

# **Brooklyn Camera Club Constitution**

## **Articles**

### **Article 1 - Objectives**

#### Section 1

The aims and objectives of this educational association are as follows:

- To provide a location and atmosphere for the investigation and enjoyment of photography
- To provide the physical means to the creation of the photographic image.
- To provide a forum of photographic learning for our members and guests.
- To provide the means for mutual association between other photographic clubs and organizations.

### **Article 2 - Memberships**

#### Section 1

Membership in this association shall consist of those persons meeting the requirements as provided thereafter, or in the By-Laws.

### **Article 3 - Officers**

#### Section 1

The officers of this association shall be a president, a vice-president, treasurer, recording secretary, and corresponding secretary.

#### Section 2

The above shall constitute the Executive Committee.

### **Article 4 - Administrative Council**

#### Section 1

There shall be an administrative council of the association made up of the following:

- A. The officers of the association
- B. The chairmen of all standing committees
- C. All active past presidents of the association

## By-Laws

### **Article 1 - Official Name**

#### Section 1

The official name of this association shall be

**The Brooklyn Camera Club**

### **Article 2 - Membership**

#### Section 1

General membership shall be open to all persons of Good Character who have an interest in photography. Such membership shall be open to those who qualify above provided they are at least a minimum of eighteen years of age.

#### Section 2

The Executive Committee shall set dues for the membership in the association. The current dues shall be \$\_\_ per year.

- A.** Dues for one or more years of consecutive membership shall also be at the rate of \$\_\_ per year.
- B.** Dues for a joint membership, i.e., two members of the same household, shall be \$\_\_ per year.
- C.** Dues for a student membership, i.e., and individual who is no less than eighteen years of age and attending an educational institution on a full time basis, shall be \$\_\_ per year. Such membership shall revert to that of a general member should this individual graduate from or leave the school or place of learning permanently, or reach the age of twenty two.
- D.** Dues for a senior member, i.e., an individual who is 62 years of age or older and is retired or on a limited income, shall pay \$\_\_ per year. Should they be joint membership as in (A) above, they shall pay \$\_\_ per year.
- E.** After 30 years of continuous membership, a member becomes a life member. Life members shall pay \$\_\_ per year.

## **By-Laws (cont.)**

- F.** Honorary members pay no dues, and may participate in the association's activities. Said members have no vote.
- G.** All dues shall be payable and due by the first meeting in the calendar month of October of each year or on the anniversary of joining.

### Section 3

#### Expulsion from the association

- A.** A member can be expelled for conduct that is detrimental to the association upon being so charged in writing by any other member of the association.
- B.** A member may be so expelled by a majority vote of the Executive Committee, after a hearing, if found guilty of the charges brought against him or her.
- C.** A member of the Executive Committee can be removed from office by a vote of 2/3rds of the active association members provided that copies of the proposed impeachment are given to members entitled to vote, at least ten days prior to the voting.

## **Article 3 - Duties of the Officers**

### Section 1

The duties of the officers shall be as common usage dictates

### Section 2

The president of the association shall act as presiding officer of the Administrative Council, Executive Committee, and any meeting of the association, or the president shall appoint another person to preside over the meeting.

### Section 3

In the absence of the president, the duties of the office shall be assumed by the vice-president.

## By-Laws (cont.)

### Section 4

The treasurer shall receive and hold all funds of the association and shall disburse such funds only as authorized by the Administrative Council and then only on an order signed by the president, or in his/her absence, by the vice-president

### Section 5

No association check is valid unless it carries two authorized signatures. Authorized persons are:

- President
- Vice-President
- Treasurer
- Recording Secretary
- Corresponding Secretary

### Section 6

The treasurer shall issue checks up to \$\_\_ on the authorization of the president and shall not issue more than \_\_ checks per month. Additional checks and checks for larger amounts require Administration Council approval.

### Section 7

The recording secretary shall be responsible for keeping the records and minutes of the meetings.

### Section 8

The corresponding secretary shall handle all correspondence for the association and is the only person who can use the letterhead of the club and make club contacts. However, the corresponding secretary may designate club members to act on his or her behalf.

**By-Laws (cont.)**

**Article 4 - Duties of the Executive Committee**

Section 1

It shall be the duty of the Executive Committee to conduct the business of the association and formulate its policies

Section 2

Any vacancies in the Executive Committee occurring during the year shall be filled by a vote of the majority of the remaining members of the Executive Committee. Any person thus elected shall hold office for the unexpired term or until his/her successor is elected.

**Article 5 - Duties of the Administrative Council**

Section 1

It shall be the duty of the Administrative Council to make those recommendations deemed necessary for the good and welfare of the association.

**Article 6 - Duties of the Standing Committees**

Section 1

The standing committees shall serve at the pleasure of the president who may create or eliminate committees to his/her needs. The president shall appoint the committee chairperson and define the purpose of the committee.

