CONSTITUTION OF
THE KANSAS HONEY PRODUCERS ASSOCIATION

PREAMBLE
In order to better promote the use and marketing of honey, to promote better beekeeping practices within the State of Kansas, and to increase harmony and cooperation among the beekeepers of Kansas, we as members of the beekeeping and honey producing industry of the State of Kansas do hereby join together and establish this Constitution and Bylaws.

ARTICLE I—NAME
The name of this organization shall be the Kansas Honey Producers Association (KHPA).

ARTICLE II—PURPOSE
This organization shall be a not for profit entity designed to: advance and foster the interests of Kansas honey producers by promoting honey and other bee-related products, secure beneficial legislation, develop a spirit of mutual encouragement and cooperation, increase knowledge of bees and beekeeping practices, invite into membership all beekeepers residing within or managing bees within the State of Kansas, and foster the promotion and protection of all pollinators.

ARTICLE III—MEMBERSHIP
Section 1: Any person interested in apiculture and who is in agreement with the purpose of this association may apply for membership.
Section 2: The membership dues of The Kansas Honey Producers Association may be set at any regular meeting and shall take effect the following January 1st. Membership dues are payable by January 31st each year and are considered delinquent after that date.

Section 2a: Memberships may be obtained as either Individual or Family Memberships. Individual Membership is for one person. More than one person per household may obtain an Individual Membership. Each person in the household must obtain an Individual Membership to have the privilege of voice and vote on KHPA matters and the possibility of being considered for board positions.

Section 2b: Family Membership is one membership for all persons living in a household. All persons in the household with a Family Membership have voice at all KHPA meetings, but there is only one vote per Family Membership, and each Family Membership shall be counted as one person for purposes of quorum and majority votes.

Section 3: Provisions may be made for Life Membership to be granted. Guidelines for Life Membership may be set or revised at any regularly called meeting of the Association.
Section 4: Provisions may be made for Youth, Complimentary, or other types of special memberships as deemed necessary by approval by membership at any regular meeting. These are non-voting memberships.

ARTICLE IV—OFFICERS
Section 1: The officers of the Kansas Honey Producers Association shall be the President, three (3) Vice-Presidents, Secretary, Treasurer and six (6) Regional Directors (see part 3 of bylaws). All shall be legal residents of the State of Kansas and at least 18 years of age at the time of election. In addition, Regional Directors shall reside in the area that they represent. The Elected officers and the Regional Directors shall make up the Executive Committee (13 12 members).
Section 2: The term of each officer shall be two years or until a successor is qualified. Terms shall expire at alternate years to provide continuity of leadership. Regional Directors may be nominated by their respective
Regional members regions and elected by the general membership for a maximum three (3) consecutive two-year terms (6 years total). Regional Directors may be re-elected to their designated area after a hiatus of at least two (2) years.

Section 2a. Odd years: elections for President, 2nd VP, Treasurer, Northeast, North Central, and Northwest Regional Directors.
Section 2b. Even years: elections for 1st VP, 3rd VP, Secretary, Southeast, South Central, and Southwest Regional Directors.

Section 3: Duties of the Officers

PRESIDENT:
- In charge of all organization business
- Ex Officio Member of all committees
- Oversee the general work of the organization
- FIRST VICE-PRESIDENT:
  - Program Chairperson
  - Work closely with the President and other officers
  - Substitute for the President as required
  - Report to the Executive Committee and the general membership

SECOND VICE-PRESIDENT:
- Oversee or be liaison person for the Kansas State Fair Booth
- Honey Show Coordinator (Kansas State Fair)
- Oversee, render assistance to, and be liaison to State Apiary operations
- Report to the Executive Committee and the general membership

THIRD VICE-PRESIDENT:
- Direct promotions of the organization
- Oversee or be liaison person for fund raising for the association
- Submit articles or notices to national and local beekeeping publications and local media to help promote the organization
- Oversee or be liaison person for other booths, presentations, or exhibits supported by the Association. (This could include a honey queen or ambassador.)
- Oversee or be liaison person for youth and/or other scholarship or educational grant programs funded by the Kansas Honey Producers
- Report to the Executive Committee and the general membership

SECRETARY:
- Keep minutes of all meetings of the Executive Committee meetings and the general meetings
- Handle assigned correspondence
- Assist with registration at the meetings
- Report to the Executive Committee and the general membership

