

# SONORA PHOTO CLUB BYLAWS



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(last revised 7/1/2019)

## ARTICLE 1.0 NAME AND PURPOSE

1.1 The name of the Club is the **Sonora Photo Club**, Sonora, CA

1.2 The Club's purpose is to provide educational and competitive meetings designed to further both amateur and professional members' interest and ability in photography. The Sonora Photo Club is open to all members of the community.

## ARTICLE 2.0 MEMBERSHIP

2.1 Full members have all Club privileges provided their dues are current.

2.2 Current dues are \$10.00 per calendar year, \$5.00 after July 1st.

2.3 The Board of Directors can recommend changes in the dues structure.

## ARTICLE 3.0 GOVERNING DOCUMENTS

3.1 Bylaws are the Club's foundation.

3.2 The Club's annual competition shall be conducted in accordance with the Competition Rules, Article 8.2.

3.3 The Club's Board of Directors uses the Bylaws to maintain continuity in the daily operation of the Club and the conduct of its Officers and Chairpersons.

## ARTICLE 4.0 BOARD OF DIRECTORS

4.1 The Club shall be managed and governed by a Board of Directors that consists of the four Officers (see Article 5.0 of these Bylaws), as well as two at-large members, one being the past president if he/she is able to serve.

4.2 The Board of Directors shall meet as often as necessary to transact the business of the Club. Board meetings are open to all Club members but only Board Members may vote.

4.3 A quorum consists of four (three officers and one at-large) Board members for any vote.

## ARTICLE 5.0 OFFICERS

5.1 The Officers of the Club are: President, Vice President, Treasurer, Secretary.

5.2 The Officers shall serve for one calendar year but not longer than three consecutive years.

5.3 The Board of Directors shall serve as a Nominating Committee. Further nominations are accepted from the floor. All provided nominees will have consented to serve and are in good standing.

5.5 The election of Officers is held at the regular meeting of the membership in the month of November. Officers shall be elected by a majority of the members present.

5.6 The Vice President shall perform the duties of the President in the absence of the President. In the event the President is unable to complete an elected term, the Vice President shall assume the duties of the President. In the event the Secretary or Treasurer is unable to complete an elected term, the President shall appoint a replacement.

5.7 The President, Vice President, Secretary and Treasurer are authorized to cosign checks or other instruments of withdrawal from any financial institution where Club assets are deposited. All withdrawals require the signature of any two of the four authorized signatories.

#### 5.8 Duties of Club Officers

##### **President**

- Create meeting agenda and distribute two weeks before each meeting.
- Facilitate club meetings.
- Be the point of contact for member suggestions to be added to the Club agenda.
- Solicit sign-ups for the Photographer of the Month (PoM) - agenda item. Provide a list of PoM for posting on the Club website. Remind each PoM a month ahead, and if anyone is unable to participate, solicit alternates.
- Periodically solicit ideas for the next set of Theme of the Month -- agenda items. Provide a list of Themes of the Month for posting on the Club website.
- Field questions from members during the month.
- Respond to the emails sent to website club address.
- Review and edit meeting minutes before distribution.
- Act as the point of contact when someone would like the club to participate in an event or activity.

##### ***Vice President***

- Assist the President with club leadership activities as needed or requested if possible
- Provide backup coverage for meeting facilitation (when possible).
- Consult with President in planning for club business as requested.
- Handles coordination with club committees that are formed. Does not have to be a member but will coordinate/follow-up as needed.

##### **Secretary**

- Act as scribe during club meetings to record activities, discussion points, decisions, and action items.
- Provide meeting minutes to the club President for distribution.

#### **Treasurer**

- Collect member dues.
- Maintain club accounting and funds
- Provide periodic reporting of club financials to club membership.
- Maintain club roster on line through emaildodo and provide to Webmaster to post online.
- Maintain member “badges” for use at club meetings and events.

### **ARTICLE 6.0 CHAIRS AND RELATED POSITIONS**

6.1 The Board of Directors has established areas of importance that fulfill the Club's purpose. These areas are generally referred to as competitions, facilities, education, display, and Website. The President shall appoint such Chairs as may be necessary to accomplish the duties in each of these areas. They shall include but not be limited to the Competition Chairperson, Facilities Chairperson, Education Chairperson, and Website Coordinator.

6.2 The Committee Chairs or those in related positions shall serve for a period of one year.

6.3 In the event any individual appointed by the President pursuant to this section, or any individual filling any of the positions, is unable or unwilling to complete the term of office, the President shall select another Club member to complete the remainder of the term.

