



## **Constitution and By-Laws**

### ***ARTICLE I: NAME AND OBJECTIVES***

1. This organization shall be known as THE HUDSON HIGHLANDS PHOTOGRAPHY CLUB & WORKSHOP as of July 18, 2018
2. The organization shall operate as a non-profit, non-sectarian, apolitical organization. It shall promote the photographic art form through the continued development of individual skills, technical knowledge and visual creativity. The organization shall promote an atmosphere of fellowship and sociability.

### ***ARTICLE II: MEMBERSHIP***

1. Any individual over the age of eighteen (18), interested in advancing their skills in photography shall be eligible for membership. Individuals between the ages of sixteen (16) and eighteen (18), shall be eligible for membership provided that a parent/ legal guardian is a member in good standing, and that such parent or legal guardian signs a release of liability at the time of registration of such minor. Such minor member shall be permitted to attend all official and unofficial events sponsored by and/or authorized by the HHPC&W, including, but not limited to meetings, exhibitions, receptions, workshops, and the hanging and removal of art work from show venues, provided that such minor member is accompanied by a member parent /legal guardian to all such events. Minor members in good standing shall be entitled and subject to all of the rights and responsibilities of adult members in good standing. Potential members should have a proficiency in the basics of with two photographic theory and practice.
2. In November of each year, dues for the following year shall be proposed by the Executive Committee and voted upon by the membership. Dues take effect on January 1 of the following year. New members joining after March 1 will pay dues on a prorated basis set by the Executive committee.
3. Membership shall consist of active members and inactive members. A person can join as either an active member or an inactive member. An active member in good standing shall be defined as one who has paid dues for the current year, participates in club activities, is a member or chair-person of a club committee and attends a minimum of four meetings a year. An inactive member in good standing shall be defined as one who has paid dues for the current year but does not attend a minimum of four meetings a year. An inactive member shall be entitled to all the rights and privileges of an active member with two

exceptions: an inactive member will not be allowed to participate in any public exhibition sponsored by or affiliated with the HHPC&W and cannot hold office on the Executive Board.

4. The Secretary and Treasurer shall review the membership roles yearly and make recommendations to the Executive Committee of who has not paid dues in the organization and should be dropped from membership. Such individuals shall be contacted by mail, email or phone and informed that they will be dropped from membership if they do not pay dues by the next meeting. If such individuals do not attend any of the next two regular meetings, they will automatically be dropped from membership.
5. Any member who has not paid dues by the end of March will be reinstated as a member in good standing by paying the current annual dues plus \$5.00.
6. Members may nominate candidates for honorary (non- dues paying) membership when deemed appropriate. Candidates will be confirmed by vote of the membership.

### ***ARTICLE III: OFFICERS AND DUTIES***

1. Officers shall be President, Vice President, Secretary and Treasurer.
2. The President presides at all meetings, appoints committee chairs if appropriate, is ex-officio member of all committees except the Nominating Committee, approves bills for payment and performs such other duties usually pertaining to the presidency.
3. The Vice President assumes all duties of the President in the absence of the President.
4. The Secretary keeps minutes of regular, special and Executive Committee meetings, and maintains file copies of these. The Secretary shall also attend to the organization's correspondence.
5. The Treasurer receives all monies of the organization and deposits them in the club fund, pays approved bills, provides petty cash funds, presents cash reports at business meetings and prepares an annual fund report at the end of the year.

### ***ARTICLE IV: NOMINATIONS, ELECTIONS AND INSTALLATION OF OFFICERS***

1. The Nominating Committee shall consist of three members appointed by the immediate past President. In the absence of an immediate past President, the committee appointments will be made by the immediate past Vice President, Secretary or Treasurer, in that order. The committee membership shall be announced at the October meeting.
2. The Nominating Committee shall propose a slate of candidates at the November meeting. The committee is not obligated to ask the existing board members to serve again. Nominations may be made from the floor at this meeting.
3. The election shall be held at the December meeting. Voting shall be by a written ballot. If the slate is uncontested, voting shall be by a show of hands. Only members present may vote.
4. Officers shall be elected for one calendar year and may stand for reelection. The nominating committee is not obligated to ask the existing officers to serve again.
5. The Vice President shall succeed if the President's office becomes vacant. Other vacancies will be filled by candidates proposed by the Executive Committee and voted on at the next regular meeting.
6. New officers will be installed at the January meeting.

### ***ARTICLE V: COMMITTEES***

Additional committees may be formed by the President as needed.

1. Executive Committee. The committee consists of all officers and the immediate past President. It shall consider and advise on all organizational matters and review nominations for honorary memberships.
2. Constitution and By-laws / Exhibition Criteria Committee. The committee shall annually review the Constitution and By-laws and Exhibition Criteria advise the Executive Committee of needed changes.
3. Judging Committee. The committee consists of six or more members whose work has been displayed in at least two juried HHPC&W shows. Only three members will participate for each event, rotating on an informal basis as determined by the chair-person. The committee will judge work submitted for juried exhibits and work submitted for inclusion at venues where HHPC&W has an informal arrangement, such as a local business.

4. Reserve Committee. The committee will consist of members that are not on any official HHPW committees. These committee members will be called upon by the president throughout the year to help with various things as the need arises.
5. Technology Committee. The committee shall collect digital images from members for critique and slideshow before Monday's meeting. They shall work the digital projector during the Monday meeting.
6. Meet and Greet Committee. The committee shall greet visitors and potential new members at meetings. Introduce potential new members to board members and club members at beginning of meeting. Give them some background on the club and what we are about. Hand out the "welcome packet" to potential new members. Hand out member packet when new members sign up and pay dues.

***ARTICLE VI: MEETINGS***

1. Regular meetings will be held on the second Monday of each month and begin promptly at 7:30 pm.
2. Attendance of at least 51% of the active members shall constitute a quorum.
3. Order of Business (at the discretion of the President):
  - Call to order
  - Welcoming announcements
  - Reading of minutes of prior meeting(s)
  - Report of Secretary
  - Report of Treasurer
  - Report of Committees
  - Unfinished business
  - New business
  - Adjournment
  - Presentation
  - Critique
4. Robert's Rules of Order shall govern the conduct of meetings.

***ARTICLE VII: AMENDMENTS***

1. Any proposed amendment to this Constitution and By-Laws must be presented in writing to the membership at a regular meeting. Voting on the proposed amendment will be at the next meeting attended by a quorum of the members.
2. Adoption of the amendment will require a two-thirds vote of members present.

***ARTICLE VIII: DISSOLUTION OF CLUB***

1. If the club is dissolved, all bills will be paid and the remaining cash, if any, will be distributed to charitable organizations who qualify as such under the IRS regulations. The selection of these organizations will be made by the Executive Committee.

Revised April 15, 2019