

# Heart of Illinois Beekeepers Association – Club Apiary Guidelines, Roles & Responsibilities

## Club Apiary Guidelines

- Apiary must be located at least 100 yards away from public gatherings or areas of public travel such as a parking lot, bike trail, etc...
- Apiary must be accessible by vehicle for removing honey supers or handling heavy equipment
- A maximum number of hives will be determined for each Apiary by the HIBA Hive Manager and property owner for a given location.
- A maximum number of hives in a given apiary per individual beekeeper will be established based on current demand and capacity of the apiary
- Spacing between each hive should be at least 6” or enough for the outer covers to clear each other if the hives belong to a single beekeeper. It is recommended to have 4’ between hives that are owned by separate beekeepers.
- Appropriate signage around the apiary must be present to warn individuals there are bee hives present.

## Roles & Responsibilities

### HIBA Emergency Apiary Contact

- Heart of Illinois Beekeepers Association will establish Emergency contacts with the property owner for a given apiary to respond to any urgent needs
- Emergency contacts must be willing to provide cell phone numbers and respond quickly to an issue or contact someone else on the list if not available
- Should come with equipment to collect a swarm if necessary
- Have authority to take whatever actions are necessary to resolve an issue with the property owner and a given hive which may include removal or movement of a hive
- Must contact the owner of a given hive affected as soon as reasonably possible
- Will not be held liable for loss of bees, hive or equipment as a result of the requested action

### HIBA Hive Manager

- Must register hive(s) with the Illinois Department of Agriculture
- Responsible for overall health and management of the club apiary
- Determines maximum number of hives for a given apiary in agreement with property owner
- Insures club hives are inspected regularly and perform necessary feedings, medications or maintenance actions as identified.
- Insures hives are properly spaced within the apiary
- Insures emergency contacts are maintained for the apiary

- Periodically review inspection sheets within each hive to insure regular inspections are performed
  - Informs HIBA officers if there are members who have not performed required inspections for follow-up notification or action
  - Provides a report to the property owner twice a year on the number of apiaries, hives and related information for informational purposes.

### **HIBA Member wishing to maintain a hive within the Club Apiary**

- Must be a current member with no outstanding debts with regards to dues
- Allow HIBA Emergency Hive contacts to take any necessary actions with their hives should the property owner request them (i.e. hive knocked over, disease found, request hive be moved, etc...)
- Allow HIBA Hive Manager to open their outer cover or review their inspection sheet periodically
- Provide an inspection sheet as provided by the HIBA Hive Manager
  - Must contain contact information
  - Should be placed on the exterior of the hive in a weather protected cover or attached to the bottom of the outer cover with easy access to review.
- Must be willing to perform regular (monthly recommended at a minimum) inspections between the months of March and October (weather permitting in March and October specifically)
  - Hives not inspected for a period of 90 days will receive a written warning from the HIBA club to perform an inspection within 30 days
  - If inspection is not performed within 30 days, the member must make arrangements to move their hive out of the club apiary or transfer it to another willing member within 30 days
    - Failure to remove hive or perform inspections may result in loss of bees and club membership
  - Inspections should be performed when park is closed to avoid issues with public viewing or potential risk of individuals getting stung, etc.
- Must provide their own hive stands, wooden ware, frames, wax foundations, supplemental food, protective equipment etc...
  - Is responsible for coordinating inspections with another member, transfer or removal of the hive if for any reason the individual can no longer support the hive (i.e. relocated for work, illness, etc...)

### **HIBA Managed Hives (hives owned by the club)**

- Inspections will be coordinated twice a month at designated times for new members to observe or participate with the HIBA Hive Manager or designated experienced beekeeper during the spring, summer and fall.
- Will be used during Field Day meetings to be opened up and inspected as part of the club meeting.
- Will look to donations for woodenware, foundation, bees and queens.
  - Club can elect to purchase some items with club funds if approved in a HIBA meeting

- HIBA Hive Manager or assigned beekeeper will be responsible for providing any supplemental food or medications
- Products from the hive will be divided as follows
  - 1/3 of all honey/propolis/pollen will be bottled and provided to the property owner (Wildlife Prairie Park) for sale or use.
  - 1/3 of all honey/propolis/pollen will be provided to the club for sale. Honey may be given to those who donate woodenware, bees or queens for the HIBA hives.
  - 1/3 of all honey/propolis/pollen will be provided to the beekeeper who manages the hives during the season.
  - 100% of wax cappings will go to the beekeeper that provides the extracting and filtering equipment if that person is different than the beekeeper who conducted inspections for the year.