

CENTER OF MICHIGAN BEEKEEPERS

BYLAWS

Article I. Name and Extent

Section 1. The name of the club shall be Center of Michigan Beekeepers (referred herein as Club).

Section 2. The region served by the Club shall be, but not restricted to, the Michigan counties of Ingham, Clinton, Eaton, Jackson, and Livingston.

Article II. Purpose

Section 1. The purpose of the Club shall be the study and promotion of the science and art of beekeeping.

Article III. Affiliation

Section 1. The Club shall be affiliated with the Michigan Beekeepers Association.

Article III. Membership and Dues

Section 1. Membership shall be open to any person who is supporting the Club's purpose and wishes to participate in Club's activities. Membership is not restricted to residents of the region served.

Section 2. Members will pay annual dues. The amount of the dues shall be set at the Annual Meeting each year. The term of the membership shall be January 1 through December 31 of the year in which the dues are paid. Payment of dues shall be required in order to be considered a member of the Club with voting rights.

Section 3. For purposes of membership, the term member applies to an individual or their immediate family. However, for purposes of votes only one vote shall be allocated per membership.

Section 4. The Club's Board may, at their discretion, elect life-time members. Life-time members are exempt from paying Club dues and enjoy all of the privileges of Club members.

Section 5. Privileges of Membership.

- a. Any Member who meets the requirements set forth in these bylaws may speak, make motions and vote on items presented to the Club membership.
- b. Only Members in good standing may be elected to or retain office in the Club.
- c. Members may participate in all club activities, including meetings and other Club functions.

Article IV: Meetings

Section 1. The Club meetings shall be held at a time, location and frequency convenient to the Club membership and determined by the Club President.

Section 2. Any items of business may be brought to the membership during any regular meeting. A simple majority vote of Members present is required to approve any motions that may come before the Club.

Section 3. There shall be an Annual Business Meeting of the Club held in January of each year. The Annual Meeting may be held in conjunction with the regular Club meeting. The purpose of the Annual Meeting shall be:

- a) to elect officers for the coming year,
- b) to hear and approve the financial statement for the Club,
- c) to establish the dues for the upcoming year, and
- d) to consider and vote upon any item of business that may come before the Club.

Article IV. Officers

Section 1. The Club shall have a Board of Directors consisting of five officers: Past-President, President, President-Elect, Secretary and Treasurer. The Officers shall serve a period of one year with the term running from the election at the January Annual Meeting through to the beginning of the January Annual Meeting of the following year.

Of the five offices, those of the President Elect, Secretary and Treasurer shall stand for election at the end of each term according to the procedures outline in Article V. At the end of each term, the President-Elect shall become the President and the outgoing President shall become the Past-President.

Section 2. Duties of the President. The Club President shall have the following duties and responsibilities:

- a) Conduct the monthly meetings, including the Annual Meeting.
- b) Upon vacancy of any other Club officer, the President shall appoint a replacement officer subject to the approval of the Members present at the next scheduled Club meeting.
- c) Have signature authority on the Club's checking account or designate another officer.
- d) Appoint a Nominations Committee at least two months prior to the Annual Meeting for purposes of composing a slate of Members for the Club officers.
- e) Appoint other Committees from time to time as deemed appropriate to assist the Board in items of business or Club activities.
- f) Conduct other activities appropriate for the Office.

Section 3. Duties of the President-Elect. The Club President-Elect shall have the following duties and responsibilities:

- a) Conduct the monthly meetings, including the Annual Meeting, in the absence of the Club President.
- b) Upon vacancy of the Club President, the President-Elect shall assume the position as President or appoint a replacement officer subject to the approval of the Members present at the next scheduled Club meeting.
- c) The President-Elect shall act in the absence of the President in all other matters of Club business.
- d) Conduct other activities appropriate for the Office.

Section 4. Duties of the Secretary. The Club Secretary shall have the following duties and responsibilities:

- a) Maintain the Club's e-mail lists.
- b) Act as the Club's Communication Officer by notifying Members, and others who have requested, of Club meeting times and locations, as well as other items of interest to the Club membership.
- c) Receive and send various Club correspondences that may arise from time to time.
- d) Record and maintain the minutes of the Annual meeting.
- e) Conduct other activities appropriate for the Office.

Section 5. Duties of the Treasurer. The Club Treasurer shall have the following duties and responsibilities:

- a) Maintain the Club's financial records.
- b) Have signature authority on the Club's checking account.
- c) Maintain the Club's membership roster.
- d) Deposit and disburse funds as may be required for conducting Club business.
- e) Prepare and present the Club's financial report at the Annual Meeting.
- f) Receive the checking account monthly reconciliation statement.
- g) Conduct other activities appropriate for the Office.

Section 6. Duties of the Past-President. The Club Past-President shall have the following duties and responsibilities:

- a) Represent the interests of the general membership on issues of interest or concern
- b) Shares ideas, guidance, and expertise with the Board
- c) Promote education of the membership and public.
- d) Conduct other activities appropriate for the office.

Article V. Election Procedures

Section 1. The President shall appoint a Nomination Committee at least two months prior to the Annual Meeting at which time Club officers will be elected.

Section 2. The Nomination Committee shall consist of the Club President and at least two members from the Club. The appointed members may include currently serving Club officers.

Section 3. The Nomination Committee shall:

- a) Submit to the Club President a list of candidates for elected officers no later than one month prior to the Annual Meeting. This list shall also be submitted to the Club Secretary who will distribute the list to the Club membership at least 2 weeks prior to the Annual Meeting.
- b) Conduct the elections at the Annual Meeting.
- c) Take nominations from the floor at the Annual Meeting from any member in good standing for any **elected** office.
- d) Prepare and count the ballots after the election has closed and announce the results. Elected candidates shall take office immediately for the ensuing term.

Article VI. Amendment of Bylaws

Section 1. Amendments to these bylaws shall be proposed by a majority of the Board of Directors or by petition of not less than 10 members or a simple majority of the Club.

Section 2. Notice of Bylaws Amendments shall be available to members before they are voted upon at a meeting of the membership.

Section 3. A majority vote of all members present at the meeting shall be necessary to make the amendment a part of the Club's bylaws.

Article VII. Fiscal Year

Section 1. The fiscal year shall run from January 1 through December 31.

Article VIII. Conduct of Meeting

Section 1. Roberts Rules of Order shall govern this association in all points of Parliamentary Procedure.

Article IX. Dissolution

Section 1. The Club shall be dissolved upon the adoption of a Motion for Dissolution. The procedures for Bylaws Amendments shall apply for the adoption of a Motion for Dissolution.

Section 2. Upon dissolution of the Club, the Treasurer shall pay all current Club obligations as funds permit. If insufficient funds exist to meet all obligations, it shall be the sole discretion of the Treasurer as to which obligation will be paid.

Section 3. If excess funds exist after meeting all financial obligations of the Club, then disposal of these funds, including any other Club assets, shall be made by majority vote of the Board.

ADOPTED THIS __th DAY OF _____, 2018

Certified by:

Secretary

Amendments:

2008: Original draft

January 2017: Enable the office of Member-at-Large

January 2019: Amendments enabling the Past-President, President and President-Elect. Remove the office of Member-at-Large