

CONSTITUTION AND BYLAWS OF COLUMBIANA & MAHONING COUNTY BEEKEEPERS' ASSOCIATION, INC.

ESTABLISHED MARCH 1984

AMENDED OCTOBER 2020

Constitution

Section 1: The name of this organization shall be **Columbiana & Mahoning County Beekeepers' Association, Inc.** This association is a nonprofit organization and exists under the laws of the State of Ohio.

Section 2: Purpose: As members of the Columbiana & Mahoning County Beekeepers' Association, Inc., we dedicate ourselves to the protection and preservation of honeybees. To accomplish these goals, we shall endeavor to educate the public about the important role honeybees play as pollinators, the value of honeybees to our ecology and economy, and the perils facing these bees.

Section 3: We educate novice beekeepers in the proper management of colonies, provide instruction to experienced beekeepers regarding new concepts and practices, and provide a forum through which both can share their knowledge and experience to future generations.

Bylaws ARTICLE 1: MEMBERSHIP

Section 1: Membership consists of individuals interested in beekeeping, honeybee advocacy, and related activities.

Section 2: The privileges of membership are contingent on the payment of annual dues which constitute members in good standing.

Section 3: At the beginning of each year, the Executive Board may nominate individuals to be considered for one-year honorary non-voting memberships for the current Association year. Nominees must be approved by a majority vote of the voting members present at an Association Business Meeting. Additional nominations for one

year honorary non-voting memberships can be voted upon on a case-by-case basis at any Association Business Meeting. Proposed honorary memberships whose duration would exceed one year can also be voted upon on a case-by-case basis at any Association Business Meeting.

Section 4: Dues paying members in good standing shall be entitled to serve on committees and vote but must be at least 18 years of age to hold office.

Section 5: Family memberships can have a maximum of two voting members. The voting members must be identified at the time the membership is paid. Any additional family member desiring to have full voting rights must acquire an individual membership.

Section 6: For proven good cause, any member may request that the Executive Board take action to expel another member. If the Executive Board deems the expulsion warranted, a proper notice must be given (per the conditions of Article 10 of these bylaws) of the intended action to the Association members prior to a general membership vote. An expulsion vote must be approved by two-thirds vote of members present at an Association Business Meeting. At the time of the expulsion, its duration will be determined by the voting membership.

ARTICLE 2: OFFICERS

Section 1: Only voting members, ages 18 and over, may serve on the Executive Board.

Section 2: The Executive Board members shall maintain regular attendance of Association meetings.

Section 3: The Executive Board shall consist of its: President, Vice President, Secretary, Treasurer, and three (3) staggered-term Directors.

Section 4: The President shall have general supervision of the affairs of the Association and may preside during all Association Business Meetings and meetings of the Executive Board.

Section 5: The Vice President shall preside in the absence of the President and will serve as the Chairperson of the Social Committee.

Section 6: Secretary Duties

- A. Under the direction of the President, the Secretary shall conduct the correspondence of the Association.
- B. The Secretary shall work closely with the Public Relations Committee so that Association Business Meeting information can be provided to the Association newsletter and to local media.
- C. A copy of the approved written record of each meeting shall be provided to the President by the following business meeting. These minutes shall become the property of the Association, a copy of which to be filed indefinitely in the Association's library.

Section 7: Treasurer duties

- A. The Treasurer shall submit a report of all receipts, expenditures and income at each business meeting and shall at the Annual Meeting submit a full report of the Association's financial status.
- B. A copy of the monthly report shall be presented to the President prior to the monthly meeting.
- C. The Treasurer shall collect dues for which he or she will issue receipts, record the names, addresses and contact information of every member of the Association, and upon request will provide a current roster denoting members of the Executive Board to the membership.
- D. Upon request, the Treasurer shall make available all financial records to members of the Executive Board.
- E. Any member may view the Treasurer's reports.
- F. Checks written by the Association shall bear two signatures, that of the Treasurer and that of an appointed member of the Association voted on by Executive Board.

