

**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. 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 Board of Directors and payable before or at the January meeting. If a new member joins after September 30, their initial dues will also cover the upcoming year.

Section 2. The membership, by two thirds majority of those present and voting at a regular meeting, may levy an assessment for special needs, such as to purchase new equipment for the Club. A newly received member shall not be liable for the payment of any assessment imposed prior to joining the Club.

Section 3. All dues and assessments shall be payable to the Camera Club of Hendersonville, NC.

Section 4. The fiscal year shall commence January 1 and end on December 31 of the calendar year.

Section 5. Non-member spouses and guests are welcome to attend meetings and photo events, but only members in good standing may submit images.

ARTICLE IV Club Governance

Section 1. The Club shall be directed by a Board of Directors (“Board”) consisting of the following officers:

- A. President
- B. Vice-President
- C. Secretary
- D. Treasurer
- E. Program Director
- E. Member at Large

Board meetings shall be open to all members.

Section 2. The President shall preside at all Board meetings. At regular meetings the moderating duties may be shared with other Board members.

Section 3. The Vice-President shall preside whenever the President is unable to attend.

Section 4. The Board shall appoint members to serve in other capacities, such as the following and any others as required:

- A. Newsletter Editor
- B. Audio Video Coordinator
- C. Exhibitions Coordinator
- D. Field Trip Coordinator
- E. Hospitality Coordinator
- F. New Members Coordinator
- G. Mentor Program Coordinator
- H. Setup Coordinator
- I. Webmaster
- J. Welcoming Coordinator
- K. Workshops Coordinator
- L. Image Coordinator

Section 5. The Board may, at its discretion, appoint a Special Committee which shall function only long enough to complete its stated assignment.

ARTICLE V Election of Board

Section 1. The Members of the Board shall be members of the Club in good standing and shall be elected by majority vote of the membership, voting (at a meeting or by absentee ballot), for a period of one year.

Section 2. During the regular March meeting, the President 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 Board.

All nominees must give their consent to the Nominating Committee as a condition of nomination.

Section 3. The Nominating Committee shall present its slate of nominees during the regular October meeting. Following such presentation, opportunity shall be given for further nominations from the floor. If there are no nominations from the floor, the vote of the slate by general consent may be taken by voice vote. The November newsletter, if published, will include a notice concerning the election of new officers. The Secretary shall give notice of the slate to all Members who have provided an email address to the Club and shall cause the slate to be posted on the Club website. Members unable to attend the November meeting may request and shall receive an absentee ballot from the Secretary.

Section 4. The elected Board shall assume their responsibilities on January 1 following the election.

Section 5. The Board shall have the authority to appoint replacement members for any who resign or leave the Club or this area.

ARTICLE VI Duties of the Board and Its Officers

Section 1. The overall responsibilities of the Board are:

A. Obtaining a suitable meeting place and ensuring that applicable rules governing usage are observed.

B. Planning the yearly schedule of meetings and events.

C. Recruiting members to fill vacancies on the Committees and Coordinators in accordance with Articles IV and V above and in Special Committees.

D. Preparing and maintaining proper job descriptions for all positions.

E. Notifying the membership of all announcements, Club activities and special notices via email and newsletters, if published.

F. Maintaining custody of Club equipment.

G. Maintain and publish all guidelines, requirements, and/or regulations pertaining to image submissions for any Club meeting or event, including print competitions or exhibitions.

H. No Board member, including the president, shall unilaterally take actions related to Club policies, procedures, job descriptions or appointments that are not first approved by the Board.

Section 2. The President shall preside at all Board meetings and at regular Club meetings and may assign that duty to another committee member. The president shall assure that the overall responsibilities of the Board, as listed in Article VI Duties of the Board and its Officers, are met. The President shall also act as the primary contact with the landlord.

Section 3. The Vice-President shall act on the behalf of the President in any instance that the President cannot be present.

Section 4. The Treasurer shall be responsible for all financial affairs of the Club, including the following:

A. Supervising the collection of revenue

B. Paying all Club operating expenses

C. Signing all checks

D. Maintaining proper accounting of dues status of each Club member.

E. Maintaining the Club membership list, including dues status.

Section 5. The Secretary shall be responsible for:

A. Preparing the minutes of Board meetings and distributing copies to Board members for their review and corrections in order to submit the final iteration for approval at the next Board meeting. Once approved, they become part of the Club records to be archived. Processing applications for membership.

B. Collecting and tabulating ballots, then announcing results at annual elections.

Section 6. A detailed description of duties for all coordinator positions shall be established and maintained by the board. These description of duties for coordinators shall be maintained separate from the Bylaws.

ARTICLE VII Meetings - Regular and Special

Section 1. The regular meeting schedule for the year will be determined by the Board and published by December of the prior year.

Section 2. Except as to votes pertaining to the adoption of By-Laws, additions to or amending existing By-Laws, at any Regular or Special Meetings 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

Section 1. Times and agenda for each meeting will be set by the Board and shared as far in advance as possible with the entire Club membership.

ARTICLE IX Amendments

Section 1. The adoption of By-Laws, additions to or amending existing By-Laws, shall be the Members voting (at a Meeting 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 by requesting an absentee ballot from the Secretary. 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 Board shall determine the legality of any absentee ballot that is questioned.

Revised and Passed by Membership on October 24, 2023.