

CENTER OF MICHIGAN BEEKEEPERS

BYLAWS

Article I. Name and Extent

Section 1. The name of the club shall be **Center of Michigan Beekeepers (referred herein as COMB)**.

Section 2. The region served by COMB shall be, but not restricted to, the Michigan counties of Ingham, Clinton, Eaton, Jackson, and Livingston.

Article II. Purpose and Affiliations

Section 1. **The purpose of COMB shall be the study and promotion of the science and art of beekeeping.** To operate exclusively for charitable, educational, and scientific purposes; in cooperation with other organizations and institutions, 1) to educate and assist beekeepers on the latest professional, scientific, and academic information; and 2) to inform and educate the public regarding the vital benefits of honeybees and the craft of beekeeping. Including, for such purposes of the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 2. COMB shall be affiliated with the **Michigan Beekeepers Association a.k.a. (MBA)**.

Article III. Membership and Dues

Section 1. Membership shall be open to any person who is supporting COMB's purpose and wishes to participate in COMB activities. Membership shall not be restricted to residents of the region served.

a) Types of memberships in COMB: **Individual Adult Annual** (single member yearly), **Individual Youth Annual** (single member aged 5 years to 17 years of age renewed yearly), **Lifetime Adult** (single membership for life of member)

b) Term of Memberships in COMB: **Annual** (regardless of type). Will consist of payment of the currently approved rate of membership for the present year. **Lifetime**, consisting of a **one-time payment** equivalent to ten years' worth of annual dues for an Individual Adult Annual membership at the currently approved rate at the time of payment.

Section 2. Members of COMB will pay annual dues. Pursuant to the type of membership with the organization they hold. The amount of the dues shall be set at the Annual Meeting each year. The Youth Membership rate will be half the current approved rate of the Adult Annual Membership.

a) The term of "membership" shall be **January 1 through December 31** of the year in which the dues are paid. Payment of dues shall be required in order to be considered a "member" of COMB and reap all benefits that are bestowed upon said members.

Section 3. For purposes of membership, the term “member” applies to an individual in whose name the membership is registered with the COMB Treasurer. **For the purpose of voting only one vote shall be allocated per membership.**

Section 4. The COMB Executive Board may, at their discretion, elect life-time members. Lifetime members are exempt from paying annual COMB membership dues and enjoy all privileges of paying COMB members.

Section 5. Privileges of Membership.

- a) **Any Member who meets the requirements set forth in these bylaws may speak, make motions and vote on items presented to the COMB membership.**
- b) **Only Members in good standing are eligible for nomination for or election to office in COMB.**
- c) **Members may participate in all COMB activities, including meetings and other COMB functions.**
- d) **Members are entitled to a five percent discount on fees for educational workshops operated by COMB.**

Article IV: Meetings

Section 1. The COMB meetings shall be held at a time, location and frequency convenient to the COMB membership and determined by the COMB President.

Section 2. Any items of business may be brought to the membership during **any regular meeting**. A simple majority vote of members present is required to approve any motions that may come before the COMB.

Section 3. There shall be an Annual Business Meeting of COMB held during the January meeting each year. The Annual Business Meeting will be held in conjunction with the regular COMB January general membership meeting.

The purpose of the Annual Meeting shall be:

- a) to elect officers for the coming year,
- b) to hear and approve the previous years' final financial statement for COMB,
- c) to establish the dues for the upcoming year.
- d) to consider and vote upon any item of business that may come before COMB.

Article V. Officers

Section 1. Officers of the Executive Board

COMB shall have an Executive Board consisting of five officers: **President, Vice President, Secretary, Treasurer and Member at Large**. Ex-Officio Executive Board members are Past-President and Media Coordinator (appointed by President or Designee)

Section 2 Term of Officers.

The Officers shall serve a period of one year with the term running from the election at the Annual Meeting through to the beginning of January of the following year.

Each of the five offices shall stand for election at the end of each term according to the procedures outlined in Article V.

Section 3. Duties of the President.

The COMB President shall have the following duties:

- a) Conduct the monthly meetings, including the Annual Meeting, and preside over Executive Board Meetings.
- b) Upon vacancy of any other COMB officer, the President shall appoint a replacement officer subject to the approval of the Members present at the next scheduled COMB meeting.
- c) Have signature authority on the COMB checking account or designate another officer.
- d) Appoint a Nominations Committee at least two months prior to the Annual Meeting for the purpose of composing a slate of Members for the COMB offices.
- e) Appoint other Committees from time to time as deemed appropriate to assist the Executive Board in items of business or COMB activities.
- f) Conduct other activities appropriate for the Office (i.e. Provide assistance to any board member as needed, including communication to general membership and other outside sources.)

Section 4. Duties of the Vice President.

The COMB Vice President shall have the following duties:

- a) Conduct the monthly meetings, including the Annual Meeting, in the absence of the Comb President.
- b) Upon vacancy of the COMB President, the Vice President shall assume the position as President or appoint a replacement officer subject to the approval of the Members present at the next scheduled COMB meeting.
- c) The Vice President shall act in the absence of the President in all other matters of COMB business.
- d) Coordinate educational programming for regular club meetings and special workshops in conjunction with the Executive Board

Section 5. Duties of the Secretary.

