

Oklahoma State Beekeepers Association, Inc.

BYLAWS

Fall, 2006

Article I. Membership

Section 1 Association Membership

- a) There are two types of memberships:
 - a. Individual: one person, with one vote.
 - b. Family Membership: family members living in a single household, with two votes.
- b) Membership in this Association shall run from Fall Meeting to Fall Meeting, of each year.
- c) Non-residents may become Associate Members by payment of regular annual membership dues, but without the right to hold office.
- d) Non-residents may participate in any and all activities of the association at all times.
- e) Any member who has not paid his current dues by January 1 shall be reminded in writing by the Treasurer.
- f) When dues have become six (6) months in arrears, the name shall be taken from the active file and placed in the inactive file.

Article II. Officers

Section 1 The President – Duties:

- a) The President shall preside at all meetings of the Oklahoma State Beekeepers Association.
- b) The President may appoint committees as are necessary in his judgment, or as authorized by the Executive Board.
- c) The President, or a person he selects, shall represent the Association on special occasion when dignitaries, national or foreign, are within the area.
- d) The President shall not have voting power in any meeting except he will be required to vote to break a tie vote.
- e) The President shall call regular and special meetings and direct the Secretary/Treasurer to so notify the general membership of said meetings, including the time and place.
- f) The President shall appoint a Historian for a term of three (3) years, said person to keep a brief condensed record of the Association's activities of each year.
- g) The President shall have signing authority on all Association Financial Accounts, this cannot be delegated.

Section 2 The Vice President – Duties:

- a) The Vice President shall act with full power of the President in his absence, or his inability to act.
- b) The Vice President shall relay all transpired business to the President directly after he has acted in the capacity of President.

- c) The Vice President shall have signing authority on all Association Financial Accounts, this cannot be delegated.

Section 3

The Secretary – Duties

- a) The Secretary shall keep an accurate account and permanent record of the meetings of the Association.
- b) The Secretary shall carry on the general correspondence of the Association under the direction of the President and shall assist with the organization of mail.
- c) The Secretary shall issue notices, either written or printed, of meetings to be held, regular or special.
- d) The Secretary shall compile and distribute to all active members, a copy of the OSBA newsletter.
- e) The Secretary shall send notices of special meetings to all members on the active membership list, not less than twenty (20) days before such meeting is to take place.
- f) The Secretary may delegate the above duties but will remain responsible for their completion.
- g) The Secretary shall have signing authority on all Association Financial Accounts, which cannot be delegated.

Section 4

Treasurer – Duties

- a) The Treasurer shall issue membership cards after dues have been paid.
- b) The Treasurer shall be the custodian of the Association funds.
- c) The Treasurer shall receive all annual dues, and funds from other sources, and issue receipts, in duplicate, for all moneys received.
- d) The Treasurer shall furnish a statement of accounts at each annual meeting, and at any special meeting when asked to do so.
- e) The Treasurer shall select a convenient insured bank in which he/she shall deposit all Association funds by the end of each month.
- f) The Treasurer shall pay all bills by the end of the month.
- g) The Treasurer shall advise the President of the names of members whose dues are four (4) months or more in arrears.
- h) The Treasurer shall have signing authority on all Association Financial Accounts, which cannot be delegated.

Section 5

Executive Board – Duties

- a) The Executive Board shall be responsible for overseeing the administration of the Association.
- b) The Executive Board shall transact all necessary business of the Association in the intervals between the annual meetings.
- c) The Executive Board shall decide where and on what dates the two annual meetings are to be held.
- d) The Executive Board Chairman shall be the President.
- e) The Executive Board meeting may be called by the President, or by five (5) members of the Board.
- f) The Executive Board, or its individual's members, shall advise the President in any and all matters in the organization.
- g) The Executive Board members shall each have one (1) vote, except the President, who shall only vote if a tie exists.
- h) A majority of fifty-one percent (51%) of the Executive Board shall constitute a quorum.

Article III: Elections

Section 1 Nominations

- a) The President shall appoint a Nomination Committee at the annual spring meeting that shall secure nominations for officers.
- b) The President shall make sure the names of the Nominating committee members are published to the membership.
- c) Any member to be nominated for an office in the Oklahoma State Beekeepers Association must be a member in good standing before his name may be placed in nomination.
- d) Any person whose name is placed in nomination must have previously agreed to accept the responsibility of the office.
- e) Nominations from the floor may be made for any member who is in good standing with Local and State Associations.
- f) A nominator must have secured consent from the nominee before placing his name in nomination from the floor.

Section 2 Election Regulations:

- a) The President shall appoint an Election Committee of three (3) members prior to an election.
- b) The duty of this Committee shall be to visibly record the names of nominees; collect and tally votes; inform the President in writing of the election results. The President shall then inform the members of the results of the election.
- c) A member must be present at the time of voting if his name is placed in nomination from the floor.
- d) A member voting in an election shall have his membership dues paid.
- e) No proxy vote shall be counted as valid.

Section 3 Vacancies in Office:

- a) Should a vacancy occur in the office of President, the Vice President shall assume office.
- b) In the event that the Vice President is unable to perform the duties as President, the remaining members of the Executive Board shall appoint a member of said Board to act as President for the remaining term.
- c) Vacancies in all other offices shall be filled by an appointment made by the President.
- d) In the event the Association fails to elect an officer to a position, the officer presently serving in that position shall continue to serve in office until a qualified successor is elected.

Article IV Dues

Section 1 Annual Dues:

- a) The amount of annual dues shall be established by the Executive Board to be published no later than the spring meeting of each year.

Article V: Local Associations

Section 1 State Association recognition of Local Associations:

- a) Local or area Beekeeper Associations will be recognized by the Oklahoma State Beekeepers Association if they meet the following:
 - 1. Hold an annual election of officers once (1) each calendar year.
 - 2. Have at least two (2) general open meetings during a calendar year.
 - 3. The Association must approve of any affiliation of a new local organization.

Article VI: Rules of Order

Section 1 Parliamentary procedures:

- a) The Association shall conduct its meetings according to the most current version of Robert's Rules of Order, this shall be the authority on all rules of procedure not otherwise provided in the Bylaws.

Article VII: Dissolution

Section 1 Dissolving of Organization:

- a) In the event of dissolving of this organization after all liabilities and obligations have been paid, satisfied and discharged, any remaining assets shall be contributed to such other organized Beekeeper Associations as are qualified under Section 105(c) (5) of the 1954 Internal Revenue Code, or a corresponding provision of a later enactment which the Executive Board shall in its sole judgment determine.

Article VIII: Suggested Form of Meeting

Section 1 The following order of business for this Association shall be carried out by the President, as far as possible.

- 1. Call to Order
- 2. President's Address
- 3. Reading of the last meeting minutes
- 4. Secretary/Treasurer's report
- 5. Introduction of guests and new members
- 6. Committee reports
- 7. Appointment of new committees
- 8. Election of officers
- 9. Old business
- 10. New business
- 11. Introduction of speaker(s)
- 12. Adjournment