

NEWFOUNDLAND AND LABRADOR BEEKEEPING ASSOCIATION (NLBKA) CONSTITUTION AND BY-LAWS

- Draft amendments June 13, 2018

Adopted on: Draft Adopted in principle at Annual General Meeting (AGM) November 7, 2015. Final adopted at 2016 AGM.

Amendments approved by the NLBKA Board on June 13, 2018

Whereas the Newfoundland and Labrador Beekeeping Association, henceforth referred to as “the Association” or NLBKA, is an Association incorporated under the Corporations Act of Newfoundland and Labrador (1990).

And whereas the Constitution and By-Laws under which the Association shall be conducted comply with the Corporations Act.

Now therefore be it enacted and is hereby enacted that the Constitution and By-Laws under which the Newfoundland and Labrador Beekeeping Association shall be conducted are as follows:

1.0 MISSION AND GOALS

1.1 Mission

The NLBKA is dedicated to the protection and preservation of Newfoundland and Labrador’s (NL) honey bees, native pollinators and the art of beekeeping in the province as well as to promoting effective beekeeping practices through education of its members and the general public.

1.2 Goals

To accomplish this mission, NLBKA has established the following Goals:

- facilitate communication and cooperation among NL beekeepers and other interested persons;
- promote the protection and preservation of NL honey bees; in particular their current status as free of Varroa and other serious pathogens, parasites and diseases;
- promote the protection of honey bee ecosystems in NL including that of native/wild pollinators;
- promote effective beekeeping practices through education of its members and the general public;
- promote the expansion of beekeeping in NL;
- promote the commercialization of Beekeeping in NL
- provide a voice for NL beekeepers in representations to and communications with governments, the NL Federation of Agriculture, beekeeping associations elsewhere in Canada, and other entities;

- systematic monitoring of beekeeping productivity, honey bee health, and other information of relevance to bees and beekeeping in NL; and
- promote scientific research that will support the activities outlined above.

1.3 NLBKA Activity Profile

NLBKA recognizes, respects, and supports the diverse interests of its members. These interests will be served through:

- the sharing of beekeeping knowledge and skills;
- communication of issues related to beekeeping;
- the fostering of a community of provincial beekeepers; and
- the protection of our distinctive native and honey bee populations in NL.

1.4 Organizational Development

NLBKA will maintain an organizational structure and capacity reflective of its provincial mandate and commitment to the developmental goals of beekeeping. Emphasis will be placed on inclusion and sustainability that furthers and protects the interests of its members.

1.4.1 Communications

NLBKA will develop and maintain communication media in order to embrace and inform its membership while also developing understanding and appreciation of beekeeping amongst the public at large.

1.4.2 Conservation

NLBKA will include a conservation ethic in all its activities. A pro-active stance will be taken with respect to protecting NL honey bees and native bee species from pathogens, parasites and insecticides.

1.4.3 Advocacy

NLBKA will develop a capacity to advocate on behalf of the interests of the organization and its membership.

1.4.4 Resources

NLBKA will diversify its financial, human and physical resource base in order to maintain its beekeeping activity program, while also strengthening the organization and pursuing new development goals.

1.5 Policies and Positions

The NLBKA will develop policies and positions in keeping with its Mission and that advance its Goals. Once adopted, policies and positions shall remain in place until they are removed or amended by the voting members.

2.0 MEMBERSHIP

Membership runs from January 1 to December 31 each year. NLBKA shall have five (5) categories of membership. All references to the terms "member" and "members" in this Constitution and these By-Laws shall refer to all categories of membership, unless specifically

stated otherwise. Each membership category and the rules governing it are described below.

2.1 CATEGORIES OF MEMBERSHIP

Single Membership Any person who has paid his or her annual dues is eligible for a Single Membership.

Family Membership Any two or more people working together on the same apiary are eligible for a Family Membership. Up to four (4) names and addresses will be recorded to the membership list.

Associate Members Any individual, organization or company that has paid associate dues is eligible for Associate Membership.

Lifetime Members Any individual granted lifetime membership status is deemed eligible for Lifetime Membership.

Commercial Members Any Person who satisfies the NL Provincial Government definition of "commercial" beekeeper.

