

# **CONSTITUTION AND BY-LAWS of the BROWN COUNTY BEEKEEPERS ASSOCIATION, INC.**

## **ARTICLE I Name:**

This Association shall be known as the Brown County Beekeepers Association, Inc.

## **ARTICLE II Objectives:**

**Section I:** The purposes shall be to engage in any lawful activities authorized by Chapter 181 of the Wisconsin Statutes and Section 501(c)(3) of the Internal Revenue Code. The Brown County Beekeepers Association, Inc is organized for charitable, religious, educational or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

**Section II:** No part of the net earnings of the organization shall inure to the benefits of, or be distributed to its Members, Trustees, Officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of these purposes.

**Section III:** Notwithstanding any other provisions of the Articles, the organization shall not carry on any other activities not permitted to be carried on by any organization exempt from Federal Income Tax under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future tax code.

**Section IV:** In the event of the dissolution of the Brown County Beekeepers Association, Inc., its assets shall be distributed for one or more of the exempt purposes specified in Section 501(c)(3) of the Internal Revenue Code.

**Section V:** The Brown County Beekeepers Association, Inc. shall not, directly or indirectly, participate or intervene in any way, including the publishing or distribution of statements in any political campaign on behalf of, or in opposition to, any candidate for political office, or to devote its activities to any attempt to influence legislation.

**Section VI:** The name of the organization or the names of any members in their official capacities shall not be used in connection with a commercial concern, with any partisan interest or for any purpose not appropriately related to promotion or purposes of the organization.

## **ARTICLE III Membership and Fee:**

**Section I:** Any person who raises honey bees or who has an interest in raising honey bees is entitled to membership upon payment of annual dues which are payable or due on January 1st. Annual membership will be based on a calendar year from January 1st to December 31st.

**Section II:** The annual membership dues of the Association shall be twenty five dollars (\$25) for a single person and thirty five dollars (\$35) for a family. Family defined as individuals living in the same household at the same physical address. Dues may be modified by a

recommendation of a majority of the elected officers and a subsequent majority vote of membership in attendance when the rate increase is presented. The effective date of the increase will be for the following year. Any new member or family who joins the association after July 31st shall pay dues at half the rate.

Section III: There shall be one year free membership for any person belonging to a youth group until age 18.

#### **ARTICLE IV How Members May be Expelled:**

Section 1: Officers, members, and guests are required to conduct and participate in Association affairs with dignity and respect. Any officer shall ensure that meeting decorum is maintained. Individuals not adhering to these expectations may be asked to leave the meeting and referred to the Board of Directors for consideration of discipline and/or expulsion.

Any member misrepresenting the Association or causing actions inconsistent with the Associations objectives may have their membership revoked by a majority vote of the Board of Directors.

Section II: In the event any officer is considered for expulsion, membership will be notified prior to the next regularly scheduled meeting through the membership newsletter. Officers not considered for expulsion will take comments by the membership during the meeting for consideration before making a final decision. The officer considered for expulsion will be given ten minutes to give account in the public meeting prior to a vote by the officers. The officer in question does not have a vote in the matter. If a majority vote is not reached by the Board of Directors, all officers will remain in current positions until the next annual election.

#### **ARTICLE V Meetings & Guidelines:**

A meeting will usually be held on the third Wednesday of each month except for the months the Association picnic and Christmas party are being held. Members will agree upon and be notified of any change in meeting time or scheduling of special events. The President may call a special meeting on giving notice to the members to transact any business which needs attention between regular meetings.

The Association does not supply or pay for alcohol at meetings or events.

Monthly expenditures by any officers are allowed up to \$100 without approval. For expenditures between \$100-\$250 must be pre-approved by the majority of the officers. Expenditures exceeding \$250 in a month requires prior approval by a majority of members present at a regularly scheduled meeting.

During the transition period between the Club elections and the start of the new term (Jan 1) any expenditures between \$100-\$250 must be approved by at least two thirds of the combined

outgoing and incoming Board members.

The president and treasurer will present an annual plan of events, activities and associated expenses in the first quarter of the year.

An annual financial audit which includes verification that all necessary State and Federal reports (as listed in the BCBA Financial Audit guidelines document) have been filed will be performed by a committee of three association voting eligible members or a pre-approved outside source, established by the president at the January meeting.

