FOX VALLEY CAMERA CLUB

CONSTITUTION AND BY-LAWS

SEPTEMBER 2016

Article 1. NAME

Fox Valley Camera Club shall be the name of this organization.

Article 2. PURPOSE

The purpose of this club is to develop our individual skills and knowledge in the photographic arts, to advance the state of the art, and to promote photography through cooperation, effort, and good fellowship.

Article 3. MEMBERSHIP

Section 1. Any person interested in camera club activities may become an Active Member of the club.

Section 2. An ACTIVE MEMBER is one who has paid his or her dues and who participates in the activities of the club.

Article 4. MEETINGS

Section 1. The club will hold one regular meeting per month during the months of September through May. The day and time of such meetings will be determined by the Board of Directors.

Section 2. The Board of Directors will meet during the summer months as needed to plan for the coming year.

Article 5. OFFICERS AND ELECTIONS

Section 1. The officers of the club shall be:

President

Vice President

Secretary

Treasurer

The Board of Directors includes the above and the following:

3 Members-at-Large

Past President, ex officio

Section 2. Officers shall be elected by a MAJORITY vote of members present at the last meeting in May. Nominations shall be made from the floor and each officer shall be elected separately in the order given in Section 1 of this Article.

Section 3. Officers shall serve for a period of two years beginning June 1st following the election. The Members-at-Large shall serve for a period of one year.

Section 4. Officers shall not serve for more than two 2-year terms in a row.

Article 6. BOARD OF DIRECTORS

The Board of Directors shall consist of the four elected officers, the immediate Past President, and the 3 Members-at-Large.

Article 7. AUTHORITY OF THE BOARD

Section 1. If any office becomes vacant, the Board shall fill it by appointment.

Section 2. The Board may remove any officer or dismiss any member for just cause.

Section 3. Four members of the Board shall constitute a quorum.

Article 8. AMENDMENTS

All proposed amendments to the constitution or by-laws must be submitted to the Board for consideration. The Board shall then present the amendment, with recommendations, to the members for action at a regular meeting. Amendments to the constitution or By-Laws require an affirmative vote by the majority of the members present. Thirty percent of the members constitute a quorum.

Article 9. DUTIES OF THE OFFICERS

Section 1. The President

It shall be the duty of the President to preside at all meetings of the club, to oversee and supervise all activities and to call special meetings when necessary.

The President shall appoint all standing committees and such other committees as may be necessary.

The President shall be ex-officio of all committees.

Section 2. The Vice President

It shall be the duties of the Vice President to assist the President in all matters and to assume the duties of the President in the absence of that officer.

The Vice President is Chairman of the Program Committee.

The Vice President shall supervise all publicity and promotional activities of the Fox Valley Camera Club, including social media, with the objective of increasing club membership.

Section 3. The Secretary

The Secretary shall keep a complete and accurate record of all business conducted by the club and the Board of Directors. The minutes of the monthly meetings shall be posted to the club's website.

The Secretary shall conduct the business correspondence of the club.

The Secretary shall assist the Vice President with the publicity and promotional activities of the club.

Section 4. The Treasurer

The Treasurer shall be the custodian of the club's funds and deposit all funds in a local bank in the name of the Fox Valley Camera Club. A record of all receipts and disbursements shall be kept. Current bills shall be paid when due, major bills only when approved by the Board. Checks will be signed by the Treasurer.

After the May meeting and before the September meeting the books and records shall be submitted for auditing.

The Treasurer shall keep and maintain a complete roster of all the members and their addresses and telephone numbers on the club's website.

The Treasurer shall collect all dues.

The Treasurer shall present a current report on the financial status of the club at each business meeting.

Article 10. DUTIES OF THE BOARD OF DIRECTORS

Section 1. Any action of the Board shall require that four (4) members be present and any vote taken to be decided by a simple majority.

Section 2. Any disbursements beyond normal operating expenses shall be brought to the attention of the Board.

Section 3. Each May the Board shall appoint two members to audit the records of the Treasurer and submit a written report to the Board.

Section 4. Rules for all competitions and exhibits shall be governed by the Board of Directors.

Section 5. Any policy change requests shall be submitted in writing to the Board for consideration.

Section 6. All activities, other than membership dues and assessments, should be subject to the approval of the Board.

Article 11. COMMITTEES

Any desired committees will be determined and appointed by the Board of Directors as needed.

Section 1. Salon Committee

The duties of the Salon Committee shall be to arrange the handling of the prints and digital images for the annual Salon competition. They will properly identify and place the prints and digital images for judging. They will compose and maintain the proper records relative to the competition. They shall have the authority to reject any print or digital image not conforming to the rules of the

competition. They shall prepare the rules for the competition, bring any changes to the Board of Directors for approval, and arrange for necessary judges. Members may submit to the Board, in writing, any revisions, additions or deletions for consideration.

The Salon Committee shall also plan, organize, and coordinate the Annual Awards Dinner.

The Salon Committee shall include up to four persons, with the President or his/her designee as Chairman.

Section 2. The Program Committee

The Program Committee shall be responsible for the programs for the meetings, and also for planning, organizing, and coordinating all social activities of the club, such as before meeting social events and monthly photo shoots. They shall be responsible for informing the Secretary of these programs and events for the website and for publicity. They shall also be responsible for reporting the meeting attendance to the Secretary after each meeting.

The Program Committee shall include up to four persons, with the Vice President as Chairman.

Article 12. DUES

The dues shall be payable in September for the September – August club year. If dues are not paid by the end of October, the individual will be dropped from the active membership list. Any change in the amount of dues will be considered by the Board and recommendations will be made to the club at a business meeting.

Article 13. THE ORDER OF BUSINESS

It is recommended that formal business be kept to a minimum and only when required should the following procedure be followed:

1. Call meeting to order.

2. Welcome and introduction of visitors and new members.

3. Secretary and Treasurer's reports will be made available on the website.

4. Report of Committees as required.

5. New Business.

6. Program for the Meeting.

7. Monthly photo challenge.

8. Adjournment.