2.2 Membership Voting Rights

- Only members who have paid their annual dues and lifetime members shall have voting rights.
- In Section 6.3, "voting member" shall mean Single, Family, and Lifetime Members who are not in arrears with respect to dues at the AGM.
- Associate and Honorary Members do not have voting rights.
- Single, Family, and Lifetime Members shall have voting rights.
- Single and Lifetime Members shall have one (1) vote.
- Family Members shall have two (2) votes per membership.

2.3 GENERAL MEMBERSHIP RIGHTS

- Membership is terminated upon failure to pay the prescribed fees within 90 days after the beginning of the fiscal year.
- All members may attend and participate in the meetings of the Association's general membership.
- All members may exercise their votes in accordance with the Association's Constitution and By-Laws.
- All members may participate in all of the Association's activities, to share in the Association's enterprises and to enjoy all the benefits arising from membership in the Association.

2.4 LIFETIME MEMBERSHIP CRITERIA

- The NLBKA may award up to one (1) lifetime membership per year. This award is in recognition of significant contributions by an individual to the Association and is not required to be awarded every year.
- A lifetime membership relieves the recipient from any further annual dues that are assessed by the Association.

2.4.1 Qualifications

The criteria for the nomination of lifetime membership are as follows:

- The person has provided significant, demonstrable time to further the enjoyment and learning of other NLBKA members;
- The member has demonstrated exemplary leadership, desire, and passion for beekeeping within the Province.

2.4.2 NOMINATION PROCESS

- Any member of the NLBKA may propose an individual for the lifetime membership award.
- Nominations shall be sent to the NLBKA Executive Committee and shall include in writing the reasons in support of the nomination.
- This nomination must be received 30 days prior to the NLBKA AGM to be considered.

2.4.3 Granting Process

- A two-thirds (2/3) majority vote by the NLBKA Board is required to award a lifetime membership.

2.5 MEMBERSHIP ETHICS

Each member shall be guided by the highest standards of ethics, personal honor, integrity and conduct. Any member found in breach of ethics may be admonished, allowed to resign, suspended or expelled from the NLBKA by the NLBKA Board under By-Law 2.6 "Membership Expulsion, Suspension and Resignation."

2.6 MEMBERSHIP EXPULSION, SUSPENSION AND RESIGNATION

- A member may resign from or terminate his or her membership in NLBKA by non-payment of membership dues or by a letter of resignation to the President.
- Before a decision is made to expel or suspend any person, the member shall be notified by the NLBKA Board thirty (30) days prior to any review hearing, and shall have the right to appear before the NLBKA Board for a review of his or her case.
- At this review hearing, the member or someone designated by the individual in writing may present an argument on his or her behalf. No member of any class of membership may be disciplined under this By-Law without this right of appearance before the NLBKA Board.
- After satisfying the above requirements, the procedure to expel a member shall be completed by a two-thirds (2/3) majority vote of the entire NLBKA Board.
- Any person suspended or expelled from NLBKA under By-Law 2.5 "Membership Ethics" shall be notified to that effect by the NLBKA President. Any person expelled from NLBKA may not be reinstated to "regular membership" or acquire "regular membership" in NLBKA unless there is:
 - two-thirds (2/3) majority vote of the NLBKA Board;
 - upon payment of all dues owing at his or her suspension; and
 - subject always to such additional terms and conditions as may be stipulated by the NLBKA Board.

3.0 ASSOCIATION OFFICERS AND ELECTIONS

3.1 Board Composition

The NLBKA Board shall be comprised of the Executive Committee, the Regional Directors of the NLBKA, a Member-at-Large, and a Communications Director. The NLBKA Board shall be no more than 10 and no fewer than 6 voting members:

- A. The four (4) Executive Committee members, namely
 - President
 - Vice-President
 - Treasurer
 - Secretary;
- B. Other Board Members, namely
 - Regional Directors for Avalon, Central, West Coast, and Labrador.
 - Commercial Director
 - Communications Director.

3.2 Terms of Office

- Members of the Board must stand for re-election every year, with terms starting and ending at the AGM each year.
- Members of the Board may stand for a maximum of five (5) years. After serving five (5) years a Board Member must stand down for at least one year.
- In extraordinary circumstances where an election cannot be held at an AGM due to lack of quorum, Members of the Board who have reached the five (5) year limit of their time in office may stand for an additional six (6) months to allow time for the NLBKA to achieve quorum at an emergency Meeting the purpose of which is to elect the Board.

