

FREDERICK COUNTY BEEKEEPING ASSOCIATION

CONSTITUTION AND BYLAWS

(March 7, 2007)

ARTICLE I - NAME, PURPOSE AND LOCATION

The name of this organization shall be the Frederick County Beekeeping Association (FCBA). It is a non-profit unincorporated association formed under the laws of the State of Maryland, with the purpose to assist and educate beekeepers, to maintain our individual rights as beekeepers, to encourage beekeeping as a hobby and as an industry, to promote natural beekeeping and methods, and to create a positive public image of beekeeping. The offices of FCBA shall reside in the County of Frederick, Maryland.

ARTICLE II - MEMBERSHIP AND DUES

Section 1. Individuals who are interested in beekeeping and subscribe to the objectives of this organization may join by submitting a membership application to the Treasurer and paying dues.

Section 2. There shall be five categories of Membership in the FCBA as follows:

Regular Member – shall be entitled to all benefits of the Association and voting privileges.

Family Member – a Regular member may sponsor immediate members of his/her family as a Family Member; such Family Member being entitled to benefits of the Association less voting privileges.

Sustaining Member – an individual who sponsors beekeeping through contributions to FCBA shall be entitled to all benefits of the Association and voting privileges.

Professional Member – a business entity which sponsors beekeeping through contributions to FCBA shall be entitled to all benefits of the Association and voting privileges.

Honorary Member – shall be entitled to all benefits of the Association and voting privileges.

Section 3. The Board of Directors shall set the dues for each category of membership annually. Dues shall be due and collected based on the calendar year commencing in January of each year.

Section 4. The current dues structure for membership shall be:

Regular - \$10/year or a one time payment of \$100 for a Life-time membership;

Family - \$10 for the first Regular Membership, other members are free;

Sustaining - \$50 or more;

Professional Member - \$100 or more.

Honorary Member - Free, but must be voted in by 75% of those voting

Section 5. Only members in good standing (dues paid) may vote at any meeting, and only the primary member of a Family membership is entitled to vote. Members in arrears (dues not paid) for sixty (60) days shall be dropped from the rolls.

ARTICLE III - THE BOARD OF DIRECTORS

Section 1. The Board of Directors shall be the governing body of the Association and shall be responsible for managing the property of and conducting the business and all other affairs of the Association not delegated to the membership or to committees so authorized by these Bylaws. The Board shall consist of five (5) Directors; such officers being the President, President-elect, Secretary, Treasurer and the immediate Past President.

Section 2. A President-elect, Secretary, and Treasurer shall be elected by ballot at the annual meeting for a term of one year, with the prior year's President-elect becoming President. The Treasurer may not serve more than two consecutive terms.

Section 3. Any vacancy occurring on the Board between Annual Meetings of the Association shall be filled by affirmative vote of the remaining Directors. A Director so selected shall serve until the next Annual Meeting.

Section 4. At the first meeting of the Board following the Annual Meeting, the Board shall organize itself and organize its committees and appoint Committee Chairs. Committee Chairs shall attend Board meetings as business may require. The Board shall have the power to make rules for its own governance.

Section 5. The Board of Directors shall meet once every 4 months. Special Meetings may be called by the President or by any three Directors provided notice is given each other Director at least five days prior to the Special Meeting, its purpose clearly stated and no other business conducted at such meeting. A quorum of the Board shall be required to conduct any business of the Association, such quorum being at least three Directors.

Section 6. No Director, Officer, Committee Member, or any volunteer member working on behalf of the FCBA shall be held liable for any of their actions excepting gross negligence and shall be indemnified and held harmless from any consequences of their actions.

ARTICLE IV - DUTIES OF OFFICERS

Section 1. It shall be the duty of the President to preside at meetings of the Association, coordinate its activities, and perform all duties usually pertaining to this office.

Section 2. In the absence or disability of the President, the President-elect shall perform all the duties of the President. The President-elect shall also serve as the Chair of the Nominating Committee and act as the primary election official, supervising nominations, elections and balloting.

Section 3. The Secretary shall perform such duties as are usual to this office; shall keep the minutes of all proceedings and record the same, maintain historical documents and conduct routine correspondence for the Association.

Section 4. The Treasurer shall take membership applications for new membership and keep a roster of members; receive all funds of the Association and deposit same in a two signature checking account in a federally insured bank. The Treasurer will disburse funds not already budget for only as authorized by a majority vote at any meeting of the organization, provided a quorum is present, maintain accurate records of income and disbursements and make these records available to any member on request. The Treasurer shall make an annual report of receipts and disbursements and perform such duties as are usual to this office.