Section 2

The Administrative Council can authorize the creation of a committee whose chairperson the president shall appoint.

**By-Laws (cont.)**

**Article 7 - Meetings**

Section 1

The association shall meet on Wednesday evenings; weather permitting, except legal and/or religious holidays periods or in times of emergency. The president, with the consent of the membership, may, in the case of any other exceptions, choose an alternate date for a meeting. The club shall begin with the first meeting in the calendar month of September.

Section 2

The president shall call for a minimum of 4 business meetings during the year. No business meetings shall be called during the period from July to August.

Section 3

Two business meetings must be held during the period from September 1<sup>st</sup> to April 30<sup>th</sup>. Two business meetings shall be held in May for the express purpose of nominating and electing officers.

- A.** The first business meeting in May hears recommendations for officers by the Administrative Council and accepts additional nominations for officers from the membership. A nominated person can decline at this meeting.
- B.** The second business meeting in May will accept additional nominations for officers and will release all nominees who wish to decline. The nominees must be presenter may submit a proxy in either case. Election by secret ballot will then follow.
- C.** In the event of a tie, the newly elected officers will vote to break the tie.

**By-Laws (cont.)**

Section 4

All business meetings shall be conducted under Parliamentary procedures. The order of exercise at a business meeting shall be as follows:

- A. Call to order.
- B. Reading of the minutes of the preceding meeting.
- C. Communication from the president.
- D. Report of the treasurer.
- E. Report of the various committees.
- F. Old business.
- G. New business.
- H. Good and welfare.
- I. Adjournment

Section 5

A quorum shall consist of a minimum of 25% of the members in good standing.

**Article 8 - Conferences and Demonstrations**

Section 1

The Executive Committee shall conduct such conferences, exhibitions, and demonstrations as may best serve the program of the association.

**Article 9 - Publications**

Section 1

Bulletins, reports, and publications shall be published as authorized by the Executive Committee.

**Article 10 - Mergers**

Section 1

The merger of the association may be made by 2/3rds vote of the members in good standing present and voting at any business meeting of the association provided that notice of the proposed merger be given, in writing, to those members entitled to vote, at least ten days prior to the voting.

**By-Laws (cont.)**

Section 2

The association may decide to disband before allowing any merger.

**Article 11 - Dissolution**

Section 1

The dissolution of the association may be made by a 2/3rds vote of the members in good standing present and voting at any business meeting of the association provided that notice of the proposed dissolution be given, in writing, to those members entitled to vote, at least ten days prior to voting.

Section 2

All assets are to be sold off and all debts are to be paid before any assets are distributed equally among the current active members. Accounts will be closed and the association will cease to exist.

**Article 12 - Amendments**

Section 1

These By-Laws may be amended by a 2/3rds vote of members in good standing present and voting at any business meeting of this association provided that notice of the proposed amendment(s) be given, in writing, to those members entitled to vote, at least ten days prior to the voting.

Section 2

Any member in good standing may propose an amendment.

## **AMENDMENTS**

### **BY-LAWS**

#### **Article 2 - Membership**

##### Section 2

The phrase "The Executive Committee shall set dues" was added 9/03.

(B) The phrase "husband and wife" was changed to "two members of the same household" 9/03.

(C) Eighteen years of age was added 9/03.

(E) Added 5/29/85.

(F) Added 9/03.

(G) The phrase "or anniversary of starting" was added 89/90.

##### Section 3

(C) was added 9/03.

#### **Article 3 - Duties of the Officers**

##### Section 2

The phrase "or appoint someone else to preside over the meeting" was added 9/03.

##### Section 5

The recording Secretary and the Corresponding Secretary were added 9/25/81.

##### Section 6

The amount and the phrase "and shall not issue more than \_\_\_ checks per month. Additional checks and" was added 9/03

##### Section 8

The phrase "and is the only person who can use the letterhead of the club and make club contacts. However, the corresponding secretary may designate club members to act on his or her behalf." was added 9/03.

## **AMENDMENTS**

### **BY-LAWS**

#### **Article 6 - Duties of the Standing Committees**

##### Section 1

The section was rewritten and the sentence, "The president shall appoint the committee chairperson and define the purpose of the committee," was added 9/03

#### **Article 7 - Meetings**

##### Section 1

The term "weather permitting" and "holiday periods, or in times of emergency," was added 9/03.

##### Section 2

The word "June" was deleted 9/03.

##### Section 3

- (A) The word "not" was deleted 9/03
- (C) Was added 9/03.

##### Section 5

Was added 9/03

#### **Article 10 - Mergers**

Was added 9/03

#### **Article 11 - Dissolution**

Was added 9/03

#### **Article 12 - Amendments**

Section 2 was added 9/03.