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| Proposed Amended Constitution for the Isle of Man Beekeepers Federation.  A Constitution provides rules as to how the Federation will work. The rules should be simple and straightforward and give guidance to the Federation Council so that in the majority of situations there is clarity about what they can - and what they cannot - do.  A good Constitution enables the Council to concentrate on the matters that really affect the Federation and the Bees – rather than wasting time debating procedural matters.  During the past year, poor drafting of the SDB Constitution read together with the Fed Constitution failed us in at least one situation – by not explicitly allowing co-option – and as a result, our (second!) President was forced to step down; and the Isle of Man Beekeepers Federation was denied the services of an able and experienced leader.  A good Constitution – like all legal agreements – is best kept in the bottom drawer and not waved about. It’s a comfort blanket – the members are reassured that sound rules of governance exist to guide their elected representatives and the Council is able to focus on pursuing the Objectives of the Federation.  The roles, as identified in Article 5(iv) need to be fleshed out, and the informal proposal from Keith and me is that the incumbents of these roles present appropriate job descriptions at the first Federation Council meeting after the AGM to be reviewed and approved by the Council.  **Proposal** to be placed before the Annual General Meeting of the Isle of Man Beekeepers Federation Annual General Meeting to be held on 26 March 2016:  *This meeting agrees to cancel the existing Constitution – shown in Column B below - in its entirety, and adopt the Constitution as per Column A below.*  *Proposed – Jonathan Kipps*  *Seconded – Keith Osborn* | | | |
| **Proposed Constitution for the Isle of Man Beekeepers Federation** | **Existing the Isle of Man Beekeepers Federation Constitution** | **Comments and explanations** |
| **A** | **B** | **C** |
| **1. Title**  The Title of the Federation shall be “The Isle of Man Beekeepers' Federation”. | 1. The Title of the Federation shall be “The Isle of Man Beekeepers' Federation”. | No change |
| **2. Objectives**  The Objectives of the Federation, a not for profit organisation, shall be   * 1. The promotion of the craft of Beekeeping;   2. To encourage and advance good beekeeping practice;   3. The education of beekeepers and non-beekeepers, together with the dissemination of new techniques and hive management improvements;   d) To unite the efforts of all Member Associations to this end;  e) To represent beekeepers and beekeeping to the IoM Government and other relevant bodies. | 2. The objects of the Federation shall be:-  (a) To encourage and advance the practice of good beekeeping in the Isle of Man;  (b) To unite the efforts of all Member Associations to this end;  (c) To deal with those matters which concern Manx Beekeepers as a body;  ( (d) To become a member Federation of the British Beekeepers Association and to ensure that all Member associations are included in membership of B.B.K.A |  |
| **3. British Beekeepers Association**  The Federation shall be an Area Association Member (AAM) of the British Beekeepers Association (“BBKA”).  This constitution shall not conflict with the BBKA constitution; however, in the case of conflict, the BBKA constitution shall take precedence. | Void | The existing Constitution appears to anticipate – at Article 2 – becoming a member of the BBKA in the future. In addition, the existing Constitution claims future? membership of the BBKA for the three local associations, which isn’t the reality. |
| **4. Local Association Corporate Members:**  The Federation shall include Corporate Members, being such Isle of Man Beekeeper Local Associations (“Local Associations”) which elect to become Members of the IOM Beekeepers Federation and which Local Associations are represented on the Federation Council by three elected delegates per Local Association.  The Corporate Members will not count for quorum nor have a vote at Council and General meetings of members. | 3. The Federation shall consist of Corporate Members. Corporate Members are such Isle of Man Beekeeper Associations which elect to become Members of the IOM BK Federation. | Some may claim the concept of “corporate membership” is an anachronism, but we suggest it remains in the new Constitution as recognition of, and credit to the existence of the three Isle of Man local beekeeping Associations. |
| **5. Management of the Federation**  The Management of the Federation shall be vested in the Officers of the Federation Council (“the Council”) consisting of elected representatives of Local Associations and ex-officio members, as set out hereinafter:-   1. A President shall be elected annually by the Council from its elected representatives, to hold office until a successor has been appointed. The election shall be made immediately after the AGM and the nomination for President shall be made by each Member Association in rotation.   (ii) Each Local Association shall elect three representatives to the Council.  (iii)The incoming President’s Local Association may elect a further representative to Council, to maintain their quota of three elected delegates.  (iv) The Members in General Meeting will elect the following “ex officio” Officers to the Council   1. Treasurer, 2. Secretary, 3. Bee Disease Officer, 4. Education Officer, 5. Teaching Apiary Convenor, 6. Honey Show Convenor, 7. Publicity and WebMaster.   (v) In Council meetings, the President, the Ex Officio Officers and the Local Association representatives will all count for quorum which will be 6 (six).  (vi) In Council meetings the Ex Officio Officers and the Local Association representatives will all have a vote. In the event that an ex-officio officer is also an elected Local Association representative, that delegate will have only one vote.  (vii) The President will exercise a casting vote only and in the event that the President is also an Ex Officio Officer, in order to maintain the impartiality of the Chair, will sacrifice that vote.  (viii) The Council will meet at least twice during the course of the year.  **6. Membership and Subscriptions**  In order to standardise memberships between the Local Associations, the classes of membership available to all with an interest in honey bees ~~and~~ are as follows:   * 1. **Full Member.** A Full Member pays the full subscription to the BBKA, the Federation and the Local Association.   2. **Partner member.** Who lives at the same postal address, as the Full Member but enjoys the reduced BBKA tariff.   3. **Junior Member.** An individual under the age of 18 at the start of the Financial Year who owns his or her own bees. Junior members are not eligible to hold office.   All categories of **Member** will be members of the Federation.  The Annual Subscription of each class of Membership (including any voluntary levies) but excluding the BBKA capitation component shall be determined at each Annual General Meeting.  The BBKA capitation component of the Annual Subscription is determined by the BBKA and will be communicated to members, via the Local Associations, as soon as the Council is advised by the BBKA.  Subscriptions are to be collected from members by the Local Associations who will remit the BBKA capitation fees and levies and Federation subscriptions to the Federation Treasurer timeously.  The Federation Secretary has the job of agreeing the list of paid members with the BBKA derived from the information provided by the District Treasurers.  Annual Subscriptions accepted after 1st September will cover membership for the following year.  Any member whose Annual Subscription remains unpaid after the last day of April shall cease to be a member, but may be re-admitted to Membership at the discretion of the Council upon payment of a re-joining fee, as determined by the Council, provided payment of the full Annual Subscription due and any arrears has been made.  The Council is empowered to raise or lower the subscription for any Class of Membership to cover changes in the cost of any external increases and to receive Annual or other Subscriptions including donations made in furtherance of the Objects of the Association, and to pay all BBKA capitation fees and agreed levies to the BBKA. | 4. The Management of the Federation shall be vested in a Council, consisting of elected representatives of Member Associations as set out hereinafter:-  (i) A President shall be elected annually by the Council from its elected members, to hold office until a successor has been appointed. The election shall be made immediately after the AGM and the nomination for President shall be made by each Member Association in rotation.  (ii) The Council shall also at that meeting elect an Hon. Treasurer and an Hon. Secretary, who shall be ex-officio members of the Council, without power to vote at Council meetings.  (iii) The Bee disease/Advisory Officer to attend Council meetings in an ex-officio capacity  (iv) The Education Officer to attend Council meetings in an ex-officio capacity. | Minor contextual change  (i) No change  (ii). No change  (iii) This is new and clarifies that the President’s Local Association may fill the gap in their three elected reps when one of their members is elevated to President.  (iv).Categories (e) to (g) are new Council members. All to be elected because of their status, because of their position elected by the Members, previously the Council.  (v) Clarifying who is to be counted for quorum, and, as the membership has increased by the additional ex officio, the quorum is increased by 1 head.  (vi) In the existing Constitution, there is an anomaly; some ex officios have a vote, whilst the voting status of others had to be guessed at? Do they have a vote, or not? Who knows. This now clarifies the situation.  (vii) In addition, the vital role of the President as impartial chairman is entrenched by giving that role a casting vote only.  (viii) In Article 8 of existing Constitution.  \*\*\*\*\*\*\*\*\*\*\*\*\*  There is no description of the differing memberships at all in the existing Fed Constitution. |
| **7. Deputies for Elected Representatives to Council**  (a) Member Associations will elect or co-opt a nominated deputy to stand in for any Council member unable to attend in the event of unavoidable absence. | 5. (a) Each Member Association shall elect three representatives to the Council, a quorum of which shall consist of five members.  (b) Member Associations should elect a nominated deputy to stand in for any Council member unable to attend in the event of unavoidable absence. | Three elected reps per Local Association is dealt with in Article 5 (ii) of proposed amended Constitution, above.  Includes the ability for a Local Association to co-opt a member to stand in for a representative. |
| (b) Representatives shall continue to represent their respective Federations until the names of their successors have been notified to the Secretary of the Federation.  Such notification will normally be made in March of each year. | 6. Representatives shall continue to represent their respective Federations until the names of their successors have been notified to the Secretary of the Federation.  Such notification will normally be made in March of each year. | No change  No change |
|  | 7. Each Member Association shall pay annually in April, the capitation fees to be advised by the Council, based on the membership on the first day of March preceding.  Such fees shall be inclusive of the capitation fee due to the BBKA. There shall be a minimum fee. | Addressed in Article 6, above, of the proposed new Constitution. |
