



## **5 County Beekeepers Association**

# **Club Policies 2022**

### **OUR PLEDGE**

We here at 5 County Beekeepers Association pledge to bring beekeeping awareness to our community

### **OUR MISSION**

At 5 County Beekeepers Association, our mission is simple: to support and encourage other bee clubs, to train & educate current and future beekeepers, and to help preserve and protect our honeybees.

### **CLUB CULTURE**

We have a legacy of generosity- our members share knowledge, honey bees, encouragement, and friendship. It has helped us grow from a small group of people into a medium-sized, dynamic club. As one member has said, he came for the bees but stayed for the friendships.

### **CLUB HISTORY**

5CBA was founded in 2010 by Short Brantley, Larry Green, and Tim Huffman. The club initially met at the Zebulon Community Center on Arendell Rd in Zebulon. Thanks to the generosity of Tom and Jill Hendrickson, the club started meeting at the Bennett Bunn Plantation Lodge in November 2013. We have continued to meet at the Lodge since then.

5CBA has twice won the NCSBA Golden Achievement Program (GAP) award for Chapter of the Year- in 2017 and 2021, thanks to the work of many members.

## **TAX STATUS**

We are an informal non-profit. We operate as if we were a 501(c)(3).

The IRS enforces a strict rule that the earnings of a 501(c)(3) may not benefit a single member, officer, or director of the group. Our annual gross receipts must normally be under \$5,000. We cannot be involved in political campaigns.

## **MEMBERS**

The current dues amounts are \$15 for an individual member and \$20 for families. Permanent memberships are ten times those rates- \$150 for individuals and \$200 for families. Dues can be paid online at our website [5cba.org](http://5cba.org) or to the Treasurer at a club meeting by check or cash. They are owed at the beginning of each year.

All members are encouraged to join the NC State Beekeepers Association. Consider attending the state meetings held in the Spring and Summer to learn more about beekeeping. These meetings have speakers who are prominent beekeepers, authors, and researchers.

Members are encouraged to participate in club activities, whether it is a special interest, our social events, or local community events. We can learn from each other and have fun!

The club Apiary is for members only. There are many hives to observe and experienced beekeepers to help new beekeepers. Learn hands-on techniques, discuss ideas for managing your own hives, and participate in projects to decide whether it is useful for your bees.

## **MEETINGS**

Club meetings are held on the third Tuesday of each month. You may attend in-person at the Bennett Bunn Lodge or by Zoom. Guests are welcome at the in person meetings but you must be a member to attend by Zoom.

Notification of the next meeting is given by email sent out three to five days before it is held. The topic and speaker can also be seen on the club website- [5cba.org](http://5cba.org).

Come at 6:30 pm to socialize, meetings start at 7 pm. Usually the business meeting is held first and then the presentation is given. Time is allowed for questions. Door prize drawings are held.

Please bring items to donate for door prizes! Pitch in to help set up and clean up.

No discussion of political or religious topics where others can hear. We gather to talk about honey bees!

Kids are not allowed to roam the property without their parents.

Volunteer to help at the Hendrickson's annual holiday party (if held) as thanks for them allowing us to use the lodge free of charge for our meetings and events.

Executive Committee (EC) meetings are held on Zoom on the first Tuesday of the month at 6:30 pm. Any member is welcome to attend!

## **PROJECTS AND COMMITTEES**

Any projects proposed for the club's involvement need to be planned and thought out carefully. Items to consider are the objectives, time frame, costs, scope, and possible problems. Contact someone on the EC for guidance. A template is available to organize the information.

There should be three members to lead each committee or project. This enables it to carry on even if a leader is unable to continue. A member should be prepared to give a brief update at the club meetings.

## **EVENTS**

Bee school- we hold an annual bee school. There are two parts to the education- a day-long class and hands-on experiences at the Apiary. The class gives attendees background information on bee biology, explains the terms and vocabulary, discusses equipment, describes pests and diseases, and gives an overview of the products of the hive. The Apiary Days give attendees experience in reading a hive, handling bees, and access to experienced beekeepers to answer questions. The Apiary Days continue throughout the year and meet on Saturdays or Sundays.

Club events- Most years we have one or two potluck socials at the Bennett Bunn Lodge. Fun activities can include Bee Races and raffles.

Community events- our opportunity to raise awareness of the importance of honey bees to the public. We have educational materials and an observation hive. Even new beekeepers can participate! Typical events include BugFest, Ralston Blooms, Farmers' Markets, and the NC State Fair. Selling is permitted at some events. If there is a fee, then the members selling items will split that cost. Promotion of other business services or classes at the 5CBA booth is not permitted.

## **LEADERSHIP**

The club leaders may not use the club to benefit their own business interests.

The club leaders' contributions to discussions and decision making will be positive and constructive and interactions with all members will be courteous and respectful.

The duties of the officers are described in the Club Bylaws in Article 9.

Any of the positions other than Director can be shared with another member as a co-position. The duties will be shared by the two individuals in whatever way works best for them. Both will have voting privileges.

Newly elected officers work with the current officer to learn the duties. They should attend the EC meeting but are not eligible to vote until their term begins.

President- no additional guidelines at this time.

Vice-President- no additional guidelines at this time.

Past President- provide mentorship and guidance to the President.

Treasurer- currently uses MoneyMinder or a spreadsheet to maintain membership list and dues status. Shares access with President.

Secretary- currently uses a spreadsheet, PowerPoint, and SignUpGenius to create newsletters, meeting minutes, notifications, and other documents needed for communicating with the members. Sends meeting notifications three to five days before the meeting.

Webmaster- currently uses a WordPress theme on Amazon Web Services to maintain the website. Updates website as needed with meeting information and minutes at least three to five days before the meeting. Also has access to the Google accounts and the Facebook page for the club. Shares access with President.

Directors- no additional guidelines at this time.

Educational Coordinator- no additional guidelines at this time.

Program Chair- provide information to the Webmaster to ensure at least three upcoming meeting topics are posted, provide information to the Secretary for the monthly newsletter, and inform the Treasurer if the speaker is to be paid.