#### ARTICLE VI Officers and Method of Election:

The officers will consist of President, Vice President, Secretary, and Treasurer and shall be elected as the first order of business at the October meeting. At the August meeting, the President will appoint a nominating committee consisting of three persons who will draw up a ticket of officers and present it to the Association at the October meeting. This ticket along with any nominations taken from the floor shall be voted on by the Association on the day of the election. The new officers will take office at the January meeting.

The President shall create a Leadership Team consisting of the Board of Directors and Committee Chair and Co Chairs to add diversity of ideas in setting direction and the running of the club. The non BOD Leadership members are non voting participants of the Board.

All people must sign in for the secretary to verify voters are eligible to vote and determine if there is a quorum. Only eligible voters will be counted in determining the quorum.

- Members are eligible to vote if:
  - They have paid up dues
  - Have been a member by July 31st of the election year
  - Attended at least one meeting prior to the election
- Paper ballots for voting will be passed out by the secretary at the time the quorum is determined.
- Voting eligible members attending the meeting online count towards the Quorum and may vote in the election. Online votes will be recorded by the Club Secretary.
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- No absentee ballots.
- Ballots will be voided if illegible. All counters must concur on what the votes is to be considered valid.

If quorum standards are not met, the election will be postponed until the November meeting. If the quorum requirement is not met, the election will be held with the membership present at the November meeting.

Election will be conducted by the current president- 1 position at a time.

All candidates must be offered the opportunity to speak prior to the vote, for up to three minutes.

**Order of the Vote:**

- President- vote taken and announce the winner
- Vice President- check if additional nominees and vote, announce winner.
- Treasurer- check for additional nominees and vote, announce winner.
- Secretary- check for additional nominees and vote, announce winner.

In the event there is a single candidate nominated for a position a spokesperson for the nominating committee shall ask for a motion from the membership body to cast one unanimous vote for said candidate. The motion will be executed by a call from the nominating committee spokesman either by voice or show of hands both for and against.

Vote counts will be done by members of the nomination committee- a minimum of two people, maximum of three will count the votes and total the votes. The Secretary will verify the vote count against the quorum. A simple majority of votes cast will determine the winner of each office.

Ties will be decided by a re-vote. If no change in the second vote, a flip of a coin will be the final determination. Candidates will be able to speak prior to the second vote before a re-vote.

Vote counts for each position are published in the meeting minutes.

All Association materials will be transferred at the November meeting to the newly elected officers.

**Succession: In the event of death or vacancy of a position:**

- Vice President takes the Presidency if it becomes vacant. If vacancy occurs within the first six months of the year, the Vice President position will be voted on at the next meeting. If in the second half of the year, the new President will appoint a new Vice President to fill the vacancy until the next election.
- Treasurer vacancy- duties are taken by the Vice President until the next election.
- Secretary vacancy- position will be appointed by the President.

Officers will provide information to other officers in case of emergency for purposes of access to records and other material owned by the Association.

Elected officers may receive a one-year paid subscription to their choice of either American Bee Journal or Bee Culture magazines and free use of the club extractor for personal use for up to four days per year.

The officers shall constitute the Board of Directors.

**ARTICLE VII Duties of the Officers:**

It shall be the duty of the President to preside at all meetings of the Association and the Board and to appoint all standing committees and perform such other duties as pertains to the office. The President shall have the power of vote in case of a written ballot or where such a vote is decisive.

In the absence of the President, the Vice President shall perform all duties pertaining to the office of the President.

It shall be the duty of the Secretary to keep a record of all meetings of the Association and business done by the Board. The Secretary shall conduct all Association correspondence and insert notices of all meetings in the newsletter and/or on radio or the Association website.

It shall be the duty of the Treasurer to keep an itemized account of all receipts and disbursements. The Treasurer shall pay all the bills authorized by the Association or Board and present an itemized statement at each meeting.

ARTICLE VIII Fiscal Year: The fiscal year of the Association shall begin on January 1st and end on December 31st .

ARTICLE IX Amendments:

The constitution may be amended by a majority vote of the members present at any regular meeting of the Association provided that the proposed amendment shall have been previously communicated in writing to the members and presented at the next regular meeting.

ARTICLE X Quorum:

A quorum shall consist of at least 20 eligible voting members of the membership, with 2 or more of the members being elected officials. If the club membership drops below 80 voting members then a quorum shall be 25% of voting members.

We represent this to be the Constitution and By-Laws of the Brown County Beekeepers Association, Inc. as amended and signed on \_\_\_\_\_



Chris Groth, President  
Chris DeWolfe , Secretary  
Wayne Steigelman, Vice President  
Chad Ford, Treasurer