

Constitution and By-Laws of TOPICS Camera Club

(Founded 1964)

Amended February 1996

ARTICLE I

Name The name of this organization shall be Toledo-Oregon Photographers in Color Slides and shall be known as TOPICS Camera Club.

ARTICLE II

Purpose TOPICS Camera Club is a non-profit organization consisting of a group of people interested in photography. It is the purpose of the group to learn and inspire our photographic interests and to develop our mutual friendships. The group is interested in promoting and teaching photography to beginners as well as advanced photographers through lectures, programs, competitions, lessons and demonstrations.

ARTICLE III

Membership Membership is open to anyone 18 years of age and over. Paid-up membership entitles the member to receive the newsletter, vote in all elections, and be eligible to participate in all competitions.

ARTICLE IV

Dues The annual dues shall be set by a majority vote of club members present and will be payable in September of each year. Any member who has not paid his or her dues by October 31 will not receive the newsletter, will not be eligible to vote in elections, and will not be permitted to participate in club competitions. Membership dues for new members who join after March 1st will include membership for the remaining months of the current season and full membership for the following season. Only paid-up members will be permitted to enter the Slide-of-the Year contest at the annual Awards Banquet in May.

ARTICLE V

Meetings Regular meetings of TOPICS Camera Club will be held the first Wednesday of each month, September through May. Club meetings shall be held at such time and place as set by the Board of Directors. The Board of Directors shall meet at least once during the summer to discuss business for the coming year. Another Board of Directors meeting shall be called no later than the end of February to select the officers' slate of candidates, choose contest assignments for the following year, and see that final arrangements are made for the annual Awards Banquet which will be held normally in May. The Board of Directors' meetings will be scheduled at a time and place determined by the President. Additional special meetings may be called at the discretion of the President. Both the officers' slate and contest assignments for the following year shall be presented to the club membership at the April meeting.

ARTICLE VI

Officers The officers of the club shall be president, vice-president, secretary-editor, treasurer, PSA chairman, program chairman, contest chairman, contest co-chairman, refreshment chairman, public relations chairman, print competition chairman and nominating committee chairman.

The Board of Directors shall consist of the current officers, elected for a term of one year, the officers from the prior year, and three Advisory Directors. For the year 1987-1988, one of these three Advisory Directors shall be elected for a term of one year, one shall be elected for a term of two years, and one shall be elected for a term of three years; at the expiration of each of these terms, the Advisory Directors shall each be elected for a term of three years.

A vacancy in any of the above offices shall be filled by the Board of Directors.

ARTICLE VII

Duties of the Officers:

President – shall preside at all meetings of the club and appoint any special committee chairman he/she deems necessary.

Duties of the Officers (continued)

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Vice-President – shall perform the duties of the president in his/her absence or at the president’s request.

Secretary-Editor – has charge of club nametags; takes names of all visitors and introduces them to the club; is editor of the club newsletter; prepares the banquet program; records the minutes of the Board of Director meetings and club meetings when required.

Treasurer – collects yearly dues; handles refreshment petty cash fund; pays all bills authorized by the Board of Directors; submits a yearly report to the Board of Directors with copies for each board member.

PSA Chairman – chooses and submits slides for PSA club competitions; shows slides to club when returned and announces number of points received for each slide; keeps records and is responsible for any necessary correspondence concerning PSA competitions.

Program Chairman – shall have the responsibility for the selection and presentation of programs on non-competition nights.

Contest Chairman and Co-Chairman – shall collect competition slides, select judges, arrange for time and place of judging, prepare cards and ribbons for winning slides, select commentators for contest meetings, return slides after showing, maintain records of competitions, order trophies and ribbons after consulting with Treasurer, arrange for year-end judging and showing of winning slides.

The Chairman and Co-Chairman shall mutually agree upon how these duties shall be divided between them, keeping in mind the following objectives: (1) that the duties should be shared equitably; (2) that it is the responsibility of the Chairman to train and assist the Co-Chairman; (3) that both should be responsible for the accuracy of the records; and (4) that each should gain experience during service as Chairman and Co-Chairman of all the functions of the office.

Refreshment Chairman – gets volunteers to provide the refreshments for each club meeting; maintains and brings the refreshment equipment (coffee pot, supplies, etc.) to the meetings. A refreshment kitty fund is collected to cover the expense of coffee and supplies. Surplus funds remaining in the kitty at the end of the year are used for incidental expenses and are to be turned over to the Treasurer.

Public Relations Chairman – will be responsible for informing the public about TOPICS Camera Club through local newspapers and/or other available media. Will assist in making guests feel welcome at club meetings.

Print Competition Chairman – shall arrange for at least one annual print competition and shall, in cooperation with the Program Chairman, set the date for the collection of prints, the judging of the prints and the showing of the prints after they have been judged.

Nominating Committee Chairman – shall appoint two or more members to also serve on a nominating committee. At the February Board meeting the nominating committee shall recommend to the Board a slate of officers to be voted upon by the members as provided in ARTICLE V.

Advisory Directors – serve as advisors to the Board of Directors; assist the Board in its projects and activities, and shall also have the right to vote as in the case of other officers.

ARTICLE VIII

Amendments Any proposed amendment must be made in writing to the President. Proposed changes will be presented to the club membership at the next regularly scheduled club meeting, or as soon as possible, thereafter. An amendment may be enacted by an affirmative vote of a majority of the members present.