

# **CAMERA CLUB OF HENDERSONVILLE, NC HENDERSONVILLE, NC**

## **BY-LAWS**

### **ARTICLE I Name and Purpose**

- Section 1. The name of this organization shall be “The Camera Club of Hendersonville, NC”.
- Section 2. The purpose of the Club shall be to establish and maintain an organization of photographers desiring to improve their photographic skills and knowledge in association with others so motivated.

### **ARTICLE II Membership**

- Section 1. The membership shall consist of persons having certain inclinations in common:
- a. A continuing, active interest in photography and a desire to enhance their skills.
  - b. A disposition of mind to support the purpose and intent of the Club.
  - c. Cheerful acceptance and creditable execution of office or committee service if such is within their capacity.
- Section 2. Membership shall require the payment of annual dues in the amount and within the time limit prescribed herein.
- Section 3. All Club members can view the By-Laws on the website.

### **ARTICLE III Dues and Assessments**

- Section 1. The annual dues for members shall be determined by the Steering Committee and payable before or at the January meeting.
- Section 2. Members with a spouse are eligible for a “Couples Membership.”
- Section 3. The membership, by two thirds majority of those present and voting at a regular meeting, may levy an assessment. A newly received member shall not be liable for the payment of any assessment imposed prior to joining the Club.
- Section 4. All dues and assessments shall be payable to the Camera Club of Hendersonville, NC.
- Section 5. The fiscal year shall commence January 1 and end on December 31 of the calendar year.
- Section 6. Non-member spouses and guests are welcome to attend meetings, but shall not participate in any events requiring submission of images.

### **ARTICLE IV Club Governance**

- Section 1. The Club shall be directed by a STEERING COMMITTEE [aka, the Committee] consisting of five members. Steering Committee meetings shall be open to all members.
- Section 2. The Committee members shall elect a Chairperson.
- Section 3. The Steering Committee Chair shall preside at regular meetings.
- Section 4. The jobs of Secretary and Treasurer shall be done by Committee members as mutually agreed upon and assigned.
- Section 5. The Committee may, at its discretion, appoint a ‘Special Committee’ which shall function only long enough to complete its stated assignment.

ARTICLE V  
Election of Steering Committee

- Section 1. The Steering Committee shall be members of the Club in good standing and shall be elected by majority vote of the membership, present and voting, for a period of one year.
- Section 2. During the regular August meeting, the chairperson shall appoint a Special Committee designated as the Nominating Committee and composed of a chairperson and two other members. Their function shall be to develop a slate of nominees for the Steering Committee. All nominees must give their consent to the Nominating Committee as a condition for nomination.
- Section 3. The Nominating Committee shall present its slate of nominees during the regular September meeting. Following such presentation, opportunity shall be given for further nominations from the floor.
- a. If there be no nominations from the floor, the vote of the slate by general consent may be taken by voice vote. The October newsletter will include a notice concerning the election of new officers.
  - b. If there be nominations from the floor for one or more offices, election shall then be by ballot during the regular October meeting. Members unable to attend the October meeting may request and shall receive an absentee ballot from the Secretary.
- Section 4. The elected Committee shall assume their responsibilities on January 1 following the election.
- Section 5. The Committee shall have the authority to appoint replacement members for any who resign or leave the Club or this area.

ARTICLE VI  
Duties of the Steering Committee and Its Officers

- Section 1. It shall be the duty of the Committee to:
- a. Obtain a suitable meeting place and insure that applicable rules governing usage are observed.
  - b. Plan the yearly schedule of meetings and events.
  - c. On photo related event nights: Provide a person to critique images or persons to judge prints submitted by members [Honoraria may be paid at the discretion of the Committee.]
  - d. Appoint a person or persons to serve as Coordinator(s) to receive and prepare images for showing. Images are to be prepared according to the *Submission Guidelines* available on the club website.
  - e. Recruit members to fill vacancies on the Committee.
    - Recruit Special Committees and Coordinators in accordance with Articles IV and V above.
    - Maintain custody of Club equipment used in presenting programs.
- Section 2. It shall be the duty of the Steering Committee Chair to preside at all Club meetings or to provide a substitute.
- Section 3. It shall be the duty of the Treasurer to:
- Be responsible for all financial affairs of the Club, supervise the collection of revenue, disperse all funds and sign all checks. The Treasurer shall report the financial status of the Club monthly.
  - Maintain membership and attendance records for each meeting.
  - Establish and maintain a membership list of all paid-up members.
- Section 4. It shall be the duty of the Secretary to:
- a. Maintain minutes of Steering Committee meeting activity; provide a copy of the minutes to members of the Steering Committee following each meeting so members can review them in preparation for corrections, if any, and subsequent approval at the next Steering Committee meeting. Once approved, they become part of the CCoH records to be archived.
  - b. Provide a copy of the Steering Committee meeting minutes to the Newsletter Editor, or any other active member, **if requested**.
  - c. Handle Club correspondence.
  - d. Be prepared to read the notes of any previous meeting if requested.
  - e. At general elections, receive absentee ballots, tabulate and announce results.

ARTICLE VII  
Meetings-Regular and Special

- Section 1. Regular meetings of the Club shall be held the fourth Tuesday of each month, coming to order at 7:00 pm. There shall be a social time commencing at 6:30 pm.
- Section 2. Upon written request to the Secretary by 10 Club members, a Special Meeting shall be called by the Chairperson of the Steering Committee. No business, other than that for which the Special Meeting was called, shall be transacted. Notice stating the purpose of the meeting, shall be given to the membership at least seven days prior to said meeting.
- Section 3. At any Regular or Special Meeting of the Club, a quorum shall exist if the number of members present and voting is equal to one third +1 of the membership in good standing.

ARTICLE VIII  
Format of Meetings

Regular meetings shall conform to the following outline:

1. Welcome and introduction of guests and new members.
2. Club business – to be kept as brief as possible.
3. Program – may include a ‘halftime’ intermission.

ARTICLE IX  
Amendments

- Section 1. The adoption of By-Laws, additions to or amending existing By-Laws, shall be accomplished by a two-thirds majority vote of the membership, present and voting, or by absentee ballot. The Membership will be notified by email of proposed By-Laws changes 30 days prior to meeting.
- Section 2. Any member in good standing who cannot attend a meeting at which additions or amendments of the By-Laws are being voted on, may vote by absentee ballot. The vote must be written and in the hands of the Secretary prior to the meeting. The envelope shall be marked “Ballot” so it will not be opened before the meeting. The Club officers present shall act as a Special Committee to determine the legality of any absentee ballot that is questioned.

APPENDIX A

1. The months of January, April, July and October will be reserved for *PhotoCritique*.
2. Detailed instructions for preparation of submissions on those nights are to be maintained in the Submission Guidelines available on the Club website and may, at the discretion of the Editor, be published in the Newsletter.
3. The month of June shall be reserved for the annual Print Competition.

*Revised and Passed by Membership on 09/26/2017*