Section 5. The Board of Directors shall also be responsible either through its Directors or its Committees or special assignments to publish and mail, or email, a newsletter to all members; to interact with the media, educators, public officials or the general public to disseminate information on the Association and on beekeeping; to ensure the membership is kept fully informed of legislation affecting beekeepers, of beekeeping techniques, diseases or any scientific or technical matter affecting beekeeping.

Section 6. The Board of Directors shall present to the membership, for its approval, at the first scheduled meeting following the Annual Meeting in December a budget for the upcoming year. Once approved, the Board shall authorize expenditures in accordance with the budget and may exceed budget line items by not more than 10% without approval of the membership. In any case the Board may not expend any funds in excess of \$500 without approval of the membership.

ARTICLE V - COMMITTEES

Section 1. At the first organizational meeting of the Board, the Directors shall organize committees and appoint the Chairs by a majority vote of the Directors; Chairs may appoint other volunteer members to their committees as needed. Committees shall work under the guidance and direction of, and shall report to, the Board. The Board may accept or reject by a majority vote, those recommendations relative to the direct business responsibilities of the Board.

Section 2. The standing committees of this association shall be:

A. A Nominating Committee to present a list of candidates for election to office the following year. The President-elect is the Chair of this committee.

B. A Public Relations Committee to formulate Association policies to be submitted to the Board and the membership for endorsement and to disseminate such approved policies when and where appropriate.

C. A Scientific Committee to maintain current knowledge of apiary sciences and so advise the Board and the membership. The Chair of the Scientific Committee shall also maintain a library of documents related to beekeeping for use by the members.

D. An Auditing Committee to report on the correctness of the Treasurer's accounts, to ensure that expenditures are consistent with the budget and other authorizations and to conduct an audit at least annually in the month following elections, or at any time the Treasurer's duties are passed to another member.

E. A Newsletter Committee to manage, edit, and publish the newsletter of the FCBA. The official newsletter of the FCBA shall also serve as an appropriate medium for disseminating notices of meetings, agendas and other information from the Board. This committee shall publish and or update directives guiding the operation of the newsletter, such directives to be authorized by the Board. It shall also be authorized to maintain a separate monetary account for the newsletter expenses and income from ads and, as an objective, seek to be financially self-sufficient.

Section 3. The Board shall appoint other special committees as needed or as may be directed by majority vote of the members present at any meeting, provided a quorum is present.

ARTICLE VI - MEETINGS, PROCEDURES AND QUORUM

Section 1. Meetings shall be held on the first Wednesday of the month. The December meeting shall be designated the Annual Meeting, for elections and other business.

Section 2. Special Meetings of the membership may be called by the President or, in his absence, by the President-elect; or upon application of 15% of the members, the President shall call such a meeting. Notice of time, place and purpose of the meeting together with statement of business to be voted upon, shall be given in writing, personally, mailed, or emailed to each member, not more than 20 days or less than 10 days before the meeting. No other business shall be transacted except that for which the meeting was called.

Section 3. 15% of the membership in good standing, present and in person shall constitute a quorum for the transaction of business.

Section 4. Members in good standing shall be entitled to one vote. Elections shall be by ballot and plurality of votes cast shall elect. All other matters shall be by a majority vote of members present in person and voting unless otherwise provided by law or in these Bylaws. For any and all voting, members may vote by only one of the following methods: 1) in person at the meeting called for that purpose, 2) by official ballot mailed or otherwise delivered to the member by the Board or its designated Nominating Committee and returned in accordance with its instructions, 3) by mail or email to the President-elect or other appointed Officer, 4) by on-line

voting procedures on the FCBA web site or, 5) in the case of a Special Meeting where a specific agenda may be voted upon, by proxy given by one member to another member to vote in his stead, said proxy submitted in writing and verified as being from a member in good standing. The proxy must contain at least the information contained in the following example:

Official FCBA Proxy

I, (Member's name), hereby empower (voting member's name) to vote for me at the (month/year) meeting. This proxy is valid only for the meeting mentioned above and any legal adjournment thereof.

_____ Member's Signature _____ Date

Section 5. Nominations may be made from the floor provided that the nominee is present and consents to the nomination or has given such consent in writing when not present.

Section 6. The calendar year shall be the fiscal year.

ARTICLE VII - AMENDMENT

These Bylaws may be amended at any meeting by a two-thirds vote, a quorum being present, provided notice of such amendments and the nature thereof shall have been mailed to the membership at least ten days prior to the date of the meeting

ARTICLE VIII

Robert's Rules of Order, as revised, shall govern all proceedings of this Association.