3.3 Election of Officers

- All NLBKA Board members shall be elected annually from among the voting members of NLBKA in accordance with the following rules and procedures:
- The Nominating Committee shall be formed and chaired by a member of the Board, to be selected by the Board in the year of the Board's term of office. The Committee shall be comprised of at least two (2) members of the current NLBKA Board or past NLBKA Board members;
- The Nominating Committee shall call for nominations and inform the membership of the closing date for nominations by the most appropriate means at their disposal;
- Nominations received before the AGM will be shared with the Membership prior to the AGM;
- Nominations will also be called during the AGM. Voting for positions will be held during the AGM by means of ballots;
- Each nominated individual will be given at least one opportunity to communicate to the general membership, why he or she should be elected to the NLBKA Board. The medium shall be through any means deemed most appropriate by the NLBKA Board;
- No ballot shall be furnished to any Member who is not in good standing;

- If a member is not able to attend the AGM they may submit a letter or e-mail to the Secretary of the Association, assigning a proxy vote to a named member of the Executive Committee;
- Membership is terminated based on By-Law 6 “Dues and Finance”. However, newly registered members or members paid in full prior to the AGM shall be considered members in good standing;
- If there is a tie vote for a position, low counts are dropped and a second ballot is conducted. Further voting shall be in the same manner as the first vote and conducted before the AGM. If after this second ballot the vote remains tied, the choice of candidate will be made by a coin toss before the members present at the AGM;
- The result of the election by ballot shall be announced at the AGM;
- Successful candidates shall take office immediately upon the termination of the AGM held following their election;
- The NLBKA Board members shall hold office for no more than five (5) consecutive years and must stand down for one year as required by By-Law 3.2. In extenuating circumstances, the NLBKA Board may approve a one-year (1) extension of term for an Officer of NLBKA with a two-thirds (2/3) majority vote of the entire NLBKA Board;
- If a casual vacancy, whether temporary or permanent, shall occur in any office of the NLBKA Board, other than that of the office of President, such vacancy shall be filled by majority vote of the NLBKA Board, either for the un-expired term or for such shorter period as the NLBKA Board in its sole discretion may decide. In the case of a tie, the President shall cast the deciding vote. If a casual vacancy shall occur in the office of President, the same shall be filled by either the Vice-President or one of the other Board members, and there shall then be deemed to be a casual vacancy in the office of that Officer;

4.0 DUTIES OF ELECTED OFFICERS

4.1 President

The President shall be the presiding officer and Chair at all meetings of the NLBKA Board. The President shall:

- appoint such committees as are required for the purposes of NLBKA within the limitations prescribed by these By-Laws;
- delegate members to represent NLBKA as required from time-to-time, and shall be, ex officio, a member of all committees except the Nominating Committee;
- submit and present to NLBKA a report on the activities of NLBKA from the past year, at the AGM and plans formulated by the NLBKA Board for future activities of NLBKA.

The President is the public spokesperson for NLBKA. The Board may designate other spokespersons, depending on the issue, as necessary and as it sees fit.

4.2 Vice-President

- The Vice-President generally acts as the president in the latter’s absence, and assists the President on the above or other specified duties.
- The Vice-President performs Chair responsibilities when the President cannot perform such responsibilities.

4.3 Secretary

- The Secretary shall assist the President in the conduct of the business of NLBKA and shall perform such duties as shall from time-to-time be delegated by the NLBKA Board.
- The Secretary shall ensure that NLBKA keeps Minutes and Notices of all meetings of the Executive and of all general meetings of NLBKA, and keep track of all Association By-Laws.
- With the Vice-President and Treasurer, the Secretary shall be part of the Membership Committee, and keep a register of Classes of Membership within NLBKA.
- The Secretary shall be responsible for interfacing with the Communications Director.
- The Secretary shall be responsible for updating the incorporation documents with the appropriate government department.
- The Secretary shall be responsible for all NLBKA correspondence.
- The Secretary shall keep a record of all NLBKA policies and positions and shall ensure that they are placed on an AGM agenda for reconsideration at least once within each five-year period after their adoption.

