

BYLAWS OF THE PIERCE COUNTY BEEKEEPERS ASSOCIATION

Revised 2005

ARTICLE I – NAME

- Section 1.** The name of this organization shall be the Pierce County Beekeepers Association, herein PCBA.
- Section 2** This is a trade association which is not for profit and will not be incorporated.

MISSION STATEMENT

The purpose of the Pierce County Beekeeper's Association (PCBA), a not for profit association, shall be to promote the gentle art and science of beekeeping, primarily to commercial, hobby beekeepers, and the general public. The PCBA shall conduct educational programs under the Washington State Beekeepers Association master Beekeepers Education program and shall be primarily for the enjoyment and educational goals of its members. The PCBA shall cooperate with the Washington State University Extension Service, other Universities, the Washington State Department of Agriculture, the Washington State Beekeepers Association, Western Apiculture Society, and Apiculture related technologies to disseminate the latest beekeeping information.

ARTICLE II – PURPOSE

- Section 1.** The purpose of the PCBA shall be to promote the gentle art and science of beekeeping, primarily to sideline, homestead, hobby beekeepers, and the general public.
- Section 2.** The PCBA shall conduct educational programs under the Washington State Beekeepers Association Master Beekeepers Educational program.
- Section 3.** The PCBA shall be primarily for the enjoyment and educational goals of its members.
- Section 4.** The PCBA shall cooperate with the Washington State University Extension Service, other Universities, the Washington State Department of Agriculture, the Washington State Beekeepers Association, and the Western Apiculture Society to disseminate the latest beekeeping information.

ARTICLE III – MEMBERSHIP

- Section 1.** Payment of dues is necessary for current membership and voting privileges.
- Section 2.** There shall be two classes of membership: Regular membership, which included family members, and a special Honorary Membership. Honorary Memberships are to be extended to deserving persons and are subject to ratification by the general membership at a regular membership meeting. Honorary memberships do not have to pay annual dues. Family members who hold current paid memberships each have voting privileges.
- Section 3.** Membership shall terminate upon death or voluntary withdrawal or as otherwise provided in the bylaws. The rights, title, and interest of a member shall cease upon termination of membership.
- Section 4.** Membership is not a requirement to attend educational programs or general meetings, which are open to the public.
- Section 5.** Membership may be terminated for nonpayment of dues as provided in ARTICLE IV, Section 2.
- Section 6.** Any membership may be terminated for violation of these bylaws or for beekeeping practices which are detrimental to the general beekeeping community. Such termination shall be by a two-thirds vote of the Directors at a board meeting, providing that a statement of the charges shall have been mailed by registered letter to the last recorded address of the member at least thirty (30) days before the final action is to be taken thereon. Such statement of charges shall contain notification of the time and place of the meeting of the Board of Directors at which the charges shall be considered. The member shall have the right to appear and present any defense to such charges before action is taken thereon. Any member who is suspended or

expelled may be reinstated to membership by a two-thirds vote of the Directors at the Board meeting.

ARTICLE IV – DUES

- Section 1.** The dues shall be determined by the Board of Directors of the membership as stated in ARTICLE III.
- Section 2.** The annual dues shall be due and payable to the Treasurer one year from the month the member joined the PCBA. Annual dues not received by the Treasurer one year from the month the member joined the PCBA are considered delinquent and members may be dropped from the membership register and thereupon shall forfeit all rights and privileges of membership, including receipt of the Association newsletter.
- Section 3.** Reinstatement of membership terminated for failure to pay dues is automatic upon receipt of dues.
- Section 4.** The fiscal year is the calendar year. The term of membership shall be one year from the month the member joined the PCBA.

ARTICLE V – CONDUCT OF BUSINESS

- Section 1.** The business affairs of PCBA shall be conducted by the Board of Directors. Members of the Board shall be named in accordance with provisions in ARTICLE VII and shall represent the members of PCBA insofar as possible. Officers are elected by the general membership in good standing. An officer carries only the rights necessary for executing the duties of their appointment. Any officer of the association that fails to perform the duties of their office may be removed from their appointment by a two-thirds vote of the board at an executive board meeting. For cases involving misconduct, neglect of duty or excessive absences the officer may be removed from their appointment by a two-thirds vote of the board at an executive board meeting. Any officer removed from their appointment shall retain their membership rights.

ARTICLE VI – OFFICERS

- Section 1.** The Officers of PCBA shall be President, Vice president, Secretary, and Treasurer.
- Section 2.** The President shall have general supervision of the affairs of PCBA. The main role of the President is to expedite the business of the association in every way compatible with its purpose and membership. The President shall preside at all meetings of PCBA. The President shall appoint all committees and shall be an ex-officio member of these committees. The President shall call special meetings of the Association and the Board of Directors. If the President for any reason vacates or is removed from office or is for any reason absent, the Vice-Chair will take on the duties of the appointment – OR – In the case of resignation, three unexcused absences or death, the Vice-President automatically performs the duties of the President for the duration of the term.
- Section 3.** The Vice-President, in the absence, disability or removal of the President, shall perform the functions of the office of President and such other duties as appointed by the President. The Vice-President is responsible for keeping the property inventory.
- Section 4.** The Secretary shall attend and keep a complete and correct record of all meetings of PCBA. Minutes of the meetings are available upon request. The Secretary shall perform such other duties as appointed by the President.
- Section 5.** The Treasurer shall approve and pay all bills for PCBA and maintain accurate records of PCBA finances. The Treasurer shall maintain accurate records of all assets of PCBA. The Treasurer shall perform such other duties as appointed by the President. The Treasurer of the association is the officer entrusted with the custody of its board funds and financial records. All payments are approved by the board of directors at the regularly scheduled executive board meeting. In case of extended absence or incapacity of the Treasurer, the President may approve and pay bills, or may appoint a member of the PCBA to act as temporary Treasurer with approval of the Board.
- Section 6.** The term of office shall be one year. The President shall be limited to two consecutive terms.
- Section 7.** Officers shall be elected at the first regular meeting of the PCBA in January of each calendar year. The election will be conducted by an appointee of the President. The winner of the election for an office must receive a simple majority of the votes cast by members in good standing who are present at the January regular meeting.

