

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

Mission Statement

This club is established to support beekeepers in the pursuit of the protection and care for our natural Honeybee. It provides a common ground for members to discuss and exchange knowledge and beekeeping experiences with each other and with the Black Hills communities. The "Center Post" of our club is the Honeybee!

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

Article 1. Name

Section 1. This organization/club shall be known as the Wannabee Hobby Beekeepers, WHB, a nonprofit apiculture organization.

Section 2. This organization/club is NOT a political organization. It is not a platform for any function other than the care and protection of the honeybee.

Article 2. Purpose

Section 1. The purpose of this club is to:

- a) Promote the maintenance of honeybee colonies, commonly in hives. A beekeeper (or apiarist) keeps bees in order to collect honey and beeswax, to pollinate crops, and/or to produce bees for sale to other beekeepers.
- b) Educate the hobbyist (apiarist) with programs, educational materials, and fellowship.
- c) Maintain affiliation with the South Dakota Beekeepers Association and other organizations with common goals.
- d) Enjoy the thrill of working with nature and giving back to the common good of all.

Article 3. Membership

Section 1. Any person interested in apiculture shall be eligible for membership, regardless of race, creed, sex, age, or residence.

Section 2. Dues shall be reviewed and evaluated by officers annually and be payable as set forth by the officers and members.

Article 4. Meetings

Section 1. The society shall hold regular meetings once each month at a day, time, and place set by its members.

Section 2. At this time, the club meets on the 2nd Wednesday of each month at the Senior Citizens Center on Canyon Lake Rd in Rapid City at 5:30 PM for general discussion and set up. The meeting will officially start at 6 PM. Time and place may change with proper member notifications.

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

Section 3. Nominations for officer positions will be accepted starting in November and will end at the start of the second week in December.

Section 4. Ballets will be counted at the December meeting and the members will be notified of who the incoming officers are at that time.

Section 5. The January meeting of each year shall be considered the start of the officers term which will end the following December.

Article 5. Officers

Section 1. Officers of the organization and their duties shall be:

1. **President:** The following are the presidential duties;
 - a) Chair the monthly meetings.
 - b) Manage the meeting program schedule.
 - c) Monitor and support meeting attendance.
 - d) Collaborate with the club officers, past club presidents, and club members to provide direction for the club.
 - e) Intervene on any club disputes and resolve the issues.
 - f) Assign club volunteers to tasks as needed to support the club's mission.
 - g) Maintain a "Club President File" containing club "Mission and Articles", Monthly Club program history, and any other documents that would allow a following club president to come up to speed as quickly as possible for the next meeting.
 - h) Turn over the "President's Book" at the end of his/her term, to the newly elected president.
 - i) Support other club officers as needed.
2. **Vice President:** Vice-Presidential Duties:
 - a) Support the club president as needed.

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

- b) Assume the club president's duties in the absence of the club president.
 - c) Provide a conduit to the president of the club members' views.
 - d) Support other club officers as needed.
3. **Secretary:** Secretarial Duties:
- a) Take notes during the monthly meeting.
 - b) Compile the meeting notes into an official document.
 - c) Maintain a "minute's" file preserving our club history.
 - d) Maintain clubs file containing pertinent club information (Tax Free documents, etc).
 - e) Provide a copy of the monthly club minutes to the Web Page Manager for publishing on our web site.
 - f) Prepare a summary of the minutes of the last meeting to present to the next month's meeting if requested.
 - g) When the function of secretary passes from one person to another, the outgoing secretary will transfer the clubs files to the incoming secretary.
 - h) Support other club officers as needed.
4. **Treasurer:** Treasurer's Duties:
- a) Maintain club checking account.
 - b) Contact the bank manager (Great Western Bank) and have the officers names changed in January and give the password for online banking to the president.
 - c) Gather club members' dues (at the present time, \$10 per Family) and maintain a yearly paid club membership list.
 - d) Gather club voluntary contribution "hall user" fees in the hat at the end of each meeting.

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

- e) Pay club bills as needed.
- f) Reimburse club expenses as required per the president.
- g) Prepare a summary each month of the checking balance and paid membership to be presented if requested.
- h) Support other club officers as needed.

Article 6. Volunteer Positions

Section 1. The following positions are Voluntary and their duties that support the club's operation! The club could not meet its mission without the people that support these duties.

1. **Club Librarian** and his/her Duties;

- a) Maintain club's educational books and documentation.
- b) Checkout and check in books to club members.
- c) Maintain a book checkout file that identifies club members that have a book checked out with their contact information.
- d) If the person in this position changes, the outgoing librarian will transfer the books, documentation, and the checkout information to the new librarian.

2. **Program Coordinators** and their duties;

- a. There may be more than one program coordinator.
- b. The program coordinators will assist the club president in arranging both internal and external sources for meeting programs.
- c. The final agenda of each months meeting and programs are managed and decided by the club president.

3. **Club Web Site Manager** and their function;

- a. This position is a voluntary position.
- b. The web site provides a valuable information pipeline to our public and club members who may not be able to attend the meeting.

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

The web site (www.wannabeeclub.org) is a critical function that allows the club to distribute and educate the public on our wonderful bees.

We appreciate and thank this person using their skills to accomplish this function.

4. Club Facebook Manager and their function;

- a. This position is a voluntary position.
- b. The Club Facebook page provides a complimentary service to our web site.
- c. This function expands our information pipeline to our public and club members that may not be able to attend the meeting.

The Facebook Page (<https://www.facebook.com/WannaBee-Club-347415362010629/>) is a critical function that allows the club to distribute and educate the public on our wonderful bees.

We appreciate and thank this person using their skills to accomplish this function.

Article 7. Club Members

Section 1. Club members and their duties;

15. Club Members Duties;

- a) The number one duty of our club members is their bees.
- b) Attend and participate in as many meetings as possible.
- c) Help to set up and take down the chairs at our meeting site.
- d) Participate in as many club functions as possible.
- e) Help to mentor new beekeepers.
- f) Dues are due in January of the new year.
- g) Maintain their family club membership dues of \$10 as best they can.
- h) Enjoy themselves at the bee meetings and events.

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

Annual Election Nomination Ballet

OFFICE	2015	Nominations (2016)
<u>President</u>	Bob Asheim	_____ _____ _____
<u>Vice-President</u>	Susan Nolan	_____ _____ _____
<u>Treasurer</u>	Kia Smith	_____ _____ _____
<u>Secretary</u>	Jan Snediger	_____ _____ _____

Voluntary Positions

Function	2015	2016
<u>Program Coordinators</u>	Tina Mulally	_____
	Dan Mulally	_____
	Michelle Hovland	_____
	Open	_____
<u>Club Librarian</u>	Dan Mulally	_____

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

Voluntary Positions

Function	2015	2016
<u>Web Master</u>	Linda Anderson	<u>Linda Anderson</u>
<u>Facebook Manager</u>	Michelle Grosek	<u>Michelle Grosek</u>

WANNABEE HOBBY BEEKEEPERS

Club Guidelines

Annual Election Ballet

OFFICE	Candidates (2016)	Choice
<u>President</u>	# 1 _____	_____
	# 2 _____	_____
	# 3 _____	_____
<u>Vice-President</u>	# 1 _____	_____
	# 2 _____	_____
	# 3 _____	_____
<u>Treasurer</u>	# 1 _____	_____
	# 2 _____	_____
	# 3 _____	_____
<u>Secretary</u>	# 1 _____	_____
	# 2 _____	_____
	# 3 _____	_____

Write In _____