6.4 The Board of Directors shall meet as often as necessary, but not less than three times per year or at any point at which two or more board members request a meeting.

### **ARTICLE 7.0 MEETINGS**

7.1 Regular meetings of the Club shall be held once a month, January through November, at a time and location convenient to the membership. These meetings are intended to provide members with educational programs and competitive opportunities.

7.2 The annual meeting (the Holiday Meeting) shall be held in December on the regular meeting date if possible.

7.3 The outgoing President and Treasurer will give a year-end report at the January meeting.

### **ARTICLE 8.0 ANNUAL CLUB COMPETITION**

8.1 The annual competition will be held during the month of October, on the regular meeting date. The Competition Chair shall select the members of his/her committee on or before the May/June meeting.

8.2 Annual photo competition rules are:

**Eligibility** – The contest is restricted to current, paid members in good standing of the Sonora Photo Club.

**Contest Themes:** The Completion Committee will present proposed themes for a vote by the membership.

**Themes Defined:** The Competition Committee will develop a definition/description for each theme using the definition(s) found on the Photographic Society of America website.

**Maximum Entries:** A member's maximum entries will equal the number of themes and may be divide among the Themes any way the member wishes. The same image may not be entered into two different themes.

**Entries:** All entries will be matted and it is recommended that the matted image be placed in a sleeve. Do NOT seal the sleeve. Leave it open so that judges may remove the photo if desired for better viewing. The final **matted size** of the entry must be no smaller than 8x10 or larger than 16x20. (Non-matted, framed, metal, and gator board images will NOT be accepted.)

Images must have been created within the past three years.

Images that have been entered into previous Sonora Photo Club contests are not eligible.

All entries must be identified on the back with the entrant's Name, Image Title and Theme. The photographer's name must not appear on the front of the mat or image. If you do include your name, it must be taped over at the time it is turned in.

**Judging:** The Competition Committee will select/invite judges to participate in the Clubs annual contest - three judges, one a club member who may not enter the contest, will be selected. The Competition Committee will select the "in-house" judge from previous year's winners in descending order across all categories (best of show, first place, second place, third place).

The judge(s) will pick a First, Second, Third place and Honorable mention winning image in each Theme.

The Judge(s) will award an overall "Best of Show" from the first-place winners.

A member can win a ribbon in multiple Themes, but a member cannot win multiple ribbons in a single theme.

Awards will be in the form of Rosettes.

Judges will look for: Adherence to Theme, composition and perspective, color, lighting, camera technical use and post processing skill. All decisions of the judge(s) are final.

All awards may not be given if, in the opinion of the judges, the quantity and/or quality of the entries do not warrant a selection.

Any entry determined to be unacceptable under the above-mentioned criteria will not be accepted for judging.

**Contest Time Line:** The Competition Committee will determine a time and location for the delivery of images.

The Competition Committee will develop the method for presentation of awards.

## **ARTICLE 9.0 AMENDMENTS TO BYLAWS**

9.1 Amendments to the Bylaws and to the Competition Rules may be proposed by any member and presented to the Board of Directors for consideration. If approved by the Board of Directors, a copy of the proposed amendment will be provided to every member of the Club together with notice of the date on which the amendment will be discussed and notice of the date and manner of voting.

9.2 Amendments to the Bylaws must receive approval from at least two-thirds of the members who cast their votes.

9.3 Amendments to the Competition Rules must receive approval from a majority of the members who cast their votes. The Competition Rules may not contain anything that is contradictory to the Constitution and Bylaws.

9.4 In the event a member wishes to present a matter to the membership for vote even though the member has been unable to obtain the Board's approval as set forth in Section 9.1, the member shall proceed as follows: A petition shall be circulated to the membership. Upon obtaining the signatures of 15% of the members, the matter will be presented to the membership for a vote. If the matter involves an amendment to the Bylaws, it must be approved by **two-thirds** of the members who cast their votes in order to be adopted.

If the matter involves an amendment to the Competition Rules, it must be approved by a **majority** of the members who cast their votes in order to be adopted.

9.5 The Board of Directors has the power to make resolutions to cover any deficiency in these Bylaws.

## **ARTICLE 10.0 MEMBERS RIGHT TO PRIVACY**

10.1 Due to increasing concerns over privacy issues, membership rosters shall not be distributed to anyone for external use. Member addresses, phone numbers and e-mail addresses will not appear on the Website, in publicity, or in a newsletter or other forms of communication unless specific member permission has been granted. In the event the Club is disbanded, all membership lists shall be destroyed.