4.4 Treasurer

- The Treasurer shall assist the President in the conduct of the business of NLBKA and shall perform such duties as shall from time-to-time be delegated by the NLBKA Board.
- The Treasurer shall have charge of the financial affairs of NLBKA, and be responsible for maintaining the financial health and integrity of NLBKA. The Treasurer shall be responsible for the administration of the Annual Budget and Financial Plan of NLBKA, shall receive all funds of NLBKA, and, under the direction of the NLBKA Board and with strict adherence to the Annual Budget, shall disburse all funds of NLBKA. The Treasurer shall at all times be fully cognizant of all financial commitments made by NLBKA.
- The Treasurer shall provide to the Board, on a quarterly basis, complete financial statements reflecting the current financial status of NLBKA.
- At fiscal year-end, the Treasurer shall prepare financial statements for the AGM and shall present to the membership at the AGM a complete set of financial statements, including a Balance Sheet, Income Statement, and an Inventory of the Assets of NLBKA.
- The Treasurer maintains a list of members and their contact information with the assistance of the President and Secretary.

4.5 Directors

- The Elected Directors shall be members of the NLBKA Board, but not sit on the Executive Committee. These directors include a Commercial Director, a Communications Director, and Regional Directors.
- The Commercial Director will provide advice on the specific needs of the Commercial beekeepers in developing the commodity.

- Regional Directors are responsible for encouraging communications between members within the region they represent. These communications should be around advice and mentorship for new beekeepers, and activities that fulfill the mission and goals of the NLBKA.
- Regional Directors are responsible for bringing issues identified within their region to the attention of the NLBKA Board.
- The Communications Director is Co-Chair of the Communications Committee and is responsible for maintaining and/or moderating social media, facilitating the production of the Association newsletter, and assisting the Board with communications with the membership, governments, other beekeeping associations, public at large, and other entities as required by the Board.

4.6 Removal of Officers

In addition to the replacement of officers by election as provided for elsewhere in these By-Laws, any officer shall be removed automatically if he or she is expelled, suspended or resigns as a Regular Member.

4.7 Protection of Officers

Except as otherwise provided in the Corporations Act, no officer for the time being of NLBKA shall be liable for the acts, receipts, neglects, or defaults of any other officer or employee or for any loss, damage or expense happening to NLBKA through the insufficiency or deficiency of title to any property acquired by NLBKA or for or on behalf of NLBKA or for the insufficiency or deficiency of any security in or upon which any of the moneys of or belonging to NLBKA shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person including any person with whom or which any moneys, securities or effects shall be lodged or deposited or for any loss, conversion, misapplication or misappropriation of or damage resulting from any dealings with any moneys, securities or other assets belonging to NLBKA or for any loss, damage or misfortune whatever which may happen in the execution of the duties of the officer's respective office or trust or in relation thereto unless the same shall happen by or through the officer's own willful neglect or default.

4.8 Indemnities to Officers and Others

Every officer of NLBKA or other person who has undertaken any liability on behalf of NLBKA, executors and administrators, and estate and effects, respectively, shall from time-to-time and at all times, be indemnified and saved harmless out of the funds of NLBKA, from and against:

- All costs, charges and expenses whatsoever which such officer or other person sustains or incurs in or about any action, suit or proceeding that is brought, commenced or prosecuted against the director, officer or other person for or in respect of any act, deed matter or thing whatever, made, done or permitted by them, in or about the execution of the duties of such office or in any such liability; and
- All other costs, charges or expenses which the officer or other person sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by their own willful neglect or default. NLBKA shall also

indemnify any such person in such other circumstances as the Corporations Act or law permits or requires. Nothing in this By-Law shall limit the right of any person entitled to indemnity to claim indemnity apart from the provisions of this By-Law to the extent permitted by the Corporations Act or any other laws.

4.9 NLBKA Board and Committees

4.9.1 NLBKA Board

The NLBKA Board shall consist of:

- NLBKA Executive Committee;
- Directors.

The NLBKA Executive Committee is responsible for the efficient running of the affairs of NLBKA. The Executive is comprised of the President, Vice-President, Secretary, and Treasurer.

4.9.2 NLBKA Board Meetings

The NLBKA Board shall hold regular meetings at least once bi-monthly, with the exception of June, July and August of each year. The time and place of each meeting shall be determined by the Board.

Special meetings of the NLBKA Board may from time-to-time be called by the President, or by any three members of the NLBKA Board, by giving notice in writing or electronically addressed to the members of the NLBKA Board specifying the time and place of the meeting and, in a general manner, the business to be discussed. This notice shall be given to the Board at least seven (7) days prior to the special meeting.

