

EAST WATERFORD BEEKEEPERS ASSOCIATION

CONSTITUTION

1. The Association shall be known as the East Waterford Beekeepers' Association ("E.W.B.A.").

AIMS OF THE E.W.B.A.

2. The aims of EWBA shall be:
 - The promotion and advancement of the Science of Apiculture, in particular the promotion and conservation of the native dark bee, *Apis mellifera mellifera*.
 - To provide a forum for the exchange of information, ideas and views of mutual interest to beekeepers.
 - To provide education on the principal aspects of beekeeping and to encourage the use of better and more productive methods.

AFFILIATIONS

3. The Association shall be affiliated to the Federation of Irish Beekeepers' Association ("FIBKA").

MANAGEMENT OF THE ASSOCIATION

4. The business and affairs of the Association shall be managed by a committee consisting of the Chairperson, Vice-Chairperson, Secretary, Treasurer, Education Officer, Apiary Manager, Public Relations Officer and 4 elected members. The Committee shall have the power to appoint members to sub-committees as required.
5. The Annual General Meeting (AGM) of EWBA shall be held within two months of the end of the financial year. 21 days' notice in writing shall be given to each Member.
6. The financial year shall end on the 31st August each year.
7. Nominations and Resolutions must be received in writing by the Hon. Secretary at least fourteen days in advance of the AGM
8. Any document or notice, appointment, required to be given by, or sent to or served on the Association or any person under the Constitution of the Association may be given by means of delivery, post, electronic mail or any other means of communication approved by the Committee.
9. The officers and members of the committee shall be elected at the AGM.

10. After the coming into force of the provisions of this Constitution, the Chairperson, Secretary and Treasurer shall hold such office for a maximum period of 3 years and shall be ineligible to hold that same office for the further period of 2 years.
11. The Quorum necessary for an Extraordinary or Annual General Meeting shall be 19 /21
12. Five members shall form a Quorum for committee Meetings.
13. In the case of an equality of votes, the Chairperson of the committee or of a meeting of members shall have a second or casting vote.
14. The committee shall have power to fill any vacancy, which may arise in their number during their year in office.
15. Should any member conduct themselves in such a manner as to bring EWBA into disrepute or held to be in breach of any of the association rules, the committee after calling for an explanation from such Member may:
 - a. Caution such Member
or
 - b. Do either one or both of the things set out under (c) or (d)
 - c. Suspend such member from membership of the Association for the current year.
 - d. Declare such Member to be ineligible for applying for membership renewal of the Association.
16. Members will not set up bait hives or hives within 1kilometre of another members existing apiary, other than on their own property.
17. Any member suspended or declared to be ineligible to apply for membership under Provisions of Rule 16 shall not be entitled to a refund of any monies paid to the Association.
18. Fully paid up members of other beekeepers' associations affiliated to FIBKA are welcome to join this Association as associate members. They are not entitled to vote at Association meetings.
19. Application for membership of EWBA can be made to the Hon. Secretary. The committee shall have the full authority to refuse any application for membership and shall not be under any obligation to furnish reasons for such refusal.
20. Annual membership fee is fixed and approved at the A.G.M. This fee should be paid to the treasurer on or before 31st December of each year. (Members should note that FIBKA insurance cover runs from 1st January to 31st December each year.

DUTIES OF ASSOCIATION OFFICERS

21. The Chairman shall preside at all meetings of the Association as far as is practicable and if unable to do so shall delegate to the Vice-Chair. The Chairman has responsibility for approving the Committee meeting agenda and for the smooth management of Committee meetings. In a tied voting situation the Chairman has a casting vote.
22. The Secretary is responsible for recording minutes of meetings, to file, store and make available all its documents, attend to all correspondence of the Association, notify members of meetings in a timely manner, notify FIBKA of names and addresses of all Officers and members before 31

December each year, submit capitation fees to FIBKA, account to the Treasurer for monies received and attend to all other duties that pertain to the office.

23. The Treasurer will receive and dispense all monies for the Association keep accurate records showing income and expenditure. Expenditure other than routine in nature must have Committee approval. The Treasurer will keep a record of current membership, provide a written update of accounts at monthly meetings, collect membership fees and lodge all monies to the Association Bank Account.
24. The Public Relations Officer shall promote the benefits of beekeeping, prepare publicity documents for the promotion of beekeeping, organise and arrange publicity relating to various beekeeping events through the various media and be the main spokesperson to the media on any matters of public interest regarding beekeeping.
25. The Apiary Manager will be a member of the Committee and has responsibility for maintaining the Association Apiary, organising regular inspections, purchasing and maintaining necessary equipment and setting up a Committee to assist in all Apiary duties.

FINANCIAL OPERATIONS

26. The Association shall maintain a bank account and the authorised cheque signatories shall be the treasurer and 2 other elected officers. Cheques can be signed by any 2 of the 3 signatories

CHILD PROTECTION POLICY

27. The Association acknowledges the Principles of good practice for the Protection of Children and Young People as outlined in the Department of Children and Youth Affairs document 'Our Duty of Care Document' for Voluntary Organisations
28. Children under 18 yrs. of age must be accompanied at all times at EWBKA events by a parent or other designated adult.
29. EWBKA will conform to all aspects of FIBKA Child Protection Policy

AMENDMENT OF CONSTITUTION

30. No new rule and no alteration to an existing rule shall be made except at an A.G.M. or at an E.G.M. called for that purpose. Notice of intention to propose the making of or altering such rule or rules shall in either case be delivered to the Secretary in writing. Such notice shall contain the terms of the new rule or rules or alteration sought to be made and shall seven days at least before holding of such meeting be forwarded to each member of the association. No rule shall be made or altered at any of the said meeting without two thirds majority of those present and voting.

EXTRAORDINARY GENERAL MEETING

31. The committee shall have the power to summon an Extraordinary General Meeting on giving at least fourteen days' notice to Members giving details of the subject to be discussed. Discussion at such meeting shall be confined to that subject alone.