

# **EAST JEFFERSON BEEKEEPERS ASSOCIATION**

## **BY-LAWS**

Adopted May, 2012

Amendment in Article V, Section 3, read on 11/7/15, for approval in January, 2016.

### **ARTICLE I - NAME**

The name of this organization shall be East Jefferson Beekeepers Association, herein the EJBA. EJBA is not for the profit of any individual member. EJBA is incorporated in the State of Washington as a Non-Profit Corporation and will operate as IRS 501(c)(7) Tax Exempt Organization.

### **ARTICLE II - PURPOSE**

The purpose of EJBA is to assist its members, others in the community interested in bees, and the public at large with a continuing education in the art and science of beekeeping. Specifically, to provide those interested in bees an opportunity to meet and discuss bees and beekeeping; and to cooperate with the Washington State University Extension Service, other Universities, the Washington State Department of Agriculture, and the Washington State Beekeepers Association to disseminate the latest beekeeping information.

### **ARTICLE III - CONDUCT OF BUSINESS**

The business affairs of EJBA shall be conducted by an executive board, herein the BOARD. No BOARD member or EJBA member shall receive any remuneration for services rendered directly or indirectly in any capacity to EJBA unless authorized by a majority vote of members present and voting at an EJBA membership meeting. Any conflict of interest shall be discussed and resolved during a scheduled membership meeting .

### **ARTICLE IV - MEMBERSHIP AND DUES**

**Section 1** - Membership in the EJBA is open to all persons interested in bees and beekeeping. and requires the payment of EJBA annual dues. Members are expected to be upstanding members of the community at large and to contribute time and talent to the EJBA. An annual dues for the period of January 1 through December 31 shall be determined by the BOARD. Dues include a fee for an EJBA Associate Membership in the Washington State Beekeepers Association. Persons joining or members renewing their membership after July 1 shall pay one half (1/2) the annual dues. "Associate

Memberships” with or without dues and voting privileges, may be established by the BOARD.

**Section 2** The BOARD may appoint the State Entomologist; the Director of the Washington State Department of Agriculture; the Chief Apiary Inspector; or the County Agricultural Extension Agent as ex-officio club members who will pay no dues and have no voting privileges.

**Section 3** - Any member may be terminated from EJBA for inappropriate, unethical, or unattractive behaviour by a two-thirds (2/3) majority vote of members present and voting at a membership meeting.

## **ARTICLE V - OFFICERS AND TRUSTEES**

**Section 1** - The elected officers of EJBA shall be a President, Vice President, Secretary and Treasurer upon a majority vote of members present and voting at a membership meeting. Any two positions may be combined subject to RCW restriction.

**Section 2** – The BOARD shall consist of shall consist of 5-9 voting members, including all officers and other trustees elected by the membership. The immediate past president and treasurer and others approved by the BOARD may be ex-officio members of the BOARD. Ex-officio members have no voting privileges.

**Section 3** - Officers and Trustees shall serve for a one-year period, from January 1 through December 31 , and may be elected to serve not more than 4 successive term in the same position, unless specifically authorized to do so by the membership. Officers and Trustees may be re-elected after retirement of one year.

**Section 4** - Only EJBA members may be Officers or Trustees. Officers and Trustees shall attend more than half of EJBA membership meetings and more than half of BOARD meetings, or they may be removed by a majority vote of BOARD. Vacancies of the BOARD may be filled for the remainder of the term by a majority vote of the BOARD.

## **ARTICLE VI - DUTIES OF OFFICERS**

**Section 1** - The President shall preside over all EJBA meetings; call special meetings as deemed fit; and perform all acts and duties required of an executive and presiding officer.

**Section 2** - The Vice President shall assume the duties of the President in his/her absence, and assist the President as necessary.

**Section 3** - The Secretary shall keep a permanent record of all official meetings of the EJBA; report official EJBA activities to the membership; and perform other duties as requested by EJBA.

**Section 4** - The Treasurer shall receive and disburse all funds honestly and efficiently; maintain accurate records of the EJBA'S bank accounts; keep complete and accurate account of all BOARD approved financial transactions. The Treasurer shall deliver complete books documenting all financial transactions to her/his successor in office.

