

Addison County Maple Sugarmaker's Association
By-Laws
Approved 2/15/07

Name: The name shall be ADDISON COUNTY MAPLE SUGARMAKER'S ASSOCIATION.

Membership: Shall consist of residents of Addison County and/or surrounding counties who are recorded as dues-paying members in the Addison County Maple Sugarmaker's Association. One person shall have the vote for each paid membership.

Purpose: To adopt and carry out the policy and rules to qualify as a NON-PROFIT organization, including the use of volunteer labor and officers to serve without compensation.

To own and/or rent or lease real estate and equipment to conduct exhibits and sales of maple products.

To disseminate information to members and the general public and to represent the Association at any maple-related project(s).

ACMSA shall accept the broad statement of the Vermont Maple Sugarmaker's Association, to engage in any activity in connection with the producing, purchasing, marketing, preserving, harvesting, processing, manufacturing, packing, grading, storing, or utilization of pure maple products or the manufacturing or marketing of the by-products thereof; and any activity in connection with the purchase, hiring or use by its members of supplies, machinery or equipment in financing any of the before mentioned activity.

To promote the Maple Industry throughout the area, state, nation and world.

To support and cooperate in Maple Research.

To make available the practices, research, updated information, trends, etc. to the membership and others interested in this industry.

To recognize achievements of those within the maple industry wherever they are identified.

To cooperate and coordinate with other state and area agencies and organizations; i.e. 4-H, UVM Extension Service, VSMA, etc.

To promote the benefits and satisfaction of maple production to the industry so that it may be perpetuated.

Meetings: The Annual Meeting will be held on or near the second Wednesday of February each year on call of a 10-day notice. These meetings shall be open to all persons who exhibit an interest in maple production, processing and sale of maple products and equipment.

Special meetings may be called at any time with written notice to the full membership at least ten days prior to the proposed date. Only the business stated in the agenda accompanying the notice may be acted upon at a Special Meeting.

Two Directors shall be elected by the membership at the Annual Meeting and shall serve a term of three years. Vacancies may be filled by appointment of the Board of Directors on a temporary basis and that name placed on the ballot at the Annual Meeting. The positions of President, Vice-President, and Secretary-Treasurer shall be elected to serve 1-year terms.

The President shall appoint a Nomination Committee to be activated in November and presided over by the Vice President, who will submit their proposed candidates for directorship to the President to be acted upon at the Annual Meeting. The majority of the membership votes shall prevail.

A quorum shall consist of 15% of the current active membership.

Election of Officers: As necessary at Annual Meeting, officers shall be elected as follows:

1. President for a 1-year term.
2. Vice-President for a 1-year term.
3. Secretary-Treasurer or Secretary and Treasurer for a 1-year term.
4. Directors for a 3-year term. A total of six (6) Directors shall serve as the governing body of this Association.

Nominations of Directors of the Vermont Sugarmaker's Association, Inc: At an official meeting of the Addison County Maple Sugarmaker's Association to be held during the months either September or October but no later than November 1, two (2) members of this Association shall be nominated as required in the by-laws of the State Association, to serve as (1) a Director and (2) an Alternate Director to the State Association. The position of Director shall be for a term of two years. The position of Alternate Director shall be for one year. Elected Directors may succeed themselves. Note: Addison County Sugarmaker's Association Officers may also succeed themselves.

Duties of Officers:

A. Board of Directors

- The Board of Directors shall consist of nine (9) members, being 6 elected Directors, President, Vice-President and Secretary/Treasurer.
- This Board shall serve as the governing body of this Association.
- Shall meet at the request of the President or by a majority of the Directors.
- Shall transact the business of this Association.
- Shall encourage promotion of the Maple Industry.
- A quorum shall consist of 5 elected Officers/Directors.

B. President

- The President shall preside over the Annual Meeting and any Special Meetings.
- Shall preside over meetings of the Board of Directors.
- Shall name all committees to facilitate the direction and function of this Association.
- Shall secure the services of a competent person, or committee whose function shall be to audit the books of this association at timely intervals and submit in writing their reports.

C. Vice-President

- The Vice President shall assist the president as requested and shall assume authority during his absence.
- The Vice President shall preside over the Nominating Committee.

D. Secretary-Treasurer

- Shall keep a record of the proceedings of all meetings as provided by the By-laws.
- Shall maintain and keep current the list of membership.
- Shall distribute notice(s) of all meetings as prescribed in the By-laws.
- Shall keep a running account of all expenditures and revenues in order to accomplish good accountability.
- Shall have custody and maintain with the help of the Board of Directors all books, ledgers, papers, and records of the Association.
- Shall make payment of all bills rendered on proper authority of the President or his/her designee.
- Shall close all books on December 31 and shall have said books ready for the Audit at least 10 days prior to the Annual Meeting.

E. Nomination Committee:

- Shall consist of at least 5 members whose duty is to submit the names of two (2) members willing to serve as Directors for the coming three (3) years, 1 member each willing to serve as President, Vice President and Secretary-Treasurer for the coming 1 year term.
- Shall be presided over by the Vice President.

F. Dues:

- Dues shall be set by the membership at the Annual Meeting.
- Dues shall be payable prior to or at the annual meeting in order to enjoy the benefits of the Association.

G. Amendments:

- Any of these By-laws may be changed or amended by a majority vote of the membership present at the Annual Meeting or a Special Meeting called for the purpose.
- All changes or amendments shall be duly warned, in writing, at least 30 days prior to the meeting.
- These By-laws shall be reviewed every five (5) years, amended as appropriate and filed with the Vermont Secretary of State's Office.