Bylaws of the Snoqualmie Valley Beekeepers Association

ARTICLE I - NAME

The name of this organization shall be Snoqualmie Valley Beekeepers (herein "SVB" or "Association"). This Association is not for the profit of any individual member. It is reserved that this Association may be incorporated within the State of Washington and may apply for its Internal Revenue Service designation as a nonprofit organization.

ARTICLE II - PURPOSE

The purpose of SVB is to assist its members, other interested members in the community, and the public at large with a continuing education in the art and science of beekeeping; specifically:

- To assist its members and others interested in bees with their beekeeping problems;
- To provide an opportunity to meet and discuss beekeeping issues; and
- To cooperate with the Washington State University Extension Service, other universities, the Washington State Department of Agriculture, and the Washington State Beekeepers Association to disseminate the latest information about beekeeping.

ARTICLE III - MEMBERSHIP AND DUES

Section 1. Description

Membership in SVB is open to all persons from the community at large who are interested in bees and beekeeping, upon payment of annual dues. The membership year shall be from January 1 through December 31. New members joining after October 1 shall be considered paid-up members for the following calendar year. The Board of Trustees shall establish the amount of the annual dues.

Section 2. Ex Officio Members

Ex officio members may include the State Entomologist, Director of the Washington State Department of Agriculture, Chief Apiary Inspector, and the County Agricultural Extension Agent. Ex officio members will pay no dues and have no voting privileges.

Section 3. Termination

Any member may be terminated from SVB for inappropriate, illegal, unethical, or unrepresentative behavior by a two-thirds majority vote of the members of the Association after open discussion.

ARTICLE IV - CONDUCT OF BUSINESS

The Board of Trustees and officers shall conduct the business affairs of SVB. No officer, Trustee, or member of SVB shall receive remuneration, directly or indirectly, for services rendered in any capacity to the Association, unless authorized after discussion by affirmative vote of a simple majority of all present members of SVB. Any conflict of interest shall be discussed and resolved in front of the membership of the Association.

ARTICLE V - OFFICERS

Section 1. Description

The elected officers of SVB shall be a President, Vice President, Secretary, and Treasurer. Officers will be elected by a majority vote of SVB members present at the Annual Meeting. Any two officers' positions may be combined.

Section 2. Terms and Attendance

Officers shall serve for one year and may be elected to serve no more than three successive terms in any one position, after which officers may be reelected after retirement of one year. There is no term limit for the position of Treasurer. All officers shall be members of the Board of Trustees. Officers shall attend more than one half of all Board and regular Association meetings, or they may be removed by action of the Board.

ARTICLE VI - DUTIES OF OFFICERS

Section 1. President

The President shall (1) preside over all Association meetings and meetings of the Board of Trustees, (2) call special meetings as deemed fit, and (3) perform all acts and duties required of an executive and presiding officer, including the appointment of any committees required for the proper function of the Association.

Section 2. Vice President

The Vice President shall (1) assume the duties of the President in his/her absence and (2) assist the President as necessary.

Section 3. Secretary

The Secretary shall (1) keep a permanent record of all official meetings of SVB, (2) report official Association activities to the membership in a complete and timely manner, as determined by the Board, and (3) perform other duties as requested by the Association.

Section 4. Treasurer
The Treasurer shall (1) receive and disburse all funds honestly and efficiently, (2) maintain accurate records of the Association's checking account, and (3) keep complete and accurate account of all financial transactions after appropriate approval by the officers/Association and keep records of paid members, and (4) deliver complete documentation of all financial transactions to the Treasurer's successor in office.

ARTICLE VII – MEETINGS

Section 1. Description
Meetings of the general membership shall be held at an established place and time no less than quarterly. The Association shall invite the general public to these meetings, and it shall be the responsibility of the officers or their delegates to ensure appropriate notice to the public so that they may attend.

Section 2. Annual Meeting
An annual meeting of the SVB membership will be held each December to:

- Elect new officers;
- Approve a budget as presented by the Board;
- Make any needed changes to the Bylaws; and
- Conduct other business as deemed appropriate by the Board.

Section 3. Nomination of Officers
No later than one (1) month before the Annual Meeting, the Board shall:

- Notify the general membership of upcoming elections;
- Request nominations of new officers;
- Advise members that they may submit a nomination to any Board member in person or via email or phone.

Nominations must be seconded no later than the beginning of the election at the Annual Meeting.

Section 4. Voting
A quorum is not required at any regular or annual meeting of SVB. Decisions will be made by a simple majority vote of members present at any meeting. There will be no proxies for those who are not present. Business will be conducted following Robert's Rules of Order.

