**Somerset County Photography Club. By-laws.**

**Mission**

The Somerset County Photography Club is an organization whose goal is to promote the art and craft of photography in a collaborative & supportive environment. Members of all skill levels can meet and share their passion, ideas, knowledge, skill and experiences for the purpose of creating better photography. The Club through meetings, workshops, portfolio critiques, educational presentations and competition among members and other camera clubs seeks to enhance the photographic experience for all participants.

**Club History**

The Somerset County Photography club was formed in April 1980 by amateur and professional photographers. The club is an affiliate of the New Jersey Federation of Camera Clubs (NJFCC), whose guidelines provide the structure for the Somerset County Photography Club.

**Objectives**

a. The Club is an association for mutual enjoyment of photography.

b. To enhance the photographic knowledge, skills and enjoyment for all Club members.

c. To promote the appreciation of art and craft of photography.

d. To provide guidance for new club members and beginning photographers.

e. To encourage group activities that serve the community and promote photography as art.

**Membership**

Membership is open to all adults with an interest and passion for photography and who agree to the club’s mission and by-laws. All Members are required to pay an annual membership fee, (dues), for membership in club. New members will be added to the membership roster after completing required information and paying the annual membership fee.

**Board of Trustees**

a. The Board of Trustees hereafter will be known as The Board.

b. **The Board** to include a Past President, President, Vice-president, Treasurer and three elected members. A previously elected President will serve as advisor to the President whose duties will be determined by the President. The total number of The Board will be seven members. Each member will have one vote. In event of an absentee member during a vote and a tie occurs, the presidents vote is the automatic tie braking vote.

c. All policies, including By-Laws, membership in the Club, Dues, transactions of business, activities, events, publications including the Club’s on-line web site are the domain of **The Board**.

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**The Board** is responsible for all programs and functions of The Club. **The Board** will vote on all matters of Club business with majority of vote concurring.

d. Members of The Board will be responsible for the planning of all club business and activities.

**Officers.**

a. The officers of the Somerset county photography club shall consist of a President, Vice President and Treasurer. This group will be the executive committee.

b. Election of officers and Board Members will be by general election in an open forum with majority of vote concurrence. All elected Members will serve for two years.

c. If any office other than that of the president shall become vacant, the President shall nominate a member in good standing who agrees to take on the duties of the position and will be appointed after approval by The Board for no longer than the end of the current Club’s election cycle. The appointed person may apply for election in the next election cycle.

d. Should the President be unable to fulfill the duties of the office, The Board will appoint a member of the executive committee who agrees to assume the office duties.

**Duties of the Officers.**

a. **President**

The President shall serve as advisor to The Board and oversee all Club activities. The President shall convene each Club meeting and introduce new members to the general membership and inform the Membership of any new business about the Club. The President is responsible for retaining of current membership and recruitment of new members. Responsibility includes advising The Board of actions necessary to advance recruitment goals.

1. The President will oversee function of The Club’s web site and act as Chief Administrator. Responsibility is to insure the web site is in compliance with The Club’s policies and objectives and meets The Board’s approval.

2. The President may appoint a web site administrator to operate the Club’s web site and keep the site up to date. In addition, the President may delegate club functions or activities to Members who volunteer to lead the activity.

3. The President will authorize payment for Club business and sign checks in the absence of the Treasure. The president will advise The Board and the Treasure of any financial activity during the Treasure’s absence.

4. If the elected President cannot fulfill his duties The Board will appoint an acting President from the executive committee until the elected President returns or a new President is elected.

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b. **Vice-President**

1. The Vice-President will have a vote on The Board and be a members of the executive committee. The Vice-president will actively work together with The Board to facilitate The Club’s activity schedule and will preside over the club’s meetings when the President is absent.

The duties of the Vice president will be assigned by the president as needed.

c. **Treasurer**

**1.** The Treasurer is an elected official and a member of the executive committee. The treasurer is the custodian of all membership records and information, including collecting of member’s dues, issuing receipts paid and notice when dues owed. The Treasurer is the custodian of Club funds and responsible for maintenance of financial accounts, issuing payments for approved expenses. The treasurer will present to The Board at the beginning of the Club year a balance of account statement. This will include Beginning year balance expected income from dues and other income, planned expenses and estimated net balance after operations. In addition, the Treasurer will maintain and provide an up to date membership list and provide this statement to The Board or President upon request.

2. The board will be in receipt of this statement for review prior to the first meeting. The Board will ensure sufficient funds to meet Club planned activities for the Club Year. The Treasurer will make available to the Membership a statement of financial report at the first meeting of the Club year. The Board at its discretion may require additional financial statements from the Treasurer at any time throughout the Club year. The Board may request the Treasurer to make additional financial statements to the Membership during the Club year as warranted.

3. All expenditures in excess of one hundred dollars not provided for in the annual budget are to be approved by the president or the board.

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**Meetings**

a. Regular meetings of the Somerset County Photography Club shall be held on the 2nd and 4th Tuesday of each month –September to June.

b. The annual meeting of Somerset County Photography Club shall be held in month of June. The President and Board will set the agenda.

c. The Board shall meet at least once a year. The President may call a meeting for the Board at other times to manage Club business.

