

**Upper Eastern Shore Beekeeping Association
Constitution and Bylaws
January 11, 2016**

Article I- Name, Purpose

The name of the organization shall be the Upper Eastern Shore Beekeeping Association (UESBA) and affiliated with the Maryland State Beekeepers Association. Our goal is to organize programs for current and future beekeepers, to teach and encourage responsible and modern beekeeping practices, to partner with political and agricultural organizations to support healthy bee populations, and to maintain a database of beekeepers and hive condition. The UESBA also strives to assess and lower honey bee hive losses in the upper Eastern Shore and to inform the public of the importance of honey bees to our survival. The UESBA is intended to serve Cecil, Kent, Queen Anne's, and Caroline Counties of Maryland.

Article II- Membership and Dues

Individuals who are interested in beekeeping may join the Association by requesting membership to the Treasurer and paying the yearly dues of \$10.00 for an individual or \$15.00 for a family membership. All paid members will have voting privileges. Only paid members may serve as officers, chairman, or member of a select committee.

Article III- Board of Directors

The Board of Directors shall be the governing body of the organization and shall consist of presently elected officers, committee chairs, and Past President. The Board of Directors shall meet at the call of the President of the organization (or any member of the Executive Committee after consulting with the President). It shall be the duty of the Board of the Directors to promote and encourage participation in the Association, to monitor the affairs of the Association to ensure continuity, provide suggestions regarding topics for upcoming meetings, provide content for the Association newsletter, ensure that the Association complies with the Constitution and Bylaws, and collaborate with the Association members officers to come up with a "reference library" of recommended articles, books, website, videos, etc. that could be helpful to members.

Article IV- Duties of the Officers

The officers of the Association serve on the Executive Committee and shall be made up of the President, Vice President, Secretary, Treasurer, Publicity Director, MSBA Representative, and Liaison to Regional Beekeeping Associations. The officers of the Association shall be elected by eligible voting members at the first meeting in January of each year. Officers shall be selected to serve a term of two years. Officers may succeed themselves in the same office.

President: It shall be the duty of the President to preside at all meetings, to coordinate Association activities, to see that an annual report of Association activities is made at the end of the year and is available for publication, to call meetings of the Executive Board and have control of association affairs in the interim between scheduled meetings, and to appoint all select committees unless the Association shall direct otherwise.

Vice President: It shall be the duty of the Vice President to perform all the duties of the President in the President's absence. The Vice President shall plan monthly programs, obtain and confirm speakers and presentations, and publish a schedule for the upcoming events to be promoted by the Publicity Director. Program and speaker changes may be necessary via the Vice President's recommendations with approval from the Board.

Secretary: The Secretary shall keep records and distribute minutes of Organizational and Board meetings as needed and conduct regular correspondence for the Association. The Secretary is responsible for assigning refreshment responsibilities for the monthly meetings, preserving Association documents, preparing any reports for publication, and distributing any agendas for the upcoming meetings (including any issues that may require a vote).

Treasurer: The Treasurer shall take membership applications and keep a roster of members and receive all funds of the Association and deposit them in a two-signature (Treasurer and the President) checking account in a federally insured bank. The Treasurer will disburse funds, maintain accurate records of income and disbursements and make these records available to any member upon request. Funds will not be disbursed without the approval of the Executive Committee. The Treasurer will also submit a proposed budget in consultation with the Executive Board at the end of the year.

Publicity Director/Webmaster: The Publicity Director shall publicize the purpose and direction of the organization. This office is responsible for creating and maintaining the Association's website and social media. The Publicity Director shall also organize any photography or videography of Association events to help create promotional material.

Maryland State Beekeepers Association Representative: It shall be the duty of the MSBA Representative to convey the interests of the UESBA to the MSBA through correspondence and attendance at their quarterly meetings. The MSBA Representative shall report back to the UESBA Executive Board and share any officers' updates at the UESBA monthly meetings.

Liaison to the Regional Beekeeping Associations: It shall be the duty of the Liaison to provide transparency between the UESBA and regional beekeeping associations and to offer collaboration between the organizations so that members of each can benefit from each other's programming and knowledge.

Article V- Meetings, Procedures, and Quorum

Meetings shall be held the second Wednesday of each month and shall not be held in August and December. The President may call Special Meetings should urgent and necessary reasons apply. Members shall be notified of the Special Meeting at least 10 days in advance of the meeting date. No other business shall be transacted except that for which the meeting was called. It is understood that 15% of the membership, in good standing, must be present in person to constitute a quorum for the transaction of business.

Article VI- Amendment

The Constitution and Bylaws may be amended at any meeting by a two-thirds vote; a quorum being present, provided notice of each amendment has been announced ten days prior to the date of the meetings.

Article VII- Roberts of Rules of Order

Roberts Rules of Order shall govern all proceedings of this Organization.