ARTICLE VIII - FINANCES

Section 1. Audit
An audit committee shall be selected by the Board of Trustees. The audit committee shall annually perform an internal audit before the Annual meeting, and shall present its report to the membership at large during the Annual meeting.

Section 2. Indebtedness
No officer, committee member or any other member of this Association shall incur indebtedness on behalf of SVB except as authorized by the Association or the Board of Trustees.

Section 3. Profits
SVB dues and monies in excess of immediate operating expenses (i.e., to be used within 30 days) shall be placed into a bank account.

Section 4. Disbursement of Funds
If SVB ceases to exist, funds and assets of record shall be disbursed to Washington State Beekeepers Association with the objective and intent that these funds and assets be used for the benefit of the art and science of beekeeping.

ARTICLE IX - COMMITTEES

Section 1. Description
The Board of Trustees shall appoint such committees, task forces and/or agents as may be necessary and proper for the conduct of the affairs of SVB. Power to appoint and/or remove committees may be delegated by the Board of Trustees to the President of this association.

Section 2. Public Information Officer
The President shall elect to serve as, or shall appoint, a Public Information Officer who will respond to inquiries from the public and be available to the media to respond to questions.

ARTICLE X - TRUSTEES

Section 1. Description
The business affairs of SVB shall be managed by a Board of Trustees ("Board") consisting of seven (7) to nine (9) members (as determined by the board prior to elections) and officers. Trustees will serve for a term of 2 years and may not be current SVB officers.

Voting members of the Board will consist of the Board of Trustees, current officers, and past president. The Board may elect honorary trustees for life who shall have full voting rights. The presence or absence of honorary trustees, however, shall not affect or determine the constitution of a quorum.

Section 2. Term
At each annual meeting, the members shall elect trustees for open positions, who shall serve for two years or until their successors are elected. The term of the immediate past president, who will automatically become a member of the Board, shall be for one year.

Section 3. Chair and Secretary
The president of SVB shall be the Chairman of the Board. The secretary of SVB shall act as the Secretary of the Board.

Section 4. Qualification
Only active members of the Association who are in good standing may be Trustees. Trustees shall attend more than half of the meetings of the Board and of the Association, or they may be removed by the Board. Vacancies of the Board may be filled for the remainder of the term by election by the remaining members of the Board.

Section 5. Meetings
Regular meetings of the Board shall be held at such time and place as shall be determined by the president, no less than two (2) times a year. The Board may hold special meetings without notice to the association membership at such time and place as determined by the Board. If the president is absent, the vice president of SVB shall call a meeting of the Board, provided that seven members of the Board have certified their wish for such a meeting. The vice president shall then preside at that meeting only.

Section 5A. Special Rules of Order: Electronic Meetings
RCW 24.03.090 (quorum requirements) is hereby adopted by reference. The President may use email as a "special meeting" to conduct Board business in lieu of an actual meeting of the members, PROVIDED THAT:

i. The members confirm receipt of email notice of meeting within 2 days. If any Board member has not responded by the third day, The President shall contact those members by phone to alert them to incoming email relating to Board business;

ii. The President states the closing day for discussion and the vote day in the original message to members;

iii. All discussion messages among members are sent simultaneously to all members;

iv. At least 3 days are allowed for discussion among members by email before voting;

v. A final day is allotted to voting on a question following the discussion period;

vi. The tally of votes and final decision is announced by the President the day after the vote day and is immediately conveyed to all members of the Board.

vii. Any member may, during the discussion period, request that the business under consideration be tabled until the next general meeting. A minimum of 5 votes shall be necessary to table business under consideration by email.

Section 6. Quorum, Decisions and Rules
At any meeting of the Board, a majority of the trustees shall constitute a quorum for the transaction of business, except that the presence or absence of honorary trustees shall not used to determine whether a quorum is present. Decisions will be made by a simple majority vote of members present at a given meeting. There will be no proxies for those who are not present. Business will be conducted following Robert's Rules of Order.

Section 7. Duties
The Board shall have the power and authority over the affairs of this association, shall conduct all important business of this association, and shall oversee all expenditures. Each year the Board shall approve a budget, offered by the current President, which it will present at the Annual Meeting for approval by the general membership. Expenditures approved in the budget do not need reapproval. The President may spend up to $100.00 without prior Board approval.

Section 8. Any Trustee may lay on the table any motion made on the floor of a membership meeting until such time as the Board can discuss the subject.

ARTICLE XI - AMENDMENTS

The bylaws may be altered, amended, added to or repealed by a two-thirds vote of the Trustees present at any regular meeting of the Board, provided that a notice of such changes shall be sent to the last known email address of every trustee at least 10 days in advance of such meeting.

ByLaws
Adopted March 8, 2011, and amended on March 6, 2012 at the Annual Meeting held at North Bend, Washington.