

# By-Laws of the South Jersey Camera Club - Adopted Aug 1, 2019

## Article I - Name

The name of this organization is the Photographic Society of Southern New Jersey doing business as the South Jersey Camera Club, hereinafter also referred to as "SJCC."

## Article II - Objective

The objective of this organization shall be to provide a medium through which persons expressing an interest in the art and science of photography can unite with others sharing similar interests to exchange ideas and photographic expertise and to enhance the individual skill levels of its members.

## Article III - Members

### Section 1 - Eligibility

Membership in the south Jersey Camera Club is open to any individual having a sincere interest in the art and science of photography and who desires to share this interest and expertise with others of similar interests.

### Section 2 - Membership Categories

Membership in SJCC may be obtained in one of three categories:

- A. Individual Membership
- B. Family Membership
- C. Complimentary Membership

### Section 3 - Membership Application

- A. **Individual Membership** - This class of membership is granted upon submission of an application and payment of dues in advance in accordance with the established dues schedule.
  - i.
- B. **Family Membership** - This class of membership is granted upon submission of an application specifically requesting Family Membership and payment of dues in advance in accordance with the established dues schedule. Family membership is provided to ease the financial burden for multiple memberships within a single family (i.e., husband, wife, child or children).
  - i.
- C. **Complimentary Membership** - This class of membership is granted for one year by majority vote of the Board Of Directors. It may be renewed at the discretion of the Board Of Directors by a majority vote. Complimentary membership typically is granted to an individual who has had previous association with the SJCC but has moved or otherwise become unable to attend meetings and generally participate in club activities.

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## Section 4 - Membership Rights and Privileges

- A. **Individual Membership** - A person joining as an individual Membership in SJCC has the right to vote, to hold office (complying with the eligibility requirements stipulated in Article IV, Section 2), serve on the Board Of Directors, and attend club sponsored Activities.
- B. **Family Membership** - Each member of a family covered under the provisions for Family Membership individually has rights and privileges identical to those stipulated for individual Membership
- C. **Complimentary Membership** - A person granted Complementary Membership status may attend general membership meetings, club- sponsored field trips and workshops. Complimentary Members can also compete in competitions but cannot vote, hold office or serve on the Board Of Directors.

## Section 5 - Dues

- A. **Individual Membership** - Annual dues for Individual Membership in SJCC are as set forth in the current dues schedule established by the Board Of Directors. Payment of the current dues amount enrolls a member "in good standing" and as such entitles the member to all rights and privileges in the organization.
- B. **Family Membership** - Annual Family Membership dues in SJCC are as set forth in the current dues schedule established by the Board Of Directors. Payment of this annual fee affords full member privileges to each direct member of a household (e.g., spouse and child or children). Family Membership privileges are identical to those for individual Membership.
- C. **Complimentary Membership** - This class of membership pays no dues.
- D. **Dues Schedule** - Membership dues in SJCC shall be paid in accordance with the current dues schedule established by the Board Of Directors.

**Note:** Residents of Medford Leas are granted an Individual Membership with full rights and privileges without having to pay annual dues.

## Section 6 - Delinquent Members

Delinquent members are defined as members who have failed to pay the dues established for their particular class of membership by the October general membership meeting.

Following the October competition meeting, each delinquent member shall be informed of his/ her delinquent status. The delinquent member's name shall remain on the record. If the delinquent member fails to pay dues by the November competition meeting, his/her name shall be removed from the membership list and the individual shall forfeit all privileges of SJCC membership.

## Section 7 - Reinstatement

A delinquent member or one who has resigned may be reinstated in good standing by payment of dues in accordance with the established dues schedule.

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## Section 8 - Resignation

A member in good standing may resign at any time by submitting written notice to the SJCC Secretary. This may be prompted by long-term illness, physical relocation away from the meeting area, etc. Such resigned members may be considered for Complimentary Membership status by the Board Of Directors. A member who has resigned in good standing may establish active membership status at any time by fulfilling the conditions stated above in Section 7 - Reinstatement.

## Article IV—Officers

### Section 1—Officer Positions

The following officers shall be elected annually as hereinafter provided:

1. President
2. Vice President
3. Treasurer
4. Secretary

Descending order of authority is as listed above.