ARTICLE VII – BOARD OF DIRECTORS

- Section 1.** These shall be a Board of Directors consisting of the Officers, the two immediate past President, and present appointed Committee Chairpersons.
- Section 2.** No Officer or member of the Board of Directors shall receive compensation, either directly or indirectly for the conduct of the business of PCBA except for reasonable out of pocket expenses with approval of the Board.

ARTICLE VIII – COMMITTEES

Permanent Committees

- Section A.** Program Committee: There shall be a Program Committee consisting of one or more persons, appointed by the President, whose duty shall be to determine the subject matter and arrange for speakers for a program at each meeting of the PCBA. The program shall be of interest to the members and be consistent with ARTICLE II.
- Section B.** Newsletter Committee: There shall be a Newsletter Committee, appointed by the President, whose duty shall be to publish a newsletter in advance of each regular and special meeting of the PCBA. In addition to the notice of the meetings, the newsletter shall include articles and general information to support the intent of ARTICLE II.
- Section C.** Study Grant Committee: There shall be a Study Grant Committee, appointed by the President whose duty shall be to solicit, evaluate, and award study grants. This responsibility includes the purchase and issuing of basic equipment on behalf of PCBA.
- Section D.** Membership Committee: There shall be a Membership Committee, appointed by the President, whose duty shall be to recruit and retain PCBA members, collect PCBA membership dues and maintain the PBCA membership roster.
- Section E.** Class/Education Committee: There shall be a Class/Education Committee, appointed by the President, whose duties shall be to conduct educational programs through an annual beekeeping certification course in association with the Washington State Extension program and the recruiting/obtaining of speakers for monthly PCBA meetings.

Ad Hoc Committees

- Section A.** Auditing Committee: There shall be an Auditing Committee of two (2) appointed by the President, whose duty shall be to audit the financial and asset records of PCBA and report to the Board of Directors at the first Board meeting in January of each calendar year. Auditing standards shall be determined by the Board of Directors.
- Section B.** Nominating Committee: There shall be a Nominating Committee of two (2), appointed by the President, whose duty it shall be to obtain nominations for Officers.

Volunteer Activities

- Section A.** Refreshments: There shall be one or more persons, from the general membership, whose duties shall be to collect and present refreshments at each meeting. Donations shall be collected from those that do not bring items to share with the association members.
- Section B.** Library: There shall be one or more persons from the general membership whose duties shall be to maintain the PCBA. Book lending and library inventory shall be maintained by the volunteer Librarian.
- Section C.** The President shall appoint other Committees as are necessary for efficient conduct of PCBA activities.

ARTICLE IX – FINANCES

- Section 1.** No indebtedness shall be incurred by any Officer, committee member, or any other PCBA member in good standing on behalf of PCBA, except as authorized in ARTICLE VI.
- Section 2.** The PCBA dues and monies in excess of immediate operating expenses shall be placed into an account. All monies shall be used in accordance with the mission of the association as determined by the Board.
- Section 3.** If PCBA cease to exist at some future time, funds and assets of record shall be disbursed to Washington State University with the objective and intent that these funds and assets be used for the benefit of the art and science of beekeeping.

ARTICLE X – MEETINGS

- Section 1.** Meetings of the general membership will be held at a place and time to be established by the Board. It shall be the intent to hold general membership meetings monthly except during the summers. The newsletter will be used to notify members of each upcoming meeting.
- Section 2.** Decisions made by the Board of Directors may be overridden by a vote of 2/3 of the members in good standing present and voting at a regular or special meeting.
- Section 3.** The order of business for regular membership meetings, unless changed by a majority vote of the members present and voting, shall be as follows:
- A. Call to order.
 - B. Reading of the minutes of the last general membership meeting.
 - C. Reports of Officers (including a financial report by the Treasurer).
 - D. Reports of All Committees
 - E. Unfinished business
 - F. New Business (including election of Officers)
 - G. Communications and presentation of bills
 - H. Resolutions
 - I. Announcements
 - J. Recess for refreshments
 - K. Presentation of Program
 - L. Adjournment
- Section 4.** Special meetings may be called by the President, the Board of Directors, or may be called upon request, in writing, by one quarter of the membership or by five members of the Board of Directors. Not less than ten (10) days written notice shall be given prior to any such special meeting.

ARTICLE XI – AMENDMENTS

- Section 1.** Changes in these Bylaws may be made by a two-thirds majority of members in good standing present and voting at any membership meeting or by a two-thirds majority of all votes cast in a mail ballot, provided that written notice of the proposed amendment shall have been sent to every member at least one month before the last date to return ballots in the case of a mail ballot or thirty days in advance of a regular or special meeting.
- Section 2.** Proposed amendments to these Bylaws shall be submitted in writing to the Board of Directors for amendments to the Bylaws, making them legally effective, during the times between regular meetings. Such amendments must pass the Board of Directors by a two-thirds vote. Such amendments must be present to the regular membership for ratification in accordance with Section 1 of this ARTICLE.