TREASURER:
- Receive and keep an accurate record of all monies for the association
- Assist the Executive Committee with the development and approval of the annual budget (spring meeting)
  - Budgeted items will include expenses related to the Kansas State Fair, Programs, Promotions,
Scholarships and Grants, and special activities

- No officer or program chairperson may extend their budget by more than 10% without the express permission of the Executive Committee (a special meeting may be called if the need arises)
  - Pay bills approved by the Executive Committee
  - Complete any and all financial statements required by the Internal Revenue Service or other governing agency
  - Work closely with the Secretary and Editor of the association newsletter (The Cappings) to maintain and provide accurate membership information
  - Assist the secretary during registration at meetings to receive registration fees
  - Report to the Executive Committee and the general membership

REGIONAL DIRECTORS

- Represent the needs of their respective areas to the Executive Committee during committee meetings
- At the discretion of the President, a nominating committee will be selected from the Regional Directors to fill officer vacancies.
- At the discretion of the President, 2 or 3 regional directors will conduct an annual audit of the treasurer’s records

ARTICLE V – EXECUTIVE COMMITTEE

Section 1: The Executive Committee shall consist of the regularly elected officers of the Association and the Regional Directors.

Section 2: The Executive Committee shall have power to transact any and all business between meetings of the Kansas Honey Producers Association. The Executive Committee may adopt, direct, and make such policies as are deemed necessary during such periods. Business may be conducted in person or through electronic communication (e.g. email or teleconference or other technologic means).

Section 2a. The President shall be the officer to call any such special meetings to order.

Section 2b. If an Executive Committee Member feels it worthy to call such a meeting, the member shall make that request of the President and he the president will notify all Executive Committee members.

Section 2c. A quorum of Executive members will be required to vote on any items of business needing action during the special meeting. (A quorum will be a minimum of 7 of the Executive Committee members.) Voting affirmative for the presented motion to pass.

Section 3: The Executive Committee shall meet prior to the general meeting or meetings of the Association in order to establish the Agenda for the business meeting and to facilitate transactions during the business meeting. The President is at liberty to invite other persons of interest to the executive committee, including but not limited to the newsletter editor, web master, State Yard Coordinator, past presidents and/or other established committee members. KHPA members may request an audience with the Executive Committee by contacting the President prior to the Executive Committee meeting in order to discuss concerns or issues related to the management of the association.

Section 4: The Executive Committee shall produce a budget for the organization each year during the spring Executive Committee meeting and present it to the membership during the general business meeting.

Section 5: Attendance—missing two or more consecutive Executive Committee meetings shall may be considered grounds for removal from office.
ARTICLE VI—FISCAL YEAR
The fiscal year of the Kansas Honey Producers Association shall coincide with the calendar year.

ARTICLE VII—GOVERNMENT
Section 1: The Kansas Honey Producers Association shall be governed by rules and regulations established by a majority of members present and voting at a regularly or specially called meeting.
Section 2: Robert’s Rules of Order, Newly Revised, shall serve as a guide for the business meeting, voting, and discussion.

ARTICLE VIII—MEETINGS
Section 1: There shall be at least one regularly called meeting of the Kansas Honey Producers Association each year. Under normal circumstances, two regular meetings shall be held each year; one meeting in the spring and one in the fall of the year.
Section 2: The regular meeting shall be held at a time and place to be designated by the Executive Committee. The time and place of said meeting shall be published not less than thirty days before the meeting date in the official publication of the organization or in a special edition notification (hard copy or electronic publication).
Section 3: The Executive Committee shall have power to call special meetings when deemed necessary. Notice of such meetings may be given in the official publication of the organization provided that it is published and mailed or sent electronically not less than ten days before the date of the special meeting. Otherwise, the Executive Committee shall notify the membership of the special meeting by sending written notice by mail or electronically to the members not less than ten days before the special meeting.
Section 4: Fifteen (15) members in good standing shall constitute a quorum at a regular general business meeting.
Section 5: General business meetings shall follow the Agenda given in Part II of the attached Bylaws of the Association.
Section 6: All matters to be submitted to the regular meeting shall be previously submitted to the Executive Committee for preliminary deliberation. The President shall have the privilege of ruling out-of-order any such matters brought before the meeting contrary to this provision.
Section 7: Except as otherwise provided in the Constitution and Bylaws, all matters shall be decided by majority vote of those present and voting.
Section 8: In the case of a Special Meeting, only those matters for which the meeting was called may be discussed and acted upon.
Section 9: Only members in good standing (whose Membership Dues are paid for the current year) shall be allowed the privilege of voice and/or vote at the meeting.