 **Amendments**

a. The Club’s by-laws may be amended at any meeting of Somerset County Photography Club upon affirmative vote of two thirds of the members’ present. The President will present to the Membership the proposed change to the By-Laws at least one month in advance prior to the scheduled vote.

 **Quorum**

a. A quorum of the membership at any regular meeting shall consist of not less than one quarter (1/4) of the members.

b. A quorum of the membership at any Annual Meeting shall consist of not less than one quarter (1/4) of the members.

c. A quorum of Planning Committee at any regular or special meeting shall consist of not less than one half (1/2) of the committee membership.

 **Fiscal Year**

The fiscal year of Somerset County Photography Club shall be from September 1 to August 31 of the following year.

**Nomination and election of officers and Board members.**

a. The President shall direct the Board to select a nominating committee. The committee will be in place three months prior to the planned election meeting. Candidate for President shall be selected by nominating committee at least two months in advance of the annual meeting. The candidate shall be a member in good standing and shall not be nominated without his/her consent.

a. President shall be elected by majority vote of members present at the annual meeting. If there are no nominations from the floor the President is empowered to entertain a motion that the vice president cast one ballot for the candidate nominated by the planning committee.

d. The nominating committee shall report its selection at to the Club Membership one month in advance of the planned election meeting.

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e. A candidate may be nominated from the floor. If a member has a nominee in mind, the member must first obtain consent from potential nominee. The member should then contact the Nominating Committee with the information about the candidate. The Nominating Committee and The Board has full discretion over this matter.

f. Newly elected members shall assume their respective duties beginning with the September meeting.

**Committees**

a. The President shall in advance of the first meeting of the year, appoint club members to positions as needed within the club. Typical positions may include but not limited to: NJFCC representative, refreshment coordinator.

b. the president shall appoint chairs of special committee as needs may require.

**Duties of the appointed positions**.

a. it shall be the duty and functions of the officers/trustees to carry on the routine business and to guide the activities of the Somerset County Photography Club.

c. NJFCC representative is responsible for keeping the club aware of the NJFCC activities.

e. The refreshment coordinator shall provide, or make arrangements to provide, refreshments at all scheduled club meetings. The Treasurer will compensate for cost of refreshments. Expense limits will be stated prior to first regular Club meeting

**Club Competition Rules**

a. All Members may submit images into competitions to be evaluated by judges. The number and type of images allowed shall be determined by the Board.

b. The scoring method shall be determined by the Board. Ineligible images shall be disqualified.

c. Unless specified otherwise for a competition, there is no time limit on when image was made.

d. An image that receives any award may not be submitted in any subsequent competition except for the image- of- the- year for that year.

e. Image-of-the-year: There will be judging of all of the year’s winning images, with no restriction, to select image-of-year. First, second, third place awards along with honorable mention will be given.

f. Images for competition to be submitted in accordance with Club instructions on line. All new members will be given instruction and a preview of the Club’s on line web site.

g. Members have opportunity to enter into club competitions hosted by different camera clubs throughout the state. A schedule is issued by the Federation which describes the categories, closing dates, and other relevant information concerning this events. To enter an interclub competition, it is necessary to get images to Somerset County Photography Club’s federation representative.

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**Judging and Scoring**.

a. There will be one judge for each club competition, with exception year-end-competition which may have more than one judge. In the event SCPC hosts an NJFCC competition, we will abide by their rules of judging and scoring.

b. Judging for regular competition and year end competition will be according to rules established by The Board.

c. Club members cannot introduce discussion or conversation concerning any work between judge(s) and maker(s) before judging is completed. All Members, by their membership in SCPC agree to recognize the subjectivity involved in judging and will not challenge or question the opinion of judges.

 **Dues**

Annual dues shall be determined and approved by the The Board. Dues have to be paid by November 1 of the fiscal year.

**Terms of Office**

a. All elected members shall hold office for two years and until their successors are elected.

b. Terms of office of appointed positions shall expire with the terms of office of the president.

 **Termination of membership**

a. A Member may be terminated from Somerset County Photography Club if the Member engages in behavior that negatively affects the objectives, existence and honor of the club. The board will inform the member of the conduct and reason for the dismissal.

b. The board of trustees in its sole discretion, by majority vote, shall determine if the member’s conduct is prejudicial to the aims and objectives of the club.

c. The termination of membership will be immediate and terminated club member may not participate in any club functions. No refund will be given for dues paid.

d. After a full club calendar year, a terminated member can apply for reinstatement. The Board in its sole discretion shall determine if the member will be allowed to rejoin the club. A majority vote by The Board is needed to allow a terminated member to rejoin the club.

 **Definitions**

a. The term “Member” as used in the by-laws of the Somerset County Photography Club is interpreted to mean club members in good standing who has paid his or her annual dues.

b. The “officer” is interpreted to mean President, Vice-President, Treasurer, Board Members.

Somerset County Photography Club By-Laws Revised 8/26/2016