

Marin Photo Club

# Constitution & Bylaws

December 19, 2019

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## GENERAL INFORMATION

**The Marin Photography Club** general meeting meets during the first meeting of the month.

### **Competitions:**

Only Active Competing members who have paid their dues are eligible to enter the monthly competitions.

Members must be present at the meeting and during the judging for the relevant category in order to compete in the projected or prints competitions. All entries must be submitted at a time and manner prescribed by the appropriate competition chair.

Projected and Print competitions are held separately, monthly from January through November.

The December meeting is designated as “**Presidents Theme**” and is usually in the projected format.

Throughout the year, Marin Photography Club also arranges various programs such as classes for new members, photo field trips, and other educational and/or social events. A monthly newsletter, The Focal Plane, keeps members informed of club activities; the Focal Plane is distributed electronically to the membership. The club maintains several websites, including a members’ only competition website and a public website designed to provide information about the club to potential members.

# MARIN PHOTOGRAPHY CLUB Past Presidents

FOUNDED 1948

(Ross Valley Camera Club)

1948	Bill Doucet	1994	Maryke Hines
1949	Lonnie Pratt	1995	Rod Sager
1950	Alfred Nordwell	1996	Bev Schneir
1951	Alfred Nordwell	1997	Susan Stoddard
1952	F. M. Anthony	1998	Harris Kluksdahl
1953	F. M. Anthony	1999	Keith Marsh
1954	James Roth	2000	Irene Hightower
1955	Donald Yoder	2001	Steve Reed
1956	Charles Dudley	2002	John McCormick
1957	Jack Schneider	2003	Gail Pierce
1958	Brooks Dutt	2004	Jane Allen
1959	Brooks Dutt	2005	Robin Andrew Braunfeld
1960	Art Napoletano	2006	Lila Sparks-Daniels
1961	Charles Dudley	2007	Tom Crouse
1962	Earl Turner	2008	Beth Schriock
1963	Waldemar Doyal	2009	N/A
1964	Inez Doyal	2010	Merrill Mack
1965	Ken Trulson	2011	Bruce Kocen
1966	Karl Koenig	2012	Bruce Kocen
1967	Betty Noyes	2013	Keith Cockerham
1968	Cliff Bauer	2014	Keith Cockerham
1969	Ken Trulson	2015	Glen Graves
1970	Harold Markman	2016	TJ Campbell & Jon d'Alessio
1971	Ken Trulson	2017	TJ Campbell & Jon d'Alessio
1972	Dr. Robert Clarke	2018	Steve Disenhof & Marnie Walters
1973	Fred Ross	2019	Steve Disenhof
1974	Vernon Smith	2020	Doug Kaye & Steve Ziman
1975	Ted Hanson		
1976	Warren Jaeger		
1977	Donald Jupp		
1978	Jane Heard		
1979	Bob Cadwallader		
1980	Nancy Methvin		
1981	Stanley Chism		
1982	James Galbraith		
1983	Lin Hines		
1984	Elizabeth Flynn		
1985	Dr. Bill Eastman		
1986	Leigh Abell		
1987	Ralph Phelps		
1988	Jennifer Erickson-McRae		
1989	Pat Kenney		
1990	Chuck Winterhalder		
1991	Ernie Zeiter		
1992	Kevin McConnell		
1993	Glen Douglas		

# CONSTITUTION

## ARTICLE I – NAME

The name of the organization shall be **Marin Photography Club**, also referred to as “MPC” herein.

## ARTICLE II - OBJECTIVES

The objectives of this club, a non-profit unincorporated 501(c)(7) association, shall be:  
association for the enjoyment of photography;  
advancement in the knowledge and practice of the science and art of photography; and  
contributions to the progress of photography.

## ARTICLE III - MEMBERSHIP

Any person active or interested in the practice of photography is eligible for membership in this club as provided by the Bylaws.

## ARTICLE IV – OFFICERS

1. The elected officers of this club shall be: President, Vice-President, Treasurer, Secretary, Editor, Judge Chair, N4C Delegate (if MPC is a N4C member), Print Chair and Projected Chair.
2. The officers named above, plus the Immediate Past President, shall constitute the Board for the transaction of the routine business of the club.

## ARTICLE V - MEETINGS

1. The club shall hold meetings devoted to competition and the critique of members' photos. Additional meetings for educational programs, workshops, and field trips shall be held as announced.
2. An Annual Awards banquet shall be held at a time and place to be determined by the Board.
3. An Annual meeting of the members shall be held at a time and place to be determined by the Board.
4. The Board shall meet periodically during the year at a time and place made known to club members. All other club members are entitled to attend and participate in debate without vote. Any member in good standing may propose a motion at a board meeting.
5. The President or a majority of the Board may call special meetings of the Club and Board at any time.

