

RED RIVER APIARISTS' ASSOCIATION
BY-LAWS
(DRAFT v5 May 2021)

1. Name and Purpose

- (a) The Name of the not-for-profit organization, founded 26 March 1963, shall be the Red River Apiarists' Association, hereinafter referred to as RRAA or the Association.
- (b) The head office of the Association shall be at such place in the Province of Manitoba, as decided by the Association Executive.
- (c) The objectives or purposes of the Association are:
 - (i). To provide members with continuing education in beekeeping skills and a forum for the exchange of beekeeping ideas.
 - (ii). To increase public awareness of the values of beekeeping.
 - (iii). To support research in bee products, markets and merchandising, management, pollination, bee genetics, bee diseases and treatments.
 - (iv). To promote honey and other beekeeping product sales **at public events**.
 - (v). To provide members, where possible, **a network to buy or sell local bees, queens or beekeeping supplies**.

2. Membership

- (a) Membership is open to all persons interested in and willing to support the aims of the Association and who have applied for membership, **in writing upon the membership form or submitted electronically**, and paid the membership fee. Fee payment also confers membership of that person's **household**.
- (b) **Members in good standing** receive the BeeCause, the RRAA newsletter, **shall be** eligible to attend, speak and vote at any members meeting, and **may** hold any office of the Association.
- (c) Members' fees, and categories such as Student, Honorary, Life etc., and their criteria, shall be determined by RRAA officers and approved by members at the **Annual General Meeting (AGM)**
- (d) Members may **be deemed to have resigned** by non-payment of fees by April 1 in any calendar year or at any time using written notice to the treasurer.

3. Officers

- (a) The Officers of the Association shall be President, First Vice-President, Second Vice-President, MBA Representative, Newsletter Editor, Secretary, Treasurer, **and Communication Director**, with these members constituting the Executive Committee.
- (b) The **President** shall, **in co-operation with Officers, set the agenda and chair** meetings of the Association and Executive Committee, receive and submit all motions made by members, put all questions to a vote and announce the results thereof, maintain order and decorum, present all messages and communications or cause such to be done, and speak to the media or community on behalf of RRAA, **and delegate some duties to develop leadership skills of other Officers**.
- (c) The **First Vice-President** shall **perform such duties as assigned from time to time by the Officers or, in the absence of the President, assume the duties of the President**.
- (d) The **Second Vice-President** shall **perform such duties as assigned from time to time by the Officers or, in the absence of the President, assume the duties of the President**.

(e) The **Secretary** shall **keep orderly minutes of all** meetings, motions and resolutions, and distribute minutes to **the President, and perform other agreed upon duties as identified by the President.**

(f) The **Treasurer** shall receive, collect and deposit all funds of the Association, shall keep an accurate record of memberships, receipts and expenditures and pay expenses and present interim financial reports as directed by the Association or Executive Committee. **The** Treasurer shall co-sign RRAA cheques with one or more persons as appointed by the **Officers**. The fiscal year of the Association shall begin on January 1. A financial statement will be included in the treasurer's annual report.

(g) The **MBA Representative** shall represent **RRAA's** views, recommendations, questions, requests and opinions at the Manitoba Beekeepers' Association (**MBA**) board of director's meetings. The representative may provide verbal or written reports of **MBA** director's discussions during **General** or **Executive RRAA** meetings.

(h) The **Newsletter Editor** shall collect, prepare, arrange, edit and assemble appropriate educational and informative material that generally supports **Association** objects and **officers'** directives, and shall be responsible for timely **newsletter** distribution.

(i) **The Communications Director shall oversee maintenance and development of the RRAA website, hosting services, archives, and social media platforms.**

4. Election of Officers and Appointments

(a) Members of the Association may, at the **AGM**, nominate any person who has been a paid up member for at least one year for election to any office, provided the nominated person consents verbally or in writing.

(b) A majority of votes shall elect whenever more than one candidate is nominated for election to any office, with voting by secret ballot or a show of hands, according to the wishes of members **attending the AGM.**

(c) Officers shall hold office until re-elected or until a successor is elected or appointed.

(d) The Executive Committee shall have the power to appoint or remove a committee chair as required.

(e) The unexcused absence of an **Officer** from three consecutive **Executive Committee** meetings shall be deemed to be a vacancy in the office of the member concerned.

(f) Should a vacancy occur in any office, the Executive Committee may appoint a person to fill the office for the un-expired term.

(g) An auditor may be appointed by the general membership at the Association **AGM.**

5. Committees

(a) Appointed standing committees may include: **Education**, Social, **Honey Show**, Newsletter, or other committees as required by the Executive Committee.

(b) Each committee chair should recruit a committee of at least two (2) members, and may submit a written or verbal report of the committee work at the annual meeting.

(c) The Nominating Committee **may** have its chair and one member appointed by the Executive Committee approximately three months prior to the **AGM**, and may have two (2) people appointed by the membership approximately two months prior to the **AGM.**

(d) The Nominating Committee will propose for election at the **AGM**, a slate of Officers from the eligible paid up members who consent to let their names stand for election.

6. Meetings and Quorum

(a) **General** Meetings of RRAA may normally be held in the months of January, February, March, April, May, September, October and November or as determined by the Executive Committee.

(b) The following order of business may be observed at **General Meetings** unless varied by the president with the consent of the meeting.

- (i) Call to order
- (ii) Minutes of the previous meeting
- (iii) Business arises from minutes
- (iv) Correspondence
- (v) Treasurer's report
- (vi) Reports of chairperson of committees
- (vii) New business
- (viii) Program
- (ix) Social time

(c) The Annual General Meeting shall normally be the **General** Meeting held in January for the presentation of reports and the election of officers.

(d) Special Meetings may be called by the President, the Executive Committee or at the written request of ten (10) members of the Association given to an Executive Committee member. Upon receiving a proper request, the Secretary shall provide at least three (3) days' notice to members indicating the date, time and purpose of the special meeting,

(e) Meeting procedure shall follow Robert's Rules of Order, Newly Revised.

(f) A Quorum of the Executive Committee shall consist of two-fifths (40%) of the officers. A Quorum of the general membership shall consist of 25% of paid up members. Each member present has one vote. **The** Presidents' vote shall break a tie.

(g) Any RRAA meeting may be held using a physical venue and/or via telephonic, electronic or other communication service such that proceedings may be recorded, participants may communicate with each other, and participants may vote in a secure and confidential manner.

7. By-law amendments

(a) By-laws may be amended in whole or in part, either at any **General** or Special Meeting of the Association, provided written notice of the proposed change was given at a previous **General** Meeting, or with at least 30 days' notice to all paid up members.

(b) A two-thirds (67%) majority vote of members present shall determine the passage of all motions to amend the by-laws.

(c) If a question arises which is not governed by the by-laws, it shall be **d**ffered to the next meeting of the Executive Committee for resolution.

8. Dissolution

(a) If the association is dissolved, any funds or assets remaining are to be transferred to the Manitoba Beekeepers' Association.

(3 May 2021 Draft v5 -JC) (CLEAN COPY)