Notice of each meeting of the NLBKA Board shall be given to all members of the NLBKA Board not less than seven (7) days before the scheduled date of such meeting, and no meeting shall be held to be duly called and constituted unless either this notice shall have been given or a two-thirds (2/3) majority vote of the NLBKA Board agree that it be waived.

Members of the NLBKA Board may vote by proxy on matters requiring the vote of all NLBKA Board members. For the purposes of NLBKA Board meetings, a quorum shall be established with 50% + 1 members present in person, or by electronic or telecommunication medium. Except where otherwise required or permitted by these By-Laws, decisions of the NLBKA Board shall be made by majority vote of those persons present at a meeting of the NLBKA Board duly called and constituted.

4.9.3 NLBKA Board Duties

The NLBKA Board shall have control and management of the affairs and finances of NLBKA and shall be responsible for establishing and implementing policy with respect to all programs, services and communications of NLBKA.

The NLBKA Board shall have full power to make such rules and regulations as it may from time-to-time consider necessary for the governance and well-being of NLBKA and the conduct generally of its members, provided that such rules and regulations shall not be inconsistent with these By-Laws or the provisions of The Corporations Act.

4.9.4 Committees

Standing Committees

NLBKA shall maintain the following Standing Committees:

Executive Committee: Chaired by the President. Other members are Vice-President, Treasurer, and Secretary. Duties covered:

- Finances;
- Membership;
- Liaison with Provincial Government;
- Issues to bring to regular Board Meetings.

Finance Committee: Chaired by Treasurer. Other members may include members of the association with financial knowledge.

Commercial Committee: Chaired by the Commercial Director. Other members may include members of the Association that are commercial beekeepers, and people who could be beneficial to development of the industry.

Communications Committee: Co-Chaired by Director of Communications and Secretary. Other members may include Editor of Newsletter, Webmaster, membership volunteers, and other positions as required. Duties include:

- communicating regularly with the membership (e.g., newsletter and web);
- communicating with the public (promoting events, issues, media relations).

Nominations Committee: Chaired by a member of the Board, to be selected by the Board in the year of the Board's term of office. Other members can be two other members of the NLBKA Board, or past Board members. Duties include:

- developing a nominations procedure that conforms with the Constitution and By-Laws;
- calling nominations in a timely manner; and
- conducting the voting process at the AGM.

Scientific Advisory Committee: Chaired by any member of the Scientific Advisory Committee and chosen by the members of this Committee. Other members include at least one other Board Member, and volunteers as required. Membership in the Research Committee will be approved by the NLBKA Board. Duties include:

- establishing and renewing annually objectives, a list of research topics and issues of importance to beekeeping and the health of native bees in NL;
- developing priorities for these objectives, and identifying parameters for the research by working with governments, academic research, private sector or other entities in NL and elsewhere.

Education Committee: Chaired by a Director of the Board. Other members include Regional Directors and volunteers from the membership as required. Duties include:

Developing an annual schedule for activities in different parts of Newfoundland and Labrador of relevance to the different types of members (hobby, new beekeepers, research, commercial beekeepers);

- Developing an annual schedule for activities in different parts of Newfoundland and Labrador for educating the general public about bees, and issues relating to bees and beekeeping.

4.9.5 Special Committees

- The NLBKA Board may institute such special committees as are deemed necessary, and may thereafter disband such committees at its discretion.
- Chairs of special committees shall be appointed by the President whenever necessary.

4.9.6 Duties of the Committee Chair

- The Chair of a standing committee or a special committee shall be responsible to the NLBKA Board for carrying out the duties of the committee and for the correct handling of income and expenditure by the committee. The Chair shall keep the NLBKA Board informed of the committee's activities by reporting to a particular member of the NLBKA Board designated by the President. As soon as practicable after being appointed, the Chair shall supply to the Treasurer, for the approval of the NLBKA Board, a budget of proposed expenditures by the Committee. The Chair shall be responsible for documenting the activities and procedures established through the committee's activities.

5.0 MEMBERSHIP MEETINGS

5.1 Annual General Meeting

An Annual General Meeting (AGM) shall be held every year as designated and published by the NLBKA Board, at which time directors and officers for the ensuing year shall be elected and introduced. Reports of the President and Treasurer, together with such other reports as may be directed by the NLBKA Board, shall be presented.

