

Alamo Area Beekeepers Association Bylaws

Article 1 - Introduction

1.1 The name of this organization shall be the Alamo Area Beekeepers Association (“the Association”).

Article 2 - Purpose

2.1 The purpose of this organization is to engage in educational activities associated with beekeeping and related fields and to engage in any other lawful business or activity that may be proper, advisable or convenient in furtherance of the foregoing purpose.

Article 3 - Membership

3.1 Membership is open to any person interested in beekeeping who enrolls as a member and remains in good standing.

3.2 Membership dues may be set annually by the Executive Committee and shall be payable as provided below.

3.3 To be a member in good standing, an individual must have paid annual dues in full and cannot have had membership suspended or terminated, or have such action pending.

3.4 The officers of the organization (i.e. the Executive Committee) may suspend a member or terminate his or her membership for cause. “Cause” shall include any act of malfeasance, fraud, embezzlement or dishonesty, any act of moral turpitude, or any act (or failure to act) that adversely affects the reputation of the Association, as determined by the Executive Committee in its sole discretion. The suspension or termination must be upheld by two thirds vote of the Executive Committee.

3.5 Each voting member in good standing shall be entitled to one (1) vote on any issue to come before the members.

3.6 Membership Categories:

Membership in the Association is open to anyone whose interests are in accord with the purposes of the Association. There shall be the following classes of membership in the Association:

a) Individual – Individual membership shall be open to anyone age eighteen or over. Individual members in good standing shall have all the rights and privileges of membership, including the right to hold elective office, make motions, and cast one vote on all matters to come before the members.

b) Family – Family membership shall be open to family members residing in the same household. Family members over the age of 18, in good standing have all the rights and privileges of membership, including the right to hold elective office, make motions, and cast no more than two votes per family on all matters to come before the members.

c) Student – Student membership shall be open to any students (Primary, Secondary, or Post-Secondary) interested in beekeeping. Student members shall have all the rights and privileges of membership except the right to hold elective office, make motions, and vote. Student members may serve on committees.

3.6.1 Special Membership Categories

a) Life – Life membership may be conferred upon the signed recommendation of one member, seconded by another, and by a three-fourths vote by ballot at the annual meeting, upon anyone who shall have rendered extraordinary service to the Association. A Life member shall be exempt from paying annual dues but shall be entitled to all of the privileges of Individual members listed in Section 3.7A.

b) Honorary – Honorary recognition may be conferred upon anyone who shall have rendered special service to the Association upon the signed recommendation of one Executive Committee member and approved by a majority vote of the Executive Committee. Additional recognition may be awarded upon recommendation of the Executive Committee, which may include, but is not limited to, a one-year membership to the Association.

The membership year shall be from January 1 through December 31. Annual membership dues are payable on or before January 1 of each calendar year. Dues shall be considered in arrears on March 31 of each year and the person or family shall be dropped from the roster of members at that time. Fees for the different member classifications shall be posted on the Association website and announced at the November meeting. Dues may be paid in person at an Association meeting, or online at the Association's website.

Article 4 – Officers

4.1 The officers of the association shall be President, Vice-President, Recording Secretary, Treasurer, and Membership Secretary.

4.2 Only persons actively engaged in beekeeping activities and who are members in

good standing for the 6 months period prior to election shall be eligible for office, or as chairman of standing committees.

4.3 The officers of the organization shall constitute an Executive Committee to come together on call by the President, or by any three (3) members of the Executive Committee, for the consideration of special matters in the interim between regular meetings of the Association and the Executive Committee.

4.4 The Executive Committee shall determine and adopt policies, procedures and programs necessary for the efficient operation of the Association and otherwise be charged with the management of the business and affairs of the Association. In the event a position on the Executive Committee is vacated for any reason, the President shall be entitled to appoint an eligible member to fill the vacancy for the remainder of the term, with such appointment to be confirmed by the Executive Committee.

4.5 Any member of the Executive Committee may resign by filing a written resignation with the President.

Article 5 - Duties of Officers

The duties of the officers shall be such as are implied by their respective titles and such as are specified in these bylaws. Each officer shall keep accurate records of their work and turn them over to their successor. All officers shall attend regular Association meetings and special meetings of the Executive Committee. If an officer is absent for three (3) consecutive meetings of the Executive Committee or three (3) consecutive regular Association meetings without a legitimate excuse, as determined by the remaining members of the Executive Committee, they shall automatically be dropped from their office and their position filled as prescribed in Article 7.

5.1 The President

The President shall preside at all meetings of the organization and of the Executive Committee. He/she shall appoint the standing committee chairpersons subject to the ratification of the Executive Committee. The President shall sign all orders upon the treasury for the disbursement of funds over \$100 as directed by the organization. Past Presidents, and others may serve as members of an Advisory Committee.

5.2 The Vice-President

The Vice-President shall perform the duties of the President in his/her absence and shall act in an advisory capacity at all times. In case of the death, resignation, or incapacity of the President, he/she shall become President for the unexpired term. The Vice-President shall facilitate programs and meetings for the Association.

