

**Constitution**  
**of**  
**The North Shore Beekeepers Association (NSW) Incorporated**

**1. Name**

The name shall be The North Shore Beekeepers Association (NSW) Incorporated, herein after called the “Association”.

**2. Rules**

The North Shore Beekeepers Association (NSW) Incorporated is incorporated under the New South Wales Associations Incorporation Act 1984 (as amended) and the “Model Rules for Incorporated Associations” form part of this Constitution. The clauses, which follow, are intended to clarify the requirements of some of the Model Rules as they appertain to the Association and are to be read in conjunction with the Rules.

**3. Objects**

The objects of the Association shall be:

- i To increase the knowledge of bees and bee culture.
- ii To improve the standing of beekeeping among beekeepers throughout New South Wales.
- iii To assist in the study of subjects allied and relevant to apiculture.
- iv To foster intelligent observation and good practical handling of bees.
- v To afford advice and assistance to beginners.
- vi To arrange lectures, discussions, demonstrations and field days for the benefit of members.
- vii To assist members in the acquisition of suitable apiculture literature and equipment by purchase or loan from the Association.
- viii To seek out and assist people who are interested and qualified to carry out research work on bees and bee culture and to arrange for assistance in the recognition, control and treatment of diseases affecting bees.
- ix To protect the honey and pollen flora of New South Wales and the interests of beekeeping.
- x To encourage the observance of the Apiaries Act and regulations.

#### 4. Membership

- i. Nominations for membership of the Association shall be made on the prescribed form as in Appendix 1 of the Model Rules. Membership of the Association shall be deemed conferred on approval of the nomination by the Management Committee and payment of the prescribed entrance fee and annual subscription to the Association in accordance with Clause 5 (i).
- ii. Membership shall be open to the following classes of person:
  - a. **Ordinary Member** – any person interested in bees and bee culture.
  - b. **Honorary Life Member** – any person by virtue of long and distinguished service to the Association, or by distinguished service to apiculture, may be granted Life Membership, provided such Life membership is proposed by notice of motion, signed by two ordinary members, delivered to the Secretary of the Association at least six weeks before the next Annual General Meeting . The notice of motion shall be considered, by the Management Committee, prior to the Annual General Meeting, and if no objections to it are raised, it shall be introduced to the Annual General Meeting by its proposers. If carried by a majority of members present and entitled to vote, Life Membership shall be conferred forthwith on the person proposed.
  - c. **Honorary Member** – Honorary Membership may be conferred on any person nominated by the President or Management Committee and ratified by the Association in General Meeting. A person may be granted Honorary Membership for one year only.

#### 5. Membership Fees.

- i. A new member must pay the Association an entrance fee on joining and an annual fee as follows:
  - a. **Single Membership.**

- b. **Family Membership** – Includes the partner and other eligible family members of that household.
  - c. **Junior/Pensioner Membership** – persons under the age of 17 or persons holding a valid pension card.
- ii. The Management Committee shall from time to time determine the entrance fee and annual subscription.
  - iii. Annual membership subscription fees shall be due and payable on the first day of January each year.
  - iv. A person shall cease to be a member if he/she fails to pay the annual membership fee before the Annual General Meeting is declared open. Payment of the full membership fee may be accepted after the Annual General Meeting at the discretion of the Management Committee.
  - v. The Management Committee may grant re-admission of a former member who has resigned or whose membership has lapsed for a period of twelve months or more without the payment of a second entrance fee.

## **6. The Committee**

- i. The management of the Association shall be vested in a Management Committee, elected by and from members other than members referred to in Clause 4 (ii) c.
- ii. The Management Committee shall consist of President, Vice-President, Secretary, Treasurer, Membership Secretary, Apiary Officer, Librarian, Public Officer, Equipment Officer, Newsletter Editor, BIIIC Delegates and Co-ordinator of Outside Sales.
- iii. The position of any member of the Committee who is absent for six consecutive months, without leave of absence having been granted, shall be declared vacant.
- iv. The Management Committee may appoint sub-committees. The President shall ex-officio be a member of all such sub-committees. Membership of sub-committees need not be confined to members of the Association.

