

St. Vrain Photographic Society Constitution and Bylaws

Constitution of the St. Vrain Photographic Society

Revision as approved by membership Dec. 5, 2011

ARTICLE I — Name

The name of this organization shall be the St. Vrain Photographic Society.

ARTICLE II — Purpose

The St. Vrain Photographic Society shall exist as a non-profit organization to offer a broad spectrum of educational opportunities in the photographic field for the benefit of its members.

ARTICLE III — Membership

Any person with a sincere interest in photography may become a member by paying the appropriate membership fee. Active membership shall be the only class of membership and they shall have full voting rights.

ARTICLE IV — Elected Officers and Standing Committees

Section 1. Board of Directors. The elected officers shall make up the board of directors, which is responsible for overall policy and direction of the Society. The elected officers are as follows: President, Vice President, Secretary, and Treasurer. The Past President is an ex officio member of the board of directors.

The election, duties and required meetings of the officers are described in the Bylaws.

Section 2. Executive Board. The officers and standing committee chairs shall constitute the executive board with authority to transact the business of the Society between meetings.

Section 3. Standing Committees. Standing Committees shall be designated by the Board of Directors. Committee chairs shall be appointed by the president.

ARTICLE III — Meetings

Section 1. Annual Meeting. The date, time, and place of the annual meeting shall be set by the board of directors.

Section 2. Regular Meetings. Monthly meetings shall be held January through December and shall be set by the board of directors with notice to the membership. Meetings may or may not be held in July and August, as determined annually by the membership.

Section 3. Special Meetings. Special meetings may be called by the president or the board of directors. Field trips and educational workshops may be held depending on interest.

ARTICLE IV – Fiscal Year

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The fiscal year shall coincide with the calendar year, January 1 through December 31.

ARTICLE V — Amendments

The constitution may be amended at the annual meeting by a three-quarters affirmative vote of total votes cast, provided the proposed amendment(s) was/were published in the newsletter or distributed electronically at least thirty (30) days in advance of the voting.

Bylaws of the St. Vrain Photographic Society

Revision as approved by membership Dec. 5, 2011

ARTICLE I — Name

The name of this organization shall be the St. Vrain Photographic Society, herein referred to as the Society.

ARTICLE II — Purpose

The St. Vrain Photographic Society shall exist as a non-profit organization to offer a broad spectrum of educational opportunities in the photographic field for the benefit of its members.

ARTICLE III — Membership

- Section 1. Active Membership. Any person with a sincere interest in photography may become a member by paying the appropriate membership fee. Membership fees are set by the Board of Directors and are available on the website. Active membership shall be the only class of membership and they shall have full voting rights. New members joining the Society after the May regular meeting shall pay prorated dues payable in full at the time of joining.
- Section 2. Inactive Membership. Any member who is absent for six (6) consecutive regular meetings shall be referred to the membership committee by the treasurer for contact. Active members shall be deemed delinquent if dues are unpaid after the April regular meeting and shall be dropped from the membership rolls if dues are not paid by the May regular meeting.
- Section 3. Only members in good standing whose dues have been paid are entitled to vote and participate in Society exhibits and competitions.

ARTICLE IV — Board of Directors

- Section 1. Board of Directors. The elected officers shall make up the board of directors, which is responsible for overall policy and direction of the Society. The elected officers are as follows: President, Vice President, Secretary, and Treasurer. The Past President is an ex officio member of the Board of Directors.

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- Section 2. Duties of Officers. It is the responsibility of all officers to be familiar with and to act in accordance with the Society's Constitution and Bylaws. All retiring officers shall be responsible for the orientation of their successors.
- A. President – The president shall preside at all meetings of the Society, have general supervision of the affairs of the Society and correlate the works of the executive board. The president shall appoint all standing committee chairs and be an ex officio member of these committees. It is the responsibility of the retiring president and treasurer and the incoming president and treasurer to audit the financial records of the past year, to be completed no later than March 31.
 - B. Vice President – The vice president shall be responsible for all presidential duties in the absence of the president and any additional duties or responsibilities assigned by the president. He/she shall assist committee chairs as needed.
 - C. Treasurer – The treasurer shall be responsible for receiving and depositing all Society funds and paying out such funds, with any single expenditure exceeding \$100 requiring approval at a regular meeting by a majority vote of the members present. The treasurer shall provide monthly financial reports when requested, and have financial records up-to-date and available for the annual audit, as stated in Article IV, Section 2A. The treasurer shall also identify members in good standing, keep membership rolls, and notify the membership committee of inactive members.
 - D. Secretary – The secretary shall be responsible for maintaining mailing lists, recording results of major decisions as voted on by the membership, and editing, publishing, and distributing the monthly newsletter.
- Section 3. Meetings. The Board of Directors shall have a minimum of three meetings annually. Meetings may be conducted electronically or face-to-face. Three members of the board of directors shall constitute a quorum at board meetings.
- Section 4. Election and Appointment. Elected officers shall serve for one year and shall be eligible for re-election with a maximum of two consecutive terms for president and vice president. If the office of president should become vacant, the vice president shall complete the term. If any office other than president should become vacant, the president shall appoint an active member to complete the remainder of the term.

ARTICLE V – Executive Board

- Section 1. Executive Board. The officers and standing committee chairs shall constitute the executive board with authority to transact the business of the Society between meetings. Standing Committees shall be designated by the board of directors. Committee chairs shall be appointed by the president.
- Section 2. Duties of Committee Chairs. It is the responsibility of all committee chairs to be familiar with and to act in accordance with the Society's Constitution and Bylaws. All retiring committee chairs shall be responsible for the orientation of their successors. Standing committee chairs shall have the authority to select members of their committees and shall have general supervision of their committees. Specific duties of standing committee chairs are outlined in the Society's Guidelines.

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Section 3. Meetings. The executive board shall have a minimum of three meetings annually. Meetings may be conducted electronically or face-to-face. Three (3) members of the executive board shall constitute a quorum at executive board meetings.

ARTICLE VI – Meetings

Section 1. Annual Meeting. The date, time, and place of the annual meeting shall be set by the board of directors.

Section 2. Regular Meetings. Monthly meetings shall be held January through December and shall be set by the board of directors with notice to the membership. Meetings may or may not be held in July and August, as determined annually by the membership. The date, time, and location of regular meetings shall be posted on the Society’s website and published in the monthly newsletter. Those members present and voting at a regular meeting shall constitute a quorum.

Section 3. Special Meetings. Special meetings may be called by the president or the board of directors. Field trips and educational workshops may be held depending on interest.

Section 4. Order of Business. The order of business shall be parliamentary procedure.

ARTICLE V — Amendments

The Bylaws may be revised or amended at any regular meeting by a three-quarters affirmative vote of total votes cast, provided the proposed revisions/amendment(s) was/were published in the newsletter or distributed electronically at least thirty (30) days in advance of the voting.