5.2 Quorum

A quorum of the meeting of the members shall be fifteen (15) members present in person or represented by proxy. No business shall be transacted at any meeting unless the requisite quorum is present at the time of the transaction of such business. If a quorum is not present at the time appointed for a meeting of members or within such reasonable time as the members present may determine, the persons present and entitled to vote may adjourn the meeting to a fixed time and place, but may not transact any other business.

5.3 Proxy

Votes at meetings of the members may be given either personally or by proxy. Every member present in person or represented by an individual so authorized shall have one vote. Every person appointed by proxy shall have one vote for each member who is represented by such proxy.

A person appointed by proxy need not be a member.

A proxy may be in the following form:

“I, undersigned member of NLBKA hereby appoint (name)_____of (town)_____, or failing him/her, (name)_____ of (town)_____ as proxy of the undersigned to attend and act at the NLBKA AGM meeting of the members of the Association to be held on the ___day of (month) _____, (year)_____, and at any adjournment thereof in the same manner, to the same extent and with the same power as if the undersigned were present at the same meeting or such adjournment thereof.

DATED at (town)_____, this ___day of (month)_____ (year) _____

Signature of member:_____

The proxy shall be forwarded to the designated Board member at least 24 hours prior to the meeting. Proxy may be sent by pdf attachment to an email. The proxy holder can also submit the statement in person at the meeting.

5.4 General Meetings

General Meetings shall be arranged as deemed necessary to carry out the purposes of NLBKA.

5.5 Voting

- Section 2.2 defines the term “voting member”.
- At the end of their year of office, the President and Treasurer shall submit their reports to the AGM, and those voting members present in person or by proxy shall vote to accept or reject each report by a show of hands. A majority vote of not less than fifty one percent (51%) of the members present shall suffice to accept each report, and acceptance of both reports by the meeting shall constitute approval by NLBKA of all the acts of the NLBKA Board described in these reports.
- NLBKA Board shall be elected annually in accordance with the Constitution and By-Laws.
- All ballots shall be conducted in such a way that ballot papers are addressed only to voting members as herein defined and shall be secret. The results of all ballots shall be announced promptly.
- A vote of the membership, other than for an election of officers, shall be valid only if taken by a secret ballot of which notice has been forwarded to all voting members not less than 30 nor more than 60 days prior to the voting day. This notice shall specify the Extraordinary Resolution upon which it is proposed to vote. All ballots shall be properly secured until counting. Promptly after the voting, the NLBKA Board shall arrange for the release and counting of the ballots.
- Notwithstanding the foregoing, the NLBKA Board may, at any time upon suitable notice, call a meeting of the membership to discuss any indicated topic but resolutions made by a meeting shall be only for the guidance of the NLBKA Board and shall not be binding on the NLBKA Board, the membership, or NLBKA.
- Amendments to the NLBKA Constitution and By-Laws shall be made by way of Extraordinary Resolutions which may be proposed by either (a) the NLBKA Board, or (b) a petition signed by 25 voting members and addressed to the NLBKA Board. Extraordinary Resolutions must be passed by a two-thirds (2/3) majority of the eligible voting members that have cast their ballots in a vote of the amendment.

- With respect to NLBKA policies and positions, Position Statement or Policy Resolutions may be proposed by either (a) the NLBKA Board, or (b) a voting member of the Association to the NLBKA Board. Such Resolutions must be consistent with the Mission and Goals of the NLBKA or give direction to the Board to pursue a position or policy that is consistent the Mission and Goals. A majority vote of not less than fifty one percent (51%) of the members present shall suffice to pass a Position Statement or Policy Resolution.

6.0 DUES AND FINANCE

6.1 Dues

The annual dues of Individual, Family and Associate Members shall be set annually by the NLBKA Board. Payment of these dues shall include an annual subscription to the Association newsletter, ability to access the Association's BBS/Forum, private Facebook group, and other member benefits.

6.2 Payment of Dues

All annual dues are payable within the first 90 days of each fiscal year.

6.3 Fiscal Year

The fiscal year end of NLBKA shall be December 31, each year.

6.4 Suspension for Non-payment of Dues

Membership is terminated upon failure to pay the prescribed fees within 90 days after the beginning of the fiscal year.

