



**HUMBOLDT COUNTY BEEKEEPERS ASSOCIATION
2015 ANNUAL MEETING - MINUTES
Saturday, 14 November 2015**

Location: Conference Room, Humboldt County Agriculture Department, 5630 South Broadway, Eureka, CA 95501

Time: 11:00am-2:00 pm

Board members present: Jamie Bucklin, President (707-845-3362), (jamiebucklin@yahoo.com), Janelle Bucklin, Treasurer (mommy2anni@gmail.com), Laurie Neville, Secretary (QMR_Bees@iCloud.com);, Brad Woodward (707 496-9707); Justin Reeve (justinmreeve87@gmail.com), Robin Gereck (bizzybawdy@yahoo.com),

Board members absent: Melissa Lee Krein (Busymissybee@yahoo.com)

Public members present: John Winzler

Reference documents: (1) 11/14/15 Annual Meeting Agenda, **(2)** 11/3/15 Board Meeting Minutes, **(3)** Revised Bylaws doc version 11/10/15, **(4)** Profit/loss statement and budget report specific to Dec-Jan 2015, BeeFest (this budget doc available at meeting).

- 1. Agenda for this meeting approved**
Annual Meeting Agenda (11/14/2015)
- 2. Board Meeting Minutes 3 Nov 2015 approved as presented**
(as submitted for approval)
- 3. No Public Comment**

Action Items:

- 4. HCBA Bylaws continued revision/ for approval (See 10 Nov 2015 version of Bylaws of HCBA document)**
 - a. By Law document reviewed, made final clarifications and changes on following pages
 - i. Pg 4: Art VI, Sec 4b Removal and Resignation: add “any officer can resign by letter with 30 days notice.”
 - ii. Pg 10: Art. IX, Sec 2 Term of Office /BOD: change “three year term” to “two year term” of office
 - iii. Pg 13, Art. XIVa = strike and omit “in attendance”
 - iv. Pg 14 Art. XIX Change “Humboldt Area Foundation” to “Non-profit Organizaton”
 - v. Pg 14, Art. XXI, Strike and omit Parlimentary Authority – (it is assumed that “Roberts Rules of Order will govern decisions of this Association)

- vi. Pg 15, Art XXIII strike/Omit “a. All committee members shall be members of the HCBA” (clarified that some committee members may be non members based on their contribution or role at the event)
- b. Board approved with above designated changes and adopted proposed amended/revised HCBA bylaws (2 November 2015 version). Secretary will circulate corrected final version to the Board and post on HCBA website.
- c. Noting that “member” vs “non-member” organization means that membership includes voting rights with respect to Bylaw changes and new board member nominations. The Board of Directors maintains governing rights with respect to electing/approving officers.
- d. Membership in the HCBA is as defined in the newly adopted revised bylaws and where a notice is to be posted in a public forum (newspaper/media/at HC Agriculture Dept at least 72 hours in advance to advise members who may care to attend.
- e. Board meeting notices to notify membership should be posted in public forum seven (7) days in advance of meeting, and forty-eight (48) hours for a closed session of the Board of Directors. This will be done via social networks (Yahoo Group and Facebook), media calendars and physical posting of the announcement at the Department of Agriculture.

5. Insurance Issues

- a. Resolving the insurance issue for Association (Board, etc) and events liability is being considered with guidance from the Treasurer and support from member John Winzler who has provided additional links to Insurance providers. It was noted that costs for general liability insurance would be approx \$500,00 per year and DNO would be \$1500 per year. It was noted that individual event insurance is also available as needed.

6. Financial issues/Treasurer update

The Treasurer emphasized that another signatory on the HCBA bank account is needed, the secretary will serve as additional signatory and in addition, Brad Woodward agreed to sign off on bank/budget financial statements as reviewer to maintain transparency in reporting by the Treasurer

7. BeeFest 2016

Sunshine Bender and to a limited extent, Missy Bee Krein will be leading coordination of BeeFest with support from the Board. The Treasurer, Janelle B, noted she will also collaborate in the organization of the event. Still need to set timeline for the event tasks, event date, & planning committee parameters, sponsors, timeline, budget and scope for 2016 (i.e volunteer recruitment, handling funds, vendors, general donations, media/outreach, posters, shirts etc). Early planning recommended (Jan/Feb) to ensure event is adequately sponsored & staffed.

