

# **ILLINOIS STATE BEEKEEPERS' ASSOCIATION**

## **BYLAWS**

Original Constitution Adopted February 26, 1891

Revised November 13, 1971 and June 10, 1989

### **Article I - Membership**

#### Section 1. Association Membership

- a. Membership shall run from January 1 to December 31, each year.
- b. Membership dues are payable on January 1: if unpaid by May 1. the member shall be considered delinquent, and his/her membership subject to termination.
- c. Membership termination does not absolve a former member from any indebtedness to the Association.
- d. Interested non-beekeepers may join the Association by payment of the regular annual dues.
- e. Nonresidents may become Associate Members by payment of the regular annual membership dues.
- f. Nonresidents may participate in any and all Association activities; however, they shall not have the right to hold office or to vote at any time.

### **Article II - Officers**

#### Section 1. Duties of the President

- a. The President shall preside at all Association meetings
- b. The President may appoint committees as necessary in his judgment, or as authorized by the Executive Board.
- c. The President, or a person he selects, shall represent the Association on special occasions when dignitaries, national or foreign are within the area.

d. The President shall not have voting power in any meeting except to break a tie vote.

e. The President shall call regular and special meetings, and direct the Secretary to notify the general membership of the meetings, including time and place, unless notice is published in the Association Bulletin.

f. The President shall appoint a Historian for a term of three years, to keep a brief record of Association activities, a condensed version of which shall be presented by the Historian at the annual fall convention.

## Section 2. Duties of the Vice President

a. The Vice President shall act with full power of the President in his absence or inability to act.

b. The Vice President shall relay all transpired business to the President directly after he has acted in the capacity of the President.

## Section 3. Duties of the Secretary

a. The Secretary shall keep an accurate and permanent record of all meetings of the Association.

b. The Secretary shall carry on the general correspondence of the Association under the direction of the President, and shall assist with the organization's mail, including mailing the Association's bimonthly Bulletin.

c. The Secretary shall issue advance notices to the Officers and Directors of all forthcoming Executive Board meetings.

d. The Secretary shall receive all dues payments, and issue membership cards to individuals following receipt of payment.

e. The Secretary shall deposit at his/her local bank all dues monies as received. into the Secretary's Association checking account.

f. The Secretary shall pay from the Secretary's Association checking account any current Association expenses. such as postage for mailing Association Bulletins and meeting notices.

g. The Secretary shall turn over to the Treasurer just prior to the fall convention. the balance remaining of all dues monies received during the year. together with a full and accurate accounting of all transactions made during the interval.

h. The Secretary may at times be required to countersign payment checks issued by the Treasurer.

#### Section 4. Duties of the Treasurer

a. The Treasurer shall be the recipient of all annual dues and monies from other sources, and shall be the custodian of the Association funds.

b. The Treasurer shall furnish a statement of his accounts at each annual fall convention, and at any Executive Board or special meeting when called upon to do so.

c. The Treasurer shall select a convenient bank in which he shall deposit all Association funds.

d. The Treasurer shall pay all bills by check after securing Executive Board approval and cosignature of the President, or the Vice President if the President is not available. If neither the President nor the Vice President can be reached, the Secretary shall countersign the checks.

e. The Treasurer shall annually submit for approval a certified copy of auditing of the Association's financial record. The audit shall be prepared by a bank official or a professional auditing firm.

#### Section 5. Duties of the Executive Board

a. The Executive Board shall be responsible for the administration of the Association.

b. The Executive Board shall transact all necessary business of the Association in the intervals between the two annual meetings.

c. The Executive Board shall decide where and on what date the annual fall convention is to be held, and shall formulate an appropriate program.

d. The Association President shall be the Executive Board Chairman.

e. An Executive Board meeting may be called by the President, or any other four members of the Board.

f. The Executive Board, or its individual members, shall advise the President in any and all matters in the organization.

g. In any referendum the Executive Board members shall each have one vote, except for the President who shall have no vote. In the event of a tie vote the President shall cast the deciding vote.

h. A majority of the total number of Executive Board members shall constitute a quorum.

i. The Executive Board shall appoint an Editor for a three year term. whose responsibility shall be the compiling and issuing of the Association's bimonthly Bulletin.