## **ARTICLE VII – GENERAL AND SPECIAL MEMBERSHIP MEETINGS**

**Section 1** - Meetings of the general membership shall be held at an established place and time, generally monthly and no less than quarterly. The primary purpose of the General Membership Meetings is to provide a forum for presentations, workshops and discussions of bees and beekeeping. The EJBA shall invite the general public to these meetings, and it shall be the responsibility of the Officers or their delegates to ensure appropriate notice to the public so that they may attend.

**Section 2** - Each October, there will be a membership meeting to conduct the business of electing new Officers and Trustees.

**Section 3** – Each January, there will be a membership meeting to conduct the business of approving a budget.

**Section 4** – Fifteen or more members present at a membership meeting will constitute a quorum. Decisions will be made by a majority vote of - members present and voting at any meeting. There will be no proxies for those who are not present. Business will be conducted following the current edition of Robert’s Rules of Order Newly Revised (RONR).

**Section 5** - Any BOARD member may lay on the table any motion made on the floor of a membership meeting until such time as the BOARD can discuss the subject.

## **ARTICLE VIII – DUTIES OF THE BOARD**

**Section 1** - The business affairs of the EJBA shall be managed by the BOARD. Not more than one member of any family may serve concurrently as a member of the BOARD.

**Section 2** - The BOARD shall have full power and authority over the affairs of EJBA , shall conduct all of the important business of EJBA, and shall oversee all expenditures. Each year the BOARD will approve a budget that will be presented for membership approval during a January membership meeting. Expenditures approved in the budget do not need to be re-approved to be spent.

**Section 3** - The EJBA President shall be the Chairman of the BOARD and the EJBA Secretary shall act as the Secretary of the BOARD.

## **ARTICLE IX – BOARD MEETINGS**

**Section 1** - Regular meetings of the BOARD shall be held at such time and place as shall be determined by the President.

**Section 2** Special BOARD meetings requested by a majority of the members of the BOARD shall be called by the Vice President in case the President is unable or declines to do so. - The Vice President shall then preside at that meeting only.

**Section 3** -BOARD meetings may be held without notice to the membership at such time and place as shall be determined by the BOARD and a majority of BOARD members shall constitute a quorum. Decisions will be made by a majority vote of BOARD members present and voting at any meeting. There will be no proxies for those who are not present. Business will be conducted following the current edition of Robert’s Rules of Order Newly Revised (RONR).

**Section 4** – The BOARD may develop and utilize electronic/email procedures for decision making, as required between meetings of the BOARD.

## **ARTICLE X - FINANCES**

**Section 1** – The Treasurer shall publish monthly, a Treasurers Report showing income, expenses, and ending cash balance.

**Section 2** - An Audit Committee, with general membership representation, shall be appointed by the BOARD. During October of each year, the Audit committee shall complete a financial review report of EJBA records for BOARD review. The Audit Committee shall present its October financial review report during the January membership meeting.

**Section 3** – No EJBA indebtedness shall be incurred by any member of the BOARD, Committee Member or any other member of EJBA except as authorized by the BOARD..

**Section 4** - EJBA dues and monies shall be maintained in FDIC insured accounts.

**Section 5** - If EJBA ceases to exist at some future time, funds and assets of record shall be disbursed to Washington State University with the objective and intent that these funds and assets be used for the benefit of the art and science of beekeeping.

## **ARTICLE XI - COMMITTEES**

**Section 1** - The BOARD shall appoint such standing committees, task forces and/or agents as may be necessary and proper for the conduct of the affairs of EJBA. Power to appoint and/or remove them may be delegated by the BOARD to the President of EJBA.

**Section 2** - The President shall elect to serve as, or shall appoint, a Public Information Officer who will respond to inquiries from the public and will be available to the media to respond to any questions.

## **ARTICLE XII - AMENDMENTS**

These By-Laws may be amended by a two thirds (2/3) majority vote of EJBA members present and voting at any meeting of EJBA, provided that the proposed by-law changes have been read at the previous regular meeting.