## ARTICLE VI – AMENDMENTS

1. This Constitution and Bylaws may be amended at any regular meeting of the membership by a vote of two-thirds of the members present, provided that:
  - a. Written notice of the contemplated amendment(s), specifying the nature and purpose thereof, shall have been given to the members, and
  - b. One full calendar month shall have elapsed between the date of dispatch of such notice and the date of the meeting.
2. An amendment may be proposed by any three members in good standing.

# BYLAWS

## ARTICLE I - MEMBERSHIP AND DUES

1. There shall be four classes of membership: Competing, Associate, Honorary, and Life.
2. Honorary Memberships may be awarded to recognize the contributions to the club of an outstanding non-member candidate. Honorary members shall not pay dues or have voting privileges.
3. Life Memberships may be awarded to recognize the contributions to the club of an outstanding Member of the club. Life members shall not pay dues but shall have voting privileges.
4. Application for Competing and Associate membership shall be made on a form provided and shall be accompanied by the appropriate dues, completion of the member profile, and the waiver of liability form.
5. Dues shall be determined prior to the new fiscal year by the Board and communicated to the members one month prior to the new fiscal year.
6. Annual dues shall be set by the Board at a level adequate to meet the anticipated budgetary needs of the club in the coming year, and shall be approved by the membership.
7. Dues shall be payable in advance, on or before January 1 of each year. Any member, whose dues are not paid by January 31, shall be considered delinquent and ineligible for competition. A member whose dues are not paid by the first club meeting in February shall be dropped from the membership list.
8. In exceptional cases, the Board may waive payment of a year's dues for a member. Approval of a waiver of dues will be based both on need and on an applicant's contributions to the club. These waivers will be kept confidential by the Board.

## ARTICLE II - CONDUCT OF MEETINGS

1. The order of business of all meetings of the club and of the Board shall be determined by the presiding officer, who shall conduct the business in conformity with customary procedures, such as those prescribed in the most-recent edition of Robert's Rules of Order, Revised.
2. A quorum for the transaction of business at a club meeting shall be 25% of the total membership in good standing.
3. If a Board position is shared between two members, both members shall be considered a full Board position for purposes of establishing a quorum and voting.
4. A quorum for transaction of business by the Board shall be a majority of its total membership.
5. Unless specifically provided otherwise, a majority vote shall decide any matter under consideration.
6. Should a vote by the Board be required before the next scheduled meeting of the Board, the President or President's delegate may call for a vote by teleconference. Quorum and approval requirements shall be as cited in #3 and #4 immediately above, and all directors participating in such meeting must be able hear one another.

### **ARTICLE III - DUTIES OF OFFICERS**

1. The **President** shall preside at all meetings of the club and of the Board, shall appoint all committees and serve as ex-officio member of all committees, and shall perform all other duties pertaining to the office.
2. The **Vice-President** shall assume the duties of the President in case of his/her absence or incapacity, and perform such duties as assigned by the President.
3. The **Treasurer** shall be the custodian of all funds, fiscal records, membership lists and equipment inventory; shall collect dues and issue receipts; therefore shall pay all bills and shall perform all other duties customarily pertaining to the office. Only the President, Vice President, and Treasurer will have the authority to write checks and have access to the bank accounts. If these individuals are not available, then a majority vote of the Board may approve an appropriate member as an alternate.
4. The **Secretary** shall be the custodian of all club records not assigned to another office; shall conduct the correspondence of the club; shall be provided with a duplicate current membership list; shall keep the minutes of the club and of the Board; and shall perform such duties as may be assigned to that office by the Board. The Secretary shall be responsible for publishing minutes of Board and Membership meetings for the club members after each meeting's minutes are approved by the Board.
5. The **Immediate Past President** shall serve as Parliamentarian, and as a member of the Budget Committee.
6. The **Editor** shall be responsible for the regular publication and distribution of the Marin Photography Club newsletter, *The Focal Plane*.
7. The **Delegate to N4C** shall represent Marin Photography Club, and must vote in accordance with the wishes of the Board when so directed. The Delegate shall be responsible for transporting winning prints to and from N4C for interclub competition. If the Club is not a member of N4C, then this office shall be vacant.
8. The **Projected Chair** shall be in charge of all projected meetings, competitions, and exhibitions, shall maintain a full and complete record thereof, and shall be responsible for all equipment pertaining to them. If MPC is a member of N4C he/she shall arrange for transmitting images to N4C.
9. The **Print Chair** shall be in charge of all print meetings, competitions and exhibitions, shall maintain a full and complete record thereof, and shall be responsible for all equipment pertaining to them. If MPC is a member of N4C he/she shall arrange for transmitting images to N4C.

