all required state and federal fiscal reports;
  - b. Be responsible for the safekeeping of the funds of the association;
  - c. Receive all monies due the association and deposit in the bank designated by the Executive Committee;
  - d. Make only such payments as are authorized by the Executive Committee;
  - e. Maintain a record of all receipts and distributions and make a report of the account(s) at the monthly membership meeting and when requested by the Executive Committee or membership;
  - f. Transfer all records of the Association to his or her successor.

## Article 8: Committees

1. The **Executive Committee** shall consist of the President, Vice-President, Secretary, Treasurer, and two members elected at-large. The Executive Committee manages the day-to-day operations of the Association.
2. The **Program Committee** shall consist of Vice-President (chair), and two members appointed by the President.
  - a. The Program Committee shall schedule the educational portion of each meeting including contacting the presenter and coordinate the development of a "Beekeeping Calendar."
3. The **Scholarship Committee** shall consist of three members appointed by the President. The Committee shall select a promising and interested new beekeeper under the age of 18 and will provide that recipient with a beginner hive, a nuc or package of bees, a complete beekeeper's suit and smoker. The recipient shall report on the hive's progress to the Association.
  - a. This scholarship award is dependent on the availability of Association funds.

## Article 9: Revision of By-Laws

1. These by-laws may be amended by first announcing the proposed amendment at one meeting and the voting on the proposed amendment at the following meeting.
2. The proposed amendment will be posted on the Association's Facebook page and/or website at least one week prior to the meeting when the amendment is presented for a vote.
3. The by-laws may be amended by simple majority vote of members present at a regular meeting.