

CONSTITUTION AND BY-LAWS

OF THE

NASSAU COUNTY CAMERA CLUB

C O N S T I T U T I O N :

ARTICLE I - NAME

The name of this organization shall be the Nassau County Camera Club.

ARTICLE II - OBJECT

The object of this Club is to further the artistic and technical knowledge of photography and to promote good fellowship among members.

ARTICLE III - MEMBERS

Section 1 - The membership of the Club shall be open to any person over the age of seventeen (17) residing on Long Island.

Section 2 - All applications for membership shall be submitted to the Membership Committee for approval.

Section 3 - Voting privileges shall be accorded to those members who have paid their dues to date.

Section 4 - Any member in good standing for 20 complete years, as a full-paid member (as of October 1 of each membership year), shall become a Life Member in his or her 21st year. Life Members shall be accorded all privileges of the Club, including voting rights and are not required to pay dues once achieving Life Membership.

#### ARTICLE IV - QUALIFICATIONS FOR CLUB OFFICERS

Section 1 - Officers of this Club shall be the President, Vice-President, Secretary and Treasurer. Candidates for the offices of President, Vice-President and Treasurer shall be members in good standing for a minimum period of two (2) years. Candidates for the office of Secretary shall be a member in good standing.

Section 2 - The term of office shall be for a period of one (1) year, and no member shall hold the same office for more than two(2) consecutive terms.

Section 3 - Elections shall take place at the Annual Meeting. The majority of votes cast shall constitute an election.

Section 4 - Vacancies in office shall be filled by a vote of the Executive Board.

#### ARTICLE V - EXECUTIVE BOARD

The Executive Board shall consist of the elected officers of the Club and the chairpersons of any standing committees.

#### ARTICLE VI - MEETINGS

Section 1 - The Annual Meeting shall be the first meeting in June.

Section 2 - At least two(2) officers and one-fifth of the members shall constitute a quorum.

Section 3 - Special meetings may be called only by the President. Twenty-percent (20%) of the Club membership may direct the President to convene a special meeting.

Section 4 - The business of any special meeting must be stated in the call. No other business shall be transacted except that stated in the call.

Section 5 - A majority of the members of the Club shall be necessary for a quorum at any special meeting.

ARTICLE VII - AMENDMENTS

Section 1 - All proposed amendments must be submitted in writing and read to the Club at a regular meeting at least two (2) months before being voted upon.

Section 2 - This constitution may be amended at any regular or annual meeting by a two-thirds vote of the members present providing there is a quorum.

**B Y - L A W S :**

**ARTICLE I - FINANCE**

Section 1 - The fiscal period shall begin September 1 each year.

Section 2 - Annual membership dues for September through June shall be payable by October 1.

Section 3 - Dues must be paid before entries may be submitted for Club competitions.

Section 4 - Where practicable, bills shall be paid by check. All checks shall be signed by two (2) officers of the Club.

**ARTICLE II - DUTIES OF THE OFFICERS**

Section 1 - The regular term of office for all officers shall commence with their installation.

Section 2 - The PRESIDENT shall appoint the chairpersons of all standing committees and shall be member ex-officio of same, except to the Auditing and Nominating Committees. The President must be notified of all committee meetings and may call a meeting of any committee. The President shall preside at all regular, annual and special meetings.

Section 3 - The VICE-PRESIDENT shall perform the duties of the President in his or her absence, or at his or her request.

Section 4 - The SECRETARY shall keep an accurate record of the members of the Club with addresses and telephone numbers. The Secretary shall keep the minutes of all regular, annual and special meetings. The Secretary shall also keep the minutes of all Executive Board Meetings and shall conduct the general correspondence of the Club.

Section 5 - The TREASURER shall pay the bills of the Club. The Treasurer shall keep an itemized account of all receipts and disbursements and report on same at the business meeting each month. Those bills not budgeted or over budgeted shall be approved by the Executive Board.

Section 6 - Any officer obliged to be absent from one or more meetings shall notify the President who may designate someone to perform the duties of the office.

### ARTICLE III - COMMITTEES

Section 1 - There shall be the following standing committees: (1) Publication, (2) Programs, (3) Judges, (4) Prints - Competition, (5) Slides - Competition, (6) Workshops, (7) Field Trips, (8) Hospitality, (9) Membership, (10) Delegates to councils and similar camera club-related organizations, (11) Publicity, (12) Auditing, (13) Nominating, (14) PFLI Review, (15) Historian and (16) Web Master and such ad hoc committees as the Club may deem necessary.

Section 2 - The Publication's chairperson shall have the responsibility for the publication and distribution of the Club bulletin, "*The Lens Paper*."

Section 3 - The Programs and Judges Committees shall be responsible for the programs and judges for regular and annual meetings.