### **ARTICLE IV -NOMINATION, ELECTION AND INSTALLATION OF OFFICERS**

1. On or before the regular general meeting in August, a Nomination Committee shall be appointed for the nomination of officers for the coming year. Prior consent to serve must be obtained from all nominated officers. No member elected to the office of President may serve more than two consecutive terms of office.
2. The report of the Nomination Committee shall be made at a meeting in October. Following the reading of the report, additional consenting nominations may be made from the floor. Nominations shall be published to the membership.
3. Election of officers for the coming year shall take place at the general meeting in November, a majority of those present and authorized to vote being required for election to any office. Secret ballot shall be required in case of a contest for any office.
4. New officers and club committees assume duties as of January 1 of each year.
5. Any vacancies occurring in the Board during the year shall be filled by appointment by the Board

## **ARTICLE V – COMMITTEES**

- 1) Committees of the board shall consist of (1) Budget committee, and (2) special committees as required to carry on the functions of the club.
- 2) The Budget Committee,
  - a) The budget committee shall consist of the Treasurer and Immediate Past President, and other members as appointed by the president.
  - b) The committee shall prepare the budget, which shall be based on the anticipated needs of the club for the forthcoming year and the projected dues for the coming year. This budget shall be published to the membership and submitted to the membership for its approval.
  - c) Should it become necessary during the year to exceed the total budget amount, or should expenditures exceed actual income, such event shall be reported to the membership at the next regular meeting.
- 3) The President shall establish appoint such special committees as are needed and appoint their member. Committee Members need not be member of the board.

## **ARTICLE VI - MATTERS NOT COVERED HEREIN**

The Board shall be empowered to take action on any matter that the welfare of the club so requires. Such action shall be reported to the membership at the next regular meeting.

## **ARTICLE VII -RULES OF COMPETITION**

Rules of Competition will be determined by the Board and published as part of the club's "Competition Rules and Guidelines."

## **ARTICLE VIII. DEED OF HONORARY MEMBERSHIP**

1. Criteria for Selection:
  - 1.1. Non-member of Marin Photography Club at the time of the award; and
  - 1.2. Performance of outstanding service to Marin Photography Club for at least two years, showing strong interest in Marin Photography Club and a popular following amongst the members, and one of the following:
    - 1.2.1. A particularly constructive and instructive judge;
    - 1.2.2. A photography seminar/class teacher who has successfully offered Marin Photography Club members custom instruction;
    - 1.2.3. Any other person who has facilitated the advancement or pleasure of Marin Photography Club members.
2. Any Marin Photography Club member in good standing may make nomination for this honor to the President or any member of the Board. Election will be by the majority vote of the Board at the last meeting of the outgoing board, and be kept secret until the Annual Awards dinner.
3. In case no suitable nominee is presented to the board, or a majority decision cannot be reached, no award shall be made that year.
4. Honorary membership shall entitle the winner to receive the Focal Plane and attend meetings, club events, and the Annual Awards dinner. Honorary members shall not be entitled to



compete in monthly competitions or vote in elections unless they ultimately decide to join the club as a paid regular member.

5. Honorary Membership Award shall be a suitably engraved and framed certificate detailing the year, honoree's name, and the outstanding service rendered to the Marin Photography Club.
6. Presentation of the award shall be at the Annual Awards dinner and presented with the appropriate ceremony. The current year's honoree and his/her guest shall be guests (club paid) of Marin Photography Club at the Annual Awards dinner.
7. The list of Honorary Members shall be reviewed annually by the Board to determine if the honoree's interest still merits a special membership.

## **ARTICLE IX: DEED OF LIFE MEMBERSHIP**

1. Criteria for Selection
  - a. Member of Marin Photography Club at the time of the award; and either
    - i. Performance of outstanding service to Marin Photography Club and who has facilitated the advancement or pleasure of Marin Photography Club members; or
  - b. Special circumstances warranting the Board's belief that such an award is warranted.
2. Any Marin Photography Club member in good standing may make nomination for this honor to the President or any member of the Board. Election will be by the majority vote of the Board.
3. Life member shall be entitled to receive the Focal Plane and attend meetings, club events, and the Annual Awards dinner. Life members may compete in monthly competitions and vote in elections.
4. The award of a Life Membership shall be published to the Membership in a method deemed appropriate and timely by the Board.
5. Presentation of the award shall be at the Annual Awards dinner and presented with the appropriate ceremony. The current year's honoree and his/her spouse shall be guests (club paid) of Marin Photography Club at the Annual Awards dinner.