### Section 2—Eligibility Requirements

To be eligible to be elected to serve as President, an individual must have maintained his/her membership in good standing for one year prior to the nomination. No eligibility restrictions are placed on any other officer.

### Section 3—Nominations, Nominating Committee, Election Nominations and Term of Office

- A. **Nominations:** Nominations for officer positions shall be made by either of the following procedures:
  - a. By a nominating committee appointed to search out capable club members willing to serve if elected to one of the four officer positions specified in Section 1 above.
  - b. By nomination from the floor by any member in good standing who has first ascertained that the person to be nominated is willing to serve is elected to the officer position for which he/she will be nominated.
- B. **Nominating Committee:** The Nominating Committee shall consist of at least three members in good standing, appointed by the President before the April meeting. At the April meeting the chairperson of the nominating committee shall announce the slate of officers for vote by the membership at the May meeting. The nominating committee shall be dissolved automatically after the new officers have been elected.
- C. **Election Nominations:** The annual election of officers shall take place at the May meeting. The vote will take place after the Nominating Committee has presented its slate of candidates and any subsequent nominations have been made from the floor. A majority of members in good standing who are present and voting is required to elect.
- D. **Term of Office:** The term of office for the four officers shall run from the June Board Of Directors Meeting through the June Board Of Directors Meeting of the following year, or until their successors are duly elected

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## Section 4—Duties and Responsibilities

The officers of the south Jersey Camera Club shall perform their duties as stipulated below.

- A. **President** - The President of the South Jersey Camera Club shall preside over all sessions of the organization; general membership, executive committee, and any other special meetings that may be required. He/she shall be responsible for the general well-being of the organization and diligently strive to maintain and enhance the level of club activities. The President shall appoint chairpersons for the various committees required to meet the current needs of the club. The President may serve as a member of all committees except the Nominating Committee.
  - i.
- B. **Vice President** - The Vice President shall perform special functions as directed by the President and will preside over club meetings in the absence of the President.
  - i.
- C. **Treasurer** - The Treasurer shall be responsible for all financial matters of the organization. The Treasurer shall receive all incoming funds of the organization and shall make disbursements as directed by the Board Of Directors for items not standard budget items. The Treasurer shall assist with preparation of a budget for the following year in conjunction with the President and other selected members of the Board Of Directors. The Treasurer shall prepare an annual report of the financial transactions of the club, to be presented at the June Board Of Directors meeting.
  - i.
- D. **Secretary** - The Secretary shall be responsible for recording the business transactions at the monthly Board Of Directors meetings and shall prepare these minutes for approval by the Board Of Directors. The Secretary shall also duly note any specific business (vote) transacted at any general membership meeting.

## Section 5—Reelection and Term Limits

Any officer may be reelected to serve an additional term, or terms. There is a maximum term of four (4) years for President. There is no restriction to number of successive terms any other officer may serve, if duly elected by the general membership.

## Section 6—Vacancies and Removal

- A. **Vacancies** - In the event of a vacancy in an officer position (except that of President) due to resignation, inability or unwillingness to serve, the President (or presiding officer) shall declare the position vacant. A successor for the vacated office shall be elected at the next general membership meeting by a majority of the members present.

If the duly elected President of the club shall be unable to fulfill the duties of his/her office, and so notifies the Board Of Directors by his/her written resignation, the Vice President will assume the duties of the office of President for the balance of the unexpired term.

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- B. **Removal** - In the event any officer appears, through his/her actions or indifference to the duties of his/her office, to be negligent in carrying out the duties of that office, this matter shall be brought before the Executive committee for appropriate action. An officer found negligent in the performance of his/her duties of office shall be removed from said office by a two-thirds (2/3) affirmative vote of the Board Of Directors.

## **Article V - Meetings**

### **Section 1 - General Membership**

The South Jersey Camera Club shall meet monthly, September through June, on the third Tuesday of the month, unless otherwise directed by the Board Of Directors. The location and time for SJCC general membership meetings shall be established by the Board Of Directors.

Notice of forthcoming general membership meetings shall be provided to club members. SJCC monthly meetings are open to the public.