### **Article III - Elections**

#### Section 1. Division of the state for electing Directors

a. For electing Directors the state shall be divided into three parts or Regions, the Northern, Central, and Southern, so that equal representation within the Board of Directors may be had by each part or Region.

b. The Northern Region shall be from the Illinois Wisconsin line south to Highway 80, which forms a line through Rock Island, Princeton, Ottawa, Joliet, and Lansing.

c. The Central Region shall be from Highway 80 south to Highway 16, a line passing through Jerseyville, Litchfield, Pana, Mattoon, and Paris.

d. The Southern Region shall be from Highway 16 south to the southern boundary of the state.

e. A person living not more than ten miles north or south of either Highway 80 or 16 may represent beekeepers on the opposite sides of the dividing lines.

f. In the event that no candidate is available from any given Region, a candidate from the state at large may be nominated.

#### Section 2. Nominations

a. A Nominating Committee shall be appointed by the President and two Executive Board members at least 30 days before an election is to take place.

b. The Nominating Committee shall elect its own Chairman.

c. The Nominating Committee shall nominate one person for each Association office to be filled.

- d. The Nominating Committee shall present its slate of nominees at the fall convention.
- e. Any member to be nominated for an office in the Association must have had his membership dues paid at least 24 hours before his name may be placed in nomination.
- f. Any member whose name is placed in nomination must have previously agreed to accept responsibility of the office.
- g. Any member in good standing may be nominated from the floor.
- h. A nominator must have secured consent from the nominee before placing his name in nomination from the floor.
- i. An elected Executive Board member currently serving may submit his resignation from his present office before the Nominating Committee presents its report, so that his name may be placed in nomination for another office. In that case, the President shall appoint another member to complete the unexpired term so created.

### Section 3. Election regulations

- a. The President shall appoint an Election Committee of three members previous to an election.
- b. The duties of the Election Committee shall be to record the names of nominees on a chalk board, pass out ballots, collect the marked ballots after voting, tally votes, and inform the President in writing of the election results. The President shall then inform the members of the election results.
- c. Election of Executive Board members shall be by secret ballot. If only one nomination is made, the candidate may be elected by acclamation. All other voting methods shall be at the discretion of the President.
- d. A member must be present at the time of voting if his name is placed in nomination from the floor.
- e. A member voting in an election shall have his membership dues paid.
- f. No proxy vote shall be counted as valid.
- g. Twenty members of the Association present at any general meeting shall constitute a quorum.

#### Section 4. Vacancies in office

- a. Should a vacancy occur in the office of President, the Vice President shall assume office.
- b. In the event that the Vice President is unable to perform the duties as President the senior member of the Board of Directors shall perform those duties, and he shall appoint a member to fill his unexpired term.
- c. Vacancies in all other offices shall be filled through appointment by the President.
- d. In the event that the Association fails to elect an officer to a position, the officer presently serving in that position shall continue in office until a qualified successor is elected.

### **Article IV Summer meetings**

#### Section 1. Annual Summer Meetings

- a. The midsummer meeting shall be sponsored by one of the State Association Chapters willing to volunteer.
- b. Sponsoring Chapters shall be on a rotation basis. Northern, Central, and Southern, in that order.
- c. Invitation to the appropriate Regional Director shall be made as soon as possible, but not later than the date of the current year's midsummer.
- d. The Director for that Region shall contact Chapters of his/her Region and make the invitation known for sponsoring the meeting.
- e. The Regional Director shall announce at the first Executive Board meeting of the following year the sponsoring Chapter for the upcoming midsummer meeting.
- f. The Chapter sponsoring the midsummer meeting shall make all arrangements for the meeting in its area, including location, program, date, information on food and lodging, and shall provide specific directions to the meeting place.

g. The site for the midsummer meeting may be either indoors or out of doors. at the discretion and financial ability of the sponsoring Chapter. so long as the necessary facilities to accommodate the people comfortably are provided.

h. Midsummer meeting date, time and place proposed by the sponsoring Chapter shall be submitted to the State Association President no later than 90 days prior to the event.

i. The midsummer meeting program shall be submitted to the State Association President and to the bee journals for publication no later than 60 days in advance of the meeting date.