Section 4 - The Print Committee shall have the responsibility for all regular print competitions including those of councils, federations or other organizations of which the Club is a member; the annual Club print competition; and such other duties as directed by the President.

Section 5 - The Slide Committee shall have the responsibility for all regular slide competitions including those of councils, federations, or other organizations of which the Club is a member; the annual Club slide competition; and such other duties as may be directed by the President.

Section 6 - The Workshop Committee shall have the responsibility of managing the workshops. The Field Trip Committee shall be responsible for the planning, announcing and leading of field trips.

Section 7 - The Hospitality Committee shall be responsible for refreshments at meetings.

Section 8 - The Membership Committee shall have charge of all applications for membership, introduce new members to the Club, and maintain appropriate waiting list of those interested in joining the club when the roster is at its maximum membership. The Membership Committee also has the responsibility of welcoming guests and promoting good fellowship.

Section 9 - Delegates to councils and similar camera club-related organizations shall be appointed by the President and shall report to the club on the activities of these organizations.

Section 10 - The Auditing Committee shall be appointed by the President at the last regular meeting each year. They shall examine the financial records and report their findings to the Club. The Auditing Committee shall consist of three (3) persons.

Section 11 - The Nominating Committee shall present its slate at the April business meeting.

Section 12 - PFLI Selection Committee shall select submission for PFLI competitions.

Section 13 - The Historian shall be responsible for maintaining and storing all club-related documents and records.

Section 14 - The Webmaster shall be responsible for maintaining and updating the club's website.

#### ARTICLE IV - EXECUTIVE BOARD AND ITS DUTIES

Section 1 - The officers of the club and the chairpersons of the standing committees shall constitute the Executive Board.

Section 2 - The Executive Board shall have the power to transact the general business of the club.

Section 3 - The President shall fill replacements for any vacancies in office for the remaining term of such office.

Section 4 - Regular Meetings of the Executive Board shall be held each month.

Section 5 - Special meetings of the Executive Board may be called by the President.

#### ARTICLE V - NOMINATIONS AND ELECTIONS

Section 1 - A Nominating Committee of five (5) persons shall be selected at the March business meeting; the Chairperson and one member to be appointed by the President and the other three (3) persons to be elected by the members from the floor.

Section 2 - The Nominating Committee shall present its slate at the April business meeting, at which time nominations may be made from the floor. The ticket will be voted upon at the Annual Meeting. Only those nominated at the April meeting are eligible for election.

Section 3 - The Chairperson of the Nomination Committee shall have full charge of the election.

Section 4 - Written proxy votes will be accepted from Club members who are absent on the day of elections.

## ARTICLE VI - ORDER OF BUSINESS

Section 1 - At the monthly business meeting of the Executive Board, the order of business shall be as follows:

1. Reading of the minutes of the last business meeting.
2. Reading of the minutes of the last Executive Board Meeting.
3. Reading of communications.
4. Reports of the Treasurer.
5. Reports of standing and special committees.
6. Unfinished business.
7. New business.
8. Adjournment.

Section 2 - At the Annual Meeting (the first meeting in June) the election of officers shall take place.

Section 3 - The installation of officers shall take place at the Annual Dinner.

## ARTICLE VII - PLACE AND TIME OF MEETINGS

The Nassau County Camera Club (N.C.C.C.) conducts its meetings in the Levittown Library, Bluegrass Lane, Levittown, NY (Meeting Room A, in rear of building). The time and date of the meetings are from 8:00 p.m. - 11:00 p.m., usually on the first Monday and third and fourth Wednesdays of each month from September through June.

### A) Competition:

The competition evening is usually held on the third Wednesday of each month; if there are exceptions, they are communicated well in advance of the meeting. All members are encouraged to enter the friendly competitions to let the judge critique their efforts. Participation in competitions is a good learning experience. Competition Rules can be found in the back of this manual.

B) Programs:

Programs are usually presented on the fourth Wednesday of each month. Various guests are invited to present programs.

C) Workshops/Members' Night:

Workshops or Members' Nights are usually held on the first Monday of each month and are open to members of the Club and guests. Various guest speakers are invited throughout the year to discuss techniques in light, composition, nature, close-up photography, Kodalith process, photo-journalism, portraiture and many other interesting topics. Members may present photo techniques i.e. PhotoShop or present and discuss their images.

D) Field Trips:

These are usually held at various locations such as The Bronx Zoo, Botanical Gardens, Planting Fields Arboretum, Old Bethpage Village Restoration, fairs, festivals, etc. The committee is always open for suggestions.

ARTICLE VIII - AMENDMENTS TO THE BY-LAWS

The By-Laws may be amended at any regular meeting of the Club by two-thirds (2/3) vote of the members present at such a meeting providing there is a quorum.