

SIERRA CAMERA CLUB OF SACRAMENTO, CALIFORNIA, INC. CONSTITUTION



ARTICLE I - NAME

This organization shall be called the
SIERRA CAMERA CLUB OF SACRAMENTO, INCORPORATED.

ARTICLE II - OBJECTIVES

The objectives of the Club shall be to promote the art and science of photography in all of its various branches, to provide association of its members for study and entertainment in matters relating to photography, and to conduct photographic exhibitions, contests, and other activities to advance the knowledge and practice of photography. No activity of this Club shall be for profit.

ARTICLE III - MEMBERSHIP

Section 1. Membership shall be granted to all those persons whose applications are acknowledged by the Board of Directors, and who agree to comply with the Constitution and By-Laws of the Club.

Section 2. Student membership shall include those persons not over 22 years of age whose principal occupation is attending a course of study in an educational institution.

Section 3. Non-resident membership shall include only those who have been members in good standing, who have moved away from the Sacramento area and cannot regularly attend meetings, but wish to remain associated with the Club.

Section 4. Honorary membership may be conferred upon persons who have contributed outstanding services toward objectives of this Club. Honorary membership must be proposed and voted by the Board of Directors.

ARTICLE IV - BOARD OF DIRECTORS AND OFFICERS

The Board of Directors of this Club shall consist of the following ~~ten~~ **fourteen** officers: President, Vice President, Secretary, Treasurer, Editor of the Gammagram, Webmaster, General Division Director, Nature Division Director, Travel Division Director, Print Division Director **and Assistant Division Directors.**

ARTICLE V - ELECTION OF OFFICERS AND TERMS OF OFFICE

Officers shall be elected annually to serve a term of two years. Five officers shall be elected in the odd year and four in the following even year, when possible.

ARTICLE VI - BUSINESS OF THE CLUB

The general business of the Club shall be conducted by the Board of Directors.

ARTICLE VII - MEETINGS AND QUORUMS

Section 1. Regular monthly meetings of the Club shall be held at the place and time designated by the President. The monthly General Business Meeting shall be held on the same evening as the General Division Meetings.

Section 2. Special Meetings of the Club may be called by the President or, upon petition by seven members, the President shall call such a meeting.

Section 3. Meetings of the Board of Directors shall be held at the discretion of the President, except that a majority of the Directors may call a meeting of the Board, if necessary to act without the President.

Section 4. Twenty-five percent of the membership of the Club including an Officer, shall constitute a quorum for the transaction of business at a General Meeting.

ARTICLE VIII - AMENDMENTS

An amendment to this Constitution may be made as follows: The proposed amendment may be initiated by the Board of Directors or by three members in good standing. The proposed amendment must be presented in writing at a regular meeting of the Board. If action by the Board is favorable, the membership shall be notified in writing prior to the next Regular or Special Meeting when the amendment shall be considered. Such Amendments may be added to the constitution by a two-thirds vote of members present at a Regular or Special meeting.

ARTICLE IX - BY-LAWS

By-laws for the transaction of the business of this Club may be adopted, revoked or amended at any time, after being presented to the board for consideration and after the membership is notified in writing per article VIII above, by a two thirds vote of members present at a regular or special meeting of the Club.

SIERRA CAMERA CLUB OF SACRAMENTO, CALIFORNIA, INC.



BY-LAWS

ARTICLE I - NOMINATIONS

Section 1. At the regular meeting in August the President shall announce appointment of a Nominating Committee of three members, not members of the Board of Directors. This Committee shall prepare a list of candidates for election to replace the officers whose terms will expire per Article V of the Constitution. The Nominating Committee shall present the list of candidates to the President, who will direct that the membership is notified of the nominees in writing a reasonable time before the club meeting during which election of officers is to take place.

Section 2. All nominees shall be approached as to their willingness to serve. Their consent shall be obtained before their names are added to the list of candidates.

Section 3. Further nominations may be made from the floor by any member at the time the report of the Nominating Committee is read before the Club. Consent of these additional nominees should be obtained before their nomination.

ARTICLE II - ELECTION OF OFFICERS

Section 1. Officers shall be elected at the General meeting in November by a non-secret ballot (count of hands).

Section 2. At the December meeting of the Board of Directors, the Board shall reorganize itself. All new and outgoing officers shall attend this meeting to allow adequate transition of officers for the ensuing term. Each outgoing officer will transfer all records and materials of the office to the new officer and brief him or her on the duties of the office. The authority of the new board is in effect after this meeting except for any outgoing Division Directors who have not completed their December meeting. Incoming Division Directors shall attend and assist with any such division meeting.

Section 3. If an Officer resigns from office during his or her term, the Board of Directors shall fill the vacancy by selecting a Club member.

ARTICLE III - DUTIES OF OFFICERS

Section 1. It shall be the duty of the President to preside at all Board Meetings, General Meetings of the Club and to perform all duties usually pertaining to this office.

Section 2. The Vice President shall preside at all Board and general meetings of the Club in the absence of the President. (Should both the President and Vice president be absent from the Board or General Meetings, a board member from the quorum will act in his place.) The Vice president shall supervise the handling of historical documents of the Club. The Vice President shall order all awards and deliver them to the Division Directors. The Vice President shall also be responsible for all arrangements, including a program, for an annual Awards Party.