8. Meeting Topics/Guest Speakers

Potential seasonal meeting topics/themes and speakers were discussed in part, and initially outlined as:

January: Paul Leslie (Local Beekeeper/Mead Winery) - an aspect of products of the hive

February: Botany topic suggested, Guest speaker suggested: Botany professor (Mesler or other) or rep from garden club/CNPS

March: Swarm Management with Brad Woodward as guest speaker (to be confirmed)

April: Package bees/Installations/ queen rearing – guest speaker TBA*

May: Managing bee colonies in Spring: making splits, supering, etc – Guest speaker: TBA

June: Pending

July: Bee health/disease mgmt &/or welfare/honey harvest/safe food handling/ Guest speaker: TBA suggested: Elena at UCD or other

August: Fall preparation in managing hive/ mite control Guest speaker: TBA

September: TBA

October: Products of the Hive. Guest speaker: Justin Reeve

November: TBA

*TBA = to be announced

9. Status of General Meeting presentation calendar

It was noted that advance planning for monthly meeting speakers, films, videos and among other things is critical, The Board was also in agreement with respect to incorporating practical seasonal beekeeping management issues in the monthly itinerary. Topics were outlined by month with consideration for

Further discussion on the calendar is needed to finalize agendas, topics and speakers for 2016. Paul Leslie, Beekeeper and proprietor of Humboldt Honey Wine will be invited as guest speaker for the January 2016 general meeting.

10. Organize 2016 proposed budget considering all proposed issues, events and planning

The Treasurer, Janelle B, confirmed she is working with this budget planning in collaboration with events planning. This is a work in progress, with additional discussion at 9 January 2016 Board Meeting

11. Swarm Response List Management: Brad Woodward offered to assume responsibility for the Swarm List and to consult the individuals who are on it and transition this task from the Secretary. It was also suggested that any individual who wishes to be on the Swarm Recovery Call List should be an HCBA member attend a special swarm response meeting with the coordinator and have copies of any handouts that may be used, or they will not qualify to be on the list. This swarm response meeting(s) needs to be organized.

12. Nomination of Brad Woodward for office of Vice-President was made by a member of the Board, it was seconded and approved.

**THE NEXT MEETING OF THE HCBA BOARD OF DIRECTORS WILL BE
SATURDAY, 9 JANUARY 2015.**

The following Action Items were moved for discussion at next Board Meeting (Saturday, 9 January 2015) as follows:

1. Establish comprehensive events calendar for 2016 (continuation):

- a. *Further discussion needed at January 2016 meeting to identify special events and community oriented activities* for participation (specifically community events, ENF, Fairs etc) where HCBA is represented with booth or educational materials, demo hive, etc.
- b. *Further discussion on BeeFest timeline and team*
- c. *Further discussion on potential workshops for 2016* (i.e. brief discussion at this meeting on special guests on beekeeping practices, botanical topics, disease management, safe honey processing/handling, topbar building, fundamentals of beekeeping (2-day “clinic“ internal to the HCBA membership) etc.
- d. **Further discussion/finalization on meeting programs is needed (ref doc: *General Meeting presentation calendar*):** Need to finalize topics and speakers Identify and book monthly meeting speakers, films, videos and among other things in advance, and include practical seasonal beekeeping management issues in the monthly meeting itinerary.
- e. *Media planning:* Address opportunities for education using the media (radio & TV) on bee topics (swarms, local honey, gardening for pollinators, pollinators etc) – Further discussion on topics and planning is needed for the role of the media in HCBA goals and objectives to educate the community.

2. Swarm List reorganization and management: Brad Woodward offered to assume responsibility for the Swarm List and to transition this task from the Secretary. It was also suggested that any individual who wishes to be on the Swarm Recovery Call List should be an HCBA member attend a special swarm response meeting with the coordinator and have copies of any handouts that may be used, or they will not qualify to be on the list.

From earlier reference, the following items were highlighted for consideration in a Swarm Response Plan:

- a. Clarify management of list and protocols, Brad Woodward offered to be principal focal point contact person with email/tel. No. and a backup contact person. The Swarm Manager would be responsible for informing swarm list participants of release of liability and general swarm policy with a “Swarm Handout” The Sonoma Co. Beekeepers Assoc and others have model of swarm response information/fact sheet for the community that could be adopted.

- b. Establish list of agencies/locales where swarm contact list will be posted and annual distribution of updated list to those agencies and/or locales (Police, fire, IPM operators, etc)
- c. Overview of the swarm collection/cutout process document for download to beekeepers collecting swarms or performing cutouts – to be posted on web and in hardcopy to present to homeowner/business owner.
- d. Prepare a general release of liability form for beekeeper/homeowner for download from HCBA document file and distribution
- e. Statement to accompany swarm list stating that beekeepers on the list collecting swarms or performing cut-outs are independently contracted by the homeowner for the task, and are not an agent or representative of the HCBA.