

Suncoast Camera Club

OF CLEARWATER, FLORIDA

CONSTITUTION AND BY-LAWS

As Revised October 1977; 1983, 1985, 1989, 1998, 2009 and 2015

CONSTITUTION

ARTICLE I NAME

This organization shall be known as the SUNCOAST CAMERA CLUB OF CLEARWATER.

ARTICLE II AIMS

The aims of the Suncoast Camera Club of Clearwater shall be the enjoyment, mastery and promotion of amateur photography through fellowship, education and friendly competition.

ARTICLE III MEETINGS

The meetings of the Suncoast Camera Club of Clearwater shall be held on regularly designated meeting nights of each month.

ARTICLE IV MEMBERSHIP

Any person interested in photography may apply for membership. Application forms shall be provided by the Membership Committee. Each application shall be approved by the Board of Directors.

There shall be four types of membership: Regular, Social, Junior and Honorary Life.

A Regular Member and Junior Member is entitled to participate in all activities of the Club.

A Social Member is entitled to participate in all activities of the Club except Photographic Competitions.

Honorary Life Members may be elected from within or outside the regular Club membership by the Executive Committee in recognition of outstanding or unusual service to the Suncoast Camera Club of Clearwater and are entitled to participate in all activities of the Club.

Membership of any person may be suspended, when sufficient reason is presented, by action of the Executive Committee. The suspended member shall have the right to appeal the suspension, in which case the action of the Executive Committee shall be upheld or rescinded by a majority vote of the Club membership, provided a quorum is present as defined in Article V of the By-Laws.

ARTICLE V EXECUTIVE COMMITTEE

The following officers shall be elected by the membership at the time and in the manner hereinafter designated and shall constitute the Executive Committee:

President
Vice-President (Programs)
Vice-President (Competition)
Secretary
Treasurer

ARTICLE VI COMMITTEES

Chairmen of the Standing Committees shall be appointed by the President with the approval of the Executive Committee. The following Standing Committees shall be established to conduct the activities of the Club, as provided in Article IV of the By-Laws:

- Competition Desk
- Competition Records
- Membership
- Judges' Credentials
- Webpage Editor

As of October 2009, the Ombudsman committee was eliminated. Club members are encouraged to bring suggestions and complaints to any Board member. The Board member will present the suggestion or complaint [anonymously if requested] to the Board for review and discussion.

Special Committees may be appointed by the President as required and shall be discharged by him/her when they have completed their assignments. The Special Committees are:

- Special Events
- Equipment Custodian
- Electronic Imaging
- Sunshine
- Yearbook
- Historian
- FCCC Representative
- PSA Representative

An Advisory Committee consisting of former Presidents shall be established to be available for consultation and shall attend Board Meetings.

ARTICLE VII BOARD OF DIRECTORS

The management of the club shall be vested in the Board of Directors, composed of the Executive Committee, the Chairmen of the Standing Committees, and the immediate Past-President, ex-officio.

The Board of Directors shall meet at least four times per year at the discretion of the President, to transact the business of the club. The preferred meeting months are February, May, October and December. Six members of the Board shall constitute a Quorum, of which three must be elected officers.

ARTICLE VIII AMENDMENTS

An amendment to this Constitution may be proposed to the Board of Directors by any Club member in good standing and, if approved by the Board of Directors, may be incorporated into this Constitution by a two-thirds majority vote of a quorum of the total membership, in regular meeting assembled, as defined in Article V of the By-Laws.

BY-LAWS

ARTICLE I FINANCE

The dues shall be \$45.00 per year for Regular Members and \$10.00 per year for Social and Junior Members, payable on December 1st. Honorary Members shall not be required to pay dues.

Any Member whose dues are not paid by December 31st shall be dropped from the Membership.

New members joining after July 1 shall pay one-half a year's dues. After November 1, a new member shall pay a full year's dues to apply through the next fiscal year.

Auditing of the club's finances will be performed at each Board meeting. The Treasurer will prepare a report for the Board of Director's meetings consisting of a copy of the last bank statement(s), beginning balance for the period, account transactions, and ending balance.

ARTICLE II ELECTIONS

Election of officers shall be held at a club meeting in October. Prior to July 31, the President shall appoint a Nominating Committee composed of three Club members. The committee shall prepare a single slate of nominations and obtain the consent of the nominees to serve if elected. The Chairman of the Nominating committee shall present the slate to the membership on election night, as hereinbefore designated. Additional nominations may be made from the floor, with the consent of such nominees. A written ballot shall be used if necessary.

The president may appoint a member in good standing to fill any vacancy which may occur in any office, subject to the approval of the Board of Directors. Vacancy in the office of President shall be filled by the advancement of the Vice-President (Programs).

ARTICLE III DUTIES OF OFFICERS

President: Preside at all Club meetings, executive Committee and Board meetings; appoint Chairmen of all committees; act as Club spokesman; generally supervise all Club activities; and see that Club records, contracts, etc. are properly maintained. Destroy no club records without consent of the Board.

Vice-President (Programs): Be responsible for arranging all Club programs, except competitions and field trips. Assume the duties of President in the absence of the President.

Vice-President (Competitions): Take charge of and direct all Club competitions.

Secretary: Keep record of the minutes of all Board and Special meetings; notify members of all special meetings and events; conduct the correspondence of the Club (except that of the PSA and FCCC representatives); advise new members of their election; retain permanent membership files and Club record; prepare ballots for elections.

Treasurer: Receive and disburse Club funds and keep proper record thereof; prepare reports of Club finances to the Board meeting; present a financial report to the club membership at least quarterly; prepare the annual budget. The Treasurer has the authority to pay vouchers of up to and including \$50.00. All vouchers over this amount shall have approval of the Board prior to payment, except normal expenses such as insurance, rent, etc. The discretion of the Treasurer shall be used to bring vouchers of less than \$50.00 to the Board for approval. Outside presenters and judges can receive a payment of \$25.00 per occurrence.

ARTICLE IV DUTIES OF COMMITTEES

NOTE: Detailed duties are available in separate documents. Approval for duties will be made by an Executive Committee Quorum.

Competition Desk: Accept and organize entries for monthly competition, record scores as judging progresses and return entries to makers after the competition.

Competition Records: Keep permanent records of accumulated points of each member and prepare monthly, quarterly and annual scores to the Webpage Editor. Maintain membership database.

Membership: Distribute application forms; interview applicants for membership to determine interest, desires and abilities; present applications to Board for approval. Welcome all visitors and introduce them to regular members; promote fellowship among members.

Judges' Credentials: Establish credentials for judging; prepare lists of qualified judges for Club competitions to be used by the Vice-President (Competition) train members for qualification as judges.

Webpage Editor: Keep the Club's domain name active on a value based and reliable hosting service. Maintain the website content; ensuring up-to-date information is posted in a timely manner for meetings, club news, contests, training, photo galleries, etc.

All Committee Chairmen shall endeavor to cooperate with each other when their assistance is requested.

Standing Committee Chairmen shall prepare reports of activities and progress periodically for presentation to the Board of Directors or to the membership at Club meetings, and shall act as Club representatives on the Board.

ARTICLE V QUORUM

A quorum of the membership, for the purpose of conducting Club business, shall consist of not less than one-third of the entire membership.

ARTICLE VI AMENDMENTS

A change in these By-Laws may be proposed by any member in good standing to the Board of Directors and, if approved by the Board, shall take effect as approved.