ARTICLE 3: EXECUTIVE BOARD

Section 1: The Executive Board shall oversee various business transactions, authorize the expenditure of monies by the Association, and pass legislative matters found desirable and not in conflict with these Bylaws.

Section 2: The Executive Board shall have the power to enter into contracts in the name of the Association when so needed to promote the work of the Association and its supervised committees.

Section 3: The Executive Board shall ensure that the Treasurer's books are reconciled prior to the annual meeting and upon his or her retirement from office.

Section 4: The Executive Board shall meet at the call of the President and shall have the power to transact all routine business of the Association.

Section 5: The Executive Board must have a quorum of two-thirds to approve and transact any and all business.

Section 6: If an Executive Board member commits nonfeasance or fails to perform required duties or obligations of his or her elected office, the Executive Board may remove this member from his or her elected office by a majority vote of the remaining Executive Board members.

ARTICLE 4: MEETINGS

Section 1: The Association shall hold no fewer than nine (9) regular Association Business Meetings and one (1) Annual Meeting, the times and dates of which to be decided by the Executive Board. Meeting requirements will remain in effect barring Acts of God, War, Terrorism, Pandemic or other Government Orders.

Section 2: The Executive Board shall hold no fewer than six (6) meetings per year, the time and place to be determine by the majority of the Board. Additional meetings of the Executive Board may be requested by the President as he or she deems necessary.

ARTICLE 5: ELECTIONS

Section 1: Nominations Committee

- A. The Nominations Committee shall be appointed by the President at least two (2) meetings prior to the Annual Meeting.
- B. The Nominations Committee shall be comprised of three (3) members in good standing.
- C. The Nominations Committee shall be responsible for gathering nominations and conducting the elections.
- D. The Nominations Committee shall present its nominations at the Annual Meeting. These nominations, along with any nominations made from the floor, will be voted upon by the Association members in attendance. All nominations made from the floor must seconded. Members nominated from the floor must be in attendance and agree to be nominated for the position.

- E. Each nominee must accept the nomination before he or she may be considered a viable candidate.

Section 2: Election of Officers

- A. The candidate receiving the greatest number of votes for each office shall be duly declared elected and shall assume the duties of the office at the conclusion of the Annual Meeting.
- B. The President, Vice President, Secretary, Treasurer, and Directors shall be elected by qualified voting members, as indicated in Article 1, at the Annual Meeting and shall maintain their offices until their successors have been elected.
- C. No person shall hold the office of President, Vice President, Secretary or Treasurer for more than two (2) consecutive two (2) year terms.
- D. Directors shall hold their offices for a period of three (3) years.
- E. Directors shall be elected in such a manner that one (1) new Director will be elected at each Annual Meeting to replace one (1) retiring Director. The President, Vice President, Secretary, and Treasurer terms shall be staggered such that the President and Secretary are elected on opposite years of the Vice President and Treasurer.
- E. Votes shall be gathered by written secret ballot provided by the Nominations Committee and tabulated by the Executive Board.
- F. Upon the resignation or vacancy of an officer or board director, the Executive Board shall appoint a replacement for the unexpired term during a regularly scheduled Association Business Meeting. If the unexpired term is one year or less the replacement member is eligible for election to that position.

ARTICLE 6: COMMITTEES

Section 1: If the Executive Board deems the following committees as active, the Executive Board shall appoint chairpersons to the following standing committees, including but not limited to:

- A. Membership
- B. Public Relations
- C. Publicity, Education, Web page and Social Media
- D. Social
- E. Elections

Working in collaboration with the aforementioned committees, members of the Executive Board shall appoint officers, subcommittees and ad hoc committees, including but not limited to:

Librarian

Fair Booth

Newsletter Editor

Banquet committee

Shirt Coordinator

Historian

Scholarship Fund

Webmaster

Section 2: All appointments to committees and sub committees are yearly and will end upon completion of the Annual Meeting unless otherwise stated at the time the committee is formed.

Section 3: If deemed necessary by the Executive Board, an appointment to a committee may be withdrawn, at any time, by a majority vote of the Executive Board.

Section 4:

A. The Membership Committee shall:

- Recruit desirable new member candidates by explaining and promoting the advantages of Association membership.
- Visit or communicate with current members who may need assistance or have become otherwise disengaged with the group.