### **Section 2 - Special Meetings**

Special general membership meetings may be called by the Executive committee if the need for such action becomes necessary. Notice of a special meeting must be provided to club members prior to the meeting.

### **Section 3 - Annual Meeting**

The annual meeting for the South Jersey Camera Club shall take place during the June Meeting. Installation of officers shall be held at the annual meeting and committee reports shall be received at this time.

## **Article VI - Board Of Directors**

**Section 1 - Composition and Term** The Board Of Directors of the South Jersey Camera Club shall consist of the President, Vice President, Treasurer, Secretary, and the Chairpersons of committees as defined in Article VII. There is also room for up to 3 board members who are not committee chairs and serve on the board as At Large members.

### **Section 2 - Powers and Authority**

The Board Of Directors of the South Jersey Camera Club shall be the sole governing body of the organization and shall make all rules, policies and procedures, both administrative and financial, for the operation of the club.

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## **Section 3 - Regular Meetings**

The Board Of Directors should meet monthly. The meeting night and time will be determined by mutual consent of the majority of the members of the Board Of Directors. The meeting schedule should be established as soon as possible at the start of the new operating year.

The President shall preside over the monthly Board Of Directors meetings. In his/her absence, the vice President shall preside. A quorum shall consist of a simple majority of the members of the committee.

## **Section 4 - Board Member Responsibilities**

A member of the board who is also a committee chair must perform their responsibilities in an effective way that contributes to the successful operation of the club. All board members must attend at least 5 board meetings per year.

## **Section 5 - Special Meetings**

Special meetings of the SJCC Board Of Directors may be called by the president (or presiding officer) and must be called upon written request of one-fourth (1/4) of the committee membership. The purpose for the special meeting shall be stated in the written request. Except in cases of emergency, Board Of Directors members shall be given at least three days' notice of a special meeting.

## **Section 6 - Vacancies**

A vacancy on the Board Of Directors shall be filled as stipulated in Article IV, Section 6(a), Vacancies. Such vacancy shall be filled by appointment by the President (or presiding officer). The appointee shall complete the unexpired term of the person replaced.

## **Section 7 - Reporting**

Minutes of the last Board Of Directors meeting shall be made available to club members at the general membership meeting following that Board Of Directors meeting. A copy of these minutes shall be posted on the Club's website, monthly.

## **Article VII - Committees**

As soon as possible after the election of officers, the President-elect shall appoint chairpersons for all standing and special committees. Typically, the standing committees shall include:

- Membership Chair
- Programs and Competitions Chair
- Field Trip Chair
- Workshop Chair
- Print Competition Chair
- Digital Competition Chair
- Website Chair

Special committee chairpersons shall be appointed by the President as required to fulfill the operating plans of the club.

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## **Article VIII - Parliamentary Authority**

The rules contained in "Robert's Rules of Order Newly Revised" shall govern the club in all cases to which they are applicable and in which they are not inconsistent with these By-laws.

## **Article IX - Amendments**

**Section 1 - Procedure for Introduction of Proposed Amendment** Proposed amendments to these By-laws must be submitted to the Board Of Directors in written form, signed by at least four (4) members of SJCC who are in good standing.

The proposed amendment shall be reviewed by the Board Of Directors at its next meeting, with discussion as appropriate. The originator of the proposed amendment may be consulted for further clarification if required.

When finalized, the proposed amendment shall be published on the Club's website. A vote will be taken at the next general membership meeting or as soon as possible thereafter.

### **Section 2 - Approval of Proposed Amendment**

At the club meeting following its publication in the club newsletter, the proposed amendment shall be voted upon by the general membership unless further clarification is required. The proposed amendment shall be adopted if two-thirds (2/3) of the members in good standing who are present and voting are in favor of such action.

## **End of By-laws**

### **Policies**

The following policies established by the South Jersey Camera Club Board Of Directors are not part of the By-laws. They are provided for the convenience of the reader, to supplement references in the By-laws to these specific areas. These policies can change at any time, at the discretion of the Board Of Directors.

### **Dues policy for South Jersey Camera Club**

#### **SJCC Dues Schedule**

Single Membership \$40 Family Membership \$60

Note: Members of record on June 30 are in good standing through the following October general membership meeting, by which time their dues must be paid.

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