ARTICLE IX—ELECTIONS
Section 1: At the meeting previous to the General Meeting in which Election of Officers is held (normally the Election of Officers occurs at the Fall Meeting), a Nominating Committee of not less than three Regional Directors nor more than five persons shall be appointed by the President to secure a slate of candidates for the election.
Section 2: Only those members in good standing shall be permitted to vote.
Section 3: Candidates for any office in the Association must have been a member in good standing for at least one year prior to the election.
Section 4: Any candidate shall be at least 18 years of age at the time of the vote and be a current resident of Kansas.
Section 5: Election of Officers shall be by secret ballot. To be elected to office, the candidate must receive a majority of the votes cast in the election. In the event an office for election is uncontested, election may be processed by acclamation vote, so long as the following steps shall be taken:

a. Nomination Committee has met and only produced one nominee.
b. Nominees shall be asked from the floor.
c. If no additional nominees are obtained, vote for only those uncontested offices may proceed by way of Acclamation.
d. Any voice vote not resulting in a clear winner may be determined with a secret ballot vote.

Section 6: Nominations for the various offices may be made from the floor of the regular business meeting. Those placing a name in nomination shall have determined that the proposed candidate is a member in good standing and is qualified and willing to serve if elected before placing the name into nomination.

Section 7: In the event that an officer cannot complete his/her elected term due to resignation, removal under Article V Sec 5, long-term illness, incapacitation, or death, the following steps may be taken:

- For President, the first Vice President will serve in the Presidential capacity until the next general membership meeting where a successor may be nominated and elected.
- For all other offices, the President will choose another executive committee member to complete the duties of the absent officer. A permanent replacement may be nominated and elected at the next general membership meeting.
- Regional Directors will not be replaced until the next general meeting, allowing the members of the affected region the opportunity to select a new representation nomination for the Executive Committee. Nominate candidates for their Regional Director.

ARTICLE X—PROMOTIONAL ACTIVITIES

Section 1: The Kansas Honey Producers Association may carry on such promotions of honey, other beekeeping products and practices, and information on pollination practices as may be deemed advisable and may work with other agricultural commodity producer groups and with the Kansas State Board of Agriculture on mutually beneficial projects.

Section 2: The Kansas Honey Producers Association may establish and maintain a Honey Ambassador or Scholarship Grant Program(s) for the purposes of education and honey promotion.

Section 3: The Kansas Honey Producers Association may work with national organizations on mutually beneficial projects. A member of the Kansas Honey Producers Association may be designated to attend one or more of the national meetings and bring back a report of decisions, recommendations, and actions taken to the KHPA.

ARTICLE XI—LEGISLATIVE MATTERS

Section 1: The Kansas Honey Producers Association may encourage such legislation as may be beneficial to beekeeping, honey sales, and honey quality. The KHPA shall work with government agencies at various levels to secure beneficial rulings and practices for the honey-producing industry.

Section 2: The Kansas Honey Producers Association may work with the Kansas State Board of Agriculture and its divisions and with other producer groups representing agricultural commodities in Kansas to secure beneficial legislation.

ARTICLE XII—ASSOCIATION APIARY
The Kansas Honey Producers Association may establish a Kansas Honey Producers Association Apiary for the purposes of teaching beekeeping practices, the production of honey used in promotional booth(s), and for providing income for the various activities of the Association. The Second Vice-President, working in conjunction with the decisions made by the Executive Committee, shall govern the Kansas Honey Producers Association Apiary.

ARTICLE XIII—AMENDMENTS

Section 1: This Constitution may be amended by a two-thirds vote of the members present and voting at any regular meeting, provided that the proposed amendment was published at least thirty (30) days prior to the meeting in the official publication of the Association (regular edition or special edition) and/or published hard copy, electronically, and/or posted for access to all members.

Section 2: This Constitution and accompanying Bylaws shall be in effect from the date of adoption at the regular meeting of the organization. All other previous constitutions are repealed.