6.5 Deposit of Monies

All current monies belonging to NLBKA shall be deposited in its name in one or more Association bank accounts of a Chartered Bank, Credit Union or Trust Company.

6.6 Withdrawal of Monies

Any withdrawal of monies belonging to NLBKA shall be done by cheque and require the signature of any one of the President, Vice-President Treasurer or Secretary.

6.7 Review

The books, accounts and reports of the Treasurer and NLBKA Office shall be reviewed as soon as may be practicable after the close of each fiscal year by the Treasurer and the President, and a report of such a review shall be presented at the AGM of NLBKA next following the close of such fiscal year.

6.8 Inspection by Members

The books and records of NLBKA may be inspected by any Member of NLBKA at the AGM or at any other time upon giving not less than two weeks written notice to the NLBKA Board.

6.9 Borrowing Power and Remuneration

- The NLBKA Board shall be authorized to raise or secure the payment of money in

such manner as it thinks fit for the purposes of NLBKA. NLBKA shall not borrow money and the NLBKA Board shall have no authority to enter into debt in NLBKA's name.

- No officer or member of NLBKA shall receive any remuneration for his or her services. An officer or member may be reimbursed for reasonable expenses incurred by the officer or member in the performance of his or her duties with the approval of the Executive Committee. Receipts shall be required for the majority of expenses incurred.
- No individual member shall receive subsidies to attend any event or program, unless they have been asked to present a workshop for the benefit of the NLBKA membership, that incurs expenses
- The NLBKA Board, at its sole discretion, may facilitate and subsidize events it deems beneficial to the successful operation of NLBKA. The Association shall subsidize these events to a maximum of 50%, with the remaining cost to be paid between participating members. Such events shall only be offered to active NLBKA members. Funds from outside sources earmarked for specific events, paid directly to NLBKA for an event, are not considered part of NLBKA's subsidy.

7.0 CERTIFICATION OF DOCUMENTS

Certification of documents shall be made by the signature of any two (2) of the President, Vice President, Secretary or Treasurer.

8.0 INTERPRETATIONS

- These By-Laws shall be read with the Corporations Act, RSNL 1990, Chapter C-36 and the amendments thereto; the terms used in these By-laws shall be taken as having the same respective meanings as they have been used in the Act and the amendments thereto. Any items in the By-Laws which are contrary to the laws of Canada are void.
- In these By-Laws, and in all rules and regulations enacted by the NLBKA Board, the singular shall include the plural whenever the context shall so permit and the circumstances require.
- For the purposes of registration under the Corporations Act, the number of members of the Association is considered to be unlimited.
- NLBKA has no authorized share capital.

9.0 LOCATION

The registered office of NLBKA shall be determined by the elected NLBKA Board.

10.0 COMMUNICATIONS

10.1 Newsletter

NLBKA may publish an association newsletter, at least one (1) time per year. The newsletter may contain articles and other material pertinent to the objectives and activities of NLBKA.

10.2 Editor

- The NLBKA Board shall appoint the Editor of the newsletter, should it decide to publish one. This appointment shall be for a period of two (2) years, but an editor may be reappointed.
- The Editor shall be in charge of editorial business with respect to the newsletter and shall submit an annual report to the NLBKA Board of such business conducted during his or her term of office. The Editor shall have authority to solicit papers and material for the newsletter and may accept or reject material offered for publication.
- The Editor may appoint associate, regional and special editors to serve for a period of three (3) years, but subject to reappointment at the discretion of the Editor holding office at the conclusion of such period.
- The Editor shall be an *ex officio* member of the NLBKA Board or may be a member of the Board.

10.3 OTHER PUBLICATIONS

The NLBKA Board may authorize other publications (e.g., pamphlets, stickers) as may be considered appropriate to the needs of NLBKA, to be financed by NLBKA from its general or any special funds.

10.4 WEBSITE

NLBKA shall maintain a website that contains technical articles and other material pertinent to the objectives and activities of NLBKA.

11.0 SERVICE AWARDS

NLBKA shall recognize meritorious service to the association. During the AGM, the President shall acknowledge the volunteers of NLBKA.

12.0 DISPOSITION OF ASSETS

In the event of dissolution of NLBKA and where no successor association is specified, then subject to the provisions of the Corporations Act, the assets remaining after payment of all just debts and obligations shall be distributed to one or more non-profit charitable institutions, preferably serving beekeeping interests in Canada.