5.3 The Membership Secretary

The Membership Secretary shall perform the duties of the President and the Vice-President in their absence and shall act in an advisory capacity at all times. In case of the death, resignation, or incapacity of both the President and Vice President, he/she shall become President for the unexpired term. The Membership Secretary shall collect membership dues and maintain membership listings; present dues to the treasurer for deposit; and correspond with members via e-mail regarding club communications, as requested by the Executive Committee. The Membership Secretary shall keep an accurate and current membership list which shall be distributed to the Executive Committee periodically.

5.4 The Recording Secretary

The Recording Secretary shall certify quorum and keep a correct record of the proceedings of all regular Association, and Executive Committee meetings. The Recording Secretary shall provide a draft version of the Minutes to the Executive Committee within 10 days of each meeting. Once reviewed by the Executive Committee, he/she shall send the final version to the Membership Secretary for distribution to the Association members. He/she shall preserve, in a permanent file, all records and letters of value to the organization and its officers, as determined by the Executive Committee, to be transferred to their successor at the close of the term of office.

5.5 The Treasurer

The Treasurer shall have charge of all monies and shall report thereon at all regular meetings. The President shall sign all orders for the disbursement of funds over \$100, as directed by the Executive Committee. The Treasurer shall keep itemized records in a permanent file of all receipts and expenditures and give a quarterly written report of the same to the Executive Committee. The Treasurer shall prepare a proposed budget for review by the Executive Committee prior to the November meeting. The books shall be the property of the Association and shall be subject to the inspection and control of the Executive Committee.

The Treasurer shall pay to the Secretary of the State whatsoever monies or taxes are required. He/she should turn over to his/her successor, within ten (10) days of vacating the office, all books, records, papers, and keep a listed receipt thereof.

A Finance Committee consisting of the Treasurer and at least two (2) Executive Committee members elected by the membership at the regular November meeting shall review the financial accounts of the Association annually. The review shall be completed

prior to the January Association meeting and a report shall be made to the membership at the January meeting by the Chair of the committee.

Article 6 - Committees

6.1 The following committees (and others as designated by the President) may be established: Program, Membership, Rodeo, Field Day, Collaborations, Youth Scholarship, Mentorship, Auditing, and Advisory.

6.2 Each committee chairperson shall have the responsibility of planning and executing all committee related activities.

6.3 For any committee activities that require expenditure of Association funds the committee chairperson shall prepare a suggested operating plan, schedule and budget for submission to the Executive Committee for review and approval.

6.4 All monies collected and/or receipts for expenditures by any committee activities shall be forwarded to the Treasurer within 3 business days.

6.5 At the President's discretion, each committee chairperson shall report during the regular meetings regarding committee activities occurring since the prior regular meeting.

6.6 The Advisory Committee shall be chaired by the Association's immediate Past President. Advisory Committee members may attend all Executive Committee meetings in an advisory, but non-voting status.

Article 7 - Nominations and Elections

7.1 At the regular meeting in July, the members shall elect a nomination committee of at least three (3) members of the Association which may include member(s) of the Executive Committee.

7.2 The nomination committee shall present to the regular meeting in November a slate consisting of the people selected for the required office(s).

7.3 Officers shall be elected at the Association's meeting in November. Voting shall be by written ballot for any positions that have more than one candidate. New officers shall assume their duties beginning at the January meeting.

7.4 Vacancies in office shall be filled for the unexpired term by the Executive Committee

or by written ballot of the membership at the next regular meeting. In the event of the death, resignation or incapacity of the President and the succession to the Presidency by the Vice-President, the vacancy for the unexpired term created by the succession shall be filled by election at the next regular meeting.

Article 8 - Meetings

8.1 Regular meetings shall typically be held on the third Tuesday of odd numbered months.

8.2 Executive Committee meetings shall meet no less than three (3) times annually and shall be scheduled by the President or any three (3) members of the Executive Committee as required to meet the needs of the Association.

8.3 The time of the regular Association meeting shall be established by the Executive Committee.

8.4 Special membership meetings may be called by the President or by any five members in good standing provided all Association members are notified of the time, place, and purpose of such meeting a minimum of 30 days in advance. No matter shall be considered at a special meeting except that stated in the call to the meeting.

Article 9 - Quorum

9.1 Ten percent (10%) of this organization's membership shall constitute a quorum at any regular meeting.

9.2 A majority of the members of the Executive Committee shall constitute a quorum of that body.

Article 10 - Conflict of Interest

Any member of the Executive Committee who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Committee, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will inform the Committee of such conflict and offer to the Committee to voluntarily excuse him/herself and refrain from discussion and voting on said item.

Article 11 - Whistleblower Policy

The Association will not retaliate against a member who in good faith, has made a protest or raised a complaint against some practice of the Association or of another individual or entity with whom the Association has a business relationship, on the basis of a

reasonable belief that the practice is in violation of law, or a clear mandate of public policy.

Article 12 - Amendments

12.1 These bylaws may be amended by a two - thirds vote of the members present at any regular meeting provided all members are notified at least ten days in advance and quorum is met. Should the membership elect to dissolve the Association, all assets will be donated to a similar not-for-profit beekeeping organization. Nothing will accrue to any individual.

Revised and approved this _13th__ day of _November__ 2023_.