

# El Dorado Beekeepers Association

Established: 2014

Approved 7-6-2021 by the Board of Directors

## Article I. Principal Office and Purpose

### Section 1

The principal office of the Association shall be located in the county of El Dorado, State of California.

### Section 2

The purpose of the El Dorado Beekeepers Association, hereinafter referred to as the Association, shall be to provide a social and educational organization to promote and improve the art of beekeeping. The El Dorado Beekeepers Association is a non-profit organization.

### Section 3

The Association may be affiliated with other bee related organizations.

## Article II. Membership and Dues

### Section 1

Membership shall be open to all beekeepers, those interested in beekeeping and their families.

### Section 2

Membership in the Association is terminated by nonpayment of dues or dismissal by a two-thirds (2/3) vote of the Board of Directors.

### Section 3

Members are entitled to all Association benefits and shall pay dues regardless of attendance.

### Section 4

Nondiscrimination. This Association admits persons of any gender, race, color, national and ethnic origin, age, religion, sexual orientation, disability, or marital status to all the rights, privileges, programs, and activities generally accorded or made available to members of this Association.

## Section 5

Previous members in good standing wishing to rejoin the association shall pay dues to rejoin.

## Section 6

The annual dues shall be fixed by the Board of Directors. Membership begins December 1 each year. Dues are not prorated. All memberships expire on November 30 each year.

# Article III. Club Officers/ Board of Directors and Duties

## Section 1

The Board of Directors shall be composed of 4 Officers and up to 5 Members at Large. The Officers shall consist of President, Vice President, Secretary, and Treasurer. The Board shall be elected from the general membership. The Board shall serve a twelve (12) month term beginning July 1 of each year. The Board of Directors approves the annual budget and provides policy and direction in support of the mission of the club.

Before each election, the Board shall assess the need to expand or contract Board membership to best meet the Association's projected requirements. A quorum is considered to be one member more than half the Board.

## Section 2

### Duties of officers:

#### A. President

1. Presides at all meetings and functions of the Association.
2. May serve as a working member of each committee.
3. Has the authority to fill vacancies that occur with the approval of the Board of Directors.
4. Shall be general spokesperson for the Association.
5. Is responsible for insurance coverage.

#### B. Vice President

1. Shall take over the President's duties in the President's absence.
2. If the Secretary is absent from Board meetings, the Vice President will stand in.

#### C. Secretary

1. Keeps minutes of all meetings and makes them available to Board members.
2. Handles correspondence of the Association.

3. Keeps current copies of the Corporate Records Book.
4. Ensures that the Bylaws and Articles are posted on the website.
5. Ensures all Board meeting minutes are posted on Board-shared Google drive.

### D. Treasurer

1. Manages Association's bank account.
2. Collects all funds due to the Club.
3. Pays all bills owed by the Club. Checks will be signed by either the President or the Treasurer.
4. Arranges for a cashier at meetings, classes, workshops, events or parties.
5. Prepares monthly Treasurer's report and makes it available to the Board.
6. Prepares a yearly financial report and makes it available to the Board.
7. Prepares annual tax information for tax preparation.

### E. Directors-at-Large

1. Shall be responsible for club activities as assigned.

### F. Immediate Past President

1. Will be a non-voting advisor to the President and Board of Directors.

## Section 3

### Voting

1. No member shall hold more than one (1) elective office at the same time.
2. There will be only one (1) vote per elective or appointive office.

## Section 4

The administration of the affairs of the Association shall be vested in the Board of Directors (hereinafter referred to as the Board). The Board shall have all powers expressly granted by these Bylaws and general authority consistent therewith to formulate the program and to administer the affairs of the organization between the meetings of the Association.

## Section 5

The Board shall be responsible for arranging all necessary services for the administration of the affairs of the Association, including speakers, technical, legal and clerical matters subject to the financial ability of the Association. The Board may adopt such rules and delegate such powers as they deem expedient, consistent with these Bylaws of the Association.

## **Section 6**

The Board shall meet monthly at the time and place agreed upon by the Board officers. Special meetings may be called when necessary.

## **Section 7**

Board meetings are open to all members.

# **Article IV. General Meetings**

## **Section 1**

A general meeting shall be held once a month, typically on the Second Sunday.

# **Article V. Nominating Committee and Election**

## **Section 1**

Nominations for Board positions will be presented to the membership during the month of June. Additional nominations from the membership will be accepted prior to the election.

## **Section 2**

The election of Board members shall be held by email sent to the general membership in June. Results will be tabulated by the Board and announced at the next general meeting.

# **Article VI. General Provisions**

## **Section 1**

Bylaws may be amended by a two-thirds (2/3) vote of the Board members present at the Board meeting.

## **Section 2**

Board Members shall be given notice of intent to dissolve the Association two (2) weeks prior to the Board meeting at which the dissolution proceedings are to take place. The dissolution of the Association shall require a two-thirds (2/3) majority vote of the Board.

## **Section 3**

Upon the dissolution of the association, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to a comparable

Beekeeper's association, the federal government, or to a state or local government, for a public purpose.

## **Article VII. Finances**

### **Section 1**

Fiscal Year. The fiscal year shall be the calendar year.

### **Section 2**

Budget. The President shall propose an annual operating budget that has been endorsed by the Board.

### **Section 3**

Income and Deposits. All revenues shall be deposited into the Association's FDIC approved institution account in a timely manner.

### **Section 4**

Expenditures. Disbursement of Association funds shall be made by the Association's Treasurer. Signature authority shall also be vested in the President. Disbursements greater than \$1000 must be approved by the Board.

### **Section 5**

Use of Assets. Association funds or property shall not be used in a manner contrary to federal, state, or local law.

### **Section 6**

Financial Records Examination. Association financial records shall be examined by a qualified financial person periodically as determined by the Board, including club members not currently serving as a Board member. At a minimum, such examination shall be conducted upon each election cycle.

### **Section 7**

Annual Financial Reporting. Information on the status of Association finances shall be prepared annually. This information shall be made available for inspection by Association members and the public upon request.

### **Section 8**

Any officer, Board member, committee member, or any other Association member on behalf of the Association shall incur no indebtedness, except as authorized by the Board.

Approved by the Board of Directors:      Sandy Honigsberg      7-6-2021  
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President      Date