- v. The management Committee shall be responsible to the Association for the efficient management of the Association's affairs and it shall present, through the President, an annual report of the affairs of the Association to each Annual General Meeting.
- vi. A report of proceedings at each Management Committee meeting shall be delivered verbally to the next General Meeting of the Association.
- vii. The Management Committee shall meet no less than three times in each year.

## **7. General Meetings**

- i. The Annual General Meeting of the Association shall be held in April each year. At least 21 days notice of such a meeting shall be given to each member, but accidental omission to give such notice shall not invalidate the meeting.
- ii. General meetings of the Association will be held as notified to members in the Association Newsletter.
- iii. Other meetings of the Association may be held as determined by the Management Committee.
- iv. The Management Committee shall convene a Special General Meeting upon receiving a written request to do so signed by at least 5% of total membership. The request shall state the purpose of such meeting and the meeting shall be held within 28 days of delivery of the request to the secretary. At least 14 days notice of a Special General Meeting shall be given to each member, but accidental omission to give notice to any member shall not invalidate the meeting. The Special General Meeting so convened shall deal only with the item requested.
- v. Each member, other than a member described in Clause 4 (ii) c, shall be entitled to vote at meetings of the Association.

## **8. Elections**

- i. All offices shall be declared vacant at the Annual General Meeting.
- ii. A simple majority voting system (“first past the post”) shall be used. Any equality shall be resolved by lot.
- iii. Nominations for all positions must be made in writing and be properly nominated and seconded.

## **9. Quorums**

- i. The quorum for both General Meetings and Management Committee Meetings shall be five.

## **10. Finances**

- i. The financial year of the Association shall end on 31<sup>st</sup> December.
- ii. The books of account shall be balanced as soon as possible after the end of the financial year of the Association and before the Annual General Meeting. The accounts shall include the Association’s movable assets and be audited by a Certified Auditor.
- iii. The treasurer shall present at each Annual General Meeting, a financial report.
- iv. The treasurer shall maintain a register of the assets of the Association.
- v. The president shall be authorized to approve a total expenditure up to \$200 without prior approval of the Management Committee. Such approval shall be ratified at the next Committee Meeting.
- vi. All monies received shall be deposited in the Association’s bank account as soon as practicable thereafter, and all payments from the bank account shall be authorized by any two of the President, Vice President, Secretary and Treasurer.

- vii. The assets and income of the Association shall be applied solely in furtherance of the above mentioned objects and no portion shall be distributed directly or indirectly to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of the Association.

## **11. Interpretation of the Constitution**

- i. Any doubt arising as to the application of any clause of this Constitution shall be decided by a vote of a General Meeting, whose decision shall be final and conclusive.

## **12. Amendment of the Constitution**

- i. The Constitution may be amended by a three quarters majority of votes cast by members present at a General Meeting, provided 21 days notice of the proposed amendment has been given to all members.

## **13. Dissolution**

- i. If at any General Meeting of the Association, a resolution, (previously subject of a notice of motion for the dissolution of the Association) shall be carried by a three fifths majority of the members present and entitled to vote at a Special General Meeting held not less than 28 days later and called for this purpose, then the Management Committee shall proceed to dissolve the affairs of the Association.
- ii. In the event of the Association being dissolved, the assets and income that remains after such dissolution and after the satisfaction of all debts and liabilities, shall be transferred to any organization with similar purposes and which has rules prohibiting the assets and income to it's members.

**April 2008**

#### **14. Restriction of Business Activities**

- i. No member of the Association shall be permitted to use the premises of the Association or any meeting venue of the Association or any outside sales event for the conduct of any business, in particular for the sale of goods and services, without prior written approval of the Management Committee.
- ii. Any member found to be in breach of Clause 14 shall be given written instruction to cease the particular activity. Failure to comply immediately with the instruction may cause the Association to apply the provisions of Clause 11 of the Associations Incorporation regulation.

**June 2012**