| **8. Annual General Meeting**  The Annual General Meeting (“AGM”) will be held within 8 weeks of the end of the Financial Year at a time and place determined by the Council and detailed in a Notice circulated to all members to be received at least 14 clear days before the Annual General Meeting  The Notice of AGM will include an Agenda, a Statement of Accounts and any Reports to be considered for Approval.  The following business shall be transacted at the AGM:-   * 1. The Minutes of the previous Annual General Meeting, together with any Matters arising therefrom, shall be considered for ratification;   2. Any Reports to be presented shall be considered for approval;   3. The examined Statement of Accounts is to be presented for approval;   4. The Officers and Committee shall be elected as per Article 5;   5. Any special business may be considered, provided not less than 21 clear days’ notice has been given to the Secretary in writing and such business having received the prior approval of the Chairman;   6. Any other urgent relevant business.   Minutes of an AGM will be circulated to all Federation members within 14 days after the AGM, and members will have a further 14 days to comment on these AGM Minutes.  Thereafter, the Council will be responsible for approving the Minutes at the next Council meeting. These minutes will be tabled at the following AGM for ratification by the members. | 8. The Annual General Meeting, which all affiliated members may attend, shall be held within two months of the end of the financial year, which shall terminate on 31st March. The Council shall meet at least twice during the course of the year. | This provides more detail for the running of the AGM |
| **9. Extraordinary General Meetings**  An Extraordinary General Meeting (“EGM”) may be called at any time by the Council, or by a written request to the Secretary or to the Chairman having been signed by not less than 10% of Full Members at the time the request is made.  The purpose of the meeting must be stated, and only relevant business will be discussed.  The meeting is to be held within 6 weeks of the requisition having being made, and at least 14 clear days’ notice given to members. | Void | Provision for an EGM is normal secretarial practice. It enables the Federation Council to act on any extraordinary matter that might otherwise not be dealt with until the next AGM. |
| 10. **Financial Year and Finance**  The Financial Year of Federation shall run from the 1 April to the subsequent 31st March.  The Federation Annual Accounts shall be examined and approved by an independent qualified accountant appointed by the Council before being tabled at the AGM.  For the avoidance of doubt, the examination will not constitute an Audit. |  | Self explanatory  An Audit would probably cost the Fed upwards of £1,500. |
| **11. Voting**  At a General Meeting of members, only Full, Partner and Junior Members shall be entitled to vote.  At General and Council meetings the meeting Chairman shall not have a personal vote, but shall have a casting vote in the case of equality. |  |  |
| **12. Request for matters to be tabled at Council Meetings.**  Any Local Association, by giving fourteen days’ notice, may require the Secretary to include on the Agenda for the next Council Meeting any business specified in that notice. | 9. Any Member Association, by giving fourteen days notice, may require the Secretary to include on the Agenda for the next Council Meeting, any business specified in that notice. | No change |
| **13. Power to Act**  The Council shall have power to act (including forming subcommittees with terms of reference) for the Federation, to organize functions and to control expenditure. | Void |  |
| **14. Power to Co-Opt**  The Council will have the power to co-opt members from any Local Association Committee to the Council to fill casual or permanent vacancies that may appear amongst the Officers of the Federation Council. | Void |  |
| **15. Changes to the Constitution**  The Articles of the Constitution may be cancelled or amended   * at the Annual General Meeting, provided that the Secretary receives one month’s notice of the proposed alteration from any Member, or, * at an Extraordinary General Meeting called for that purpose. | 10. The Article of the Constitution may be cancelled or amended at the Annual General Meeting, provided that the Secretary receives one month's notice of the proposed alteration, from any Member Association. | EGM included as meeting at which the Constitution may be amended. |
| **16. Annual Honey Convention**  The Council may organise an Annual Convention of Beekeepers, to be held at such time and place as it may decide. | 11. The Council may organise an Annual Convention of Beekeepers, to be held at such time and place as it may decide. | No change |
| **17. Honorary Appointments**  The Council may confer the title of Honorary Life Member on any person, who has rendered outstanding service to the Federation. | 12. The Council may confer the title of Honorary Life Member on any person, who has rendered outstanding service to the Federation. | No change |
| **18. Communication with members**  Members are to receive all relevant information regarding the activities of the Federation in a timely fashion, including the Minutes of Council Meetings. Any form of efficient communication may be used, including communication by electronic means.  The Federation will create a private section of the website to which each member will be able to set a personal password, and into this private section the following will be posted:   * Minutes of Federation Council, Annual General & Extraordinary General meetings; * Constitutions of the Federation and the three Local Associations; * Names of members by categories (provided consent has been granted) * Other relevant material, as determined by the President.   At the sole discretion of the Chairman, information that is regarded as being of a sensitive nature or which could bring the Federation into disrepute may be withheld from circulation. | Void | This provides authority to the Federation to communicate by electronic means.  The suggestion is that a Members Area be created on the web and Council minutes etc be posted to this area. |
| **19. Dissolution of the Association**  In the event of the dissolution of the Federation the disposal of the net assets will be decided at the EGM to be called for the dissolution.  Assets must be used for the purposes of beekeeping and in support of the Objects as stated in Article 2. | Void |  |
| **20. Constitution Ratification**  The Constitution was approved by members of the Isle of Man Beekeepers Federation at the Annual General Meeting held on 26 March 2016 and is signed by the Chairman of the Meeting as a true record of the Constitution. | Void |  |
| Chairman | Not signed |  |
| Date | Not dated |  |