



## **Pemi-Baker Beekeepers Association Bylaws As approved in December 2017**

### ARTICLE I

#### Name

#### Section 1

The name of this organization shall be PEMI-BAKERS BEEKEEPERS ASSOCIATION (henceforth called the Association).

#### Section 2

The Association shall be a non-profit organization incorporated under the laws of the State of New Hampshire.

### ARTICLE II

#### Objective

#### Section 1

The objective of the Association shall be to:

- a) Encourage the study and advancement of apiculture in this area.
- b) Encourage and promote fellowship among members and beekeepers everywhere.

### ARTICLE III

#### Membership

#### Section 1

Membership shall be open to all persons interested in promoting the objectives of the Association upon payment of annual dues.

#### Section 2

The dues shall be fixed by the Executive Committee and payable at the annual meeting, which takes place in January.

#### Section 3

Lifetime membership may be conferred upon an officer, after 5 years of service, upon recommendation by the Executive Committee and approved by a majority of its members at a regular association meeting.

### ARTICLE IV

#### Organization

#### Section 1

Officers: There shall be a President, Vice-President, Secretary, and Treasurer all to be nominated by the Nominating Committee and elected at the annual meeting.

#### Duties of Officers:

- a) The President shall call and preside at all meetings of the Association and the Executive Committee, appoints and is an ex-officio member of all committees except the Auditing and Nominating.
- b) The Vice-President, in the absence of the President assumes the rights, powers, and duties of the President.
- c) The Secretary shall keep accurate records of all meetings of the Association and the Executive Committee.
- d) The Treasurer is the Financial Officer of the Association, and keeps all permanent financial records. The Treasurer pays all bills for the Association, and submits all records as required to the State of New Hampshire.
- e) Newsletter Editor: Shall be responsible for publishing the Association newsletter.

Section 2 Executive Committee shall consist of the officers of the Association. It shall have general charge of policies, make appropriations as are required to carry on the work of the Association, determine its policies, and to direct its affairs. The Executive Committee fills any vacancies, and enforces the Association Bylaws.

-2-

ARTICLE IV - cont.

Section 3 Election and Term of Office

Officers shall be nominated by the general membership, through the Nominating Committee. The term of office for each position shall be one year, or until a successor is elected.

Section 4 Standing Committees exist to carry out the purposes of the Association. Chairs are appointed by the President to serve for one year. Chairs are responsible for choosing a committee as needed. The following committees are recommended: Nominating, Newsletter, Webmaster, Fundraising, Video Librarian, Bee School.

Duties of the Standing Committee Chairs:

- a) Nominating Chair has a committee of two members. The President appoints the Chair, and the Chair chooses two members. The Nominating Committee will select a list of candidates for the officers. These selections will be voted at the Annual Meeting held in January.
- b) Newsletter Editor shall be responsible for publishing the PBBA newsletter to include meetings, bee events, reviews and education for the members.
- c) Webmaster will administer the website for the Association.
- d) Bee School Committee will consist of the Executive Board, and will oversee the annual PBBA Bee School run by the Association.

ARTICLE V Meetings, Notices, Quorums and Rules of Procedure

Section 1 Meeting:

- a) There shall be an annual meeting held in January to conduct Association business: elect officers, and fix dues. Special meetings may be called by the President, Vice-President, or two members of the Executive Committee.
- b) A quorum consists of 20% of the paid members of the Association. Any three members of the Executive Committee shall constitute a quorum for that Committee.

Section 2 Notices: All regular meetings are scheduled one year in advance, and are listed on the website. The membership shall be notified about special meetings either by email, phone call or the Association website.

Section 3 Rules of Procedure: Orderly parliamentary procedure shall be the final authority of the Association on all questions of procedure not covered by these bylaws.

Section 4 Any revisions of the Bylaws must first be approved by the Executive Board, then sent to the entire membership at least 30 days in advance of a vote. The Bylaws may then be voted on, and passed by a majority vote when a quorum is present.

Section 5 In the event of the dissolution of the Pemi-Baker Beekeepers Association, all funds left in the bank account after paying all debts will be donated to the Research Fund of the New Hampshire Beekeepers Association.

Approved December 2017