

Dunblane and Stirling Beekeepers' Association

CONSTITUTION AND RULES 2014

1. Name

The Association shall be called the Dunblane and Stirling Beekeepers' Association.

2. Membership

Any person interested in Beekeeping may become a member on payment of the annual subscription as fixed at the Annual General Meeting of the previous year.

Persons under the age of eighteen may become Juvenile Members on payment of half the adult annual subscription, with all privileges except that of voting at meetings. Any Juvenile Member or any Vulnerable Adult Member attending an Association meeting must be accompanied by an appropriate adult, responsible for their safeguarding.

Any member of the Association who has given many years of outstanding service to the Association may be proposed at an Annual General Meeting for election as an Honorary Life Member. If the proposal is approved by at least two-thirds of those present and eligible to vote, then such a member will be entitled to the full privileges of membership for life without the payment of any further subscription.

The financial year begins on 1st October, when subscriptions become due and should be paid to the Treasurer.

3. Objects

- a) To promote interest in the craft of beekeeping on modern and profitable lines.
- b) To unite the beekeepers of the district for their mutual benefit.

4. Activities

- a) Lectures and or demonstrations periodically at suitably selected and accessible apiaries.
- b) Indoor lectures during the winter when possible.
- c) Arrangement of a Bee and Honey Section at local Shows.

5. Office-Bearers

The affairs of the Association shall be governed by an Executive Committee consisting of a President, Vice-President, Secretary, Assistant Secretary, Treasurer and five further members of the Association to be elected annually at the Annual General Meeting. After serving a period of three years each of the President, Secretary and Treasurer shall normally stand down from that Office, although if any of them is willing to continue, the holder may be nominated for a further term again not normally to be extended beyond three years. The periods of office of these office bearers shall as far as possible be arranged so that just one of them ends the three year term of office each year.

The Executive shall have power to appoint such Standing or Special Committees as may be deemed desirable in the interests of the Association. It may cancel the membership of anyone whose continued connection with the Association would, in their opinion, be detrimental to its interests. The quorum for an Executive Meeting shall be four.

Executive meetings shall be held as required on instructions from the President.

6. General Meetings

The Annual General Meeting shall be held in the Dunblane and Stirling districts in November, the date, hour and place to be fixed by the Executive Committee, when the Secretary's Report, and Treasurer's Balance Sheet shall be submitted, and Office-Bearers and Auditor elected.

A notice giving the date, hour and place of the Meeting together with a copy of the Balance Sheet for the previous year, shall be supplied to each member. The original Balance Sheet, together with relative vouchers, shall be made available at the Meeting for inspection by members.

This Constitution and Rules shall be altered only at the Annual General Meeting, and then only by a two-thirds majority of the votes given. Notice of any proposed alteration must be received by the Secretary four weeks before the Annual General Meeting, and must be quoted in full in the Notice summoning that meeting.

Special General Meetings may be called only on the instructions of the President, or on the written requisition of 10 Members. The Notice calling the Meeting must specify the business, and no other business can be transacted at such Meetings. The Meeting will be called within three weeks of the receipt of the necessary requisition. All members shall be given two weeks' written notice of the date, time, place and business of the Meeting.

The quorum for a General Meeting shall be ten.

7. Duties of Office-Bearers

PRESIDENT. — The President shall preside at the A.G.M., Special Meetings, and all Meetings of the Executive Committee. The President shall, *ex officio*, be a member of all Committees, and shall have both a deliberative and casting vote.

VICE-PRESIDENT. — In the absence of the President, the Vice-President shall take over the President's duties.

SECRETARY. — The duties of the Secretary include the following:-

The Secretary shall keep an accurate record of the minutes of the A.G.M., Special Meetings, and all Meetings of the Executive Committee.

The Secretary shall submit all correspondence relative to the Association received to the Executive Committee, and shall reply thereto as directed by them.

The Secretary shall, when directed by the President, issue notices calling Meetings of the Executive Committee, such notices to be issued at least one week prior to date of the meeting, and to have stated thereon the nature of the business to be discussed.

The Secretary shall send a notice giving the date, hour and place of the A.G.M. together with a copy of the Balance Sheet for the previous year to each member at least one week prior to the date.

The Secretary shall prepare and submit to the A.G.M. a report of the Association's activities during the previous year.

The Secretary shall take up with the Convener of the S.B.A. Insurance Scheme all matters relating to the "individual" insurance of members' stocks, etc.

The Secretary shall transmit to members without delay the instructions of the Executive Committee, and all documents which require to be so circulated.

The Secretary shall present to the AGM each year an updated inventory of the Assets held by the Association, including the places where such assets are held.

ASSISTANT SECRETARY. — The Assistant Secretary shall assist the Secretary in all duties, and, in particular, will take over such duties during the absence of the Secretary.

TREASURER. — The Treasurer shall keep strict account of the Association's funds, and when called upon to do so by the Executive Committee, shall make the accounts available to them for inspection.

The Treasurer shall pay all the expenses incurred by the Association which have been authorised by the Executive Committee.

The Treasurer shall prepare and submit to a meeting of the Executive Committee, to be held in October of each year, a Balance Sheet, accompanied by the relative vouchers, showing the position of the Association as at the close of the previous year. This Balance

Sheet, which shall be audited by the Association Auditor, shall, after approval by the Executive Committee, be submitted by the Treasurer to the A.G.M.

The Treasurer shall collect and acknowledge the subscriptions of all members.

The Treasurer shall keep an up to date list of members.

EXECUTIVE COMMITTEE. – As well as being responsible for the general affairs of the Association, the Executive Committee shall be responsible for the conduct of all outdoor meetings of the Association at which bees are to be inspected, and shall ensure that at each such meeting a sufficiently experienced beekeeper is in charge who will be responsible for the proper conduct of the meeting.

Members requiring assistance should apply to a member of the Executive Committee.

8. Scottish Beekeepers' Association

The Association is an affiliate of the Scottish Beekeepers' Association and shall conduct its affairs in conformity with all the requirements entailed as promulgated from time to time by the Scottish Beekeepers' Association in their literature, which shall be held by the Secretary and through the Secretary be made available to any member of this Association who requests it.

9. Dissolution

If the Executive Committee, by a majority, decides at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Association, it shall instruct the President to call a Special General Meeting of the Association giving the period of notice required by these rules, and stating all the terms of the resolution to dissolve the Association to be proposed thereat. If that resolution is confirmed by a majority of those members attending the Special General Meeting and entitled to vote, the Association shall be dissolved. Any assets remaining after the settlement of all lawful debts and liabilities shall be given or transferred to such other beekeeping, educational or charitable organisation or organisations as the Executive may determine in its resolution dissolving the Association.