j. At the midsummer meeting the Chairman of the sponsoring Chapter shall begin the convention with a welcome. followed by a response and opening remarks by the State Association's President.

k. The sponsoring Chapter's Chairman shall serve as moderator during the program, and at the end of the program he shall turn the meeting over to the State President for the closing.

l. Should the sponsoring Chapter's President and/or Officers desire. the responsibility for moderating the program may be handled by the State Association President.

m. In the event that no Chapter is willing to sponsor the midsummer meeting, the Executive Board of the State Association shall arrange for a meeting place, and present the program.

n. Both the State and the sponsoring Chapter Secretaries shall record the proceedings of midsummer meetings.

## **Article V Annual dues**

### Section 1.

a. The amount of the annual dues shall be decided upon by the Executive Board.

b. The Executive Board may increase or decrease the amount of the annual dues when it deems this necessary for the betterment of the Association.

c. The members shall be notified through the Association Bulletin of any change in dues rate.

## **Article VI Association outside activities**

### Section 1.

- a. The Executive Board shall be consulted and advised in advance regarding any and all proposed projects to be carried out under the name of the Illinois State Beekeepers' Association, and an endorsement from the Executive Board shall be secured from it before proceeding with the proposed project.
- b. Proper reporting to the Executive Board shall be made within 60 days after a project has been terminated.

## **Article VII Expenditures**

### Section 1. Individual disbursements

- a. No expenditures in excess of \$20.00 shall be voted by the membership of the Association for any purpose without the approval of the Executive Board.

## **Article VIII Amending the Association Constitution and Bylaws**

### Section 1. Proposed changes and required action for adoption

- a. A 30 day notice of proposal to amend the Constitution and/or Bylaws shall be sent to each active member, stating the exact present wording, and identifying it by Article Number and Section Letter, and state in exact wording any changes that are proposed.
- b. The Bylaws may be amended at a Summer or Fall Meeting by a two thirds majority vote of the members, provided a quorum of 20 members or more is present.

## **Article IX Association Chapters**

### Section 1. Local Association requirements.

- a. Local or area beekeepers' associations will be recognized by the State Association as Chapters provided that they hold an annual election of officers, and have at least two meetings during each calendar year.
- b. Qualifying local beekeepers' associations may become Chapters of the State Association through a referendum of their membership.
- c. Qualified Chapters must submit the State Association dues from all of their regular members unless otherwise paid,
- d. Membership dues of individuals shall be submitted to the State Association's Secretary through his Chapter's Secretary or Treasurer.

## **Article X Incorporation of the Association**

### Section 1. Incorporation of the Association and Corporate Powers

- a. This Association was incorporated with the state of Illinois on February 27, 1891, and is currently identified under Corporate File No. 0539-604-2 of the General Not For Profit Corporation Act of 1986.
- b. The Association shall have the Powers specified under the statutes of the General Not For Profit Corporation act of 1986.

## **Article XI Parliamentary Procedure**

### Section 1. Rules of Order

- a. The Association shall conduct its meetings in accordance with Robert's Rules of Order, Revised, 1979, which shall be the authority in all procedures not otherwise provided in the Association Bylaws.

## **Article XII Dissolution**

### Section 1. Dispersion of Organization

- a. Should Dissolution of the Organization take place, after all liabilities and obligations have been paid, any remaining assets shall be contributed to a local or national Beekeeper Association, as decided by the Executive Board.

Respectfully submitted, Executive Board Illinois State Beekeepers' Association. Lloyd A. Lindenfelser, President - Charles Lorence, Vice President - Rita Taylor, Secretary - Udell Meyer, Treasurer - Kenneth Beauchamp, Director - Ronald Fischer, Director - Kurtis Gross, Director and Eugene Killion, Advisor - Alfred Trost, Advisor.

The following articles were deleted from the old Constitution and ByLaws. Nothing in the Constitution. In the ByLaws; Article I, section 1 paragraph (e)(f), Article II, section 3 paragraph (d)(g), section 4 paragraph (a)(f), Article IV, section (a)(f), Article V, section i (c), Article X, section i paragraph (a) and Article XIII, section 1 completely. All other changes and additions are underlined and the Constitution and ByLaws are printed as it appears for final approval.