**Walton County Beekeepers Association Bylaws**

ARTICLE I - NAME

The name of the club shall be the "Walton County Beekeepers Association".

ARTICLE II – MISSION

Walton County Beekeepers Association is a non-profit organization dedicated to promoting the interests of beekeeping by serving its members and the community through education, knowledge and resource sharing.

ARTICLE III - MEMBERSHIP

1. ACTIVE: Any person interested in beekeeping in the state of Georgia may become an Active Member of the Association by applying and paying the required membership dues.
2. The membership year shall be from July 1 to June 30.
3. No member shall be allowed to vote, hold office, make motions or otherwise participate in the affairs of the Association unless their dues are current.
4. The amount of membership dues shall be set by majority vote of the members present at the Annual Membership Meeting. Once adopted, a dues and timetable shall remain in effect until amended by such majority vote.
5. Guest: Any person interested in beekeeping may attend one meeting free of charge.

ARTICLE IV – BUSINESS MEETINGS

1. There shall be an Annual Membership Meeting of the Association to be held at a time and place designated by the Board of Directors. The purpose of an Annual Membership Meeting is the election of Officers and Directors, receiving of annual reports, and conducting such other business as may be properly brought before the membership.
2. Special membership meetings may be called at the discretion of the Board of Directors.
3. Each active membership is entitled to one vote. Family membership is counted as one vote. No vote by proxy is permitted.
4. All meetings shall be presided over by the President or other person appointed by the Board of Directors. The secretary or his/her designate shall keep minutes of each meeting which will be made available to the Association.
5. Notice of the time, place and topic of each meeting will be sent to the membership at least 7 days prior to the meeting.
6. Special meetings may be called by the President or may be called upon request in writing by one quarter of the membership or by the majority of the Board of Directors.
7. A quorum for conducting business at the membership meetings shall be at least 30% of all active members or a majority of the Board of Directors.
8. The order of business for all meetings of the Association shall be as follows:
	1. Call to order by the President
	2. Recognize guest and visitors
	3. Discussion of old business
	4. Discussion of new business
	5. Program
	6. Adjournment
9. The Board of Directors may schedule other informational meetings, educational seminars, workshops, field trips or conferences which may be of benefit to the general membership or segments of the membership.

ARTICLE V – OFFICERS AND DIRECTORS

1. The Officers of the Association shall consist of a President, Vice President, Secretary, and Treasurer. Any of these positions may be combined upon recommendation of the Board of Directors.
2. To be qualified to hold an elected office, an individual must be an Active Member.
3. Officers and Directors shall be elected by majority vote of the members present at the Annual Membership Meeting. Term of office shall be for one year. The term shall begin at the termination of the Annual Membership Meeting and end at the termination of the next successive Annual Membership Meeting.
	1. The President can serve for two consecutive terms.
	2. All other Officers may serve successive terms at the discretion of the membership.
	3. There will be a minimum of 4 Directors elected to serve along with the Officers to constitute the Board of Directors.
	4. The Board of Directors shall direct the business and affairs of the Association and make rules and regulations for the use of services by members consistent with these Bylaws.
	5. President: The President shall
		1. Have such powers and duties as are imposed upon him/her by these Bylaws, and by the Board of Directors.
		2. Preside over all meetings of the Association and the Board of Directors
		3. Call special meetings of the Association and the Board of Directors
	6. Vice-President: The Vice-President shall perform all duties incumbent upon the President during the absence or disability of the President.
	7. The President and/or Vice-President shall
		1. Review all bills presented for payment by the Treasurer, not already approved by the Board of Directors, and needing payment before the next meeting or the Board of Directors. This bill can be approved for payment ~~of~~ or disapproved as he/she sees fit. If the bill is disapproved, the Treasurer can submit the bill to the Board of Directors for review at the next Board of Directors meeting or by letter.
		2. Review the accounts once a quarter. Discrepancies shall be brought to the attention of the Board of Directors.
		3. Obtain the names of all visitors and guests present at membership meetings, introduce the visitors and guests to the members present, and give a correct list of the visitors and guests to the Secretary.
		4. Perform such other duties as the Bylaws may prescribe or the President and/or the Board of Directors may direct.
	8. Secretary: The Secretary shall
		1. Keep a record of all meetings ~~and~~ including monthly meetings, the Annual Membership Meeting and the Board of Directors’ meetings. Copies of the minutes shall be made available to all members in a timely manner.
		2. Write letters as directed by the President or Board of Directors.
		3. Maintain the Bylaws of the Association.
		4. Perform such other duties as may be required by the President and the Board of Directors.
	9. Treasurer: The Treasurer shall
		1. Keep full and accurate records of all financial transactions. These records shall be available for review by the President or his/her designate at all times.
		2. Immediately deposit all funds of the Association in a reliable bank to be designated by the Board of Directors, and shall keep this bank account in the name of the Association.
		3. Disburse funds as directed by the President and the Board of Directors.
		4. Furnish at meetings of the Board of Directors, or whenever requested, a statement of the financial condition of the Association.
		5. Keep a complete list of current members including contact information and physical addresses of members. This list will be made available to the Board of Directors. A membership list of names, email and phone numbers shall be made available to any active member of the Association on request. The list shall exclude the information of any member that has indicated this information not be released.
		6. Maintain a complete record of all physical property and equipment owned by the Association.
		7. Be responsible for registration at all meetings.
		8. Deliver all records of the Association to his/her successor in office.
		9. Notify those who have not paid their dues that they are due.
		10. Perform such other duties as the Bylaws may prescribe and/or the Board of Directors may direct.
	10. Any Officer may be removed by a majority vote of the Board of Directors at any meeting.

ARTICLE VI – COMMUNICATION WITH GENERAL PUBLIC

1. All communication with the general public or other official beekeeping organizations shall be conducted by an Officer or Director of the Association. The Board of Directors has the right of approval of all correspondence.
2. Individual member information will not be made public outside the active membership of the Association.

ARTICLE VII – AMENDMENTS

1. These Bylaws may be amended at any meeting of the Association by a quorum for conducting business at the membership meetings shall be at least 30% of all active members or a majority of the Board of Directors.