Section 3. The Secretary shall keep a full and accurate record of proceedings at all the regular and special business meetings of the Club and of the Board of Directors, and shall fulfill other duties usually incumbent upon the office.

Section 4. The Treasurer shall receive and keep safely all Club funds, shall pay all legitimate Club bills, and shall make a monthly report of all receipts and disbursements to the Board. All expenditures over \$100.00 shall be approved in advance by the Board with the following exceptions: expenditures for printing and mailing the Gammagram, expenses related to awards, and payment of rent for facility use at the Shepard Garden and Arts Center. The Treasurer shall notify the Board of new member's information and update the shared board e-mail list. At the November Board Meeting each year the Treasurer shall present an itemized budget indicating proposed expenditures, anticipated revenues, and recommended adjustments in dues or fees necessary to balance the budget for the following year.

Section 5. The Editor shall maintain the master Club Directory including the Guidelines for Club Activities and shall see that it is published at the direction of the President. The Roster and Guidelines will be distributed at the ~~January Awards Banquet~~ **a January Meeting**. The Editor will send an up-dated Copy of the Constitution and Bylaws to the Webmaster for the Web Site.

Section 6. The Webmaster shall maintain the Sierra Camera Club web site which will contain the Gammagram Newsletters, winning competitions images, Constitution and By-Laws and information promoting the Club.

Section 7. Division Directors shall plan, coordinate, and supervise all activities of their Divisions including regular and annual competitions.

Section 8. The Board of Directors shall hold meetings to transact Club business. The Board is hereby authorized and empowered to make contracts, incur obligations, and transact all routine business in the name of the Club. Further, said Board is authorized and empowered to perform any other duties and/or exercise authority vested in it by the Constitution or By-laws, except that any one obligation exceeding \$500 or a total of \$1000 in any calendar month, or exceeding the balance of funds on hand shall not be incurred without approval by a majority vote of the members present at a Regular or Special Meeting.

Section 9. Any Club Member may attend Board meetings and may enter into the discussion of matters before the Board, but shall have no right of vote in the disposition thereof.

Section 10. Any business or other matter requiring action by the Board may be brought to the attention of the Board from the floor, or in writing to the President, by any member and shall be referred to the Board of Directors for action by the President. Any matter so referred to the Board must be acted upon in a reasonable time and the Board's action must be reported to the Club at a regular meeting.

Section 11. Any action of the Board within its powers shall be final except that any Member has a right to appeal to the Club. An appeal shall be in the form of a written petition, signed by ten or more members in good standing. When a petition has been received and the correctness of the signatures have been certified by the treasurer, the action in question shall be brought before the Club at the next regular or special meeting and subjected to a vote. Two-thirds of the members present shall be necessary to veto the action of the Board.

Section 12. When an officer fails to attend three consecutive regular meetings of the Board of Directors, the affected office may be declared vacant by a two-thirds vote of the members present at any regular Club meeting, upon recommendation of the Board.

ARTICLE IV - DUES

Section 1. The amount of annual dues for membership will be established on the recommendation of the Board of Directors and ratified by a two-thirds affirmative vote of all members present at a regular or special meeting. New members joining on or after July 1st, will pay 50% of the annual dues.

Section 2. All dues are due by January 1st of each year and shall be payable in advance. Dues are considered in arrears after January 1st.

Section 3. Honorary members shall pay no dues.

Section 4. Any member whose dues are in arrears for one month, i.e. not paid by January 31st, shall be dropped from the membership roll after notification by the Treasurer. Any member whose dues are not paid by January 15th, 5th, may not be included in the club directory, and will not continue to be eligible for competition until dues are paid.

ARTICLE V - COMMITTEES

Section 1. The President shall be empowered to appoint such ad hoc committees as are deemed necessary at any time. Also, on a majority vote of Club Members at any meeting, the President shall appoint such Committees as recommended by the Members.

Section 2. The following Committees may be appointed by the President, with approval of the Board of Directors: Auditing, Membership, Friendship, Publicity, Gold Rush, ~~Special Events~~, **Hospitality**, and Field Trip. ~~and Web Site~~. The terms of these Committees shall be concurrent with that of the Board of Directors.

Section 3. Duties of Committees:

- a. The Auditing Committee shall audit the financial records of the Club.
- b. The Friendship Committee shall be the central point within the Club to obtain information regarding marriages, anniversaries, recognitions, illnesses, deaths, etc. This information will then be submitted to the Editor of the Gammagram and also shared with the Club at each General Meeting. The Friendship Committee will send an appropriate card to the parties involved. Donations to the Club in memory of a person will be received by the Committee chairperson who shall forward them to the Treasurer.
- c. The Gold Rush Committee shall keep apprised of all Gold Rush activities and inform the Club at General Meetings of Gold Rush meeting times, dates and any responsibilities that the Club may have for future Gold Rush meetings. The Chairperson of the Gold Rush Committee shall be a member of the Photographic Society of America.
- d. The Hospitality Committee shall be responsible for ~~the activities of special workshops and special meetings, including~~ **refreshments at meetings, Christmas Party and special activities or workshops.**
- e. The Field Trips Committee shall be responsible for the activities of planning, organizing, and directing field trips to locations with photographic opportunities and for ensuring that participants sign waivers to hold Trip Leaders, Drivers, the Club, and its Officers harmless.