B. The Public Relations Committee shall:

- Develop committee goals to achieve the Association's public relations goals for the coming year.
- Become familiar with the Association's public relations resources.
- Create awareness of Association activities and projects among members, media and the community.

- Understand the components of public relations that will help to promote the Association to the community.
 - Know the Association’s key messages and be able to use them when speaking in public.
 - Work with the membership committee to support its recruitment efforts.
- C. The Publicity, Education and Social Media Committee shall:
- Communicate with local media to publish information and notices of meetings regarding activities of the Association.
 - Using traditional media and social media, acquaint the general public with the Association, the practice of beekeeping, the perils facing honeybees, and information regarding bee products.
 - Be fully informed regarding the beekeeping activities of the Ohio State University and other progressive beekeeping associations and their latest research and experiments.
 - Advise governmental agencies about the current state of beekeeping.
- D. The Social Committee shall arrange all Association Business Meetings with the purpose of making those meetings educational and enlightening, including arranging guest speakers. The Committee may also organize and conduct summer field meetings. The Committee will also secure and make available refreshments for these meetings.

ARTICLE 7: ASSOCIATION BUSINESS MEETINGS

Section 1: The Association Business Meetings shall be conducted according to the following order of business, observing the latest revised version of Robert’s Rules of Order:

Call of Order by the President

(At his or her discretion, the President may make a motion to suspend the agenda rules. Once seconded and affirmatively voted upon, members may proceed with a flexible agenda)

Reading of the minutes of the previous meetings

Report of the Treasurer

Correspondence

Old business

Report of Committees

New business

Program

Adjournment by President

ARTICLE 8: FINANCES

Section 1: No indebtedness shall be incurred by anyone on behalf of the Association except as indicated by these bylaws.

Section 2: At the beginning of each year, the Executive Committee will present a financial plan to the Association members at an Association Business Meeting. The financial plan will establish the maximum limits the Association will make available for gifts, contributions, scholarships, and operating expenses other than the expenses deemed necessary for the operation of the county fair and any other "In-Out" expenditures such as expenses for Association shirts. No expenses in a new Association year other than Association operating expense may be concurred by the Association until the Financial Plan is approved by a majority vote of the Association Membership at an Association Business Meeting. Additional expenses beyond the approved financial plan must be approved on a case by case vote of the Board of Directors at an Executive Board Meeting. These cases must be presented to the Association members at next Association Business Meeting.

ARTICLE 9: DUES

Section 1: The dues for annual membership shall be set by the Executive Board.

Section 2: Dues are payable the first meeting of the calendar year. Membership may begin during any month, but dues paid during the interim carry only to the end of the Association's calendar year which ends after the Annual Meeting.

ARTICLE 10: NOTICE

At times, business of the Association can only occur after proper "Notice" has been given to the Association membership. Notice will be considered proper upon completion of any two (2) of the following notification methods:

1. Announcement at any regularly scheduled Association Business Meeting of the proposed actions to be taken at the next regularly scheduled Association Business Meeting.
2. Publication in the edition of the Association's Newsletter immediately prior the proposed actions to be taken. The publication must be published and disseminated by email or Postal Mail at least fourteen (14) days prior to the Association Business Meeting.
3. A direct mailer to all Voting Association Members detailing the proposed actions to be taken. The mailing must be made at least fourteen (14) days prior to the actions to be taken.

ARTICLE 11: AMENDMENTS

Section 1: These Bylaws may be amended by two-thirds vote at any regularly scheduled Association Business Meeting. Members must be given proper Notice (per Article 10 of these Bylaws) before the meeting is held to vote on any considered amendment changes.

ATTESTED:

PRESIDENT 2020

VICE PRESIDENT 2020

SECRETARY 2020

TREASURER 2020

DIRECTOR 2020

DIRECTOR 2020

DIRECTOR 2020

REVISED AT THE ASSOCIATION'S ANNUAL MEETING
OCTOBER , 2020 TO TAKE EFFECT
ON THE SAME DAY.