

By-laws of the Pawtuckaway Beekeepers Association

- Article I Name
- Section 1 The name of this organization shall be the Pawtuckaway Beekeeper's Association(hereafter in these by-laws called the Association).
- Section 2 The Association shall be a non-profit organization incorporated under the laws of the State of New Hampshire.
- Article II Objective
- Section 1 The objectives of the Association shall be to:
- a) Encourage the study and advancement of apiculture in this area;
 - b) Encourage and promote fraternity among members and beekeepers everywhere.
- Article III Membership
- Section 1 Membership shall be open to all persons interested in promoting the Objectives of the Association upon payment of annual dues.
- Section 2 The dues shall fixed by and shall be payable at the annual meeting.
- Section 3 Life Membership may be conferred upon an Executive Committee member, after 5 years of service, upon recommendation by the Executive Committee and approved by a majority of its members at a regular association meeting.
- Article IV Organization
- Section 1 Officers: There shall be a President, Vice-President, Secretary, Treasurer and Newsletter Editor all to be nominated by the Nominating Committee and elected at the annual meeting.
- Duties of Officers:
- a) The President shall call and preside at all meeting for the Association and the Executive Committee, appoint and be an ex-officio member of all committees except the Auditing and Nominating.
 - b) The Vice-President shall assist the President in the performance of his duties and in his/her absence act in his/her stead. He shall succeed to

the office of President should a vacancy occur other than expiration of office.

- c) The Secretary shall be the secretary of the Association and the Executive Committee, have custody of all Association and Executive Committee records and documents; keep an up-to-date record of all association meetings and decisions made by the association.
- d) The Treasurer shall collect and hold in the name of the Association all monies payable to it; pay all bills contracted by the Association, which shall be approved by the Executive Committee: keep a true and complete records of all monies and keep a true and complete record of al monies and property of the Association received and its disposition; submit all books and records of office for examination before the annual meeting; and make timely reports to the Association, Executive Committee and Internal Revenue as required.
- e) The Newsletter Editor shall be responsible for publishing the PBA newsletter to include notice of upcoming meetings, bee events, member ads, reviews and education to the members.

Section 2 Executive Committee shall consist of the officers of the Association and the chairman of the standing committees. It shall have general charge of policies, management and finances; be vested with and have legal custody of all Association property; designate depositories in which funds shall be kept; appropriate such sums as may be deemed advisable within current resources for the interests of the Association; fill and vacancies; and enforce these By-laws.

Section 3 Nominating Committee shall consist of three (3) members appointed by the President. It shall bring a slate of officers for the coming year at the annual meeting.

Section 4 Term of Office shall be for one year or until successor is elected.

Article V Meetings, Notices, Quorums and Rules of Procedure

Section 1 Meeting: There shall be an annual meeting decided by a vote of the members to conduct Association business, elect officers, fix dues and schedule meetings for the year. Special Meetings for a specific purpose may be called by the President, Vice-President, or any five (5) members, two (2) of whom shall be members of the Executive

Committee upon written request to the Secretary stating the purpose of the meeting.

Section 2 Notices: All regularly scheduled meetings shall be by newsletter notice prior to the meeting. Special meetings may be called by any expedient means to meet requirements of the meeting.

Section 3 Quorum: Twenty (20) percent of the membership as of that meeting date shall constitute a quorum at any Association meeting. Any three (3) members of the Executive Committee shall constitute a quorum for that committee.

Section 4 Rules of Procedure: Orderly parliamentary procedure shall govern all meetings. Order of business, call to order, reading of minutes of last meeting, treasurer's report, reports of officer committees, communications, introductions of quests, unfinished business, new business, elections, adjournment and planned program.

Section 5 Amendment to the By-laws may be made on 30 day written notice by 2/3 vote of those present at any regular meeting provided that a statement that a change is to be proposed be included in the call for the meeting.

Amended May 2023