

BYLAWS

Williamsburg Area Beekeepers

ARTICLE 1: DUTIES OF ELECTED OFFICERS

Section 1: President

The President is the Chief Executive Officer of the Williamsburg Area Beekeepers and shall:

- A. Preside at general membership meetings and Executive Committee meetings of the Williamsburg Area Beekeepers;
- B. Parliamentary procedure and Robert's Rules of Order will be used to conduct meetings;
- C. Call special meetings of the Williamsburg Area Beekeepers with concurrence of the Executive Committee
- D. Call all meetings of the Executive Committee
- E. Appoint all standing and special committees as are deemed necessary to carry out the purpose and objectives of the Williamsburg Area Beekeepers unless specifically designated otherwise in the Constitution and Bylaws;
- F. Be authorized to make deposits and disburse monies of the Williamsburg Area Beekeepers should the Treasurer be unable to perform these duties;
- G. Perform all other duties commonly incident to the office and not contrary to the Constitution or Bylaws.

Section 2: Vice-President

The First Vice-President shall:

- A. Perform the duties of the President in his/her absence, or upon the President's request;
- B. Perform other duties as directed by the President.

Section 3: Secretary

The Secretary shall:

- A. Record the minutes and proceedings of the Williamsburg Area Beekeepers at each membership and Executive Committee meetings;
- B. Distribute the minutes to the officers of the Williamsburg Area Beekeepers and to the newsletter editor
- C. Assist officers of the Williamsburg Area Beekeepers as necessary in the performance of their duties
- D. Preserve the minutes of each meeting, any documents, records, correspondence, transactions and other appropriate material of the Williamsburg Area Beekeepers.

Section 5: Treasurer

The Treasurer shall:

- A. Maintain the financial records of the Williamsburg Area Beekeepers;
- B. Maintain an up-to-date list of paid memberships which shall be made available to the Executive Committee members and newsletter editor upon request;
- C. Keep accurate record of all receipts and disbursements of the Williamsburg Area Beekeepers;
- D. Receive membership dues and all other funds for the Williamsburg Area Beekeepers and make disbursements as appropriate;
- E. Deposit all funds of the Williamsburg Area Beekeepers in such bank or banks, savings institutions or other financial establishments as appropriate;
- F. Make necessary arrangements for the President to be authorized to make deposits and disbursements of the Williamsburg Area Beekeepers if the Treasurer is unable to perform those duties;
- G. Perform all other duties commonly incident to this office;
- H. Shall not accept an invoice for payment in excess of \$50.00 which has not previously been approved by the President.

ARTICLE II: DUES

Section 1:

The annual dues for the membership in this Williamsburg Area Beekeepers shall be set by the Executive Committee and submitted to the voting members for approval. Changes will become effective the following fiscal year.

Section 2:

Annual dues are due at the beginning of the fiscal year which is October 1 of a given year through September 30 of the following year.

ARTICLE III: AMENDMENTS

Section 1

When a quorum of members is present at a meeting, any Article or any Section of the Article of the Bylaws may be amended by a majority vote of the members present. Proposed changes must be submitted to the Executive Committee for their review. The Executive Committee will provide copies of the proposed amendments to each member of the Williamsburg Area Beekeepers in either electronic or paper form 30 days prior to a designated meeting.

ARTICLE IV: DISSOLUTION OF THE WILLIAMSBURG AREA BEEKEEPERS

In the event Williamsburg Area Beekeepers is dissolved and ceases to exist, all property and monies of the Williamsburg Area Beekeepers left after payment of all debts shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government for a public purpose. The primary beneficiary shall be the a university's apicultural program as selected by the Executive Committee of the Williamsburg Area Beekeepers.

ARTICLE V: REPEALING CLAUSE

Upon acceptance by two-thirds (2/3) majority vote of the members at a meeting at which a quorum is present, this Constitution and Bylaws shall supersede all previous Constitution and Bylaws.