The COMB Secretary shall have the following duties:

- a) Receive and send various COMB correspondences that may arise from time to time.
- b) Record and maintain the minutes of the Annual meeting.
- c) Conduct other activities appropriate for the Office.

Section 6. Duties of the Treasurer.

The COMB Treasurer shall have the following duties:

- a) Maintain COMB's financial records.
- b) Have signature authority on the COMB's checking account.
- c) Maintain COMB's membership roster.
- d) Deposit and disburse funds as required for conducting COMB business.
- e) Prepare and present COMB's financial report at the Annual Meeting.
- f) Receive the checking account monthly reconciliation statement.
- g) Conduct other activities appropriate for the Office.

Section 7. Duties of the Member at Large.

The COMB Member at Large shall have the following duties:

- a) Represent the interests of the general membership on issues of interest or concern
- b) Promote education of the membership and general public in the craft of beekeeping.

Ex-Officio Board Members:

Section 8. Duties of the Past-President.

The COMB Past-President shall have the following duties:

- a) Shares ideas, guidance, and expertise with the Board.
- b) Conduct other activities appropriate for the office.
- c) Chair the Annual Nomination Committee for Executive Board Election

**In the event the current president continues in an elected office on the Executive Board this position will be filled by the most recent former president of COMB that is not currently serving in an elected position on the Executive Board.*

Section 9. Duties of the Media Coordinator.

The COMB Media Coordinator shall have the following duties:

- a) Maintain COMB's e-mail lists.
- b) Function as COMB's Communication Officer by notifying Members, and others in the general public who have requested information, on COMB meeting times, locations, and other items of interest to the COMB membership.
- c) Maintain the website of the club.
- d) Act in conjunction with the COMB Executive Board to appoint administrators for COMB social media accounts.

Article VI. Election Procedures

Section 1. The COMB President shall appoint a Nomination Committee at October meeting prior to the December Annual Meeting at which time COMB officers will be elected. New officers will take on roles for a term consisting of a calendar year.

Section 2. The Nomination Committee shall consist of the COMB Past-President (or other designee from the Executive Board as appointed by the President). Additionally, the committee will consist of at least two members in good standing from the COMB general membership roster. **No currently serving elected Executive Board member can be a member of the Nomination Committee.**

Section 3. The Nomination Committee shall:

- a) Submit to the COMB President a list of candidates for the election of officers no later than one month prior to the Annual Meeting. This list also shall be submitted to the COMB Secretary who will, with the help of the Media Coordinator, distribute the list to the COMB general membership a minimum of two weeks prior to the Annual Business Meeting.
- b) Conduct the elections at the Annual Meeting.
- c) Take nominations from the floor at the Annual Meeting from any member in good standing for any elected office.
- d) Prepare and count the ballots after the election has closed and announce the results. Elected candidates shall take office immediately for the ensuing term.

Article VII. Amendment of Bylaws

Section 1. Amendments to these bylaws of Center of Michigan Beekeepers a.k.a. (COMB) shall be proposed by a simple majority of the Board of Directors and/or by petition of a minimum of ten members in good standing and/or a simple majority of the COMB's general membership.

Section 2. Notice of Bylaw Amendments shall be available to members before they are voted upon at a meeting of the membership.

Section 3. A majority vote of all members present at the meeting shall be necessary to make the amendment a part of the COMB bylaws.

Article VIII. Fiscal Year

Section 1. The fiscal year shall run from January 1 through December 31.

Article IX. Conduct of Meeting

Section 1. Roberts Rules of Order shall govern this association in all points of Parliamentary Procedure.

Article X. Dissolution

Section 1. The COMB shall dissolve upon the adoption of a Motion for Dissolution. The procedures for Bylaws Amendments shall apply for the adoption of a Motion for Dissolution.

Section 2. Upon dissolution of the COMB, the Treasurer shall pay all current COMB obligations as funds permit. If insufficient funds exist to meet all obligations, it shall be the sole discretion of the Treasurer as to which obligations will be paid.

Section 3. If excess funds exist after meeting all the financial obligations of COMB, then disposal of these funds, including any other COMB assets, shall be made by majority vote of the Executive Board.

Section 4. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Two of these bylaws. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

ADOPTED THIS 13th DAY OF March 2023

Certified by: _____

Mike Risk (President COMB 2023)

Amendments:

***2008:** Original draft **January 2017:** Enable the office of Member-at-Large **January 2019:** Amendments enabling the Past-President, President and President-Elect. Remove the office of Member-at-Large **December 2020:** Amendments to officers and election to be annual without automatic progression of any office. Verbiage has been added to accommodate the application of 501@3 for the club. **February 2023:** Updates of by-law verbiage pertaining to the name and reference of COMB. Updated Executive Board structure and position descriptions. Updated definition of memberships. General grammatical and syntax corrections.*